N.P.D.E.S. MUNICIPAL SEPARATE
STORM SEWER SYSTEM PERMIT NO. FLS000004

ANNUAL REPORT
FOR
YEAR 2

PERIOD COVERING:
01/01/96 TO 12/31/96

SUBMITTED BY:
Sarasota County

AND CO-PERMITTEES:
City of Sarasota
Venice
North Port
Longboat Key
FDOT District 1
REPORT CERTIFICATION

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or these persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

[Signature]
Robert S. LaSala, Deputy County Administrator
Sarasota County

06/17/97
Dated
REPORT CERTIFICATION

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Robert S. LaSala, Deputy County Administrator
Sarasota County

06/17/97
Dated
EXECUTIVE SUMMARY

As required by the Water Quality Act of 1987, Sarasota County, including the Cities of Sarasota, Venice, North Port, Longboat Key, the North Port Water Control District and the Florida Department of Transportation were issued a National Pollutant Discharge Elimination System (NPDES) Permit (#FLS000004) to operate their Municipal Separate Storm Sewer Systems (MS4s). The effective date of the permit is January 1, 1995. Through an Interlocal agreement signed during the Part I application process, the Co-permittees have agreed to independently administer the permit requirements for their respective jurisdictions.

The Stormwater Management Program (the Program) contained in the permit requires continuation of existing programs and development of new or expanded programs to reduce to the maximum extent practicable the pollutant loading to the MS4. Elements contained in the Program will be implemented by the Co-permittees as required during the five-year term of the permit.

This document is the result of the combined efforts of affected County departments to produce the Annual Report for Year Two. Separate reports are provided for each jurisdiction (except in
cases where an Interlocal agreement between the County and City of Sarasota identifies the County as responsible for activities within the City's jurisdiction.

The following is a brief explanation of the various sections contained within the Annual Report.

**SECTION 1 - Co-permittee Contact List**

This section contains a listing of contact persons for each of the Co-permittees. The list includes the name of the contact person, their title, the address, phone, and fax numbers of each of the Co-permittee representatives.

**SECTION 2 - Stormwater Monitoring Program (SWMP) Evaluation**

The plan evaluation section contains an overview of the NPDES objectives and the results achieved in Year Two of the permit. Findings, accomplishments, strengths and weaknesses, and the future direction of the program are discussed.

**SECTION 3 - Summary Tables for SWMP Activities**

Summary tables have been prepared as defined and required by Part V of the permit. The tables document the status of activities outlined in the Stormwater Management Program through the term of the permit. The tables identify the Program element, the activities required under the element, and the time frame for compliance. The County departments or divisions responsible for compliance have indicated in the tables activities that were completed, what was accomplished, and some divisions have provided a brief description of the work effort performed.

**SECTION 4 - Narrative Reports for SWMP Activities**

This section contains a narrative description of the work activity for each element required by the Stormwater Management Program. Following each element narrative are questionnaires. The questionnaires summarize the objective of the element and the activities performed, and provide
evaluation of element effectiveness, including results, deficiencies, status with compliance, strengths and weaknesses, assessment of element controls, and any element revisions deemed necessary.

SECTION 5 - Monitoring Program Report

This section details the monitoring program and the efforts made by the Co-permittees to implement a monitoring program during Year Two of the permit.

SECTION 6 - Permit Modifications

In this section modifications made to the permit are discussed. The Co-permittees and the U.S. Environmental Protection Agency (EPA) agreed to modify the Monitoring Program during Year Two. The agreed changes are discussed in this section. As of the date of this report, the Co-permittees are awaiting a final modification letter from EPA that describes the terms and conditions of the monitoring program.

SECTION 7 - Fiscal Analysis

This section identifies the fiscal requirements to develop and implement the required program elements for Year Two of the permit. As required by Part V of the permit, this section compares past expenditures to the past budgets for each element. Results of this comparison are used to determine budgeting adjustments. The cost effectiveness of each element is also evaluated. We have included financial survey forms completed by the County departments and divisions responsible for budgeting and financing each of the Stormwater Management Program elements.

Appendices

This section contains required Appendices information (such as analytical monitoring data and illicit/dry-weather screening data) and optional Appendices that support information provided in the narrative portion of the Annual Report.
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Section 1 - List of Contacts for the Co-permittees

Sarasota County
Kirk Bagley,
Chief Engineering Inspector
Sarasota County Transportation Department
1301 Cattlemen Road
Sarasota, Florida 34232
Phone: (941) 378-6030
Fax: (941) 378-6150

City of Venice
Charles T. Rose, P.E.
City Engineer
City of Venice Engineering Department
401 West Venice Avenue
Venice, Florida 34285
Phone: (941) 485-3311
Fax: (941) 484-8697

City of Sarasota
David R. Sollenberger,
City Manager
P.O. Box 1058
Sarasota, Florida 34230
Phone: (941) 954-4102
Fax: (941) 954-4129
City of North Port
Samuel A. Fusco, P.E.
Stormwater Manager
North Port Road and Drainage District
5650 North Port Boulevard
North Port, Florida 34287
Phone: (941) 423-3166
Fax: (941) 426-2936

Town of Longboat Key
Leonard Smally, P.E.
Director of Public Works
Longboat Key Public Works Department
501 Bay Isles Road
Longboat Key, Florida 34228
Phone: (941) 383-3721
Fax: (941) 383-7016

FDOT
T.W. Hunt, P.G.
Maintenance Division
Florida Department of Transportation, District 1
215 North Floral Avenue
Bartow, Florida 33831-1249
Phone: (941) 519-2560
Fax: (941) 534-7045
Section 2 - Stormwater Management Program (SWMP) Evaluation

2.1 Objective of NPDES Program

The Program was developed by Sarasota County, the Co-Permittees, and the EPA to identify sources of pollution in local stormwater runoff. The goal is to reduce adverse impacts from stormwater runoff to the maximum extent practicable. The objectives of this Program will be achieved through education, regulation, inspection, proper maintenance, monitoring, basin master planning, and capital improvement projects.
Section 2 - Stormwater Management Program (SWMP) Evaluation

2.2 Major Findings

There are nine primary elements within the Stormwater Management Program. Within each element are numerous activities or tasks that will be performed by the Co-permitees. During Year One of the permit period, Sarasota County continued performing fourteen activities required by the Program. These activities included: inspection and maintenance of structural controls; basin master planning; litter control; street sweeping; routine MS4 maintenance; pesticide education; pesticide application licensing and regulation; hazardous material response; hazardous waste control; illicit sanitary discharge notifications; identification of industrial sources; and inspector training and contractor education. The aforementioned Program activities have always been considered essential and effective in maintaining improved water quality within the Sarasota County area.
Traditionally, many employees within the County work-force did not recognize the potential adverse impacts that their daily work activities might have on water quality. In fact, many did not associate their jobs with stormwater impacts upon the environment. A major accomplishment through Year Two of the permit period is the increased awareness gained by the County’s work-force since implementing our Program. We believe that the increased awareness that our employees have gained from implementation of the Program has had significant and positive impact on reducing the pollutant loads from municipal facilities.

In 1996, Sarasota County continued a Capital Improvement Program that charges property owners for improvements in the designated basins. Previously, user fees were collected to pay for only customer services, general services, and maintenance services. The Capital Improvement Program assessments, implemented in 1995, are collected and used to construct flood-control and water-quality projects identified in adopted County Basin Master Plans. Capital improvements were initiated in five basins throughout the County during 1996.
The program’s strength is in its comprehensive approach to controlling stormwater runoff. This control is maintained through education, regulation, inspection, proper maintenance, monitoring, basin master planning, and capital improvements. We are constantly monitoring the various aspects of our Program and are receptive to our citizens’ comments. We strive to maintain a consistent and equitable Program.

Since implementation of the Program, Sarasota County has a much better inventory and knowledge of the county-wide drainage system (MS4). Having a better understanding of the number and types of structures the County must manage has improved our ability to identify, schedule, and budget maintenance activities that ensure system performance and improve water quality.

An identified weakness in the Program is that sometimes individuals within various departments or divisions are unaware of the importance of documenting their actions that support Program objectives. Collectively, coordination and cooperation between County departments and divisions to perform Program activities are good. However, individuals are not always made
aware of their documentation responsibilities. Consequently, many of the Program activities that are performed annually by these individuals are not adequately documented. The County will correct this weakness by providing individuals with a better understanding of their role and responsibilities for meeting the documentation requirements set forth in the permit.
Annual Report

Section 2 - Stormwater Management Program (SWMP) Evaluation

2.5 Future Direction of Program

The County and Co-permittees will continue to pursue implementation of the activities identified in the Program. Should best professional judgment dictate changing a Program activity, the Co-permittees will identify the necessary changes or modification(s) pursuant to Part VII of the Permit and will submit a recommendation to the EPA for a modification to the Permit.
Annual Report

Section 3 - Summary Tables for SWMP Activities
### Operation and Maintenance of Sarasota County NPDES Collection System

#### Structural Controls and Storm Water Redevelopment

<table>
<thead>
<tr>
<th>New Development and Significant Control of Discharges from the Area, of the Permit Term.</th>
<th>Perform inspections and maintenance of structural controls. Maintain a summary of the assessment performed during the permit. Conduct an annual assessment of the effectiveness of inspection and maintenance activities. Conduct an internal record keeping system to track inspections and maintenance schedule in the subsequent ANNUAL REPORT.</th>
<th></th>
</tr>
</thead>
</table>

#### Water Treatment Regulations (F.A.C. 40D-4, 62-251)

<table>
<thead>
<tr>
<th>Effective Date of the Permit.</th>
<th>Identifying and inventorying privately-owned and maintained storm water treatment systems which discharge into the MS4. Following development, include a summary of the inspection program.</th>
<th></th>
</tr>
</thead>
</table>

#### STORM WATER MANAGEMENT PROGRAM

<table>
<thead>
<tr>
<th>H-I-96! MEN'S ARE CONSTRUCTED. FILES BEING DEVELOPED FOR EACH OF THE REQUIREMENTS.</th>
<th>Yes and followed to the minimum debris removal, sediment removal, maximum extent possible, vegetation removal, erosion repair, and buffer setbacks.</th>
<th></th>
</tr>
</thead>
</table>

#### Summary Table

<table>
<thead>
<tr>
<th>PROPOSED ACTIVITY</th>
<th>ACTIVITY</th>
<th>QUALIFICATIONS</th>
<th>COMPLETED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inspection and maintenance of structural controls</td>
<td>Perform inspections and maintenance of structural controls. Maintain a summary of the assessment performed during the permit. Conduct an annual assessment of the effectiveness of inspection and maintenance activities. Conduct an internal record keeping system to track inspections and maintenance schedule in the subsequent ANNUAL REPORT.</td>
<td></td>
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</tr>
<tr>
<td>Identifying and inventorying privately-owned and maintained storm water treatment systems which discharge into the MS4.</td>
<td>Yes and followed to the minimum debris removal, sediment removal, maximum extent possible, vegetation removal, erosion repair, and buffer setbacks.</td>
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<tr>
<td>H-I-96! MEN'S ARE CONSTRUCTED. FILES BEING DEVELOPED FOR EACH OF THE REQUIREMENTS.</td>
<td>Yes and followed to the minimum debris removal, sediment removal, maximum extent possible, vegetation removal, erosion repair, and buffer setbacks.</td>
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<tr>
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<td></td>
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</tr>
<tr>
<td>Identifying and inventorying privately-owned and maintained storm water treatment systems which discharge into the MS4.</td>
<td>Yes and followed to the minimum debris removal, sediment removal, maximum extent possible, vegetation removal, erosion repair, and buffer setbacks.</td>
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<tr>
<td>H-I-96! MEN'S ARE CONSTRUCTED. FILES BEING DEVELOPED FOR EACH OF THE REQUIREMENTS.</td>
<td>Yes and followed to the minimum debris removal, sediment removal, maximum extent possible, vegetation removal, erosion repair, and buffer setbacks.</td>
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</tbody>
</table>

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This document outlines the operation and maintenance procedures for the Sarasota County NPDES Collection System, focusing on structural controls and storm water management. It includes activities such as inspections, maintenance, and summarizing assessments to ensure compliance with local permit conditions. The summary table provides a structured overview of the activities, qualifications, and completion status.
<table>
<thead>
<tr>
<th>PROGRAM ELEMENT</th>
<th>ACTIVITY</th>
<th>REQUIRED BY</th>
<th>COMPLETED</th>
<th>ACCOMPLISHED</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Redevelopment</td>
<td>End Sigmhrani New Development</td>
<td>START DATE</td>
<td>YES</td>
<td></td>
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<tr>
<td>Control of Discharges from Asper</td>
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</tr>
<tr>
<td>Operation and Maintenance of Public Streets, Roads and Highways</td>
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<tr>
<td>PROGRAM ELEMENT</td>
<td>AS DETERMINED BY THE COUNTY</td>
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<tr>
<td>STORM WATER MANAGEMENT PROGRAM</td>
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<tr>
<td>Within 36 months of the Effective Date</td>
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<tr>
<td>Prior to the end of the Permit Term</td>
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<tr>
<td>11-31-95</td>
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<tr>
<td>Evaluate land development practices to reduce the amount of impervious surfaces in future development.</td>
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<tr>
<td>Include in each ANNUAL REPORT a brief summary of each basin included in the permit.</td>
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<tr>
<td>Implement appropriate land development practices and incentives</td>
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<tr>
<td>Provide a description of the municipally-operated Litter Control Program for highways and streets within jurisdictional area and properly dispose of collected material.</td>
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<tr>
<td>Implement street sweeping program within jurisdictional area and properly dispose of collected material.</td>
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<tr>
<td>Spring and fall in year 17-1-96</td>
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<tr>
<td>Summer and winter in year 17-1-96</td>
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<tr>
<td>WEATHER CONDITIONS</td>
<td></td>
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<tr>
<td>YES ARE REVIEWED/UP-REVISIONS INCLUDE DEVELOPMENT OF A SUBDIVISION</td>
<td></td>
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</tr>
<tr>
<td>ONE POUND WAS IMP E- DISPOSED OF AT THE COUNTY LANDFILL. MATERIAL IS INCORPORAT-ED INTO THE PERMIT.</td>
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<tr>
<td>Reported in Year</td>
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<td>ONE</td>
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</table>
### STORM WATER MANAGEMENT PROGRAM

<table>
<thead>
<tr>
<th>Item</th>
<th>Activity</th>
<th>Required by Date</th>
<th>Completed Within</th>
<th>Action Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.01</td>
<td>Stormwater Management Program</td>
<td>Effective Date of Permit</td>
<td>Within 12 months of the Effective Date of Permit</td>
<td>Administer a program to ensure compliance with the Program, as required by the permit.</td>
</tr>
<tr>
<td>1.02</td>
<td>Stormwater Management Program</td>
<td>Effective Date of Permit</td>
<td>Within 12 months of the Effective Date of Permit</td>
<td>Administer a program to ensure compliance with the Program, as required by the permit.</td>
</tr>
<tr>
<td>1.03</td>
<td>Stormwater Management Program</td>
<td>Effective Date of Permit</td>
<td>Within 12 months of the Effective Date of Permit</td>
<td>Administer a program to ensure compliance with the Program, as required by the permit.</td>
</tr>
<tr>
<td>1.04</td>
<td>Stormwater Management Program</td>
<td>Effective Date of Permit</td>
<td>Within 12 months of the Effective Date of Permit</td>
<td>Administer a program to ensure compliance with the Program, as required by the permit.</td>
</tr>
<tr>
<td>1.05</td>
<td>Stormwater Management Program</td>
<td>Effective Date of Permit</td>
<td>Within 12 months of the Effective Date of Permit</td>
<td>Administer a program to ensure compliance with the Program, as required by the permit.</td>
</tr>
<tr>
<td>1.06</td>
<td>Stormwater Management Program</td>
<td>Effective Date of Permit</td>
<td>Within 12 months of the Effective Date of Permit</td>
<td>Administer a program to ensure compliance with the Program, as required by the permit.</td>
</tr>
<tr>
<td>1.07</td>
<td>Stormwater Management Program</td>
<td>Effective Date of Permit</td>
<td>Within 12 months of the Effective Date of Permit</td>
<td>Administer a program to ensure compliance with the Program, as required by the permit.</td>
</tr>
<tr>
<td>1.08</td>
<td>Stormwater Management Program</td>
<td>Effective Date of Permit</td>
<td>Within 12 months of the Effective Date of Permit</td>
<td>Administer a program to ensure compliance with the Program, as required by the permit.</td>
</tr>
<tr>
<td>1.09</td>
<td>Stormwater Management Program</td>
<td>Effective Date of Permit</td>
<td>Within 12 months of the Effective Date of Permit</td>
<td>Administer a program to ensure compliance with the Program, as required by the permit.</td>
</tr>
<tr>
<td>1.10</td>
<td>Stormwater Management Program</td>
<td>Effective Date of Permit</td>
<td>Within 12 months of the Effective Date of Permit</td>
<td>Administer a program to ensure compliance with the Program, as required by the permit.</td>
</tr>
<tr>
<td>1.11</td>
<td>Stormwater Management Program</td>
<td>Effective Date of Permit</td>
<td>Within 12 months of the Effective Date of Permit</td>
<td>Administer a program to ensure compliance with the Program, as required by the permit.</td>
</tr>
<tr>
<td>1.12</td>
<td>Stormwater Management Program</td>
<td>Effective Date of Permit</td>
<td>Within 12 months of the Effective Date of Permit</td>
<td>Administer a program to ensure compliance with the Program, as required by the permit.</td>
</tr>
</tbody>
</table>

**Note:** The above items are to be completed within 12 months of the Effective Date of the Permit. The program shall be administered and maintained to ensure compliance with the Program, as required by the permit.
<table>
<thead>
<tr>
<th>Requirement</th>
<th>Approach</th>
<th>Compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delivery of January 1, 1995</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accreditation of the Fish and Wildlife Commission strategist</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Certification of application of herbicides</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employees handling pesticides, herbicides, and fertilizers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Training and education requirements</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Implement any revised procedures for training and certification of employees</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Summary Table

**STORM WATER MANAGEMENT PROGRAM**

<table>
<thead>
<tr>
<th>ACTIVITIES</th>
<th>OILS, TOXICS, AND HOUSEHOLD HAZARDOUS WASTE CONTROL</th>
<th>RESPONSE TO ILLEGITIMATE DISCHARGES AND IMPROPER DISPOSAL OF HAZARDOUS WASTE</th>
<th>LIMITATION OF SANITARY SEWER SEEPAGE INTO THE MS4. IN AREAS WHERE WASTEWATER INFILTRATION IS SUSPECTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMNESY DAYS (6) ONE DAY AMNESY DAYS CONDUCTED EACH YEAR</td>
<td>200 STORM SEWER STENCILING PROGRAM IS PROMOTED BY SARASOTA COUNTY TO ACTIVELY PROMOTE AND SUPPORT A VOLUNTARY STENCILING PROGRAM FOR ALL STORM SEWER STENCILING</td>
<td>DOCUMENT THE TOTAL ANNUAL AMOUNT OF HOUSEHOLD HAZARDOUS WASTE</td>
<td>CONDUCT ANALYSIS OF STORM SEWER STENCILING PROGRAM TO EVALUATE EFFECTIVENESS AND IDENTIFY AREAS FOR IMPROVEMENT</td>
</tr>
<tr>
<td>OIL RECYCLING SITE SUPPORT AND PROMOTE ON A REGULAR BASIS THE SIX (8) OIL RECYCLING SITE LOCATIONS WITHIN SARASOTA COUNTY AND THE TWO (2) PERMANENT COLLECTION FACILITIES (HHW) ARE OPEN ONCE A WEEK</td>
<td>27,004 GALLONS OF USED OIL PROVIDED COUNTY RESIDENTS WITH SIX USED OIL RECYCLING SITES</td>
<td>SUPPORT AND PROMOTE ON A REGULAR BASIS THE SIX (8) OIL RECYCLING SITE LOCATIONS WITHIN SARASOTA COUNTY AND THE TWO (2) PERMANENT COLLECTION FACILITIES (HHW) ARE OPEN ONCE A WEEK</td>
<td>CONDUCT ANALYSIS OF OIL RECYCLING PROGRAM TO EVALUATE EFFECTIVENESS AND IDENTIFY AREAS FOR IMPROVEMENT</td>
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<tr>
<td>HOUSEHOLD HAZARDOUS WASTE COLLECTION FACILITIES</td>
<td>WITHIN 38 MONTHS OF THE EFFECTIVE DATE OF PERMIT</td>
<td>WITHIN 30 MONTHS OF THE EFFECTIVE DATE OF PERMIT</td>
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<td>- CONDUCT AMNESY DAYS PROGRAM</td>
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<td>- DOCUMENT THE TOTAL ANNUAL AMOUNT OF HOUSEHOLD HAZARDOUS WASTE</td>
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<tr>
<td>Effective Date of Permit</td>
<td>Implement the monitoring program for high risk industrial facilities Within 36 months of the Effective Date of Permit</td>
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<tr>
<td>Within 24 Months of</td>
<td>Begin inspections of identified high risk facilities. Maintain an internal log documenting the results of the inspections performed.</td>
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<tr>
<td>the Effective Date of</td>
<td>Develop a monitoring program for high risk industrial facilities, include a description of the specific enforcement steps to be taken to require compliance with focal stormwater ordinances if violations are identified.</td>
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<tr>
<td>the Permit</td>
<td>After development, include a summary of the procedures &amp; inspection schedule in the subsequent ANNUAL REPORT for incorporation into the permit.</td>
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<td>Maintain a log of all industrial stormwater sources discharging to MS4 &amp; update in ANNUAL REPORTS.</td>
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<td>Develop an inventory of all existing high risk facilities discharging into the MS4. This inventory shall identify the outfall and surface waterbodies into which each high risk facility drains, the MS4. This inventory shall identify the outfall and surface waterbodies into which each high risk facility drains, the MS4.</td>
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<td>Identify areas served by septic tanks. Advise appropriate utility owner of violation if constituents common to septic tank systems, are discovered in the MS4.</td>
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<td>Inspect the sanitary sewer lines for deficiencies. Maintain an internal log documenting the results of the inspections performed.</td>
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<td>(1-1-98) NO OBTAINING FUNDING FOR ESI POSTTION IN FY 98 BUDGET</td>
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<tr>
<td>(1-1-97) NO TO SARASOTA COUNTY SEPTIC SYSTEM DISCHARGES TO MS4 ARE INVESTIGATED</td>
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</table>
Inspection and Enforcement: Review existing inspection policies and code enforcement programs to:

Non-structural Controls:
- Commendations for reducing the amount of sediment leaving construction sites

Summarize the necessary modifications in the subsequent ANNUAL REPORT:
- Summary of modifications necessary to correlate with EPA's NPDES Construction Activity General Permit
- Review erosion and sediment control requirements to determine controls. Document the installation, maintenance, and effectiveness of erosion and sediment control devices.
- Implement the use of an erosion and sediment control course for construction trades.
- Land development regulations, incorporate guidelines and criteria for erosion and sediment control.
- Track construction projects required to install erosion and sediment control devices.
- Identify all agencies conducting site inspections and then determine training the site contractors.
- Inspectors. Include verification that construction sites subject to the permit are in compliance with local stormwater ordinances and/or local permits.
- Implement the use of an erosion and sediment control course for construction trades.

Effective:
- Within 36 Months of the Effective Date of the Permit
- Within 12 Months of the Effective Date of the Permit
- Within 13 Months of the Effective Date of the Permit

Compliance:
- Within 36 Months of the Effective Date of the Permit
- Within 12 Months of the Effective Date of the Permit
- Within 13 Months of the Effective Date of the Permit

Inspection Program:
- Construction sites are inspected for compliance during regular erosion and sediment control device inspections.
- The Transportation Department is reviewing the inspection policy.

Annual Report:
- Summarize results and include in the subsequent ANNUAL REPORT.

Erosion and Sediment Control:
- Stormwater Pollution Prevention Plans on site.
- NPDES Stormwater Regulations have NPDES permit coverage and are implemented by the appropriate agency.
- Inspectors include verification that construction sites subject to the permit are in compliance with local stormwater ordinances and/or local permits.
- Rain inspectors (regardless of specialty) who are likely to be on-site are identified.
- Determine which agency is responsible for issuing enforcement actions for water quality violations.
### Construction S:lt! Runoff

### Implementation

**Site Operator Training**

- Contractors. Topics to include are measures to reduce pollutants from activities, and solutions to erosion and sediment problems commonly sites, awareness of the NPDES program requirements for construction developers, inspectors and contractors, including earth moving. Implement an annual NPDES workshop for design professionals, land plan reviewers, and inspectors that were on sites that discharge to MS4. Upon conclusion of the evaluation, include a summary of the findings in the subsequent ANNUAL REPORT for incorporation into the permit. Evaluate the feasibility of implementing a program for building permit applicants and inspectors for construction site runoff. Implement developed procedures to notify building permit applicants in developments which, because of the amount of land area disturbed, are subject to the NPDES stormwater regulations of their application.

- Develop a procedure to notify building permit applicants in construction site operators, plan reviewers, and inspectors during construction.

- Conclude presentations to local professional organizations which are associated with the construction industry to discuss proper construction site runoff.

- Conduct presentations to local professional organizations which are associated with the construction industry to discuss proper construction site runoff.
Retention / Detention Ponds - All County maintained retention and detention ponds are inspected and mowed monthly. Debris is removed from the site and properly disposed. Underdrain systems are inspected for adequate flow and are flushed to restore proper capacity. Skimmer plate is inspected on outlet control structures as well as weir crest, orifice, grating, and other appurtenances of the structure. Side slopes are inspected for erosion and adequate vegetative cover. Berms are maintained at design elevation. Herbicide application is performed as needed to control noxious aquatic plants. Littoral shelves and mitigation plantings are monitored to ensure required survivorship and coverage. Accumulated sediments are excavated and disposed at the landfill when the accumulation reduces the storage volume by one-third or causes a constriction around inlet or outlet structures.

Privately owned and maintained retention / detention ponds are inspected every 18 to 24 months depending on the design of the pond. An inspection report form is completed for each pond inspected and kept in a subdivision file. A copy of the inspection form is included as Appendix A-2. Pond owners are notified of deficiencies and are given 90
days to bring the system into compliance. Failure to comply results in revocation of any stormwater utility assessment credits that the associated properties are receiving.

**Weirs/Flow Control Devices** - Weirs and flow control devices located within County maintained drainage ways are inspected every three months. Items of interest during inspection are erosion, sediment/debris accumulation, bleed down devices, underdrain systems, and general condition of the structure. Deficiencies and maintenance needs are reported to the appropriate maintenance entity. One weir was replaced during Year Two of the permit period. The undermining and resultant failure of this weir was cited in last year's annual report.

**Channels** - Approximately 290 miles of channels and ditches are maintained annually. Maintenance includes debris, litter, and vegetation removal, herbicide application for noxious aquatic plants, excavation of accumulated sediments to return the channel to the original cross section, and repair of eroded areas including revegetation/restabilization of the repaired areas. Access ways and slopes are mowed four times per year by contract. The maintenance schedule has been developed in which all maintained channels are cleaned at regular intervals based on certain characteristics of a given channel. The schedule establishes annual cleaning for channels in flood prone areas, bi-annual cleaning for major arterial channels, and a three year frequency for major outfall canals. Roadside ditches are maintained on an as-needed basis or in response to public requests.

**Privately Owned/Maintained Stormwater Systems** - An inventory of all residential subdivisions and commercial parcels that receive credits toward their stormwater management assessments has been developed. This inventory was reported in the Annual Report for Year One. These subdivisions and parcels are served by some type of stormwater treatment system and are credited for the proper operation and maintenance of
the systems. Inspection of these systems is performed by the Stormwater Environmental Utility (S.E.U.). The S.E.U. continues the process of collecting and filing construction plans and record drawings of the treatment systems for reference during inspections. Inspections consist of on-site visits and focus on the structural integrity of the system. Features such as outfall control structures, sediment sumps, slope erosion, underdrain/filtration systems, and sediment accumulation are inspected and compared to the construction plans or record drawings. Inspections for treatment systems are done every two years for wet detention systems. Systems utilizing underdrain or other filtration methods are inspected every 18 months.

Systems passing inspection continue to receive the assigned assessment credit. Owners of systems with deficiencies noted during inspection are notified of the deficiencies and are given 90 days to bring the facility into compliance with the design. If after 90 days the deficiencies remain, the owner is notified and assessment credits are revoked for all properties served by that system. For a failed system to re-qualify for credits, certification from a registered engineer must be submitted demonstrating that the system again operates as designed.

During 1996, 25 privately owned and maintained stormwater treatment systems were inspected by the S.E.U.. Of these systems, 72 percent passed inspection. The owners of the failing systems were notified of the deficiencies and informed of the importance of proper maintenance. In all cases of inspection failure, the owners were cooperative and took appropriate action to bring the systems into compliance.

Operation and Maintenance Training - All equipment operators from the Sarasota County Solid Waste Department attended a class sponsored by the University of Florida's TREEO Center. The class, Stormwater Management for Landfills, included training in
erosion and sediment control for solid waste facilities. Also addressed were federal, state, and local regulations and permit requirements for stormwater management at these facilities.

The class also contained information on the design, construction, and operation of stormwater management devices to control runoff. The collection, routing, and detention of stormwater were discussed relative to downstream water-quality issues. The course was successful in stressing the effect of erosion and sedimentation on water quality. In addition, the Stormwater Management for Landfills course is approved by the Florida Solid Waste Management Training Committee to satisfy continuing education requirements for maintaining landfill operator certification in Florida.

Many employees throughout the County attended erosion and sediment control classes at the Suncoast Public Works Academy. The course, which was sponsored by the International Erosion Control Association, is entitled Erosion and Sediment Techniques Used on Construction Sites. The course brought up practical approaches for effective erosion and sediment control. Design methods for selecting sediment and erosion control best management practices (BMPs) were included as part of the curriculum. Emphasis was placed on the importance of proper inspection and maintenance and the need to continually evaluate the effectiveness of the BMPs.
Local Stormwater Quality Ordinances - Sarasota County has enacted Ordinance No. 96-020 as the Sarasota County Water Pollution Control Code. This ordinance provides the County with a mechanism to ensure that water resources are protected throughout Sarasota County, including the Cities of Sarasota, Venice, North Port, and Longboat Key. A copy of this ordinance has been included as Appendix A-3.

Basin Master Planning - The Basin Master Plans are in-depth studies of the individual drainage basins. The scope of each Master Plan includes determining basin boundaries and evaluating existing drainage structures and facilities for deficiencies in pre-established water quantity and water quality service-level criteria. The City of Sarasota participates in the County's Basin Master Planning Program and provides input, guidance, and priorities on drainage basins located within the city limits.
To date, nine basins studies have been completed. Ten basins are currently being studied. Six basins, including two coastal outfall basins, are scheduled for study within the next year. Two rural riverine basins and most of the remaining coastal basins were given lower priority and have not yet been scheduled for study.

<table>
<thead>
<tr>
<th>STUDIES COMPLETED</th>
<th>CURRENT STUDIES</th>
<th>SCHEDULED</th>
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<tbody>
<tr>
<td>1. Alligator Creek</td>
<td>1. Ainger Creek</td>
<td>1. Bay Acres Coastal Basin</td>
</tr>
<tr>
<td>2. Big Slough</td>
<td>2. Cow Pen Slough</td>
<td>2. Catfish Creek</td>
</tr>
<tr>
<td>3. Clowers Creek</td>
<td>3. Curry Creek</td>
<td>3. Deer Prairie Slough</td>
</tr>
<tr>
<td>5. Forked Creek</td>
<td>5. Holiday Bayou</td>
<td>5. Little Salt Creek</td>
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<tr>
<td>7. Hudson Bayou</td>
<td>7. Shakett Creek/Fox Creek</td>
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<td>8. Matheny Creek</td>
<td>8. South Creek</td>
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<td>10. Woodmere Canal</td>
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Litter Control for Streets and Highways - Litter control of County maintained streets and highways is achieved through the scheduling of municipal employees, jail inmates, and volunteer groups (Adopt A Highway and Keep Sarasota Beautiful programs). These programs, which have been in place for a number of years, are successful in reducing the amount of roadside debris and trash that accumulates in the stormwater system. Litter control is enhanced by the program set up under the NPDES industrial permit held by Sarasota County Landfill. Landfill workers regularly remove litter from public roads in the immediate area of the landfill and within the landfill itself to further control a great source of litter and debris. Material collected by litter control crews is appropriately recycled to the greatest possible extent. The non recyclable material is disposed at the landfill.

Street Sweeping - Sarasota County's street sweeping program has been in place since 1992. The County utilizes two street sweeping machines to accomplish the program. A street sweeping schedule provides sweeping of applicable County maintained streets on a regular basis. Frequency for sweeping streets is based upon surrounding areas and the
material that is collected during sweeping operations is disposed at the landfill.

Maintenance Schedules- A schedule for maintenance of the stormwater structures, including canal and roadside ditch cleaning, brush removal, mowing and herbicide application, has been established. This schedule is included as Appendix A-4. Also included in the schedule is the maintenance frequency for retention and detention ponds and other County maintained lakes. Catch basins and grates are cleaned on an as-needed and/or storm event basis. A certain amount of maintenance performed is generated by public complaints or work requests. This "unscheduled" but necessary maintenance work has a tendency to disrupt the established schedule as written. However, it is generally felt that the schedule works as it is and the objectives of the maintenance program are met.

Best Management Practices- Reduction of pollutants from roadway maintenance is achieved through the use of BMPs. The Sarasota County Transportation Department Best Management Practices and Integrated Pest Management Manual identify the BMPs and include procedural instructions for compliance. The Manual is included in this report as Appendix A-5 to document the practices currently in use by Sarasota County.

Municipal Maintenance Yards- County equipment yards and maintenance shops of all sizes have initiated procedures to reduce the introduction of pollutants to surface waters through stormwater runoff. Bulk oil and other material are stored undercover and are not subject to stormwater runoff. Established procedures include immediate clean up of all spills (petroleum products, anti-freeze, etc.), recycling of all contaminated materials including oil absorbent material (i.e. granular and oil absorbent booms and pads), oil filters, and fuel filters. Used rags are laundered by a commercial cleaner. Used oil and anti-freeze is recycled by a contractor. Automotive batteries, radiators, and other
potential sources of metallic pollutants are recycled. All recycling contractors are required to possess the necessary authorizations and certifications to transport and handle the specific materials involved.

The Sarasota County Fire Department has a maintenance facility located at 5681 Pinkney Avenue in Sarasota, Florida. Captain Michael Tobias is the contact for this facility. He can be reached at 941-316-1220. This facility is used for the maintenance and repair of Fire Department vehicles and equipment and for storage and distribution of supplies. The following procedures are currently in place for the acquisition, storage, and disposal of solid, liquid, and gaseous materials used in the processes and procedures at this facility:

- New anti-freeze (ethylene glycol base) is stored in sealed one-gallon OEM containers under cover.
- Used anti-freeze is recycled on site by filtration and returned to the vehicle or stored in sealed 55-gallon drums under cover.
- New motor oil is stored in a 275-gallon container under cover.
- New transmission fluid, hydraulic fluid, gear oil and chassis grease are stored in drums under cover.
- Used motor oil, transmission fluid, hydraulic fluid and gear oil are collected and stored on site in a 550-gallon double-walled dedicated receptacle under cover. Product is disposed of via collection by Howco Environmental Services.
- Parts cleaning stations are department owned and use evaporation or filtration for on-site recycling. Disposal of the residue/filters has not yet occurred. It will be accomplished as indicated by the TCLP on the initial batch of filters/residue.
- Carburetor cleaner is acquired and disposed via an exchange program with Safety Kleen corporation. One five-gallon can is stored under cover.
Rescue tool, aerial, and general hydraulic fluid is recycled on site by filtration and returned to the vehicle or stored in 55-gallon drums under cover.

There are no fixed fuel storage/dispensers on site.

One mobile fuel trailer is stored on site under roof. The unit has a capacity of 250 gallons each of diesel and gasoline.

Contaminated fuel is stored in sealed 55-gallon drums under cover and disposed of via Howe Environmental Services.

Used anti-freeze filters were subjected to a TCLP analysis for heavy metals on August 31, 1995. Results showed that the filters are non-hazardous. The filters are disposed in the solid waste stream.

Used oil, transmission, fuel, and hydraulic filters are hot drained for 24 hours, packed un-crushed in 55-gallon drums, stored under cover, and disposed via Howe Environmental Services.

Bulk liquid and aerosol cans of cleaner, paint, solvent, and lubricant are stored in an explosion-proof locker under cover.

In use liquid and aerosol cans of cleaner, paint, solvent, and lubricant are stored under cover.

Oil absorbent is supplied and disposed by Howe Environmental Services. Used material is stored in 55-gallon drums under cover until picked up for disposal.

Shop rags are supplied and cleaned by National Linen Service. Used rags are stored in a sealed container under cover until picked up.

Brake friction material used by the fire department is non-asbestos based. Cores are stored under cover and sent back to the vendors.

Lead/acid automotive and equipment batteries are stored under cover until the vendor, Lakeland Batteries, picks them up for disposal.

Used Ni-Cad batteries are stored under cover in boxes until sufficient quantity for bulk disposal by Lakeland Batteries.
• Used tires, tubes, and liners are disposed by Lanning Tire Company at their facility when the tire service is performed.
• Used non repairable radiators are disposed by the vendor, Sarasota Radiator, at their facility.
• General used, non repairable parts are stored under cover and returned as cores to the vendor or disposed in the solid waste stream.
• New refrigerant R-12 and 134-a are stored under cover in OEM 30-pound canisters.
• Freon R-12 is reclaimed on site with two Robinair 17700 recyclers under Florida Department of Environmental Protection Permit 49306.
• 134-A refrigerant is reclaimed on site with a Robinair 34700 recycler.
• No large scale paint spraying is done on site only incidental use of aerosol spray cans.
• Propane is stored on site in 33-pound containers, which are chained to a wall outside of the building. Propane in 14-ounce cylinders is stored in an explosion-proof locker under cover.
• All materials used during field service calls are returned to the maintenance facility and stored or disposed by the above methods.
Section 4 - Narrative Reports for SWMP Activities
4.4 Flood Management

Routine maintenance by County employees and contractors is performed to provide flood management. Removal of debris, brush, vegetation, and accumulated sediments from drainage ways, culverts, and inlets results in acceptable levels of service for residents during most rain events. Sarasota County performs this maintenance within the City of Sarasota by means of an Interlocal Agreement adopted in 1990.

Critical Capacity Ordinance - As a result of widespread flooding experienced in July 1995, Sarasota County continues to enforce a Critical Capacity Ordinance (No. 95-278). This ordinance identifies certain drainage basins that are considered "areas of known stormwater problems". Specific discharge rates based on the existing capacity of the existing downstream drainage facility have been determined for each of the affected basins. A copy of this ordinance was included in the Appendix of the Annual Report for Year One.

Basin Master Plans - Flood control is also achieved through Basin Master Planning as discussed in Section 4.2. As a result of the severe flooding during the summer of 1995, the
schedule for completing Basin Master Plans was accelerated in Year One and continued to be accelerated through Year Two. Completed Basin Master Plans are referenced by staff during the review and approval process for rezone petitions, development plans and construction plans. The Plans are also used in administration of the Community Rating Service program. Some actions that are the result of recently completed Basin Master Plans are as follows.

**Phillippi Creek**

Main B Regional Facility - Similar to the Celery Field Regional Facility reported in the first annual report, the Main B facility will provide flood storage for the northern section of the Phillippi Creek Basin. A 40 acre storage pond is proposed at this facility.

**South Creek Flood Plain Restoration**

Although not a direct result of a basin study, this improvement proposes to restore a large flood plain area in Oscar Scherer State Park along the South Creek main channel. Restoration of the floodplain will not only provide additional flood storage, but will also create wetlands adjacent to the channel that will improve water quality. Such restorations not only enhance Florida's natural environment, but demonstrate that the State Parks are dedicated to their role as custodians of the environment.

**Gottfried Creek**

Several projects are proposed for the Gottfried Creek Basin to improve drainage characteristics and water quality in the Englewood area. Replacement of deficient or deteriorated culverts, acquiring easements, and performing necessary maintenance will provide a higher level of flood protection. Removal of sediment deposits, providing erosion protection, bank stabilization, and installation of sediment traps will address the
water quality issues associated with the basin. Storage ponds and regional facilities will improve both flood control and water-quality.

Forked Creek

Improvements in the Forked Creek Basin are designed to provide flood control to improve water quality and to restore the natural systems within the basin. Improvement of existing channels and construction of new channels will increase the flood protection level of service. Acquisition and enhancement of wetland areas will provide environmental and water-quality improvements. Sediment removal and bank stabilization are also proposed for this watershed.

A copy of the prioritized project list and construction schedule has been included as Appendix A-6.
Annual Report

Section 4 - Narrative Reports for SWMP Activities
4.5 Municipal Facilities

Sarasota County's Bee Ridge Landfill is currently operating under a National Pollutant Discharge Elimination System Industrial Permit (#FLS0039306).

The permit requires procedures to be in place to reduce pollution causing discharges from the site. In the event that a discharge does occur, the permit specifies that the discharge be documented and reported to the EPA. Reports are also sent to DEP Tallahassee self-monitoring subsection.

NPDES PERMIT NUMBER FL0039306

BEE RIDGE LANDFILL

OVERALL OBJECTIVE

To eliminate the discharge of any pollution from the Bee Ridge Landfill and any other activities that exist on the Solid Waste Operations property.
PROGRAM OBJECTIVES

- Operations, the maintenance of structures, control of the Stormwater collection system.
- Perform inspections and maintenance of structural controls.
- Maintain system of record keeping and tracking maintenance and maintenance activities during the permit life.
- Conduct an annual assessment of the effectiveness of the inspections and the maintenance; provide a summary for each annual report.

Stormwater Runoff Control:

The unfinished part of the landfill, which was sodded in the last quarter of 1996, is not considered an erosion problem. The remaining part of the landfill will be covered and sodded as soon as possible after the landfill is filled to capacity. In the interim, erosion and pollutants are controlled through BMPs.

Inspection and Enforcement:

There are trained persons in erosion control techniques on-site during operations at all times.
Maintenance of Structures:

All structures leading to stormwater swales are in excellent shape and do not require any maintenance as yet. The swales are mowed at a scheduled time depending on the time of year, and cleaned to grade when necessary.

Operations and Scheduling of Maintenance for Interior Roads and Public Highways:

MAINTENANCE SCHEDULE FOR STRUCTURES

The following form was developed for scheduling and documenting maintenance activities:

<table>
<thead>
<tr>
<th>DATE</th>
<th>SWEEP ROADS</th>
<th>CLEAN CULVERTS</th>
<th>CLEAN MOW DITCHES</th>
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</table>

OBJECTIVE OF LITTER CONTROL

Maintain the landfill property, roads and streets within our obligations, to be as litter free as possible.

Activities Completed or In Progress:

Proper litter control is also a requirement of the Florida Department of Environmental Protection. Consequently, this activity is a never-ending task.
that we will be obligated to perform for the life of the landfill. The interior of the property is cleaned on an as-needed basis. Public roads are also cleaned on an as-needed basis. However, public roads are cleaned more often because the traffic using these roads contributes the major volume of roadside litter found outside the landfill. The roads are swept inside the landfill when needed.

**SCHEDULING**

The following form was developed to provide better record keeping of the litter control program and to use as a tool to keep records within the department:

**MONTHLY LITTER CONTROL AT THE BEE RIDGE LANDFILL**

<table>
<thead>
<tr>
<th>DATE</th>
<th>Bee Ridge Extension</th>
<th>Bee Ridge Road</th>
<th>Landfill Road</th>
<th>CLOSED AREAS</th>
<th>OTHER AREAS</th>
</tr>
</thead>
</table>
MAINTENANCE AND CONTROL OF POLLUTANTS

Service oils are caught and stored in drums until picked up by a certified oil recycler. The used filters are drained and stored in drums until picked up by a certified oil recycler. Used oil rags are stored in drums, picked up, cleaned, and returned to the department for reuse. Oil drums are stored under roof and in cradles with drip pans under each drum. The drip pans are dumped into the recycled used oil drums when necessary. All oil drums are kept locked after hours as is the entire compound where the oil is stored.

Procedures and programs that address potential pollution sources from Privately Owned Treatment Works will be developed prior to the end of Year Three of the permit period as required by the permit.
Public education programs continue to address the reduction in use of pesticides, herbicides, and fertilizers. These programs are sponsored primarily by the Sarasota County Co-operative Extension Service. Services provided by the Extension Service include advice on native plantings, xeriscaping, appropriate use of (slow release) fertilizers, and the "least-toxic" approach to pesticides. These practices are exemplified at a training center known as "Florida House". Florida House utilizes many methods to reduce energy and waste.

In 1995, the Extension Service sponsored 12 tours, 25 public presentations, and welcomed 10,000 guests at Florida House Learning Center. There is an outreach program in the public school system to promote responsible use of pesticides, herbicides, and fertilizers. In addition, 640 citizens were enrolled in the Florida Yards and Neighborhoods Program. Forty-seven yards in the Sarasota area were certified as Model Florida Yards. All programs offered by the Co-operative Extension Service are available to any citizen of the County including residents of the cities of Sarasota, Venice, North Port, and Longboat Key. Sarasota County employees whose duties include the
application of pesticides and herbicides are certified by the Florida Department of Agriculture.

During 1996, the Extension Service enrolled more than 100 additional citizens in the Florida Yards and Neighborhood Program. They conducted more than a dozen environmental landscaping programs at the Florida House Learning Center and certified 23 landscapes as Model Florida Yards. The Extension Service began a pilot program with 17 Home Depot stores on the West Coast of Florida to promote Florida Friendly landscape practices. This program included a fall advertising to over 3.2 million people and training of Home Depot Garden Center employees including the large Sarasota store. The Extension Service facilitated reports and evaluations performed by the County Environmental Pest Management Advisory Board, which reviewed the Environmental Pest Management Programs of selected departments. They also formed the County Landscape Review Committee, which examines all plans for new and renovated landscaping to ensure compliance with NPDES principles, and developed detailed guidelines for landscape architects designing new landscapes for County facilities. The Extension Service also evaluated County facilities used for storage of pesticides and fertilizers and reviewed and made adjustments to County Purchasing documents to ensure that materials obtained are less polluting (e.g., slow release fertilizers).

As a condition of employment, herbicide applicators in the aquatic plant control and mosquito control fields are required to obtain State certification within six months of employment. Certification is maintained through continuing education credits as specified by the Department of Agriculture. Additional training is provided to employees during monthly in-house workshops. These workshops allow individual employees to facilitate a training session that addresses such facets as calibration of spray equipment, staying current on herbicide label directions, water-quality testing (e.g., dissolved oxygen
level), and use and maintenance of safety equipment. The training regimen is constantly being evaluated by the employees, supervisors, and other County departments (e.g. Cooperative Extension Service) involved in the use of pesticides, herbicides, and fertilizers. In 1995, 84 employees received training relative to pesticide safety.

As reported in the First Annual Report, contractors hired to apply pesticides and herbicides are required by contract to document that applicators are State certified. (Sarasota County does not have any contracts that involve application of fertilizers.)

Sarasota County adopted Administrative Directive 9.02A, the Integrated Pest Management Program (IPM), in January of 1995. The objective of this program is to reduce the County's usage of pesticides and herbicides. When use of pesticides or herbicides is deemed necessary, the policy emphasizes the "least toxic" approach to achieve the desired results. Subsequent to the Directive, the County's use of pesticides and herbicides was evaluated. Alternate methods of controlling pests and unwanted vegetation were deemed equally effective with less environmental and health hazards. Alternatives to using pesticides in the Mosquito Control Division include the use of "mosquito fish" in areas that support permanent pools of water. Use of aerators and the introduction of triploid grass carp, through the Florida Game and Freshwater Fish Department, have resulted in a decrease in herbicide use in the control of aquatic plants in County maintained lakes. The IPM Program also supports the training and certification procedures for employees engaged in application of pesticides and herbicides.

The IPM Program is constantly being evaluated by managers and personnel involved in the use of pesticides. Potential hazards or problems are discussed and the IPM Program Committee proposes changes to policy or procedure to minimize any threats. Changes in
the pesticide industry and findings reported by regulatory agencies also initiate modifications that are incorporated into the IPM Program.
Section 4 - Narrative Reports for SWMP Activities
4.7 Illicit Inspections and Enforcement

The nineteen types of discharges listed under Part II.A.7.a. of the permit and uncontaminated roof drain discharges will continue to be allowed to be discharged into the MS4.

Citizen complaints, pollution incidents, and agency referrals regarding contaminated discharges to the MS4 are thoroughly investigated by the Pollution Control Division of the Sarasota County Natural Resources Department. These investigations generally center around areas of older development and industrial/commercial land use. An internal log of complaint/incident investigations is maintained both in a networked computer database and a paper file organized by "911" grid number in the Division. Legal authority is provided by the aforementioned Ordinance No. 96-020, included as Appendix A-3.

The source of discharges may be identified by site investigation. Responsible parties are promptly contacted and advised of the illegal discharge. Sampling and laboratory analysis may be used to confirm or characterize the observed discharge.
Site assessment by a competent environmental professional may be required in more serious cases, as well as appropriate disposal of the contaminated materials. Appropriate handling of reports from citizens involves explanation of the progress and resolution of the incident to the complainant.

Voluntary compliance resolves most of the investigations. Continued noncompliance may involve resolution through the County Code Enforcement System. Alternative enforcement options may include local consent orders or referrals to the Sarasota County Health Department, the Florida Department of Environmental Protection (FDEP), the Florida Department of Agriculture and Consumer Affairs, the Florida State Attorney's Office, or the United States EPA.
Section 4 - Narrative Reports for SWMP Activities
4.8 Field Screening

Dry-weather field screening to detect the presence of illicit connections and improper discharges to the MS4 will be conducted by physical and chemical assessment of the quality of significant contributing flows to drainage basins of the MS4. All major outfalls within the drainage basins will be identified, photographed, and field screened for compliance. A "Dry-Weather Field Screening" form was developed for use in Year Three and is included as Appendix A-7. Follow-up activities to the field screening may include further investigation, sampling, laboratory analysis, notification of noncompliance to a responsible party, enforcement, and resolution.
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4.9 Spill Response

Sarasota County's Hazardous Materials Plan provides the procedures to be followed in the event of a hazardous materials spill. Appropriate sections of the Plan relative to hazardous materials and potential impact on humans and the environment are included in this report as Appendix A-8. Section 1 is the plan overview and purpose. Section 7 of the Plan itemizes supplies and equipment available to the hazardous material response team of the County Fire Department. Section 8 of the Plan addresses the responsibilities and procedures for assessment of the offsite impact of a hazardous material spill. Section 12 of the Plan provides general guidelines for recovery after a spill has occurred. Through an interlocal agreement, the City of Sarasota and Sarasota County Fire Departments have merged and both entities follow this Plan.
Section 4 - Narrative Reports for SWMP Activities
4.10 Public Reporting of Illicit Discharges

The Sarasota County Pollution Control Division maintains a 24-hour on-call response to pollution incidents and citizen complaints. Illegal discharges to surface water are prioritized as urgent and require immediate response from Division staff. Complaint/incident investigations are filed by "911" grid number in the Division. Public programs regarding identification and reporting of illicit discharges to the MS4 may include posters in County public transit buses, school presentations, public service announcements in all media, utility bill inserts, and various other forms of exposure. A summary table of incident responses during 1996 is included in this report as Appendix A-9.
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4.11 Oil & Hazardous Waste

The objective of this activity is to provide a proper method of disposal for household hazardous waste and DIY (Do It Yourself) used oil recyclers. The program also provides an alternative method of disposal for conditionally exempt small quantity (business) generators.

Sarasota County Hazardous Waste Division, a part of the Sarasota County Fire Department, provides the residents of Sarasota County with six oil recycling drop-off locations. These recycling locations are open to the public, including residents of the cities of Sarasota, Venice, North Port, and Longboat Key, twenty-four hours a day, seven days a week. During the reporting period, January 1, 1996 through December 31, 1996, 28,827 gallons of used oil were recycled.

In addition to the six oil drop-off sites, the Hazardous Waste Division also supports two permanent hazardous household materials collection stations. These stations are open to the public, including residents of the cities of Sarasota, Venice, North Port, and Longboat Key, one day per week. During the reporting period, a total of 416,531 pounds of
household hazardous waste was collected through the use of the stations. A summary of the amounts of materials collected is attached as Appendix A-10. A portion of this total was received on the six separate Amnesty Day events that were conducted during the reporting period. A program to assist in the proper disposal and recycling of household hazardous material containers is being studied at this time.

Subsequent Annual Reports will contain additional programs as they are developed and implemented.

Sarasota County actively supports and promotes a stenciling program for stormwater inlets. This program receives support and promotion from several departments within County operations. Interested groups (e.g. Boy Scouts, Neighborhood Associations, etc.) are provided with stenciling kits, which include stencils, paint, and safety equipment for the participants. The objective of the program is to promote public awareness of the impact stormwater inlets on Sarasota's rivers and bays.
Wastewater treatment facilities (WWTF) and their associated collection/ transmission systems in Sarasota County are regulated by Sarasota County Pollution Control Division through a general operating agreement with the FDEP. WWTFs are required by State rule and County ordinance to report abnormal events, including sewage discharges, and to take appropriate corrective actions. The Division provides 24-hour on-call response for abnormal event reports from the utilities. County Ordinance No. 96-020, copy included as Appendix A-3, requires the utility to report abnormal events no later than 24 hours and to provide a written report to the Division within 72 hours of any sewage discharge. Suspected sewage discharges to the MS4 are investigated on a complaint/incident basis and the responsible utility is notified. A list of abnormal events is compiled annually, and the accompanying reports and investigations are documented in the WWTF files in the Division. The Division may take appropriate enforcement action with the utility owner or permittee.

The Pollution Control Division developed a sewage spill protocol that was widely distributed during a 1996 Domestic Waste Workshop. Attendees at the workshop
included utility operators, permittees, sludge haulers, engineers, FDEP and EPA representatives. The protocol, copy included as Appendix A-11, covers spills of sewage, residuals, or partially treated wastewater.

Areas that are served by septic systems have been identified in the “Preliminary Report on County Water and Sewer Service in Sarasota County” by Post, Buckley, Schuh and Jernigan (1994). Suspected septic system discharges are investigated on a complaint/incident basis by the Pollution Control Division. Septic system discharges that are in violation of County ordinance and State rule are referred to the Sarasota County Health Department for resolution. Complaint documentation and investigative reports are filed by “911” grid number in the Division. The Division may take appropriate enforcement action and require corrective actions.
4.13 High Risk Industrial Facility Inspections

The Hazardous Waste Management Division of the Sarasota County Fire Department has inventoried all industrial storm water sources within Sarasota County. This inventory of 202 sites is kept current as industrial sites are created or abandoned. A program to inspect and monitor these sites was implemented during Year Two of the permit. A "NPDES Stormwater Inspection" form was used during the inspections. Inspections that needed further investigation were referred to the Pollution Control Division.

The Pollution Control Division will develop a proactive monitoring program to inspect high-risk facilities as per Part II.A.8.b. of the permit. This program will be implemented during Year Three.
Sarasota County’s Land Development Regulations (LDR) addresses stormwater-related pollution on construction sites. The LDR specifically prohibit construction activities from violating water-quality standards as established by State rule. Aspects addressed by the LDR include flood control criteria, pre- and post- development runoff rate, retention/detention of "first flush" runoff, construction phasing, and operation and maintenance plans for the stormwater system. BMPs Plans are required by the LDR to minimize pollution, to control erosion, and to remove sediment from surface water runoff.

The Sarasota County Transportation Department is scheduled to develop a Stormwater Management Technical Manual that will be appended to the LDR. This technical manual will incorporate any modifications determined to be necessary to provide adequate and proper use, installation, inspection, and maintenance of BMPs during construction activities. This manual will provide more detailed requirements and guidelines addressing stormwater facility design, flood control, water quality, and other drainage related issues. Once developed and adopted, the technical manual will serve as the enforcement
mechanism for ensuring the use of required BMPs. All construction plans submitted for review are required to set forth a specified erosion and sediment control plan detailing the BMPs to be used on the site. The erosion and sediment control plan typically is shown on the site development plan with additional information included in a "notes" section of the construction plans.

CONSTRUCTION INSPECTION PROCEDURES

Inspectors from the Sarasota County Transportation and Natural Resources Departments provide inspections of construction sites. A draft checklist to be used for inspection of erosion and sediment control devices has been drafted and is currently under review by involved departments. A copy of the draft checklist is included in this report as Appendix A-12. During 1996, the Natural Resources Department did not issue any actual Notices of Violation for turbidity violations. In the cases where high turbidity and siltation were noted, the developer cooperated with the County and rectified the situation immediately upon notification by the inspector. Examples of inspection reports are included as Appendix A-13 in this report. The Natural Resources Department is empowered to inspect and enforce water-quality standards through the Land Development Regulations (LDR), Ordinance No. 95-021 amending Ordinance No. 81-12.

Development of areas that disturb greater than five acres require an EPA notice of intent (NOI) for stormwater discharges associated with industrial activity under the NPDES general permit. Sarasota County Transportation Department notifies developers of applicable projects of this requirement during the plan review phase of the project. As a standard procedure, the plan review section of the Transportation Department includes notification of this requirement in their comments on the submitted plans.
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4.15 Construction Inspections

During Year Two of the permit, two Sarasota County Transportation Department inspectors attended and successfully completed an erosion and sediment control course. The course, *Practical Approaches for Effective Erosion and Sediment Control*, was sponsored by the International Erosion Control Association. Attendees during Year Two included:

- Frank Woodard
- Greg Werner
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4.16 Education Activities

The Pollution Control Division sponsored the Second Annual Domestic Waste Workshop in October 1996. The workshop covered a variety of topics such as rule changes, residuals management, exposure to blood pathogens, wastewater reuse, clean air act, sanitary sewer overflows, and operator certification and duties. Subsequent Annual Reports will summarize future meetings and provide details of policies developed.

The Sarasota County Transportation Department sponsored a workshop to discuss the required use of Best Management Practices. Attendees at the workshop included Transportation Department Engineering Inspectors, Southwest Florida Water Management District (SWFWMD) representatives, area contractors, and developers. It is anticipated that similar workshops will be scheduled to emphasize the requirement and the importance of proper use, installation, and maintenance of BMPs on a construction site. Subsequent Annual Reports will summarize future meetings and provide details of policies developed.
The Sarasota County Natural Resources Department held a workshop for area developers on August 28, 1996. The workshop was held to discuss the recently amended Earth Moving Ordinance and new regulations associated with the amendment. Included in the topics discussed were permit requirements, wetland impacts, and requirements for filling activities and the stockpiling of fill material. The Natural Resources and Transportation Departments, in conjunction with the SWFWMD plan to sponsor similar workshops annually in the future. Demonstrations and examples of BMPs and their proper installation and maintenance are planned for these meetings. Subsequent Annual Reports will summarize such meetings.
Monitoring for high risk industrial facilities will include ambient monitoring data from the SWFWMD, FDEP, Sarasota Bay National Estuary Program, Sarasota County Natural Resources Department, and volunteer environmental groups. This data will be used as a baseline for water quality. Runoff from high risk industrial facilities will be monitored for compliance by either the responsible party or Pollution Control Division staff. Dry-weather field screening should provide additional useful monitoring data.
There are no additional activities to report at this time.
SWMP Element:
1a: Maintenance of Structural Controls

Element Objective:
To assure proper operation of structural stormwater controls relative to adequate flood control and water quality characteristics.

Activities Completed or In Progress:
Maintenance of structural controls are in place and prove to be adequate in normal storm events. Maintenance activities are constantly being evaluated and amended to increase efficiency and effectiveness. Maintenance activities have increased through additional contracting of mowing, ditch clearing and lake/pond maintenance.

Discussion of Results, Deficiencies, Etc.:
Results of maintenance of structural controls are satisfactory for flood control during normal storm events. Events exceeding design criteria still cause flooding in some areas. Maintenance relative to stormwater quality is sufficient for design storm events. Vegetation density and sediments accumulated over time will require future monitoring.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit.

SWMP Element Strengths & Weaknesses:
Strengths include improved flood control, aesthetically facilities, improved water quality.
Weaknesses include excessive workload for available manpower resources.

Assessment of Element Controls:
Element controls are judged to be satisfactory.

Required Element Revisions:
No element revisions are identified at this time.
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SWMP Element:
2a: Development Planning Procedures

Element Objective:
To provide required water quality criteria and flood control in newly developed and substantially redeveloped areas of the County. To be achieved through ordinance and basin master planning.

Activities Completed or In Progress:
Local ordinance have been adopted consistent with State of Florida Stormwater Treatment Regulations. Basin master plan schedule has been met or accelerated.

Discussion of Results, Deficiencies, Etc.:
Sarasota County's initial water quality ordinance was enacted in 1972. Sarasota County has continued to take the lead on water quality issues by creating the Water Pollution Control Code, Ordinance No. 96-020 in 1996. Basin master planning during 1996 resulted in completion of (3) basin studies and starting (5) additional studies.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit.

SWMP Element Strengths & Weaknesses:
Strengths include improved water quality due to procedure and practices required by ordinance and comprehensive studies for each major drainage basin within the County, including the City of Sarasota and City of North Port.

Assessment of Element Controls:
Element controls are judged to be satisfactory.

Required Element Revisions:
No element revisions are identified at this time.
SWMP Element:
3a: Roadway Maintenance / Equipment Yards / Maintenance Shops

Element Objective:
Reduction of stormwater-borne pollutants from roadway maintenance projects, equipment yards and maintenance shops by developing and implementing "good housekeeping" procedures.

Activities Completed or In Progress:
Litter control and street sweeping programs are in place. Schedule for maintenance of stormwater structures is in place and being followed. Practices are in place to reduce the pollutants from road repair, equipment yards, and maintenance shops.

Discussion of Results, Deficiencies, Etc.:
Results are adequate to meet permit requirements. No deficiencies have been identified.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit. Practices to reduce pollutants from road repair, equipment yards, and maintenance shops have been implemented one year earlier than required by the permit.

SWMP Element Strengths & Weaknesses:
The element addresses both non-point sources of pollutants (i.e., litter control, street sweeping) and point sources of pollutants (i.e., equipment yards and maintenance shops).

Assessment of Element Controls:
Element controls are judged to be satisfactory.

Required Element Revisions:
No element revisions are identified at this time.
SWMP Element:
4a: Flood Management

Element Objective:
Address flood control projects and potential impacts on quality of receiving waters.

Activities Completed or In Progress:
Nine basin master plan studies are completed; ten basins are currently being studied; six basins are scheduled to be studied within the next two years; few coastal basins and one Business district basin have yet to be scheduled. Most of the ongoing and scheduled basins will be completed within the next two years.

Discussion of Results, Deficiencies, Etc.:
Results of completed basin studies have resulted in identifying problems with flood control and water quality issues. Acceleration of schedule will result in more timely assessment of problems in the basins remaining to be studied.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit.

SWMP Element Strengths & Weaknesses:
Strengths include identification of flood and water quality issues on a basin-wide basis resulting in more comprehensive plan of action. Weaknesses include time and workload constraints caused by multiple basins being studied simultaneously.

Assessment of Element Controls:
Element controls are judged to be satisfactory.

Required Element Revisions:
No element revisions are identified at this time.
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SWMP Element:
5a. Municipal Facilities

Element Objective:
There are no requirements of this element for year one of the permit.

Activities Completed or In Progress:

Discussion of Results, Deficiencies, Etc.:

Status with Compliance, Implementation and Augmentation:

SWMP Element Strengths & Weaknesses:

Assessment of Element Controls:

Required Element Revisions:

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SWMP Element:
5a. Pesticides, Herbicides, and Fertilizer Usage

Element Objective:
Reduce the amount of pesticides, herbicides, and fertilizers used by the public and County employees. Assure proper training of contractors and County personnel applying pesticides, herbicides and fertilizers.

Activities Completed or In Progress:
Public education programs are in place through the Sarasota County Cooperative Extension Service. Contractors working on County property must provide proof that applicators are State certified. County employees applying pesticides/herbicides must be State certified and maintain certification. Administrative Directive requires “least toxic” approach to pesticide/herbicide usage.

Discussion of Results, Deficiencies, Etc.:
Public involvement in reducing the amount of chemicals used in lawn maintenance through education program. County policies dictate reduction of chemicals used on County property. County employees and contractors are trained and certified by the State of Florida Department of Agriculture. Training program provides important information relative to the potential danger of misusing herbicides, pesticides, and fertilizers.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit.

SWMP Element Strengths & Weaknesses:
Strengths of the element include a well-informed public. This element demonstrates the concern of the County for the welfare of the public and the environment by reducing the amount of chemicals used. Weakness is an increased need for mechanical manual maintenance.

Assessment of Element Controls:
Element controls are judged to be satisfactory.

Required Element Revisions:
Element activities are constantly being evaluated to continue and promote the “least toxic” approach to pesticides and herbicide usage. Revisions are made as needed and will be reported in subsequent Annual Reports.
SWMP Element:
7a: Illicit Discharge and Improper Disposal - Inspection, Ordinance, and Enforcement Measures

Element Objective:
Assess non-stormwater discharges allowed to be discharged to the MS4. Develop and implement an inspection program to enforce County ordinances that prohibit non-allowable discharges to the MS4.

Activities Completed or In Progress:
A total of 20 types of non-storm water discharges to the MS4 are allowed. This list remains unchanged from the previous annual report.

Discussion of Results, Deficiencies, Etc.:
The list will be evaluated on an annual basis.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit. Allowable discharges have been evaluated.

Photocopy of signed, adopted water quality ordinance for Sarasota County (Sarasota County Ordinance No. 96-020) is included in the appendix.

SWMP Element Strengths & Weaknesses:
Enforcement is executed through the Code Enforcement Special Master process pursuant to Sarasota County Ordinance No. 93-006.

Assessment of Element Controls:
Element controls are judged to be satisfactory

Required Element Revisions:
No element revisions are identified at this time.
SWMP Element:
7b: Illicit Discharges and Improper Disposal - Dry-Weather Field Screening

Element Objective:
Detection of the presence of illicit connections and discharges to the MS4 through field screening. Collection of inventory information on outfalls and unmapped parts of the MS4 in a continually updated database, and maintenance of an internal log of field-screening results.

Activities Completed or In Progress:
Implementation of field-screening program, inventory database, and internal log of field-screening is scheduled to begin March 1997. Implementation of field-screening program is subsequent to filling the Environmental Specialist I position.

Discussion of Results, Deficiencies, Etc.:
No results to date. Continued compliance with this element depends on filling the Environmental Specialist I position.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit.

SWMP Element Strengths & Weaknesses:
Inspection element not required until year three of the permit. No strengths or weaknesses have been identified.

Assessment of Element Controls:
No assessment has been performed.

Required Element Revisions:
Not yet identified
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SWMP Element: 7c: Illicit Discharges and Improper Disposal - Investigation of Suspected Illicit Discharges and Improper Disposal

Element Objective:
Develop and implement standard procedures to investigate parts of the MS4 that have been identified as having a reasonable potential for illicit discharges or sources of non-stormwater discharges to the MS4.

Activities Completed or In Progress:
Draft standard investigative procedures to identify and terminate sources of illicit discharges to the MS4 are under Division review. A draft Dry-Weather Field Screening Form is also under Division review. Environmental Specialist III position filled October 1996. Program implementation is scheduled for March 1997.

Discussion of Results, Deficiencies, Etc.:
A storm water test kit, a vehicle, and start up materials will be ordered for the new Environmental Specialist I position.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit.

SWMP Element Strengths & Weaknesses:
No strengths or weaknesses have been identified.

Assessment of Element Controls:
Not yet identified; element has not been implemented.

Required Element Revisions:
Not yet identified.
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SWMP Element:
7d. Illicit Discharge and Improper Disposal - Spill Response

Element Objective:
Permit requires submittal of portions of Sarasota County's Hazardous Material Emergency Plan with the first Annual Report.

Activities Completed or In Progress:
Copy of Sarasota County's Hazardous Materials Emergency Plan is included in the appendix.

Discussion of Results, Deficiencies, Etc.:
Hazardous Material Emergency Plan provides emergency workers with a workable procedure to adequately address hazardous material spills. This plan has been adopted by the City of Sarasota through an Interlocal Agreement.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit.

SWMP Element Strengths & Weaknesses:
See Discussion of Results, Deficiencies, Etc. above.

Assessment of Element Controls:
Element controls are judged to be satisfactory

Required Element Revisions:
No element revision are identified at this time.
SWMP Element:
7E: Illicit Discharge and Improper Disposal - Public Notification

Element Objective:
Develop and implement a public program to promote, publicize, and facilitate reporting of illicit discharges and improper disposal of materials into the MS4. Maintain a log of citizen reports, including investigation and resolution, of illicit discharges to the MS4.

Activities Completed or In Progress:
Development and implementation of public-awareness program is not required until year three of the permit. Log of complaints and pollution incidents, including illegal discharges to the MS4, has been maintained for several years by the Sarasota County Pollution Control Division. The Division provides 24-hour on-call response to pollution incidents.

Discussion of Results, Deficiencies, Etc.:
Public notification element is not required until year three of the permit.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit. A copy of the 1996 complaint/incident log for storm water related investigations has been included in the appendix.

SWMP Element Strengths & Weaknesses:
Maintenance of complaint/incident log serves adequately as a record of reported and investigated discharges.

Assessment of Element Controls:
No assessment has been performed.

Required Element Revisions:
Not yet identified.
**SWMP Element:**

7f: Illicit Discharge and Improper Disposal

**Element Objective:**
To inform and educate the public of the pollution that results when storm sewer inlets are used to dispose of waste material.

**Activities Completed or In Progress:**
300 storm sewer inlets have been stenciled by volunteer groups. Materials and supplies are provided by Sarasota County Stormwater Environmental Utility. The program is promoted by the "KEEP SARASOTA BEAUTIFUL" organization and is supported by Mote Marine Laboratory and the National Estuary Program.

**Discussion of Results, Deficiencies, Etc.:**
As a result of this program, more of the citizens of Sarasota have an awareness of the impact of disposing of debris and waste material in storm sewer inlets.

No deficiencies were identified.

**Status with Compliance, Implementation and Augmentation:**
Sarasota County is in compliance with the permit requirement of this element for year two of the permit.

The stenciling program includes storm sewer inlet within Sarasota County and the City of Sarasota.

**SWMP Element Strengths & Weaknesses:**
Strengths include reduced maintenance requirements to remove debris that has been dumped into the storm sewer inlets and reduced potential for flood due to clogged storm sewer pipes.

**Assessment of Element Controls:**
Element controls are judged to be satisfactory.

**Required Element Revisions:**
No element revisions are identified at this time.
SWMP Element:
7f: Illicit Discharge/Improper Disposal - Oils, Toxics, and HHW Control

Element Objective:
To provide a proper method of disposal for household hazardous waste and DIY (Do It Yourself) used oil recyclers; to provide an alternative method of disposal for conditionally exempt small quantity (business) generators.

Activities Completed or In Progress:
Two permanent HHW collection stations open once per calendar week. Six used oil recycling stations open 24 hours/day, 7 days per calendar week. Six one-day Household Chemical Collections (Amnesty Day) events conducted per calendar year.

Discussion of Results, Deficiencies, Etc.:
For calendar year 1996:
28,827 Gallons Used Oil Collected
416,531 Pounds Household Hazardous Waste Collected
* Pounds CESQG Hazardous Waste Collected
  *(Included with HHW poundage)
No deficiencies
Status with Compliance, Implementation and Augmentation:

Augmentation: Complete
Implementation: Complete
Compliance: Total

SWMP Element Strengths & Weaknesses:
Provides citizens with a mechanism to properly dispose of their household hazardous waste and used oil. Provides CESQGs an alternate method for disposal of their hazardous waste.

Assessment of Element Controls:

Controls 100% functional - expected results achieved

Required Element Revisions:

None at this time.
SWMP Element:
7g-1: Illicit Discharge and Improper Disposal - Limitation of Sanitary Sewer Seepage

Element Objective:
Advise appropriate utility owners of violations if constituents common to wastewater contamination are discovered in the MS4.

Activities Completed or In Progress:
Suspected sewage discharges to MS4 or surface water have been investigated on a complaint or incident basis for several years by the Sarasota County Pollution Control Division. Sewage discharges from wastewater treatment facilities are required by County Ordinance and State Rule to be reported to the Division and corrective actions are expected.

Discussion of Results, Deficiencies, Etc.:
The Pollution Control Division provides 24-hour on-call response for abnormal event reporting, which includes sewage discharges. A list of abnormal events is compiled on an annual basis. Sarasota County Ordinance No.96-020 requires the utility owner to report abnormal events within 24 hours of the event and to provide a written report to the Pollution Control Division within 72 hours of any discharge. The Division may take appropriate enforcement action. Abnormal event reports are documented in the wastewater treatment facility files in the Division.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit.

SWMP Element Strengths & Weaknesses:
This program provides a mechanism for the citizens of the Sarasota County to report suspected discharges of sewage to the MS4. A record documenting the reports is maintained by the Pollution Control Division.

Assessment of Element Controls:
Element controls are judged to be satisfactory.

Required Element Revisions:
Not yet identified.
SWMP Element:
7g-2: Illicit Discharges and Improper Disposal - Limitation of Sanitary Sewer Seepage

Element Objective:
Identify areas served by septic systems. Advise appropriate State agency of malfunctioning septic systems that discharge to the MS4.

Activities Completed or In Progress:
Suspected septic system discharges to MS4 or surface water have been investigated on a complaint/incident basis for several years by the Pollution Control Division. Septic system discharges in violation of County Ordinance or State Rule are reported by the Division to the Sarasota County Health Department for resolution. Corrective actions are expected.

Discussion of Results, Deficiencies, Etc.:
Areas in the County that are served by septic systems are identified in the "Preliminary Engineering Report on County Water and Sewer Service in Sarasota County" by Post, Buckley, Schuh, and Jernigan, Inc. (November 1994).

Status with Compliance, Implementation and Augmentation:
Complaints/incidents of septic system discharges have been investigated prior to projected initiation date. Complaint documentation and investigative reports are filed by 911 grid number in the Division. The Division may take appropriate enforcement action. Statistical summary of all complaints/incidents for 1996 is included in the appendix.

SWMP Element Strengths & Weaknesses:
No strengths or weaknesses have been identified.

Assessment of Element Controls:
Not yet identified.

Required Element Revisions:
Not yet identified.
SWMP Element:
8a: Industrial and High-Risk Runoff - Monitoring for High-Risk Industries

Element Objective:
Maintain a list of all industrial storm water sources discharging to the MS4

Activities Completed or In Progress:
A list of all high-risk industrial sites is maintained by Sarasota County Fire Department Hazardous Material Division. The list is updated as additional high-risk facilities are brought on-line.

Discussion of Results, Deficiencies, Etc.:
Maintenance of the list of high-risk industrial sites provides emergency personnel with information needed to contain potential hazardous situations.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit.

SWMP Element Strengths & Weaknesses:
No strengths or weaknesses have been identified

Assessment of Element Controls:
No assessment has been performed

Required Element Revisions:
No element revisions are identified at this time
SWMP Element:
8b: Industrial and High-Risk Runoff - Monitoring for High-Risk Industries

Element Objective:
Develop and implement a monitoring (or self-monitoring) program for facilities identified through field inspection as having an industrial high-risk discharge to the MS4.

Activities Completed or In Progress:
Development and implementation of a proactive monitoring program is scheduled to occur during year three of the permit. Environmental Specialist III position filled October 1996.

Discussion of Results, Deficiencies, Etc.:
Implementation of the monitoring program is subsequent to filling the Environmental Specialist I position.

Status with Compliance, Implementation and Augmentation:
Pollution Control Division staff has performed follow-up investigations (as warranted) based on information provided as a result of Small Quantity Generator Program inspections of businesses performed by the Sarasota County Fire Department Hazardous Waste Materials Division.

SWMP Element Strengths & Weaknesses:
No strengths or weaknesses have been identified.

Assessment of Element Controls:
No assessment has been performed.

Required Element Revisions:
No element revisions are identified at this time.
SARASOTA COUNTY
NPDES ANNUAL REPORT QUESTIONNAIRE


Element Objective:

Not required until 01/97. Develop an inspection procedure, a high risk priority list and perform on-site inspections.

Activities Completed or In Progress:

An inspection procedure has been established and stormwater assessment inspections on Small Quantity Generator Program businesses have been initiated.

Discussion of Results, Deficiencies, Etc.:

For Calendar Year 1996:

235 NPDES Stormwater Inspections performed by Hazardous Waste staff.

Status with Compliance, Implementation and Augmentation:

One year ahead of projected start up date for inspections. Partial establishment of list of high risk industries.

SWMP Element Strengths & Weaknesses:

Assesses Stormwater Division in achievement of inspection format for discharge from commercial sources.

Assessment of Element Controls:

Controls 100% functional - expected results achieved.

Required Element Revisions:

None at this time.
SWMP Element:
9.a Construction Site Runoff - Planning

Element Objective:
Review current erosion and sediment control requirements and modify as needed to comply with SWFWMD's requirements and EPA's NPDES Construction Activities General Permit. Review enforcement jurisdiction. Provide training to County inspectors and educate contractors.

Activities Completed or In Progress:
Sarasota County has included requirements to reduce the adverse impacts of runoff construction sites. Future plans include development of Stormwater Technical Manual to be appended to the Land Development Regulations (LDR). Completion of erosion and sediment control training by Engineering Inspector. Held workshop w/County, SWFWMD and local contractors.

Discussion of Results, Deficiencies, Etc.:
Positive results are education of employees and contractors of adverse impacts of stormwater runoff from construction sites. Deficiencies include difficulty in enforcing contractors to utilize and properly install and maintain BMPs during construction activities.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit.

SWMP Element Strengths & Weaknesses:
See Discussion of Results, Deficiencies, Etc. above.

Assessment of Element Controls:
Enforcement capabilities need to be strengthened.

Required Element Revisions:
If the use of BMPs is required and detailed in contracts and construction plans it will be easier to enforce the proper installation and maintenance of the BMPs.
SWMP Element:
9.b Construction Site Runoff - Inspection and Enforcement

Element Objective:
Provide training to inspectors (regardless of specialty) who are likely to be on-site during earth
moving activities in erosion control techniques.

Activities Completed or In Progress:
The Sarasota County Transportation Department has sent four Engineering Inspectors to the
Practical Approaches for Erosion and Sediment Control course sponsored by the International
Erosion Control Association.

Discussion of Results, Deficiencies, Etc.:
The inspectors who attended the course now have a better grasp on the available Best Management
Practices and the proper installation techniques for each of them. Also stressed during the course
is the need to maintain the BMPs for the duration of the project. Deficiencies include difficulty in
enforcement of proper installation and maintenance of BMPs.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the
permit.

SWMP Element Strengths & Weaknesses:
See Discussion of Results, Deficiencies, Etc. above.

Assessment of Element Controls:
Inspector education program element controls are judged to be satisfactory. Educational
opportunities in all public works areas will increase as additional course are made available to
County, City and FDOT employees and the general public.

Required Element Revisions:
No revisions have been identified at this time.
SWMP Element:
9c: Site Operator Training

Element Objective:
Enhance communication between County regulatory entities and designers, contractors, and professional organizations.

Activities Completed or in Progress:
Workshop held for contractors August, 96. NPDES issues are common topics for Florida Engineering society, Florida Association of Stormwater Utilities, and American Public works Association meetings.

Discussion of Results, Deficiencies, Etc.:
Workshop and meetings result in greater awareness of stormwater generated pollutants.

Status with Compliance, Implementation and Augmentation:
Sarasota County is in compliance with the permit requirements of this element for year two of the permit.

SWMP Element Strengths & Weaknesses:
See results and deficiencies comment above.

Assessment of Element Controls:
Assessment of controls indicate an increased awareness of the effectiveness and importance of erosion/sediment control. Few turbidity violations are actually reported, those that are reported are handled quickly and effectively. Contractors response to turbidity reports has improved.

Required Element Revisions:
No revisions have been identified at this time.
5.1 Monitoring Objectives

The NPDES MS4 regulations require applicants to propose in their Part 2 application a monitoring program for representative data collection. The applicant must describe the location of outfalls to be sampled or the location of in-water sampling stations, why the location is representative, the frequency of sampling, parameters, and a description of the sampling equipment. Potential goals of the monitoring program include drainage characterization and evaluation of the source of specific pollutants, performance of BMPs, and impact of stormwater discharges on receiving waters.

Due to a lack of State funds for stormwater and because sampling is very expensive, the Florida Department of Environmental Protection requested EPA to allow a modification of the original language in MS4 draft permits. EPA cooperated with the FDEP and agreed that it is beneficial to take a statewide look at the effects of stormwater discharges and the benefits of program implementation. Therefore, EPA directed the Sarasota County Co-permittees to develop a program consistent with FDEP's Surface Water
Ambient Monitoring Program (SWAMP). Similar language is anticipated in all MS4 permits issued in the State of Florida.

The SWAMP program requires that the Sarasota County permittees perform not only conventional in-water monitoring and water chemistry, but also analyze biological indicators and sediment samples in watersheds. The MS4 permit also limits the costs associated with the monitoring program development, which are not to exceed the projected costs for the monitoring program proposed by the Co-permittees in the May 1993 Part 2 application submittal.
Annual Report

Section 5 - Monitoring Program Report
5.2 Summary Chart of Completed Monitoring
<table>
<thead>
<tr>
<th>Watershed/Station (Type)</th>
<th>Parameters</th>
<th>Frequency</th>
<th>Completed</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bay and Stream Runs:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sarasota Bay (25 Sta.)</td>
<td>Water Temp, pH, dissolved oxygen, salinity, specific conductance, BOD, color, turbidity, TSS, TNN, dissolved nitrite, dissolved nitric, dissolved ammonia, total ammonia, dissolved inorganic nitrogen, TKN, total nitrogen, orthophosphate, total phosphorous, chlorophyll, secchi depth</td>
<td>Monthly</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Lemon Bay (5 Sta.)</td>
<td>Water Temp, pH, dissolved oxygen, salinity, specific conductance, BOD, color, turbidity, TSS, TNN, dissolved nitrite, dissolved nitric, dissolved ammonia, total ammonia, dissolved inorganic nitrogen, TKN, total nitrogen, orthophosphate, total phosphorous, chlorophyll, secchi depth</td>
<td>Monthly</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Upper Myakka (5 Sta.)</td>
<td>Above monthly parameters plus DO, pH, specific conductance, turbidity, total phosphorous, orthophosphate, nitrite, total alkalinity, chloride, copper, iron, ammonia, lead, TKN, sodium, temperature</td>
<td>Quarterly</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Watershed/Station</td>
<td>Type</td>
<td>Parameters</td>
<td>Frequency</td>
<td>Completed</td>
</tr>
<tr>
<td>---------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
<td>----------------------</td>
<td>-----------</td>
</tr>
<tr>
<td>Lower Myakka (5 Sta.)</td>
<td>Water Quality</td>
<td>Above monthly parameters plus: DO, pH, specific conductance, turbidity, total phosphorus, orthophosphate, nitrate, total alkalinity, chloride, copper, iron, ammonia, lead, TKN, sodium, temperature</td>
<td>Quarterly</td>
<td>Yes</td>
</tr>
<tr>
<td>Phillips Creek:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a Fruitville Road</td>
<td>Sediment</td>
<td>Particle size distribution, aluminum, cadmium, chromium, copper, lead, zinc, total nitrogen, total phosphorus, total organic carbon</td>
<td>Annually (in December)</td>
<td>Yes</td>
</tr>
<tr>
<td>a Fruitville Road</td>
<td>Water Quality</td>
<td>COD, BOD, nitrate, nitrite, nitrogen, TKN, total &amp; dissolved phosphorus, total dissolved solids, oil &amp; grease, TSS, cadmium, chromium, copper, lead, zinc, pH, DO, temperature, specific conductivity</td>
<td>Twice Annually (April/May &amp; July/August)</td>
<td>No</td>
</tr>
<tr>
<td>a Fruitville Road</td>
<td>Biological</td>
<td>Hester-Dendy artificial substrate sampling (freshwater stations) -or- replicative petite ponar grab sampling (estuarine, marine stations)</td>
<td>Twice Annually (April/May &amp; July/August)</td>
<td>No</td>
</tr>
<tr>
<td>a Bahia Vista Street</td>
<td>Sediment</td>
<td>Particle size distribution, aluminum, cadmium, chromium, copper, lead, zinc, total nitrogen, total phosphorus, total organic carbon</td>
<td>Annually (in December)</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Table 5.2- Monitoring Program Summary Table

<table>
<thead>
<tr>
<th>Watershed/Station</th>
<th>Type</th>
<th>Parameters</th>
<th>Frequency</th>
<th>Completed</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>a Bahia Vista Street</td>
<td>Water Quality</td>
<td>COD, BOD, nitrate-nitrite nitrogen, TKN, total &amp; dissolved phosphorous, total dissolved solids, oil &amp; grease, TSS, cadmium, chromium, copper, lead, zinc, pH, DO, temperature, specific conductivity</td>
<td>Twice Annually (April/May &amp; July/August)</td>
<td>No</td>
<td>Implemented Monitoring Program in December 1996</td>
</tr>
<tr>
<td>a Bahia Vista Street</td>
<td>Biological</td>
<td>Hester-Dendy artificial substrate sampling (freshwater stations) - or - replicate petite ponar grab sampling (estuarine, marine stations)</td>
<td>Twice Annually (April/May &amp; July/August)</td>
<td>No</td>
<td>Implemented Monitoring Program in December 1996</td>
</tr>
<tr>
<td>Big Slough</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a Interstate 75</td>
<td>Sediment</td>
<td>Particle size distribution, aluminum, cadmium, chromium, copper, lead, zinc, total nitrogen, total phosphorous, total organic carbon</td>
<td>Annually (in December)</td>
<td>Yes</td>
<td>See Appendix A.1 for results</td>
</tr>
<tr>
<td>a Interstate 75</td>
<td>Water Quality</td>
<td>COD, BOD, nitrate-nitrite nitrogen, TKN, total &amp; dissolved phosphorous, total dissolved solids, oil &amp; grease, TSS, cadmium, chromium, copper, lead, zinc, pH, DO, temperature, specific conductivity</td>
<td>Twice Annually (April/May &amp; July/August)</td>
<td>No</td>
<td>Implemented Monitoring Program in December 1996</td>
</tr>
<tr>
<td>a Interstate 75</td>
<td>Biological</td>
<td>Hester-Dendy artificial substrate sampling (freshwater stations) - or - replicate petite ponar grab sampling (estuarine, marine stations)</td>
<td>Twice Annually (April/May &amp; July/August)</td>
<td>No</td>
<td>Implemented Monitoring Program in December 1996</td>
</tr>
<tr>
<td>Watershed/Station</td>
<td>Type</td>
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<tr>
<td>--------------------------</td>
<td>---------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>----------------------</td>
<td>-----------</td>
<td>--------------------------------------------------------------------------</td>
</tr>
<tr>
<td>N. Port Water Plant</td>
<td>Sediment</td>
<td>Particle size distribution, aluminum, cadmium, chromium, copper, lead, zinc, total nitrogen, total phosphorous, total organic carbon</td>
<td>Annually (in December)</td>
<td>Yes</td>
<td>See Appendix A-1 for results</td>
</tr>
<tr>
<td>N. Port Water Plant</td>
<td>Water Quality</td>
<td>COD, BOD, nitrate-nitrite nitrogen, TKN, total &amp; dissolved phosphorous, total dissolved solids, oil &amp; grease, TSS, cadmium, chromium, copper, lead, zinc, pH, DO, temperature, specific conductivity</td>
<td>Twice Annually (April/May &amp; July/August)</td>
<td>No</td>
<td>Implemented Monitoring Program in December 1996</td>
</tr>
<tr>
<td>N. Port Water Plant</td>
<td>Biological</td>
<td>Hester-Dendy artificial substrate sampling (freshwater stations) -or- replicate petite ponar grab sampling (estuarine, marine stations)</td>
<td>Twice Annually (April/May &amp; July/August)</td>
<td>No</td>
<td>Implemented Monitoring Program in December 1996</td>
</tr>
<tr>
<td>Hudson Bayou</td>
<td>Sediment</td>
<td>Particle size distribution, aluminum, cadmium, chromium, copper, lead, zinc, total nitrogen, total phosphorous, total organic carbon</td>
<td>Annually (in December)</td>
<td>No</td>
<td>Dredging in Hudson Bayou during 1996 has delayed implementation of this portion of the Monitoring Program</td>
</tr>
<tr>
<td>Two (2) stations to be established</td>
<td>Water Quality</td>
<td>COD, BOD, nitrate-nitrite nitrogen, TKN, total &amp; dissolved phosphorous, total dissolved solids, oil &amp; grease, TSS, cadmium, chromium, copper, lead, zinc, pH, DO, temperature, specific conductivity</td>
<td>Twice Annually (April/May &amp; July/August)</td>
<td>No</td>
<td>Dredging in Hudson Bayou during 1996 has delayed implementation of this portion of the Monitoring Program</td>
</tr>
</tbody>
</table>
### Table 5.2 - Monitoring Program Summary Table

<table>
<thead>
<tr>
<th>Watershed/Station</th>
<th>Type</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Two (2) stations to be established</td>
<td>Biological</td>
<td>Hester-Dendy artificial substrate sampling (freshwater stations) - or - replicate petite ponar grab sampling (estuarine, marine stations)</td>
<td>Twice Annually (April/May &amp; July/August)</td>
<td>No</td>
<td>Dredging in Hudson Bayou during 1996 has delayed implementation of this portion of the Monitoring Program</td>
</tr>
<tr>
<td>Hudson Bayou (heavy metals) Phase I</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Twelve (12) stations to be established</td>
<td>Sediment</td>
<td>Grain size distribution, aluminum, lead, copper, zinc, chromium, total nitrogen, total phosphorus, total organic carbon.</td>
<td>Once upon completion of dredging</td>
<td>No</td>
<td>Dredging not completed.</td>
</tr>
<tr>
<td>Hudson Bayou (heavy metals) Phase II</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Five (5) stations to be established</td>
<td>Composite Water Samples</td>
<td>Cadmium, lead, copper, zinc and chromium.</td>
<td>Six (6) month period sampling up to eight storm events</td>
<td>No</td>
<td>Phase I not initiated</td>
</tr>
</tbody>
</table>
Annual Report

Section 5 - Monitoring Program Report
5.3 Status of Program/Schedule Compliance

The MS4 permit states that the selection of the monitoring program components shall be the result of a cooperative effort between the Co-permittees, EPA, and the FDEP. A meeting was held on July 12, 1995, between the Co-permittees, EPA, and FDEP to discuss the monitoring program. During this meeting a preliminary framework was developed. A follow-up workshop was held on August 14, 1995, to draft the actual monitoring program details. It was agreed that a final monitoring plan would be submitted to EPA by November 13, 1995. The details of the plan were summarized in a letter to EPA and copies were included in the Annual Report for Year One.

Language in the MS4 permit requires that the developed monitoring program shall be implemented by the Sarasota County Co-permittees within 24 months of the effective date of the permit or within 12 months of the date of program development, whichever is later. The Sarasota permit became effective on January 1, 1995, and the program due date was November 13, 1995; therefore, the implementation date of the monitoring program is December 31, 1996.
The FDEP made some internal changes in the administration of the NPDES MS4 program in Florida during mid to late 1996. As of the end of the Year Two reporting period (December 31, 1996), the Sarasota County Co-permittees had not received confirmation from the State that the terms of the proposed monitoring program in the Annual Report for Year One were approved. The Co-permittees, in an effort to comply with the December 31, 1996 deadline, initiated sediment sampling in Big Slough and Phillippi Creek in December 1996 as proposed in the program.

The Co-permittees have kept in contact with EPA through their consultant and anticipate a letter of confirmation from EPA early in Year Three of the permit. Details of the monitoring plan will be provided in the Annual Report for Year Three. Meanwhile, the Co-permittees have complied with the requirement to initiate the monitoring plan by December 31, 1996 through their sampling efforts in Big Slough and Phillippi Creek.

The monitoring efforts performed thus far include two sites in each of the aforementioned basins. Sediment samples were collected by Pollution Control Division personnel and sent to a contract laboratory (Environmental Quality Laboratory, Inc.) for analysis. The laboratory results have been included in this report as Appendix A-1.
In Year Three, the monitoring will be performed by a contractor. The program includes sediment, water column, and biological analyses. A third drainage basin, Hudson Bayou, is included in the monitoring program beginning in Year Three following a scheduled maintenance dredging. Sampling in all three (3) basins will occur with the following frequency:

- **Sediment**: Once Annually
- **Surface Water**: Twice Annually (Once during wet and dry seasons.)
- **Biological**: Twice Annually (Once during wet and dry seasons.)

In addition to sediment, water column, and biological monitoring, Hudson Bayou will also be monitored for the accumulation and source of heavy metals identified during the permit application process. During Phase I monitoring, 10 additional sediment sampling stations will be established and monitored in Hudson Bayou to isolate (if possible) the source of heavy metals. Phase II of the program will employ the use of automated samplers at five stations. The location of the samplers will be based on the results of the Phase I sediment monitoring.

The Sarasota County Natural Resources Department currently contracts long-term ambient water-quality monitoring, which includes 25 stations in Sarasota Bay. Analytical parameters and monitoring frequency for these stations are in Appendix A-14.
No revisions have been made to the monitoring program at this time.
No new major outfalls were discovered during the Year Two reporting period.
Section 6 - Permit Modifications
6.1 SWMP Modifications

Sarasota County has not modified the Stormwater Management Plan described in or required by the permit. However, the permit allows modifications to the management program if activities are determined to be inefficient or ineffective elements. Any necessary modifications to the Program throughout the permit term will be justified and reported in subsequent Annual Reports.
Section 6 - Permit Modifications
6.2 Monitoring Program Modifications

The original monitoring program outlined in the permit required inventory and monitoring of all major outfalls. The monitoring was to consist of sampling the water from the outfalls and testing for specific pollutants. As a result of meetings between the co-permittees, the FDEP and EPA the monitoring program was modified to provide sampling and testing of sediments in addition to traditional water-column sampling. It was decided that testing of sediments would more accurately indicate the pollutant load entering the receiving water. Another modification to the monitoring program lifts the requirement of inventory by major outfall for the geographic area covered by the permit. Rather, sediment samples for monitoring purposes will be taken from various locations in each major watershed or drainage basin.
Annual Report Section 6 - Permit Modifications

6.3 Other Permit Modifications

The Sarasota County Co-permittees have no permit modifications to report during the Year Two reporting period.
## TABLE 7. NPDES Program Expenses

<table>
<thead>
<tr>
<th>Program Activity</th>
<th>Previous Year (FY 1995)</th>
<th>Current Year (FY 1996)</th>
<th>Future Year (FY 1997)</th>
<th>Funding Source/Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>O &amp; M of Structural Controls; I.D. &amp; Inventory Private Cntl.</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible; Part of Inspection Program</td>
</tr>
<tr>
<td>O &amp; M of Structural Controls; Implement Private Inspections</td>
<td>$33,200</td>
<td>$35,000</td>
<td>$36,000</td>
<td>SEU Fees</td>
</tr>
<tr>
<td>O &amp; M of Structural Controls; Inspector Training</td>
<td>$2,850</td>
<td>$4,100</td>
<td>$7,450</td>
<td>SEU Fees</td>
</tr>
<tr>
<td>O &amp; M of Structural Controls; Inspect Structural Controls</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Part of Maintenance Program</td>
</tr>
<tr>
<td>Control of Discharges; Continue Basin Planning</td>
<td>$836,318</td>
<td>$1,345,530</td>
<td>$1,929,953</td>
<td>SEU Fees</td>
</tr>
<tr>
<td>O &amp; M of Roads; Pollution Reduction Practices</td>
<td>$2,844</td>
<td>$2,844</td>
<td>$2,844</td>
<td>Fire Department General Funds</td>
</tr>
<tr>
<td>Municipal Litter Control</td>
<td>Not Available As Line Item Cost</td>
<td></td>
<td></td>
<td>Trans. General Fund/Solid Waste Fees</td>
</tr>
<tr>
<td>O &amp; M of Roads; Street Sweeping Program</td>
<td>$67,500</td>
<td>$71,000</td>
<td>$75,000</td>
<td>Transportation General Funds</td>
</tr>
<tr>
<td>O &amp; M of Roads; Catch Basin &amp; Ditch Maint.</td>
<td>$4,108,700</td>
<td>$4,160,401</td>
<td>$3,143,525</td>
<td>SEU Fees</td>
</tr>
<tr>
<td>Flood Control Projects; Prioritize Basin Plans</td>
<td>$5,415,000</td>
<td>$8,093,387</td>
<td>$1,925,000</td>
<td>SEU CIP Assessments</td>
</tr>
<tr>
<td>Pesticides, Herbicides, and Fertilizers; Minimize Use and Storage</td>
<td>$60,000</td>
<td>$168,008</td>
<td>$168,008</td>
<td>SEU Transportation Extension Service General Funds</td>
</tr>
<tr>
<td>Pesticides, Herbicides, and Fertilizers; Training &amp; Certification</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Part of Inspector Training</td>
</tr>
<tr>
<td>Pesticides, Herbicides, and Fertilizers; Public Education</td>
<td>Not Available As Line Item Cost</td>
<td>$5,000</td>
<td>$6,000</td>
<td>Extension Service General Funds</td>
</tr>
<tr>
<td>Program Activity</td>
<td>Previous Year (FY 1995)</td>
<td>Current Year (FY 1996)</td>
<td>Future Year (FY 1997)</td>
<td>Funding Source/Comments</td>
</tr>
<tr>
<td>------------------------------------------------------</td>
<td>--------------------------</td>
<td>------------------------</td>
<td>------------------------</td>
<td>------------------------------------------</td>
</tr>
<tr>
<td>Illicit Discharges &amp; Disposal; Amend Ordinances</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible; Part of Investigation Prgm</td>
</tr>
<tr>
<td>Illicit Discharges &amp; Disposal; Assess Discharges</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible; Part of Investigation Prgm</td>
</tr>
<tr>
<td>Illicit Discharges &amp; Disposal; Investigations</td>
<td>$186,311</td>
<td>$230,471</td>
<td>$355,529</td>
<td>Unincorporated Area Services Funds</td>
</tr>
<tr>
<td>Illicit Discharges &amp; Disposal; Hazardous Waste Control</td>
<td>$354,635</td>
<td>$332,500</td>
<td>$335,500</td>
<td>Solid Waste Tipping Fees</td>
</tr>
<tr>
<td>Illicit Discharges &amp; Disposal; Seepage</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible; Part of Investigation Prgm</td>
</tr>
<tr>
<td>Illicit Discharges &amp; Disposal; Adopt Spill Response Plan</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible; Unincorp. Fees/ Fire Dept. General Fund</td>
</tr>
<tr>
<td>Industrial and High Risk Runoff; Facility Inspections</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible; Part of SQG Inspections</td>
</tr>
<tr>
<td>Construction Site Runoff; Inspections</td>
<td>Natural Resources/ Trans General Funds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction Site Runoff; Inspection Checklist</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible; Part of Inspection Program</td>
</tr>
<tr>
<td>Construction Site Runoff; LD. Responsibilities</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible; Part of Inspection Program</td>
</tr>
<tr>
<td>Construction Site Runoff; Inspector Training</td>
<td>Not Available As Line Item Cost</td>
<td>Natural Resources/ Trans General Funds</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction Site Runoff; Track Controls</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible; Part of Inspection Program</td>
</tr>
<tr>
<td>Construction Site Runoff; NFDES Workshop</td>
<td>NA</td>
<td>Not Available As Line Item Cost</td>
<td>Not Available As Line Item Cost</td>
<td>SEU Fees</td>
</tr>
<tr>
<td>Construction Site Runoff; Building Permit Notifications</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible; Bldg. Dept. General Fund</td>
</tr>
<tr>
<td>Construction Site Runoff; Water Quality Training for Industry Professionals</td>
<td>Not Available As Line Item Cost</td>
<td>Public Works Academy/ School Board Funds</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total:</td>
<td>$10,267,353</td>
<td>$15,447,503</td>
<td>$8,033,400</td>
<td></td>
</tr>
</tbody>
</table>
Annual Report

Section 7 - Fiscal Analysis

7.2 Current Reporting Year

The fiscal information for developing and implementing the requirements for Year Two of the permit is reported on the Financial Survey forms in the fiscal analysis section of this report. The reported figures are based on the best available information from the individual Departments or Divisions of Sarasota County Government that are responsible for implementing the elements. In some cases the fiscal requirement for the previous fiscal year is not available. Other elements, such as elements associated with other programs or activities, may have insignificant costs and are not accounted for separately. Table 7 summarizes expenses for NPDES program activities.

### Table 7. NPDES Program Expenses

<table>
<thead>
<tr>
<th>Program Activity</th>
<th>Previous Year (FY 1995)</th>
<th>Current Year (FY 1996)</th>
<th>Future Year (FY 1997)</th>
<th>Funding Source/Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>O &amp; M of Structural Controls: I.D. &amp; Inventory Private Cntl.</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible, Part of Inspection Program</td>
</tr>
<tr>
<td>O &amp; M of Structural Controls; Implement Private Inspections</td>
<td>$34,200</td>
<td>$35,000</td>
<td>$40,000</td>
<td>SEU Fecs</td>
</tr>
<tr>
<td>O &amp; M of Structural Controls; Inspector Training</td>
<td>$2,884</td>
<td>$4,700</td>
<td>$7,150</td>
<td>SEU Fecs</td>
</tr>
<tr>
<td>O &amp; M of Structural Controls; Inspect Structural Controls</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Part of Maintenance Program</td>
</tr>
<tr>
<td>Program Activity</td>
<td>Previous Year (FY 1995)</td>
<td>Current Year (FY 1996)</td>
<td>Future Year (FY 1997)</td>
<td>Funding Source/ Comments</td>
</tr>
<tr>
<td>------------------------------------------</td>
<td>-------------------------</td>
<td>------------------------</td>
<td>-----------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>Control of Discharges;</td>
<td>$865,400</td>
<td>$1,345,340</td>
<td>$2,343</td>
<td>SEU Fees</td>
</tr>
<tr>
<td>Continue Basin Planning</td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>O &amp; M of Roads;</td>
<td>$2,844</td>
<td>$2,844</td>
<td>$2,844</td>
<td>Fire Department General Funds</td>
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<tr>
<td>Pollution Reduction Practices</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>O &amp; M of Roads;</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Municipal Litter Control</td>
<td>Not Available As Line Item Cost</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>O &amp; M of Roads;</td>
<td>$67,660</td>
<td>$71,000</td>
<td>$75,000</td>
<td>Transportation General Funds</td>
</tr>
<tr>
<td>Street Sweeping Program</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>O &amp; M of Roads;</td>
<td>$1,098,700</td>
<td>$4,283,468</td>
<td>$3,143,528</td>
<td>SEU Fee</td>
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<tr>
<td>Catch Basin &amp; Ditch Maint</td>
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<tr>
<td>Flood Control Projects; Prioritize Basin Plan</td>
<td>$5,445,000</td>
<td>$8,932,387</td>
<td>$3,075,918</td>
<td>SEU CIP Assessment</td>
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<tr>
<td>Pesticides, Herbicides, and Fertilizers</td>
<td>$10,000</td>
<td>$166,606</td>
<td>$166,606</td>
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<tr>
<td>Minimize Use and Storage</td>
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<td></td>
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<tr>
<td>Pesticides, Herbicides, and Fertilizers; Training &amp; Certification</td>
<td>Not Available As Line Item Cost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Education</td>
<td>$5,000</td>
<td>$6,000</td>
<td></td>
<td>Extension Service General Funds</td>
</tr>
<tr>
<td>Illict Discharges &amp; Disposal; Amend</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible Part of Investigation Program</td>
</tr>
<tr>
<td>Ordinances</td>
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</tr>
<tr>
<td>Illict Discharges &amp; Disposal; Assess</td>
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<td>NA</td>
<td>NA</td>
<td>Cost Negligible Part of Investigation Program</td>
</tr>
<tr>
<td>Discharges</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Illict Discharges &amp; Disposal;</td>
<td>$186,245</td>
<td>$230,471</td>
<td>$355,929</td>
<td>Unincorporated Area Services Funds</td>
</tr>
<tr>
<td>Investigations</td>
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<tr>
<td>Illict Discharges &amp; Disposal;</td>
<td>$354,655</td>
<td>$332,510</td>
<td>$335,810</td>
<td>Solid Waste Tipping Fees</td>
</tr>
<tr>
<td>Hazardous Waste Collection</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Illict Discharges &amp; Disposal;</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible Part of Investigation Program</td>
</tr>
<tr>
<td>Seepage</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Illict Discharges &amp; Disposal;</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible Part of Investigation Program</td>
</tr>
<tr>
<td>Adopt Spill Response Plan</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Industrial and High Risk Runoff;</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible Part of SDR Inspections</td>
</tr>
<tr>
<td>Facility Inspections</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction Site Runoff; Inspections</td>
<td>Not Available As Line Item Cost</td>
<td></td>
<td></td>
<td>Natural Resources Trans General Funds</td>
</tr>
<tr>
<td>Construction Site Runoff; Inspection</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible Part of Inspection Program</td>
</tr>
<tr>
<td>Checklist</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Construction Site Runoff; L.D. Responsibilities</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible Part of Inspection Program</td>
</tr>
<tr>
<td>Construction Site Runoff; Inspector</td>
<td>Not Available As Line Item Cost</td>
<td></td>
<td></td>
<td>Natural Resources Trans General Funds</td>
</tr>
<tr>
<td>Training</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction Site Runoff; Track Controls</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible Part of Inspection Program</td>
</tr>
<tr>
<td>Construction Site Runoff; MDRUS Workshop</td>
<td>NA</td>
<td>Not Available As Line Item Cost</td>
<td>Not Available As Line Item Cost</td>
<td>Site Lease</td>
</tr>
<tr>
<td>Construction Site Runoff; Building Permit Notifications</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Dept General Fund</td>
</tr>
<tr>
<td>Construction Site Runoff; Water Quality Training for Industry Professionals</td>
<td>Not Available As Line Item Cost</td>
<td></td>
<td></td>
<td>Public Works Academy School Board Funds</td>
</tr>
</tbody>
</table>

**Total:** $10,267,353 $15,447,503 $8,033,409
Section 7 - Fiscal Analysis

7.3 Next Reporting Year

Beginning with the next report year and continuing through subsequent years of the permit term, fiscal requirements will be evaluated to determine the funding necessary to achieve the desired results from each program element.

### TABLE 7. NPDES Program Expenses

<table>
<thead>
<tr>
<th>Program Activity</th>
<th>Previous Year (FY 1995)</th>
<th>Current Year (FY 1996)</th>
<th>Future Year (FY 1997)</th>
<th>Funding Source/Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>O &amp; M of Structural Controls; I.D. &amp; Inventory Private Cntl.</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible, Part of Inspection Program</td>
</tr>
<tr>
<td>O &amp; M of Structural Controls; Implement Private Inspections</td>
<td>$33,200</td>
<td>$35,000</td>
<td>$36,000</td>
<td>SEU Fees</td>
</tr>
<tr>
<td>O &amp; M of Structural Controls; Inspector Training</td>
<td>$2,850</td>
<td>$4,700</td>
<td>$7,450</td>
<td>SEU Fees</td>
</tr>
<tr>
<td>O &amp; M of Structural Controls; Inspect Structural Controls</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Part of Maintenance Program</td>
</tr>
<tr>
<td>Control of Discharges; Continue Basin Planning</td>
<td>$946,318</td>
<td>$1,245,530</td>
<td>$1,299,933</td>
<td>SEU Fees</td>
</tr>
<tr>
<td>O &amp; M of Roads; Pollution Reduction Practices</td>
<td>$2,844</td>
<td>$2,844</td>
<td>$2,844</td>
<td>Fire Department General Funds</td>
</tr>
<tr>
<td>O &amp; M of Roads; Municipal Litter Control</td>
<td>Not Available As Line Item Cost</td>
<td></td>
<td></td>
<td>Trans General Fund, Solid Waste Fees</td>
</tr>
<tr>
<td>O &amp; M of Roads; Street Sweeping Program</td>
<td>$67,516</td>
<td>$71,000</td>
<td>$75,000</td>
<td>Transportation General Funds</td>
</tr>
<tr>
<td>Program Activity</td>
<td>Previous Year (FY 1995)</td>
<td>Current Year (FY 1996)</td>
<td>Future Year (FY 1997)</td>
<td>Funding Source/Comments</td>
</tr>
<tr>
<td>------------------</td>
<td>--------------------------</td>
<td>------------------------</td>
<td>-----------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>O&amp;M of Roads;</td>
<td>$3,308,500</td>
<td>$3,260,000</td>
<td>$3,143,505</td>
<td>SEU Fees</td>
</tr>
<tr>
<td>Catch Basin &amp; Ditch Maint.</td>
<td>$3,458,100</td>
<td>$5,991,387</td>
<td>$1,575,000</td>
<td>SEU UP Assessments</td>
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<tr>
<td>Flood Control Projects;</td>
<td>$3,465,000</td>
<td>$6,065,018</td>
<td>$6,06,018</td>
<td>Service General Funds</td>
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<tr>
<td>Prioritize Basin Plan</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Part of Inspector Train</td>
</tr>
<tr>
<td>Pesticides, Herbicides, and Fertilizers: Minimize Use and Storage</td>
<td>$30,065</td>
<td>$166,608</td>
<td>$166,608</td>
<td>SEU/ Transportation Extension</td>
</tr>
<tr>
<td>Pesticides, Herbicides, and Fertilizers: Training &amp; Certification</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Part of Inspector Train</td>
</tr>
<tr>
<td>Pesticides, Herbicides, and Fertilizers: Public Education</td>
<td>Not Available As Line Item Cost</td>
<td>$5,040</td>
<td>$6,040</td>
<td>Extension Service General Funds</td>
</tr>
<tr>
<td>Illicit Discharges &amp; Disposal: Amend Ordinances</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible, Part of Investigation Prgm</td>
</tr>
<tr>
<td>Illicit Discharges &amp; Disposal: Assess Discharges</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible, Part of Investigation Prgm</td>
</tr>
<tr>
<td>Illicit Discharges &amp; Disposal: Investigations</td>
<td>$186,241</td>
<td>$230,471</td>
<td>$355,529</td>
<td>Unincorporated Area Services Funds</td>
</tr>
<tr>
<td>Illicit Discharges &amp; Disposal: Hazardous Waste Collection</td>
<td>$354,635</td>
<td>$332,500</td>
<td>$335,500</td>
<td>Solid Waste Tipping Fees</td>
</tr>
<tr>
<td>Illicit Discharges &amp; Disposal: Seepage</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible, Part of Investigation Prgm</td>
</tr>
<tr>
<td>Industrial and High Risk Runoff: Facility Inspections</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible, Part of SQG Inspections</td>
</tr>
<tr>
<td>Construction Site Runoff: Inspections</td>
<td>Not Available As Line Item Cost</td>
<td>Not Available As Line Item Cost</td>
<td>Natural Resources/ Trans General Funds</td>
<td></td>
</tr>
<tr>
<td>Construction Site Runoff: Inspection Checklist</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible, Part of Inspection Program</td>
</tr>
<tr>
<td>Construction Site Runoff: L.I. Responsibilities</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible, Part of Inspection Program</td>
</tr>
<tr>
<td>Construction Site Runoff: Inspector Training</td>
<td>Not Available As Line Item Cost</td>
<td>Not Available As Line Item Cost</td>
<td>Natural Resources/ Trans General Funds</td>
<td></td>
</tr>
<tr>
<td>Construction Site Runoff: Track Controls</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>Cost Negligible, Part of Inspection Program</td>
</tr>
<tr>
<td>Construction Site Runoff: NPDES Workshop</td>
<td>Not Available As Line Item Cost</td>
<td>Not Available As Line Item Cost</td>
<td>Public Works Academy/ School Board Funds</td>
<td></td>
</tr>
<tr>
<td>Construction Site Runoff: Building Permit Notifications</td>
<td>Not Available As Line Item Cost</td>
<td>Not Available As Line Item Cost</td>
<td>Public Works Academy/ School Board Funds</td>
<td></td>
</tr>
<tr>
<td>Construction Site Runoff: Water Quality Training for Industry Professionals</td>
<td>Not Available As Line Item Cost</td>
<td>Not Available As Line Item Cost</td>
<td>Public Works Academy/ School Board Funds</td>
<td></td>
</tr>
</tbody>
</table>

Total: $10,267,353 $15,447,303 $8,003,409
SWMP Element:
 Element 3

Previous Year Fiscal Requirement:
 Approximately $2,844.00

Current Year Fiscal Requirement:
 Approximately $2,844.00

Next Year Fiscal Requirements:
 Approximately $2,844.00

SWMP Element Budget:
 Approximately $2,844.00

SWMP Element Funding Source:
 Fire Department General Funds

SURVEY XLS
6/14/05
SWMP Element:

7a: Illicit Discharges and Improper Disposal - Inspection, Ordinances, and Enforcement Measures

Previous Year Fiscal Requirement:
Total water quality program budget $186,241.00
(no monies were budgeted for this specific item within the 1995 Pollution Control budget)

Current Year Fiscal Requirement:
Total water quality program budget $230,471.00
Budget includes the addition of an Environmental Specialist II position.

Next Year Fiscal Requirements:
Total water quality program budget $355,529.00
The 1997 budget will include the addition of an Environmental Specialist I position and monies to administer elements 7a, 7b, 7c, 7e, 7g, 8a, and 8b.

SWMP Element Budget:

SWMP Element Funding Source:
Unincorporated Area Services Fund
SWMP Element:
7b: Illicit Discharges and Improper Disposal - Dry-Weather Screening

Previous Year Fiscal Requirement:
Total water quality program budget $185,241.00
(no monies were budgeted for this specific item within the 1995 Pollution Control budget)

Current Year Fiscal Requirement:
Total water quality program budget $230,471.00
Budget includes the addition of an Environmental Specialist III position.

Next Year Fiscal Requirements:
Total water quality program budget $355,529.00
The 1997 budget will include the addition of an Environmental Specialist III position, the acquisition of a vehicle, field test kits, field meters, supplies and laboratory costs.

SWMP Element Budget:

SWMP Element Funding Source:
Unincorporated Area Services Fund
SARASOTA COUNTY
NPDES ANNUAL REPORT FINANCIAL SURVEY

SWMP Element:
7c: Illicit Discharges and Improper Disposal - Investigation of Suspected Illicit and Improper Disposal

Previous Year Fiscal Requirement:
Total water quality program budget $186,241.00
(no monies were budgeted for this specific item within the 1995 Pollution Control budget)

Current Year Fiscal Requirement:
Total water quality program budget $230,471.00
Budget includes the addition of an Environmental Specialist III position.

Next Year Fiscal Requirements:
Total water quality program budget $355,529.00
The 1997 budget will include the addition of an Environmental Specialist I position and monies to administer elements 7a, 7b, 7c, 7e, 7g, 8a, and 8b.

SWMP Element Budget:

SWMP Element Funding Source:
Unincorporated Area Services Fund
SARASOTA COUNTY
NPDES ANNUAL REPORT FINANCIAL SURVEY

SWMP Element:
7d: Illicit Discharges and Improper Disposal - Spill Response

Previous Year Fiscal Requirement:
There were no financial requirements for this element.

Current Year Fiscal Requirement:
There were no financial requirements for this element.

Next Year Fiscal Requirements:
There were no financial requirements for this element.

SWMP Element Budget:

SWMP Element Funding Source:
SARASOTA COUNTY
NPDES ANNUAL REPORT FINANCIAL SURVEY

SWMP Element:
7e: Illicit Discharges and Improper Disposal - Public Notification

Previous Year Fiscal Requirement:
Sarasota County Pollution Control sponsored the 1995 Domestic Waste Workshop $400.00
Sarasota County Pollution Control developed a Lake Management brochure $50.00

Current Year Fiscal Requirement:
Sarasota County Pollution Control sponsored the 1996 Domestic Waste Workshop $700.00

Next Year Fiscal Requirements:
Sarasota County Pollution Control will sponsor the 1997 Domestic Waste Workshop $700.00
Projected cost for public education programs $1000.00

SWMP Element Budget:

SWMP Element Funding Source:
Unincorporated Area Services Fund
SWMP Element:
7f: Illicit Discharge/Improper Disposal - Oils, Toxics and HHW Control

Previous Year Fiscal Requirement:
$354,635

Current Year Fiscal Requirement:
$332,500

Next Year Fiscal Requirements:
(Projected) $332,500

SWMP Element Budget:
$332,500

SWMP Element Funding Source:
Solid Waste Department tipping fee surcharge
(FY 97 = Residential and Municipal $3.39 per ton; Commercial $1.72 per ton)
SARASOTA COUNTY
NPDES ANNUAL REPORT FINANCIAL SURVEY

SWMP Element:
Illicit Discharge/Improper Disposal - Oils, Toxics and HHW Control

Previous Year Fiscal Requirement:


$354,835

Current Year Fiscal Requirement:


$332,500

Next Year Fiscal Requirements:

(Projected) $332,500

SWMP Element Budget:


$332,500

SWMP Element Funding Source:

Solid Waste Department tipping fee surcharge
(FY 97 = Residential and Municipal $3.35 per ton, Commercial $1.72 per ton)
SWMP Element:
7g: Illicit Discharges and Improper Disposal - Limitation of Sanitary Sewer Seepage

Previous Year Fiscal Requirement:
Total water quality program budget $188,241.00
Sarasota County Pollution Control Division is not the lead agency for this element.

Current Year Fiscal Requirement:
Total water quality program budget $230,471.00
Budget includes the addition of an Environmental Specialist II position.

Next Year Fiscal Requirements:
Total water quality program budget $355,528.00
The 1997 budget will include the addition of an Environmental Specialist I position and monies to administer elements 7a, 7b, 7c, 7e, 7g, 8a, and 8b.

SWMP Element Budget:

SWMP Element Funding Source:
Unincorporated Area Services Fund
SARASOTA COUNTY
NPDES ANNUAL REPORT FINANCIAL SURVEY

SWMP Element:
8a/8b: Industrial and High-Risk Runoff - Monitoring for High-Risk Industries

Previous Year Fiscal Requirement:
Total water quality program budget $186,241.00
(no monies were budgeted for this specific item within the 1995 Pollution Control budget)
Small Quantity Generator Program inspections conducted by the Sarasota County Fire
Department Hazardous Waste Materials Division. $ 

Current Year Fiscal Requirement:
Total water quality program budget $230,471.00
Budget includes the addition of an Environmental Specialist III position.
Small Quantity Generator Program inspections conducted by the Sarasota County Fire
Department Hazardous Waste Materials Division. $ 

Next Year Fiscal Requirements:
Total water quality program budget $355,529.00
The 1997 budget will include the addition of an Environmental Specialist I position and monies
to administer elements 7a, 7b, 7c, 7e, 7g, 8a, and 8b.
Small Quantity Generator Program inspections conducted by the Sarasota County Fire

SWMP Element Budget:
Department Hazardous Waste Materials Division. $ 

SWMP Element Funding Source:
Unincorporated Area Services Fund
Solid Waste Department tipping fee surcharge
SARASOTA COUNTY
NPDES ANNUAL REPORT FINANCIAL SURVEY

SWMP Element:
8a/8b: Identification of Priorities/Procedures for Inspections, Monitoring for High Risk Industries

Previous Year Fiscal Requirement:
None

Current Year Fiscal Requirement:
Program initiated 01/96 as part of SQG Inspection Program. Cost negligible as NPDES inspection performed simultaneously with SQG inspection.

Next Year Fiscal Requirements:
None

SWMP Element Budget:
None

SWMP Element Funding Source:
Solid Waste Department tipping fee surcharge
(FY97 = Residential and Municipal $3.39 per ton; Commercial $1.72 per ton)
SWMP Element:

Sa/Sb: Identification of Priorities/Procedures for Inspections, Monitoring for High Risk Industries

Previous Year Fiscal Requirement:

None

Current Year Fiscal Requirement:

Program initiated 01/96 as part of SOG inspection Program. Cost negligible as NPDES inspection performed simultaneously with SOG inspection.

Next Year Fiscal Requirements:

None

SWMP Element Budget:

None

SWMP Element Funding Source:

Solid Waste Department tipping fee surcharge

(FY97 = Residential and Municipal $3.39 per ton; Commercial $1.72 per ton)
A.1 Analytical Monitoring Data
TO: SARASOTA COUNTY GOVERNMENT  
ATTN: FINANCE DEPARTMENT  
P.O. BOX 8  
SARASOTA  FL 34230  

Customer Project: STORMWATER ENV. UT.  
Customer PO#: JTOW  

Sample Date: 12/23/96  
Sample No. 12236 thru 12240  

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$1,615.00  

NOTE: Late charges of 1.5% per month may be added to the above amount.
1030  Phillippi Creek at Bahia Vista St.
   50' South of bridge, mid stream
   water depth 2', core depth 1' - 1.5'

1100  Phillippi Creek at Fruitville Rd.
   50' above weir north of Fruitville Rd., 8' from shore
   water depth 3.5', core depth 1' - 1.5'

1230  Myakkahatchee Creek (Big Slough) at I-75
   100' north of bridge at staff gauge, mid stream
   water depth 1' - 1.5', core depth 1' - 1.5'
   + Duplicate Sample

1330  Myakkahatchee Creek above dam at North Port Water Plant
   approx. 100 yds. above dam, 10' from East shore line
   water depth 4', core depth 1' - 1.5'
February 18, 1997

SARASOTA COUNTY GOVERNMENT
ATTN: FINANCE DEPARTMENT
P.O. BOX 8
SARASOTA FL 34230
Cust. Proj: STORMWATER ENV. UT.

Attached are the results from 5 sample(s) collected by you and sent to the Environmental Quality Laboratory for analysis. The EQ Lab identification number is 96/1399/18098; please refer to this number when requesting information regarding these data. Also, this letter should be attached to any data submitted by you to regulatory agencies.

The Laboratory has an approved FDOR Comprehensive Quality Assurance Plan (#870264G) which specifies the procedures used in the analyses of the above referenced samples. In addition, the Laboratory is certified by DHRS for the analysis of environmental and drinking water samples (#E85086 & 85116) respectively. These certification numbers should be referenced when attesting to regulatory agencies regarding the protocols of the analytical procedures used.

The Environmental Quality Laboratory is pleased to have served you and hopes to meet any future laboratory needs you may have.

Sincerely,

[Signature]

Ken Kondel
Chemistry Manager
### CHEMISTRY SAMPLE ANALYSIS

**Customer:** SARASOTA COUNTY GOVERNMENT  
**ATTN:** FINANCE DEPARTMENT  
**Customer Project:** STORMWATER ENV. UT.

**LABID:** 96/1399/18098  
**Sample #:** 12236  
**Sample Date:** 12/23/96  
**Station:** 1  
**Location:** PHILLIPPI CREEK

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<th>MDL</th>
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<td>% PHOSPHORUS (CALC)</td>
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<td>EPA CE81-1</td>
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<td>Trace Metals</td>
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<td>&lt; 2.500</td>
<td>mg/kg</td>
<td>01/17/97</td>
<td>2.5</td>
<td>SW 6020</td>
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<tr>
<td></td>
<td>LEAD (Dry Wt.)</td>
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<td>0.625</td>
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<td>CADMIUM (Dry Wt.)</td>
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<td>&lt; 3.610</td>
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**NOTE:** * See Attached Sheet for Data Qualifier Codes  
Reported results not valid without accompanying signature page.
**CHEMISTRY SAMPLE ANALYSIS**

Customer: SARASOTA COUNTY GOVERNMENT  
ATTN: FINANCE DEPARTMENT  
Customer Project: STORMWATER ENV. UT.

LABID: 96/1399/18098  
Report Date: 02/26/97  
Sample #: 12237  
Sample Date: 12/23/96  
Station: 2  
Location: PHILLIPPI CREEK

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<td>Trace Metals</td>
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<td>Others</td>
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<td>0.01 FDOT</td>
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### CHEMISTRY SAMPLE ANALYSIS

**Customer:** SARASOTA COUNTY GOVERNMENT  
**ATTN:** FINANCE DEPARTMENT  
**Customer Project:** STORMWATER ENV. UT.

**LABID:** 96/1399/18098  
**Report Date:** 02/26/97  
**Page:** 3

**Sample #:** 12238  
**Sample Date:** 12/23/96  
**Station:** 3  
**Location:** MG. CREEK AT I-75

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<th>MDL</th>
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CHEMISTRY SAMPLE ANALYSIS

Customer: SARASOTA COUNTY GOVERNMENT
ATTN: FINANCE DEPARTMENT
Customer Project: STORMWATER ENV. UT.

LABID: 96/1399/18098 Report Date: 02/26/97 Page: 4

Sample #: 12239 Sample Date: 12/23/96
Station: 4 Location: MG. CREEK ABOVE WTP

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<th>Method</th>
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<td>%</td>
<td>01/06/97</td>
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<td>01/07/97</td>
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<td></td>
</tr>
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NOTE: * See Attached Sheet for Data Qualifier Codes
Reported results not valid without accompanying signature page.
### CHEMISTRY SAMPLE ANALYSIS

Customer: SARASOTA COUNTY GOVERNMENT  
ATTN: FINANCE DEPARTMENT  
Customer Project: STORMWATER ENV. UT.

LABID: 96/1399/18098  
Report Date: 02/26/97  
Page: 5

Sample#: 12240  
Sample Date: 12/23/96  
Station: 5  
Location: DUPLICATE

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<th>MDL</th>
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*NOTE: * See Attached Sheet for Data Qualifier Codes  
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# Sieve Analysis - Moisture Content

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<th>Phillippi Ct &amp; Fruitville Rd.</th>
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<tr>
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<tr>
<td>Sample Location:</td>
<td>CUST: 1399  LABID: 18098</td>
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<tr>
<td>Material Description:</td>
<td>Pale brown fine sand w/ shell</td>
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<tr>
<td>Weight of Oven Dry Sample:</td>
<td>716.2</td>
<td>(902.8 wet weight)</td>
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<td>Weight of Sample After Wash:</td>
<td>712.6</td>
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<table>
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<th>% Passing</th>
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<td>1.3</td>
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<td>99.8</td>
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P-200 = \[ \frac{716.2 - 712.6}{716.2} = 0.005\% \]

% Moisture = \[ \frac{902.8 - 716.2}{716.2} = 26.1\% \]

Technician Initial
**Sieve Analysis - Moisture Content**

Date Sampled: 12-23-96  
Date Sieved: 01-28-97

Project Name: Phillippi Ct. & Bahia Vista St.  Station: 2
Sample #: 12237  Sample Location: CUST: 1399  LABID: 18098

Material Description: Pale brown fine sand w/ shell fragments

Weight of Oven Dry Sample: 573.3  
(699.0 wet weight)

Weight of Sample After Wash: 570.3

<table>
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<th>Weight (Acc.) gms</th>
<th>% Retained</th>
<th>% Passing</th>
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P-200 = \( \frac{573.3}{570.3} = 3.0 \) / \( \frac{573.3}{573.3} = 0.05 \) %

Dry weight = 573.3  
Wash weight = 570.3  
Loss = 3.0  
Dry weight = 573.3  
P-200 = 0.05 %

% Moisture = \( \frac{699.0}{573.3} = 125.7 \) / \( \frac{573.3}{573.3} = 21.9 \) %

Wet weight = 699.0  
Dry weight = 573.3  
Loss = 125.7  
Dry weight = 573.3  
% Moisture Content = 21.9 %

Technician Initial: EL
Sieve Analysis - Moisture Content

Date Sampled: 12-23-96  
Date Sieved: 01-28-97

Project Name: Myakkahatchee & I75  
Sample #: 12238  
Sample Location: CUST: 1399 LABID: 18098

Material Description: Pale brown fine sand w/ shell fragments

Weight of Oven Dry Sample: 724.9  
Weight of Sample After Wash: 724.0  
(899.0 = wet weight)

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<th>% Passing</th>
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<td>99.9</td>
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\[ P-200 = \frac{724.9 \text{ gm}}{724.0 \text{ gm}} = 0.9 \]

\[ \% \text{ Moisture} = \frac{899.0 \text{ gm}}{724.9 \text{ gm}} = 24.0 \% \]

Technician Initial: EL
# Sieve Analysis - Moisture Content

**Date Sampled:** 12-23-96  
**Date Sieved:** 01-22-97

**Project Name:** Myakkahatchee above dam at water plant  
**Station:** 4

**Sample #:** 12239  
**Sample Location:** CUST: 1399  
**LABID:** 18098

**Material Description:** Brown fine sand w/ shell fragments

**Weight of Oven Dry Sample:** 538.5  
(737.9 wet weight)

**Weight of Sample After Wash:** 531.7

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<th>Weight (Acc.) gms</th>
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<th>% Passing</th>
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<td>100.0</td>
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<td>0.1</td>
<td>99.9</td>
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<td>3/8</td>
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<td>4.8</td>
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<tr>
<td>PAN</td>
<td>531.7</td>
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</tr>
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</table>

\[ P_{200} = \frac{538.5}{531.7} = 6.8 / \frac{538.5}{538.5} = 0.013 \% \]

\[ % \text{ Moisture} = \frac{737.9}{538.5} = 199.4 / \frac{737.9}{538.5} = 37.0 \% \]

**Comment:**

* Engineer Initial: SI.
Sieve Analysis - Moisture Content

Date Sampled: 12-23-96
Date Sieved: 01-22-97

Project Name: STADSEC Duplicate Station: 5 CUST: 1399
Sample #: 12240 Sample Location: LABID: 18098

Material Description: Pale brown fine sand

Weight of Oven Dry Sample: 481.3 (579.1 wet weight)
Weight of Sample After Wash: 481.0

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<th>U.S. Sieve</th>
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<td>481.0</td>
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P-200 = \( \frac{481.3}{481.0} = 0.3 \) / \( \frac{481.3}{481.3} = 0.01 \) %

% Moisture = \( \frac{579.1}{481.3} = 97.8 \) / \( \frac{481.3}{481.3} = 20.3 \) %

* Technician Initial: EL
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<th>Millimeters</th>
<th>Inches</th>
<th>U.S. Standard Sieve Sizes</th>
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<td>BOULDER</td>
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<tr>
<td>305</td>
<td>12</td>
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</tr>
<tr>
<td>74</td>
<td>3/16</td>
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<td>COBBLE</td>
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<tr>
<td>19</td>
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<td></td>
<td>COARSE GRAVEL</td>
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<tr>
<td>5</td>
<td>3/16</td>
<td></td>
<td>FINE GRAVEL</td>
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<td>2</td>
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<td>COARSE SAND</td>
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<td>(and below)</td>
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<td>SILT OR CLAY</td>
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**Sample Tracking Record**

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<th>Sample</th>
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<tr>
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<td>1030</td>
</tr>
<tr>
<td>12231</td>
<td>2</td>
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<td>12238</td>
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<td>12/30</td>
<td>1500</td>
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<tr>
<td>12239</td>
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<td>12/30</td>
<td>1300</td>
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- **Prepared by:** [Signature]
- **Date:** 12/29/96  **Time:** 13:00
- **Preserved with:** [Signature]

**Transported in:** [Signature]

**Received by:** [Signature]

**Date:** 12/23/96  **Time:** 14:30

**Name:** Sarasota Co.

**LabID:** 9613941

---

**Additional Notes:**
- **Tuesday, 12/3/96:** Steve Sample taken to dissect by Henry and Carol. decorations are.
- **Signed:** [Signature]

---

**Environment:**
- **Minerals:** Nutrients
- **Organic:** OP's
- **Composites:** O.P.'s
- **Metals:** HNO3
- **Volatiles:** H2SO4
- **Preserved with:** Nutrients
- **Where:** A-Before collection, B-Field, C-After collection

---

**Prepared by:** [Signature]

**Collector:** [Signature]

**Date:** 12/23/96  **Time:** 1400

**Ice:** [Signature]

**Received by:** [Signature]

**Date:** 12/23/96  **Time:** 14:30

**Where:** A-Before collection, B-Field, C-After collection

---

**Preserved with:** [Signature]

**Where:** A-Before collection, B-Field, C-After collection

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**Signature:** [Signature]
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A.3 Ord. 96-20: Water Pollution Control Code
ORDINANCE NO. 96-020

AN ORDINANCE OF THE COUNTY OF SARASOTA, FLORIDA, RELATING TO THE CONTROL AND REGULATION OF WATER POLLUTION, THROUGHOUT SARASOTA COUNTY, INCLUDING THOSE AREAS OF THE COUNTY LYING WITHIN THE BOUNDARIES OF MUNICIPALITIES, TOWNS AND CITIES; PROVIDING FOR FINDINGS; PROVIDING FOR A TITLE; PROVIDING FOR DEFINITIONS; PROVIDING FOR ADMINISTRATION; PROVIDING FOR THE DUTIES AND POWERS OF THE BOARD OF COUNTY COMMISSIONERS; PROVIDING FOR APPOINTMENT OF AN ADVISORY BOARD AND THE DUTIES AND POWERS THEREOF; PROVIDING FOR THE DUTIES AND POWERS OF THE POLLUTION CONTROL DIVISION; PROVIDING FOR REGULATIONS GOVERNING WASTEWATER FACILITIES OPERATORS; PROVIDING FOR WATER QUALITY TESTING AND POLLUTION STANDARDS; PROVIDING FOR APPROVAL OF EQUIPMENT AND FACILITIES; PROVIDING REQUIREMENTS FOR REPORTING OF ABNORMAL EVENTS; PROVIDING FOR CONTROL OF STORM WATER DISCHARGE ASSOCIATED WITH INDUSTRIAL ACTIVITY; PROVIDING FOR CONTROL OF WASTEWATER RESIDUALS DISPOSAL; PROVIDING ENFORCEMENT PROCEDURES; PROVIDING FOR BOTH CIVIL AND CRIMINAL PENALTIES, AND PROVIDING FOR ADDITIONAL REMEDIES IN CASE OF VIOLATION; PROVIDING FOR TERRITORIAL APPLICATION; PROVIDING FOR REPEAL AND EFFECT OF SARASOTA COUNTY ORDINANCE NO. 72-37 AND ITS AMENDMENTS; PROVIDING FOR CONSTRUCTION AND INTERPRETATION; PROVIDING A SEVERABILITY CLAUSE AND A SAVING CLAUSE; PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF SARASOTA COUNTY, FLORIDA:

SECTION 1. FINDINGS OF FACT AND DECLARATION OF POLICY.

A. Chapter 71-913, Florida Laws, Special Acts of 1971, authorizes the Board of County Commissioners ("the Board"), in order to protect the public health, safety and welfare of the citizens of Sarasota County, to promulgate and adopt, by County ordinance, an air and water
pollution code; provides that any County ordinance adopted pursuant to that act shall be applicable and enforceable throughout the entire area of Sarasota County; and prohibits the municipalities, towns, and cities located within Sarasota County from adopting a city, town, or municipal ordinance in conflict with that act, or any County ordinance adopted pursuant to the provisions of that act.

B. Chapter 71-913, Florida Laws, Special Acts of 1971, continues in force and effect under the provisions of Section 3.1 of the Sarasota Home Rule Charter as it relates to the municipalities, towns and cities located within Sarasota County as well as to Sarasota County and permits the County government to combine powers with other governmental entities.

C. Section 403.182, Florida Statutes (F.S.), authorizes each County to establish and administer a delegated local pollution control program if it complies with the Florida Air and Water Pollution Control Act, being Chapter 403, F.S., and provides, among other things, that all local pollution control programs must provide by ordinance for requirements compatible with, or stricter than those imposed by that Act and regulations issued thereunder.

D. It is hereby determined that uniform regulation and control of water pollution throughout the entire area of Sarasota County is required in order to protect the public health, safety and welfare of the citizens of Sarasota County, and this Ordinance is enacted pursuant to the authority granted to the County and the Board under Sections 125.01 and 403.182, F.S., Chapter 71-913, Florida Laws, and the Sarasota County Home Rule Charter.

E. It is declared to be the public policy of Sarasota County to conserve the waters of this County and to protect, maintain and improve the quality thereof for public water supplies, for the propagation of wildlife, fish and other aquatic life, and for domestic, agricultural, recreational and other beneficial uses, and to provide that no wastes be discharged into any waters within this County without first being given such degree of treatment as meets the requirements of this Ordinance and/or other such acts or ordinances of this State or County.

F. It is hereby declared and determined that the prevention, abatement and control of the pollution of the waters of this County are affected with the public interest and the provisions of this Ordinance are enacted for the purpose of meeting the responsibility of local and county government to protect the public health, safety and welfare of the citizens of this County.

G. The Board of County Commissioners of Sarasota County, Florida, hereby finds and declares that control, regulation and abatement of the activities which are causing or may cause
pollution of the water resources in this County, and which are or may be detrimental to human, animal, aquatic, or plant life, or to property, or unreasonably interfere with the comfortable enjoyment of life or property may be stricter and more stringent than State Rule to insure conservation of natural resources, to insure continued safe environment, to insure purity of water, to insure domestic water supplies, to insure protection and preservation of the public health, safety, welfare, and well being, and to insure and provide for recreational and wildlife needs as the population increases and the economy expands.

H. It is the purpose of this Ordinance to control the pollution of water in the streams, bays, lakes, estuaries, Gulf, or underground waters, and to safeguard the peace, health, safety, and welfare of human, animal, marine, and plant life within the boundaries of Sarasota County against water pollution caused by or resulting from any toxic, poisonous, or noxious chemicals, or from raw or inadequately treated sewage, or any combination thereof.

I. It is hereby found and declared that this Ordinance may provide for stricter, more extensive and more stringent regulations of water pollution and the control of same than is provided and required under the provisions of Chapter 403, F.S., and the regulations promulgated and adopted thereunder as administered by the Department of Environmental Protection (DEP) of the State of Florida.

J. Policy 3.2.3 of Chapter 4 of Apoxsee, the Revised and Updated Sarasota County Comprehensive Plan requires that "a wastewater treatment inspection/compliance monitoring program shall be established for each wastewater treatment facility which mandates on-site inspection/compliance monitoring at least 12 times annually."

K. The State of Florida DEP, formerly the Department of Environmental Regulation (DER), entered into a General Operating Agreement with Sarasota County Board of County Commissioners on August 24, 1989 to delineate each agency's responsibility and authority concerning environmental programs and activities.

L. The General Operating Agreement provides that delegation of certain permitting, compliance and enforcement activities from DEP to Sarasota County Pollution Control be set forth in a Specific Operating Agreement (SOA).

M. Prior to approval of a SOA, DEP requires Sarasota County to ensure that State Law and DEP's regulations concerning wastewater treatment facilities are specifically identified and addressed by adopting DEP's regulations by reference or adopting provisions which are at least

N. Sarasota County has unique soil composition and hydrological characteristics, including prevalent high groundwater table levels during the wet season. Based on these facts, it is necessary to impose more stringent requirements for sludge (residuals) landspreading activities than those currently in place under Chapters 62-7, Part IV, and 62-640, F.A.C., in order to protect the surface and ground waters of the County.

O. Wastewater treatment facilities operate for the benefit of the public. Further, wastewater treatment facilities are highly regulated and have a minimal expectation of privacy.

P. Discharge of improperly or inadequately treated sewage may cause infectious diseases such as cholera, dysentery, typhoid, amebiasis, aseptic meningitis, myocarditis and hepatitis which can result in serious illness or death.

Q. Discharge of improperly or inadequately treated wastewater may also result in harm to the environment including excess nutrient loading, alteration of habitat, irreplaceable loss of natural resources and degradation of water quality.

R. Pursuant to the Florida Legislature's determination in Sections 376.30 and 403.061, F.S. that the storage, transportation and disposal of pollutants is a hazardous undertaking, that their discharge poses a great threat to public health and the environment, and that the State's interest in regulating their storage, transportation, disposal and the cleanup of pollutant discharges outweighs the burden imposed on such facilities, the Florida DEP adopted Chapter 62-761, 62-762 and 62-770, F.A.C. The Board recognizes the importance of the concern and intends to facilitate the delegation of DEP's programs for regulating pollutant storage tanks and the cleanup of contamination from those tanks by adopting an ordinance in order to establish a mechanism by which the County can effectively implement and enforce DEP's regulatory standards under its own authority as well as any delegated authority. This Ordinance generally adopts DEP regulations concerning pollutant storage tanks and contamination cleanup including but not limited to Chapters 62-761, 62-762, and 62-770, F.A.C.
S. It is the Board's intent to assist in the State's effort to assure protection of surface water and ground water in Sarasota County by implementing the standards for construction, installation, maintenance, registration, removal and disposal of pollutant storage tank systems and the cleanup of contamination from those systems. It is not the Board's intent to implement regulations more stringent than those of DEP in regard to pollutant storage tanks.

T. It is the Board's intent to continue in full force and without interference or interruption, the Pollution Control Program currently implemented under Ordinance No. 72-37 under the provisions of this Ordinance by updating its administration and standards.

U. The Board finds unannounced and frequent inspections by county inspectors are necessary to ensure continuous compliance and further the regulatory scheme of applicable DEP regulations and County ordinances.

V. The Board of County Commissioners, sitting as the Land Development Regulation Commission, has reviewed this Ordinance and found it to be consistent with Apopka, the Sarasota Comprehensive Plan.

SECTION 2. SHORT TITLE.

This Ordinance is referred to as the Sarasota County Water Pollution Control Code.

SECTION 3. GENERAL DEFINITIONS.

A. "Automatic Control" means an electronic or computerized system with remote sensors and programs that can adjust and control treatment processes over the range of expected operating conditions without operator assistance.

B. "Board" means the Board of County Commissioners of the County of Sarasota.

C. "Certificate" means a valid and active Operator Certificate issued by the Florida Department of Business and Professional Regulation (BPR) in accordance with the provisions of Chapter 61E12-41, F.A.C. For purposes of this Ordinance, "certificate" and "license" shall have the same meaning.

D. "Closely Regulated Facilities" are those facilities permitted or regulated by the provisions of this Ordinance, or any DEP Rule cited herein.

E. "DEP" means the Florida Department of Environmental Protection, or its successor.
F. "Director" means the Director of the Sarasota County Natural Resources Department, or any successor department.

G. "Domestic Wastewater Treatment Plant" means any plant or other works used for the purpose of treating, stabilizing, or holding domestic wastes, permitted by the DEP, and classified pursuant to Chapter 62-699, F.A.C.

H. "Illicit Discharge" means any discharge to a municipal separate storm sewer that is not composed entirely of stormwater except discharges pursuant to a NPDES permit (other than the NPDES permit for discharges from the municipal separate storm sewer) and discharges resulting from fire fighting activities.

I. "Inspector" means a Sarasota County Pollution Control Division Environmental Specialist I, II, III or Supervisor, Engineer, or other qualified person.

J. "Lead or Chief Operator" means the operator who is on-site and is responsible for the direct supervision of any person(s) employed in the operation of the treatment process, and for the effective performance of the treatment plant operation.

K. "Local Regulatory Agency" means the Pollution Control Division of the Sarasota County Natural Resources Department.

L. "Manager" means the Manager of the Pollution Control Division in the Sarasota County Natural Resources Department.

M. "NPDES" is an acronym for the National Pollutant Discharge Elimination System, the national program for issuing, modifying, or revoking permits under Section 307, 318, 402(p), and 405 of the Federal Clean Water Act (CWA), 33 USC1251, et seq.

N. "Operator" means any person who has been issued a Domestic Wastewater Treatment Plant Operator Certificate of Competency (License) by the BPR.

O. "Permittee" means the person or entity to which a permit for a wastewater facility is issued by the DEP. The term "Permittee" shall be functionally synonymous with the terms "owner" and "licensee" but shall not include licensed individuals (e.g., operators) unless they are the person(s) to whom a facility permit is issued by the DEP.

P. "Person" means any individual person, firm, association, organization, partnership, business, trust, corporation, company, contractor, supplier, installer, user, owner, County, district, or other political subdivision or any officer or employee thereof.
Q. "Separate Storm Sewer System or Storm Sewer" means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels or storm drains):

1. Owned or operated by a State, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under State law such as a sewer district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under Section 208 of the CWA that discharges to waters of the United States;

2. Designed or used for collecting or conveying stormwater;

3. Which is not a combined sewer; and

4. Which is not part of a Publicly Owned Treatment Works as defined at Title 40 of the Code of Federal Regulations (CFR), Section 122.2.

R. "Site of Industrial Activity" means any area or facility used for manufacturing or processing, or storing raw materials, as defined under Title 40 CFR, Section 122.26(b)(14) of regulations of the U.S. Environmental Protection Agency and includes construction activity subject to clearing, grading and excavating.

S. "Special Master" means a person appointed pursuant to Sarasota County Ordinance No. 93-006 to hold hearings, assess fines and order mitigation for violations of Sarasota County Ordinances.

T. "Standard Operating Practice" means effective and competent treatment plant operation which is consistent with the existing plant design and operations manual, manufacturer's equipment specifications, and professionally accepted treatment plant operation procedures. This definition applies to functions which directly affect plant operations and which can be reasonably controlled by the operator.

U. "Stormwater" means stormwater runoff, and surface runoff and drainage.

V. "Wastewater Facility(ies)" means any or all of the following: the collection/transmission system, the treatment plant, and the reuse or disposal system.

W. "Wastewater Treatment Plant" means any plant or other works used for the purpose of treating, stabilizing, or holding wastes.
SECTION 4. ADMINISTRATION.

A. Board; Duties and Powers.

The Board shall have the following duties, functions, powers, and responsibilities to:

1. Adopt, revise, and amend, from time to time, appropriate resolutions for
the implementation and effective enforcement and administration of this Ordinance, and shall
provide for the effective and continuous control and regulation of the environment in the County
within the framework of this Ordinance.

2. Adopt a budget, appropriate funds, and accept State appropriations, loans
and grants from the Federal Government, and from any other sources, public or private, all of
which shall be expended for the purposes of this Ordinance. By resolution the Board shall
establish a schedule of fees and special budget category to cover the costs of appeals, processing
applications for approval of equipment and facilities, performing inspections, issuing variances
and similar services. Monies accumulated from such fees shall be expended for the purposes of
this Ordinance, and for no other purpose.

3. Perform such other duties, functions and responsibilities as may become
necessary to contribute to the improvement of the control of the environment in Sarasota County.

B. Designation of Inspectors.

1. The Manager shall employ and recommend the designation of inspectors.

2. Pursuant to the recommendations of the Manager, the County Administrator
shall designate wastewater facility inspectors who are trained and knowledgeable with wastewater
facility operations and maintenance, with the provisions of this Ordinance as amended from time
to time and with DEP rules and regulations.

C. Appointment of the Air and Water Pollution Control Advisory Board.

1. There shall be an advisory board of not less than five and no more than
seven members. This advisory board shall be known as the Air and Water Pollution Control
Advisory Board (Advisory Board) and shall initially consist of the members of the board by the
same name established by Ordinance No. 72-37. Successors to the present members or additions
to the Advisory Board shall be appointed by the Board. Members of the Advisory Board shall
be selected by the Board on the basis of training, experience, or interest in the field of air and
water pollution control, and successors to the present members or additions to the Advisory Board
shall be residents of Sarasota County. The members of the Advisory Board shall serve at the
discretion of the Board, and without compensation. Appointments to the Advisory Board shall be for terms of four years. Members shall be eligible for reappointment for one additional four year term at the discretion of the Board.

2. At the annual January meeting, the Advisory Board shall elect a Chairman, a Vice Chairman, and a Secretary.

3. The Advisory Board shall hold its annual meeting on the third Thursday in January of each year, at which meeting it shall make recommendations as it may deem appropriate for improvement of air and water pollution control in Sarasota County. Such recommendations shall then be presented to the Board.

4. The Advisory Board shall call and hold such other meetings from time to time upon request of the Board or when deemed appropriate for the purpose of reviewing and making recommendations to the Board on air and water pollution control.

5. Minutes shall be kept of all meetings of the Advisory Board and a copy thereof shall be certified by the Secretary and filed with the Clerk of the Board of County Commissioners.

6. All meetings of the Advisory Board shall be open to the public, and notice of the holding of same shall be published one time in a newspaper of general circulation throughout the district on the Sunday prior to the holding of such meeting. Any meeting so called and held may be adjourned to a subsequent date or dates.

7. The Pollution Control Division shall provide temporary clerical and administrative personnel as may be reasonably required by the Advisory Board for the proper performance of its duties.

D. Advisory Board; Duties and Powers.

The Advisory Board shall have the following duties and powers:

1. Make recommendations to the Board of County Commissioners on air and water pollution control, relating to but not limited to the Water Pollution Control Code, and the Air and Noise Pollution Control Code.

2. Review recommendations of the Pollution Control Division prior to their submission to the County Administrator and to the Board, and make recommendations to the Pollution Control Division.
E. Rights to Information.

Any information relating to secret processes, methods of manufacture, or production which may be required, ascertained or discovered by inspection or investigation shall not be disclosed in public hearings, and shall be kept confidential by the Pollution Control Division and its representatives. Provided that nothing herein shall be construed to prevent the use of such records in judicial proceedings in connection with the prosecution of violations of this Ordinance, when ordered to be produced by appropriate subpoena or by order of the Court. No such subpoena or order of the court shall abridge or alter the rights or remedies of persons affected in the prosecution of trade secrets or secret processes, in the manner provided by law, and such persons affected may take any and all steps available by law to protect such trade secrets or processes.

SECTION 5. POLLUTION CONTROL DIVISION.

A. Right of Inspection.

This Ordinance provides an adequate substitute for notice by limiting the place, time and scope of inspections. Inspections of wastewater or other closely regulated facilities may take place without prior notice during normal business hours as defined below for the purpose of determining compliance with air and water pollution regulations. Inspections of wastewater or other closely regulated facilities may take place outside normal business hours; however, access would be granted by owner or by legal authorization.

1. Inspectors are authorized to inspect closely regulated facilities, at any time between 8:00 a.m. and 5:00 p.m., Monday through Sunday without prior notice for the purpose of determining compliance with this Ordinance and other ordinances, regulations and permit requirements governing water pollution. The inspector may inspect the premises and all devices, contrivances, processes, or operations thereon and the records, charts, readings, and data associated with such processes or operations relevant to the emission of water contaminants.

2. Inspection of closely regulated facilities may be made at times other than those described in Paragraph 1. above, or Subparagraph 5.c. below, with owner’s permission or legal authorization.

3. It shall constitute a violation of this Ordinance to hamper or interfere with an inspector’s official duties.
4. Inspectors shall identify themselves as Sarasota County Pollution Control inspectors to facility personnel present during the inspection including owners, operators, or designated representative(s).

5. Inspection of Wastewater Facilities.
   a. Inspections shall be made for the purpose of determining compliance with this Ordinance, and DEP permits and permit conditions, and consent orders. The scope of all compliance inspections shall be limited to these purposes.
   b. All wastewater facility owners or operators shall appoint one or more designated representative(s) who are capable of and shall provide or arrange for immediate access to the facility for compliance inspections between 8:00 a.m. and 5:00 p.m., Monday through Sunday, without prior notice.
   c. Inspectors shall be authorized to conduct compliance inspections of any wastewater facility, or effluent or sludge (residuals) disposal or reuse site at any time between 8:00 a.m. and 5:00 p.m., Monday through Sunday without prior notice.

6. Inspection Warrants.
   At times other than specified in this Ordinance, and at facilities that do not require permits and are not otherwise closely regulated, inspection can be made by consent or by means otherwise available by law. If consent is denied or the inspector can justify the failure to seek consent, inspectors may obtain an Inspection Warrant pursuant to Sections 933.20 through 933.30, F.S.

7. Search Warrants.
   If statutory grounds exist, or if there is probable cause to suspect a criminal violation, inspectors may contact the appropriate law enforcement personnel to obtain a search warrant and aid the officer if required pursuant to Sections 933.01 through 933.19, F.S.

8. Wastewater Facilities Inspection Reports.
   Inspectors may record relevant field observations concerning wastewater facilities and leave a duplicate copy of the field observations at the facility at the conclusion of the inspection at a location designated by the owner, operator or designated representative. Upon request, copies of results of laboratory analyses from samples taken by the Division may be mailed to the owner or operator.
9. **Failure to Designate Representative or Provide Access.**

Failure of an owner or operator of a wastewater facility, effluent or residuals disposal or reuse site to appoint and provide the Manager with a list of one or more designated representative(s) or failure of the designated representative to provide immediate access to the facility shall be a violation of this Ordinance.

**B. Compliance Testing.**

1. Inspectors shall be authorized to obtain sample(s) or conduct test(s) or order owners or operators to obtain sample(s) or conduct test(s) to determine compliance with this Ordinance.

2. The responsibility for providing adequate sampling facilities shall rest upon the owner of the premises.

3. All compliance testing shall be conducted in accordance with Rule 62-160, F.A.C., which defines quality assurance and quality control activities.

**C. Operating Records Required.**

1. A person responsible for the operation of any facility that may be a source of water pollution as herein defined shall conduct such tests and maintain such records as prescribed by the Pollution Control Division to give evidence that emissions are in compliance with this Ordinance. Such test data and records shall include the monitoring data available of all wastewater discharges unless otherwise specified in writing by the Pollution Control Division. Such test data and operating records shall be available at all times for inspection by the Pollution Control Division, and reports containing these records and data shall be filed with the Pollution Control Division on a regular basis.

2. Copies of all records required to be maintained at the facility by DEP regulation or County ordinance shall be available for inspection at all times. Any on-site operations and maintenance log book required by DEP shall be maintained and kept on site in a bound book in a safe and weatherproof location.
SECTION 6. DOMESTIC WASTEWATER FACILITY(IES) OPERATORS.

A. Applicability

Requirements in this Section shall apply to:

1. Persons employed in or conducting the staffing, operation, or maintenance of a domestic wastewater treatment plant or other wastewater facilities.

2. Where applicable, owners or permittees of wastewater facilities.

B. Duties of Operators

1. An operator is responsible for performing wastewater facility operation and maintenance duties in a responsible and professional manner consistent with standard operating practices. The operator's duties shall include the following:

   a. Perform responsible and effective on-site management and supervision over personnel and plant functions including, if applicable, reuse and disposal systems within the operator's responsibility.

   b. Submit all required reports in the manner required by the DEP in Rule 62-601.300, F.A.C., and this Ordinance, to the permittee.

   c. Report to the permittee and to the Division as soon as possible, but not later than 24 hours following the occurrence, any breakdown or lack of proper functioning of any facility, equipment, or operation causing or likely to cause unsafe wastewater facility operation, or any discharge of wastewater not in accordance with the limits established by this Ordinance. At the discretion of the Pollution Control Division, a written report may be required to be submitted within 72 hours.

   d. Submit accurate reports to the permittee relative to wastewater facility operation, sampling and laboratory analysis.

   e. Maintain an on-site operation and maintenance log for each wastewater facility, in a location accessible to 24-hour inspection, protected from weather damage, and current to the last operation and maintenance performed. The log shall be maintained in a bound book or electronically. The log shall contain a minimum of 12 months of data at all times. The log shall include:

      i. Identification of the plant;

      ii. The signature and certification number of the operator and the signature of the person making entries;
iii. Date and time in and out of facility by staff;
iv. Specific operation and maintenance activities;

v. Tests performed and samples taken, and major repairs made;

vi. Performance of preventive maintenance and either repairs or requests for repair of the equipment to keep the treatment plant operating as required by the operation permit.

C. Prohibitions

The following acts or omissions are prohibited and constitute a violation of this Ordinance.

1. Operating a wastewater facility without a valid certificate.

2. Operating a wastewater facility in a manner inconsistent with standard operating practices, as defined in this Ordinance.

3. Employing any person without a valid certificate to perform the staffing duties of an operator as provided in Chapter 62-699, F.A.C.

4. Knowingly or negligently submitting misleading, false, or inaccurate information as documentation for certification, laboratory results, or operational reports; or persistently submitting inaccurate or incomplete data or information in documents or reports required to be submitted by this Ordinance, including the operation, laboratory, or maintenance reports or logs required to be maintained, signed or submitted by an operator.

5. Failing to maintain reports or records required of an operator by this Ordinance, by the DEP, or by the BPR.

6. Negligently performing an operator's duties as prescribed in Chapter 61E12-41, F.A.C. Negligence is defined as but not limited to:

   a. Performance by or under the personal control of an operator that results in conditions that constitute a threat to public health or the environment; or
   
   b. Providing insufficient attention to wastewater facilities operation in a manner that may result in a hazard to the public health or the environment.

SECTION 7. WATER POLLUTION CONTROL.

A. Water Quality Testing.

Testing or analytical procedures to determine compliance or non-compliance with the water criteria provided by this Ordinance, DEP Rule or permit condition shall be in
accordance with methods given in the latest edition adopted by the DEP of "Standard Methods for the Examination for Water and Waste Water" published by the American Public Health Association, American Waterworks Association, and Water Pollution Control Federation. A copy of same shall be available for public inspection at the office of the Pollution Control Division. Where other tests or analytical procedures are found to be more accurate, such tests or procedures will be used upon the prior acceptance and approval of the Pollution Control Division.


All provisions of Chapters 376, F.S. (Pollutant Discharge Prevention and Removal) and 403, F.S. (Environmental Control) relating to the regulation of domestic wastewater facilities, underground storage tanks, contamination cleanup activities, and ground and surface water quality standards, are herein adopted and incorporated by reference as part of this Ordinance to the same extent and to the same effect as if the provisions of each statute or law had been set out in full. All rules of the Florida DEP adopted pursuant to such state laws as applied to the regulation of domestic wastewater facilities, underground storage tanks, contamination cleanup activities, and surface and ground water quality standards, are hereby adopted and incorporated by reference as part of this Ordinance to the same extent and to the same effect as if the provisions of each rule had been set out in full.

C. Abnormal Event Reporting

Each permittee or their designee shall report to the Division as soon as possible, but not later than 24 hours following the occurrence, any breakdown or lack of proper functioning of any facility, equipment, or operation causing or likely to cause unsafe wastewater facility operation, or any discharge of wastewater not in accordance with the limits established by this Ordinance. A written report may be required to be submitted within 72 hours at the discretion of the Pollution Control Division. This report shall detail the cause, effect, remedial actions taken, actions taken to prevent a recurrence, and other related information concerning the occurrence.

D. Additional Water Quality Standards

All waters, at all places, at all times, within the territorial limits of Sarasota County shall be free from the following (Domestic wastewater facilities regulated by rules adopted in Subsection B of this Section are exempt from these criteria):
1. Floating substances. Floating debris, oil, scum, or other floating material attributable to municipal, industrial, agricultural, or other discharges in sufficient quantity to be unsightly or deleterious.

2. Settleable substances. Substances attributed to municipal, industrial, agricultural, or other discharges that will settle to form nutrients or otherwise objectionable sludge deposits, including inorganic silt.

3. Deleterious substances. Materials attributable to municipal, industrial, agricultural, or other discharges producing color, odor, or other conditions in such a degree as to create a nuisance, or in such a degree as to be harmful to the environment.

4. Toxic substances. Substances attributable to municipal, industrial, agricultural, or other discharges in concentrations or combinations that are toxic to humans, animals, plants, or aquatic life.

E. Storm Water.

1. Prohibited Discharges.
   a. Site of Industrial Activity.
      Any direct or indirect discharge from a site of industrial activity to a storm sewer owned by the County which does not comply with, or is not pursuant to, a valid NPDES permit.
   b. Illicit Discharges and Illicit Connections.
      i. Except as specifically authorized by a valid federal, state, or local permit, the discharge of sewage, industrial waste, or other wastes, whether through runoff, piping connections, seepage or leaks, into the separate storm sewer.
      ii. No person may maintain, use or establish any direct or indirect connection to any storm sewer owned by the County that results in any illicit discharge which does not comply with, or is not pursuant to, a valid NPDES permit.
   c. Spills and Dumping.
      No person shall spill or dump, or cause to be spilled or dumped, into a separate storm sewer system owned by the County, any materials other than those composed entirely of stormwater.

2. Enforcement.
a. If the County Administrator or designee determines that storm water or other matter is being discharged in violation of this Subsection, then the County Administrator may order the immediate cessation of such discharge and seek a penalty.

b. The provisions of this Subsection may be enforced through proceedings before the Sarasota County Code Enforcement Special Master or through any other remedy available to Sarasota County in law or in equity, including injunctive relief. Sarasota County shall recover its court costs and a reasonable attorney's fee in any legal proceedings commenced to enforce this Subsection.

F. Residuals Landspreading Requirements.

1. The provisions of Chapter 62-640, F.A.C., and this Ordinance, shall be followed by all permittees whose residuals are disposed on land in Sarasota County. Permittees of wastewater treatment facilities that meet the standards of Chapter 62-640, F.A.C., and this Ordinance, who intend to landspread residuals shall submit an Agricultural Use Plan, DEP Form No. 62-640.900(1), or Dedicated Disposal Site Plan, DEP Form No. 62-640.900(2), together with a written request for modification of the facility's current DEP operation or construction permit, unless exempted pursuant to Rule 62-640.300(4), F.A.C., (production of Class AA residuals), to the Sarasota County Pollution Control Division and the DEP for approval. An approved Agricultural Use Plan or Dedicated Disposal Site Plan shall be made a part of the facility's current operation or construction permit, prior to initiating landspreading activities. Together with said plans and request for permit modification, certification shall be submitted by a professional engineer licensed in the State of Florida, documenting the ability of the wastewater treatment facility to achieve the minimum residuals stabilization levels required by Chapter 62-640, F.A.C.

2. Residuals sampling and analyses, as required in Chapter 62-640, F.A.C., must be performed during periods of representative waste flow into the wastewater treatment facility. Periods of non-representative flows include periods during the off-season at seasonal mobile home parks and similar situations.

3. All residuals must meet at a minimum Class B criteria for stabilization as defined in Chapter 62-640, F.A.C., before being applied to the land.

4. Residuals haulers shall submit hauling records on a monthly basis, due by the 15th day of the month following the month of operation, documenting the following: source and volume of residuals hauled; date, time, and place (site and spreading zones) of application;
weather conditions at time of application; water table measurement below land surface, as determined by the use of monitoring wells or piezometers at representative locations on the site(s); hauler’s signature; truck identification; and hauling company. The information shall be submitted on forms and in a manner prescribed by the Pollution Control Division.

5. Pursuant to Chapter 62-640, F.A.C., residuals haulers and permittees of wastewater treatment facilities shall be held responsible for compliance with the landspreading requirements of Chapter 62-640, F.A.C., and this Ordinance.

SECTION 8. VIOLATIONS AND ENFORCEMENT.

It is the intent hereof that the civil and criminal penalties imposed by a court, or fines or administrative penalties imposed through execution of this Ordinance be of such amount as to ensure immediate and continued compliance with this Ordinance. The imposition of either a civil or criminal penalty shall not preclude the imposition of the other penalty. The Director is authorized to enter consent orders to resolve violations of alleged violations.

A. Violations.

It shall constitute a violation of this Ordinance for any person or entity to violate or suffer a violation of any rule, standard, or provision incorporated in this Ordinance. Each day during any portion of which such violation occurs shall constitute a separate offense.

B. Civil and Administrative Enforcement, and Penalties.

1. DEP Enforcement Policies.

To the extent that the Pollution Control Division is exercising authority delegated by the DEP under the provisions of a SOA, the Pollution Control Division shall enforce all DEP rules and regulations incorporated into this Ordinance pursuant to the provisions of the SOA.

2. Sarasota County Code Enforcement Special Master.

a. Subject to Section 8.B.1., all provisions of this Ordinance may be enforced through the Code Enforcement Special Master process pursuant to Sarasota County Ordinance No. 93-006.

b. The Pollution Control Division may notify the Special Master and request an emergency hearing after making a reasonable effort to obtain compliance from the violator, if there is reason to believe a violation presents a serious threat to the public health, safety, or welfare, or if the violation is irreparable or irreversible in nature.
3. Other Remedies.

Notwithstanding any other provision in the Ordinance, Sarasota County may enforce this Ordinance by any other remedy available at law or in equity, including initiation of enforcement action in a court of competent jurisdiction. In addition, Sarasota County may enforce this Ordinance through adopted administrative procedures. Sarasota County is authorized to initiate any legal means necessary to collect and recover from any owner, operator, person or entity any funds that the County may have expended for action necessary to abate the spread of contamination due to incidents resulting in the discharge of contaminants.

4. Penalties.

a. Violations of this Ordinance shall be punishable by a civil penalty of not more than ten thousand dollars ($10,000) for the first offense, and of not more than ten thousand dollars ($10,000) for each offense thereafter.

b. All penalties collected as a result of enforcement of this Ordinance shall be placed in the Pollution Recovery Trust Fund defined by Board Resolution No. 91-360, or its successor. The Director is authorized to expend funds from the Pollution Recovery Trust Fund for the purpose, among those stated in Board Resolution No. 91-360, or its successor, of restoring property or water quality on a timely basis necessary to abate the spread of a contaminating incident, including other costs directly associated with the disposal of recovered materials.

c. If the DEP and the Division cooperatively undertake an enforcement action, penalties collected pursuant to a consent order may be equally divided between the DEP and the Sarasota County Pollution Recovery Trust Fund.

C. Criminal.

Violations of this Ordinance committed willfully, with reckless indifference, or with gross careless disregard shall be treated as a misdemeanor, and shall be prosecuted and shall be punishable as provided by general law.

SECTION 9. AREA OF APPLICATION.

The provision of this Ordinance shall be applicable and enforceable throughout the entire area of Sarasota County, including those areas of the County lying within the boundaries of municipalities, towns and cities.
SECTION 10. REPEAL AND EFFECT OF ORDINANCES 72-37, 75-6, 82-13, 82-25, 82-90, 87-139, 91-54, 93-038, 93-85, AND 94-039.

Sarasota County Ordinance Nos. 72-37, 75-6, 82-13, 82-25, 82-90, 87-139, 91-54, 93-038, 93-85, and 94-039 are hereby repealed. However, past violations of prohibitions or standards contained in Ordinance No. 72-37 or its amendments and readopted in this Ordinance shall constitute violations of this Ordinance and are enforceable as all other provisions of this Ordinance. Further, all orders, resolutions, approvals, requirements, and standards imposed pursuant to Ordinance No. 72-37, or that refer to or incorporate the provisions of Ordinance No. 72-37, shall continue in full force and effect where they would be authorized pursuant to this Ordinance.

SECTION II. CONSTRUCTION AND INTERPRETATION.

A. Where any provision of this Ordinance refers to another provision, ordinance, statute, policy, reference, manual, rule, regulation, or other authority, it refers to the most current version, incorporating any amendments thereto or redesignation thereof.

B. It is the purpose of this Ordinance to provide additional and cumulative remedies for the prevention, abatement, and control of the pollution of the air and waters of this County. Nothing contained herein shall be construed to impair or restrict the enforcement of stricter, more extensive, and more stringent regulations should same be determined to be applicable to Sarasota County through adoption by any unit of Federal, State, local, or municipal government.

SECTION 12. SEVERABILITY CLAUSE.

If any section, sentence, clause, phrase, or word of this Ordinance is for any reason held or declared to be unconstitutional, inoperative, or void, such holding of invalidity shall not affect the remaining portions of this Ordinance; and it shall be construed to have been the intent to adopt this Ordinance without such unconstitutional, invalid, or inoperative part therein, and the remainder of this Ordinance, after the exclusion of such part or parts, shall be deemed to be held valid as if such part or parts had not been included herein.
SECTION 13. EFFECTIVE DATE.

This Ordinance shall take effect immediately upon receipt of official acknowledgment from the office of the Secretary of State of Florida that this Ordinance has been filed with said office.

PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF SARASOTA COUNTY, FLORIDA, this 2nd day of April, A.D., 1996.

ATTEST:

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

BY: [Signature]
Deputy Clerk

BOARD OF COUNTY COMMISSIONERS OF SARASOTA COUNTY, FLORIDA

BY: [Signature]

STATE OF FLORIDA
COUNTY OF SARASOTA

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF THE ORIGINAL FILED IN THIS OFFICE WITH MY HAND AND OFFICIAL SEAL THE DATE 4/4/96

KAREN E. RUSHING, CLERK OF THE CIRCUIT COURT EX-OFFICIO CLERK TO THE BOARD OF COUNTY COMMISSIONERS, SARASOTA COUNTY, FLORIDA

BY: [Signature]
DEPUTY CLERK
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**GRAND TOTAL** = 116,027 91.63
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1996 Annual Hand Cleaning Maintenance

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FOR FY '95/96

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**GRAND TOTAL**

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FOR FY '96/97

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**Grand Total =** 109,142 62.61 20.67
Sarasota County
Transportation Department

Best Management Practices
and
Integrated Pest Management
Transportation Department
Best Management Practices

Introduction
Section 1
INTRODUCTION/ POLICIES

The primary purpose of this manual is to insure proper maintenance of highway facilities and drainage facilities maintained by the Sarasota County Transportation Department. It is a means of achieving a county-wide uniformity of policies and procedures in the performance of work and field supervision on maintenance projects and in the provision of service.

This manual provides detailed procedures, it can be used as a training aid for newly employed personnel.

MAINTENANCE IMPORTANCE

Maintenance requires the application of suitable methods for preserving roadway and drainage facilities as they were originally constructed.

The maintenance to keep facilities in good condition includes patching, sealing cracks, cleaning ditches, cleaning canals, shoulder work, erosion repair, lake maintenance, mowing of grass and weeds, clearing away trash, bridge repair and many more. The public has come to expect these services.

PLANNING

Planning is the key to a well organized, effective maintenance program. This statement applies not only to the advance planning that is done by the Maintenance Analysts, but also the day-to-day planning that is required at the supervisory level.

PUBLIC RELATIONS

The relationship between the Transportation Department and the citizens of Sarasota County is often the result of direct contact. Therefore, each employee must realize his or her behavior, both on and off duty, reflects upon the entire Transportation Department. In dealing with the public, each employee must be polite and courteous at all times.

DEPARTMENTAL RELATIONSHIP

It is very important that harmonious working relations exist among all employees of the Transportation Department. Every employee has a responsibility to promote and foster good relations with his or her co-workers.

To maintain good relations within the Maintenance Organization, each employee is expected to perform his or her duties and follow instructions as issued by his supervisor. Also, it is an important duty of a supervisor to try in every way possible to obtain the full support and cooperation of these employees for whom he is responsible.
To be successful, the supervisor must gain the respect of the employees by displaying a good knowledge of the work and by treating each employee fairly and honestly at all times. Each employee must know his or her responsibilities and must have the authority to handle those responsibilities.

Every supervisory employee in the Maintenance Organization must keep his or her superior fully informed about all pertinent events that happen on any job for which he is responsible. This principle applies equally at all levels. The ranks from the lowest level to the highest level are:

- Crew Leader
- Foreman I
- Foreman II
- General Foreman
- Area Superintendent
- Maintenance Engineer
- Manager
- Department Head

**STAFF MEETING**

The Maintenance Engineer will generally hold periodic meetings. At these meetings the Maintenance Analyst, Area Superintendent and General Foreman will be briefed on plans and schedules for the work immediately ahead. Such meetings will give the supervisory personnel an opportunity to inform his or her Maintenance Engineer of plans and schedules of forthcoming work and to discuss any problems that might have arisen during the period since the last staff meeting.

Staff meetings will be kept as brief as possible. The Maintenance Engineer in charge of the meeting should prepare a program before the meeting is called. Such a procedure will assure adequate leadership and will avoid the ever-present possibility that one or two people will monopolize the available time.

**GENERAL POLICIES**

From time to time, every employee is given an opportunity to discuss his status and job problems with his supervisor. Present policies are based on long experience. Although they are subject to change, the existing rules and regulations offer an optimum work environment in terms the average employee might expect from the Department of Highways.

Personnel policies have been developed to provide an opportunity for advancement for each employee. To help an employee qualify for a position with greater responsibility, frequent training programs are offered in many categories. It is to be noted that, so far as possible, all vacant positions are filled from within the organization. Consequently, everyone should prepare themselves for the next position within his area classification.
CORRESPONDENCE

It is essential that all correspondence be answered without delay. If a complete reply cannot be furnished within a few days, the receipt of the letter will be acknowledged and a statement will be sent to show the probable date the necessary information can be furnished.

INITIAL RESPONSE TEAM PROCEDURES

CUSTOMER SERVICE REPRESENTATIVE STEPS

Calls come into I.R.T. Center and are taken by Customer Service Representatives, who log work request into a Customer Response Tracking System. A work request is assigned to a field inspector or to a foreman if an inspection is not necessary. Questionable work requests are referred to I.R.T. supervisors.

Initial inspection takes place within 3 days of complaint log date. Inspector writes notes describing problem, solution or no action and reason why. Inspector checks off who actionee should be. The work request is returned to Customer Service Representatives to be entered into the system.

Customer Service Representatives forward work request to the appropriate foreman for follow-up by entering foreman’s name in follow-up field and placing in foreman’s basket. The foreman inspects job and contacts complainant with completion date or no action. The work request is returned within the follow-up date to a Customer Service Representative to be updated into the system. Then the work order is returned to the assigned foreman for completion of work. All departmental work orders are signed off by a foreman or a supervisor. A work request referred outside of the Department can be signed off by a Customer Service Representative.

When the job is completed the work request is returned to a Customer Service Representative for a final update of completion and then it will be filed.

I.R.T. PROCEDURES

1. Calls coming in that are referred outside of the Transportation Department are completed by Customer Service Representatives, Inspectors or Foremen and entered into the I.R.T. computer system. Copies of all complaints are to be kept in I.R.T. files.

2. Complaints called in on jobs already completed with problems due to work by County crews are entered and assigned to foremen who completed work. An inspection is not needed on second calls for jobs completed.
3. Calls reporting roadway obstructions, sink holes, deep or large potholes that could cause damage to vehicles, sheriff calls or any other emergency nature should be reported to appropriate foremen immediately.

4. Assigned follow-up date is assigned by computer automatically when priority is entered (3 to 10 days). Customer Service Representatives will check off date on work order.

5. "Other Trans" is checked off under "Actione" when work is to be assigned to other divisions of the Transportation Department.

6. The following request generally require no inspection:
   
   A. Potholes are assigned to Highway Maintenance, Patch Crew Supervisor
   B. City drainage is assigned to Stormwater Environmental Utility, City Foreman
   C. Sink holes are assigned to Highway Maintenance, Construction Foreman
   D. Any emergency situation that requires immediate action should be assigned to the appropriate Supervisor.

7. Priority is assigned by the Inspector but is subject to change by Supervisors.

8. Customer Service Representatives will mark in the upper right hand corner "INT" on work orders that have been entered, "FU" on follow-up work orders that have been entered, and "COMP" on work orders that have been completed and entered into the computer system.

9. For Citizen Concern Center complaints, Interoffice memos or other work orders assigned log numbers, a Customer Service Representative will make a copy to attach to the original work order for the Inspector and follow-up Foreman. A copy of the work order and original numbered complaint will be forwarded to:

   A - Highway Maintenance - Senior Secretary
   B - Stormwater Environmental Utility - Area Superintendent

Upon completion of these work orders, the completed paperwork is given to the Senior Secretary or Area Superintendent for final approval.
Organization
Section II
The Transportation Department of Sarasota County is one of the larger Departments within the County. Because of its size, no one person can personally direct and supervise its many and varied functions. The Department therefore, has a formal structured organization format to enhance the Department’s direction and level of service to the public.

The various functions of the Department are divided into Divisions to assure the necessary specialized supervision and control for each function.

The importance of good inter-departmental relationship cannot be overemphasized. It is the keystone of a well-functioning, efficient organization. Only through the closely coordinated operation of all Divisions, is it possible for the Department to effectively fulfill its responsibilities.

Maintenance is closely related to the majority of the functions of the Department. It is, therefore, vital to maintenance operations that good inter-departmental relationships be fostered at all levels.

An organization cannot hope to function efficiently and effectively unless there is a continual flow of complete and accurate information from the lower levels to the top and a flow of instructions from the top down through all levels.

The key to good inter-departmental relationship is good communications. In order that one department may assist another or may make plans that are, in part, dependent on those of the other, the first department must be familiar with the needs or limitations of the second.

DIVISIONS OF THE TRANSPORTATION DEPARTMENT

Division: Administration
Division: Development Services
Division: Engineering
Division: Corrections
Division: Highway Maintenance

Division: Real Property
Division: Road Program
Division: Road Program Management
Division: Stormwater Management
Best Management Practices
Transportation Department

Maintenance Rating

Section III
DESIRED LEVEL OF SERVICE

Storm Drains, Side Drains, Cross Drains

and

Channel/Creek Maintenance
Current design standards require manhole covers, inlet grates and other means of access to storm drain systems to be secured, to prevent theft or dislodging. Removal of these access covers may be required to survey the system. If the survey requires opening any secured access then it must be rescaled. It is recommended that a walk-through inspection be made to determine if blockage or restriction of any structure exists. If blockage or restriction is evident, then no further inspection is required. Inspection of pipe that is not visible beyond inlets or junction boxes is not required. Some storm drain systems are designed to hold water due to tides, flood control or water management conditions, and standing water will not necessarily mean the system is blocked. At least 20% of the pipe should be clear of obstruction for this characteristic to meet the desired maintenance condition. A table to assist in measuring the percent of cross-sectional area obstructed is provided.

SIDE DRAIN

Side drain normally occurs under turnouts, and generally is open at both ends. Occasionally turnouts will be connected by longer sections of pipe covered by soil. These connected installations are not considered to be Storm Drain.

CROSS DRAIN

Cross drain will normally run under a travelway at a perpendicular angle, and begin and end in an open ditch. Those drains crossing under the roadway that tie into a storm drain system shall be considered as a part of the Storm Drain system.

STORM DRAIN/SIDE DRAIN/CROSS DRAIN

Example: Given an 18 inch diameter pipe, move to the right under desired opening, read 15.2 inches. Measure the open area of the pipe being surveyed, if the measurement is less than the table value (15.2 inches), then less than 90% of this pipe is open and does not meet the desired maintenance conditions.
<table>
<thead>
<tr>
<th>Pipe I.D.</th>
<th>Inches Blocked</th>
<th>Desired Opening</th>
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<td>1.9&quot;</td>
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<tr>
<td>72</td>
<td>11.2&quot;</td>
<td>60.8</td>
</tr>
</tbody>
</table>
The following characteristics meet the desired maintenance conditions when:

- **Storm Drain:** 90% of the cross-sectional area is not obstructed.
- **Side Drain:** 90% of the cross-sectional area is not obstructed.
- **Cross Drain:** 90% of the cross-sectional area is not obstructed.
- **Channel/Creek Maintenance:** The ditch bottom is at or within the lower 1/4 of the distance between natural ground and the design flowline.
- **Channel/Creek Vegetation Maintenance:** The vegetation shall not extend more than 24" above ground level at the top of a slope. The flowline must be 50% free of vegetation to meet the maximum desired maintenance conditions.
- **Misc. Drainage Structure:** 90% of each structure functions as intended.
Initial observation of the drainage system, as a whole, can determine whether actual measurements of the channel/creek bottom elevation are needed. If the flowline grade seems to be higher than constructed, then actual survey work will be needed. Old construction plans should be used to determine the design flowline of a drainage system.

After determination of designed ditch elevation, a distance from that elevation to natural ground can be calculated. If any part of the existing ditch grade is above the bottom 1/4 of the calculated distance, then this characteristic does not meet the desired maintenance condition.

Example: Given an 8 foot deep ditch from natural ground to the designed flow line the actual ditch grade may be within the bottom 2 feet or 1/4 and will meet the desired conditions.

Actual out fall ditch grade may be within the bottom one forth (1/4) and will meet desired conditions.
FACILITY INSPECTIONS

Inspections of Sarasota County's drainage system ensure adequate drainage capabilities by means of preventive maintenance. During a field inspection of a facility if an inspector sees a potential problem, steps can be taken to correct the problem.

Preventive maintenance can prevent actual flooding as well as erosion, siltation, vegetation, overgrowth and malfunctioning culverts and structures, among other undesirable situations. All facilities should be inspected at least once a year, for (BMP) Best Management Practices preferably more often.

When inspecting drainage facilities, a facility inspection report should be made. Stormwater Environmental Utility, Operation and Maintenance has developed forms to be used for documenting the inspections. If necessary, a complaint/work order can be printed for any work that has to be done.

FACILITY INSPECTION REPORT

Date: ___________________________ Inspector: ____________________________

Facility Name or Number: ____________________________

Problem: ____________________________

Potential Problem: ____________________________

Suggested Remedies: ____________________________

Comments: ____________________________

Date: ____________________________

Supervisor: ____________________________
Methods and Procedure of Maintenance

Section IV
METHODS/TYPES

The Transportation Department has at least seven methods/types of maintenance:

1. Mechanical cleaning
2. Mechanical mowing
3. Herbicide treatments
4. Hand cleaning
5. Biological Control
6. Erosion Control
7. Catch basin/culvert cleaning
After using the rating system to make a decision to mechanically remove the 1/3% silt, debris and vegetation, appropriate measures to prevent erosion and transport of sediment will be taken. The best measures are using floating turbidity barriers, silt fences and bales of hay, as needed, to keep the job site environmentally sound.

The Southwest Florida Water Management District and Natural Sciences Division will be contacted prior to maintenance work to inspect the installation of required turbidity and barrier control.

The County will provide notice to adjacent property owners whose existing structures and facilities lie within the proposed limits of maintenance. Those structures and facilities interfering with maintenance will be removed or adjusted by their owners at their expense. The County shall arrange the schedule to allow the owners time for the necessary relocation and adjustment of any structures and facilities.

Maintenance utilizing draglines and conventional excavators usually includes the removal of spoil and debris from the work area. Spoils, etc. are hauled to the landfill or stock piled at other upland sites. Sometimes the material is placed on the canal bank landward of the canal. This material is allowed to dry before being spread along the travelway or loaded onto trucks for removal to upland sites. When material is left on site, it is placed as far as possible from the top of the bank. This, and the fact that the banks are generally sloped away from the canal, prevent the material, or the water draining from the material, from re-entering the water in the canal.

After maintenance cleaning, any disturbed areas of the slope and the canal bank areas are seeded and mulched. Whenever possible, the above described procedure is followed. Some facilities, however, do not allow the use of conventional equipment or access of trucks for removal of the spoil. These are canals, generally in residential areas, where the canal is as wide as the easement or right-of-way. In these situations, a climbing hoe excavator is used to clear the canal of vegetation and/or debris.

A climbing hoe excavator is capable of traveling down the ditchline. The spoil removed by a climbing hoe excavator is placed on the slopes of the canal as high up on the bank as possible. Since this particular machine is used where no access exists for trucks, the material cannot be removed from the immediate site.

As a rule, the spoil becomes re-vegetated in a very short time providing soil stabilization. Silt fences will be staked along this spoil to prevent it from washing back into the canal. Also, the spoil will be seeded, if necessary, to expedite the revegetation and stabilization of the slope. In some places erosion control matting, Geoweb, and other erosion control methods will be used.
PROCEDURE FOR CLIMBING HOE EXCAVATOR MAINTENANCE

Action by: Supervision/Equipment Operator III

Action:

1. Conform to federal, state, and local regulations.

2. Notify Natural Sciences Division and Southwest Florida Water Management District quarterly prior to maintenance.

3. Before excavation notify "Candy" (an underground locating service) for cable and etc., locations.

4. Equipment Operator III must have all turbidity protection in place prior to commencing excavator.

5. If materials are placed on the slope, silt fence must be placed at the top of the slope, to prevent turbidity.

6. The Equipment Operator III must see to it that all materials are leveled at the end of each day.

7. Erosion control devices must be placed on the slope to prevent erosion.

8. Erosion control devices such as silt fences, hay bales, hydro seed, matting, sod and Geoweb, maybe used.

9. Equipment Operator III must notify his or her foreman of tree stumps that should be treated with herbicides.

10. After the maintenance has been completed, remove all turbidity protection devices.

11. The Equipment Operator III must fill out a daily work report, showing date, time, location and footage.
**TURBIDITY PROTECTION DEVICES**

A. Floating boom barriers

B. Hay bales staked

C. Silt fences staked

**EROSION CONTROL PROTECTION DEVICES**

A. Silt fences staked

B. Hay bales staked

C. Hydro seed

D. Erosion control matting

E. Sod

F. Geoweb
PROCEDURE FOR MECHANICAL CLEANING

Action by: (Inspector) Initial Response Team

1. Calls are taken by a customer service representative. The calls are logged into a Tracking System.

2. Once the calls are logged they are given to an inspector. Inspections are made within 3 days of the complaint date.

3. The work request is returned to a Customer Service Representative. The Customer Service Representative will assign a work request to the appropriate foreman for follow up.

The foreman will also make an inspection. If work is required this request is added to an established maintenance schedule.

BEFORE DIGGING

1. Find out if a permit is required.

2. Call "Candy" (an underground cable locating service) for underground cable locates.

   Candy will locate:
   
   Florida Power and Light
   General Telephone and Electronics
   Storer Cable TV.
   People's Gas Company
   City of Sarasota Utilities (Water and Sewer)
   Sarasota County Utilities (Water and Sewer)

   Candy will not locate:
   
   Florida Gas Transmissions
   AT & T. Fiber Optics
   GT & E. Fiber Optics
   Kensington Park Utilities
   Dolomite Utilities
   Atlantic Utilities
   Englewood Water District
   Florida Cities Water
   Southgate Water
   Venice Gardens Utilities
   
   There are many of these small utility companies in our area. You are obligated to call them.
3. Prior to maintenance, notify the Natural Sciences Division and the Southwest Florida Water Management District.

4. Prior to maintenance place all turbidity protection devices along and down stream as required.

5. During maintenance materials removed from the drainage system can be placed on the slope if:
   A. A silt fence is staked along canal bank.
   B. Material is raked out.
   C. Erosion control matting placed on top or Hydro-seeded.

6. If materials are not placed on the slope, place the materials on the travelway. The materials are allowed to dry for approximately one month. After one month, level the material, seed and mulch.

7. If materials are hauled to the landfill, we pay the same per ton as a private hauler.

8. Clean up after the turbidity has settled. Remove all turbidity devices.
PROCEDURE FOR CLIMBING HOE EXCAVATOR MOWING

Action by: Equipment Operator III

Action:

1. Conform to federal, state and local regulations.

2. Notify Natural Sciences Division quarterly before work is performed.

3. Equipment Operator III must place turbidity protection down stream of the work site. More than one turbidity screen may be needed.

4. Vegetation will be cut to a height of six (6) inches.

5. Nuisance trees will be cut to a height of three (3) inches.

6. Equipment Operator III must notify his or her foreman of tree stumps that need to be treated with herbicides, by a licensed applicator.

7. After mowing the Equipment Operator III will repair any disturbed areas of the slope, by raking, seeding, and sometimes mulching.

8. Equipment Operator III will remove all turbidity protection devices after the job has been completed.

9. The Equipment Operator must fill out a daily work sheet showing locations, what was done, footage completed each day, travel time and down time.
MOWING

All mowing will be accomplished by mowing from a height of 24 inches to 6 inches. This type of mowing will be the same for both Rural and Urban areas. This type of mowing will also be accomplished on travelways, roadway shoulders and slopes.

MOWING AROUND GUARDRAILS:

The mowers will mow up to the guardrails. Where possible, treatment beyond guardrails will be accomplished with either selective herbicides or by power mowing, depending on terrain.

Mow 5 feet beyond the ditch line if no slope exists greater than 3:1. Sight mowing should be accomplished to maintain a maximum practical sight distance.

The areas not to be mowed are planted beds, wetlands and mitigation sites.

MOWING AT INTERSECTIONS:

Improved safety to motorists through better visibility is obtained by mowing at intersections and around curves. Affected areas are to be mowed when the vegetation interferes with visibility.

Sight distance mowing includes mowing at entrances to residences and businesses.

Mowing will be done to achieve maximum practical sight distance in all directions not to exceed 500 feet. The sight distance will be maintained as determined from the point where the driver would be when properly stopped at the intersection.

MOWING AROUND SIGNS:

Vegetation will be cut when it interferes with the visibility of signs. This includes the trimming of trees and brush. Care should be taken to insure that maximum visibility is maintained at all times.

MOWING ADJACENT TO IMPROVED PROPERTY:

Right-of-ways adjacent to improved property and where mowing is possible beyond the designated limits, are not to be mowed unless directed by the Board of County Commissioners or the County Administrators.

TYPES OF MOWING EQUIPMENT

FLAIL MOWER:

The flail type mower is either mounted on a vehicle and run by a power take-off unit, or it carries its own power unit and is pulled by means of a draw bar. Such a mower has a high production rate, and the knives can be replaced quickly. It will not throw objects and the vegetation is pulverized into desirable mulch which is evenly spread behind the mower rather than windrowed.
HEAVY DUTY ROTARY MOWER:

The heavy duty rotary mower is designed to cut weeds, grass and other heavy vegetation on rough terrain. The mower deck may be attached to the power unit (tractor) in several ways; such as, direct side or rear mount, draw bar, or adjustable boom. Generally the unit has a swath width of 5 or 6 feet. These units are highly productive; however, the danger of thrown objects does exist.

RIDING AND SELF-PROPELLED LAWN MOWERS (ROTARY):

The riding lawn mower is used to mow medians. This mower is durable and reduces man-hour expenditures where large expansions of lawn type mowing are required. The self-propelled lawn mower is a rugged and efficient mower. It is extremely versatile and will cut grass to lawn specifications.

PROGRAMMING EQUIPMENT:

It is the responsibility of the Maintenance Engineer, Maintenance Analyst and Area Superintendent to study the mowing conditions in their area, and make recommendations on the type of mechanical equipment required to perform the specific types of mowing operations in an economical and efficient manner.

In an effort to improve the mowing operation throughout the county, the following items are to be considered:

1. Operating time
2. Planned route schedule
3. Correct number of mowers
4. Clean right-of-ways
5. Mutual aid

OPERATING TIME:

Increasing the amount of actual operating time on a piece of equipment is of major importance in reducing the cost of carrying out a complete right-of-way mowing program. The following are considered important factors for an efficient mowing operation and will be accomplished accordingly:

1. Each mowing crew will be prepared for prompt departure from its headquarters daily.

2. All equipment operating daily from a maintenance headquarters will be checked, greased and gassed at the close of each day's operation.

3. For all equipment parked along the right-of-way overnight, it will be the operator's responsibility to pick up gas and sufficient grease for servicing his equipment each morning and at midday if required.
4. Each operator will be responsible for obtaining the next day's assignment prior to the close of the day's work.

5. Midday maintenance, such as greasing and replacing blades, will be performed immediately after lunch on a one-stop basis.

6. It is the Crew Leader's responsibility to be certain that each operator:
   A. Knows how to operate the assigned machine properly.
   B. Is familiar with mowing standards for the type of right-of-way that is to be mowed prior to being sent to the job.
   C. Is properly licensed.

The Crew Leader will make frequent checks on all mowing operations throughout each day.

7. The following items will accompany all mowers to the job site:
   A. Spare blades and mower parts.
   B. Tools as necessary to change blades and make repairs.
   C. Sufficient fuel, oil and grease for a full day's operation.

8. Prior to beginning any mowing operation, proper signs will be placed in accordance with the latest edition of the manual; Standards for Work Zone Traffic Control.

**PLANNED ROUTE SCHEDULE**

Mowing will be scheduled year around. Each supervisor will be expected to develop an efficient route plan for carrying out the mowing operation in his area.

A planned method of operation will be expected to minimize unnecessary doubling back and excessive turning or maneuvering. Proper routing should allow the operator to mow going to and returning from the day's operation. There should be no long distances of unproductive travel.

Where mowers are operated as a group, a definite mowing plan will be necessary to avoid frequent turning and stopping in order to permit mowers to pass and to eliminate complicated maneuvering in order to mow small irregular spots. Supervisors will instruct each operator where and how to cut.

All mowing should be preceded by the mower operators familiarizing themselves with the route which they will mow. Hazardous obstacles will be identified and marked with a delineator readily identifiable by the operator while mowing. Route familiarity could prevent serious injury to personnel and damage to equipment. It is important to assign the correct number of mowers to each area.
CLEANING RIGHT-OF-WAY AHEAD OF MOWERS

The cleaning of the right-of-way ahead of mowing operations will minimize breakdowns, reduce danger of personal injury to operators and save time spent by operators picking up foreign objects. A periodic inspection of the right-of-way will disclose rough and eroding areas which could be corrected or marked to prevent damage to a mower.

PROCEDURE FOR SLOPE/TRAVELWAY MOWING

Action by: Equipment Operator

Action:

1. Conform to local, city/county requirements.

2. Conform to scheduled mowing cycle.

3. Travelways, front slopes, and ditch bottoms must be mowed. Some back slopes may also be reached.

4. Areas adjoining residential and commercial property must be uniform.

5. Hazardous intersections and culvert crossings must be maintained.

6. Vegetation on the travelway must not exceed 24" in height at any time.

7. Travelways and slopes must be cut to a height of 3" to 6".
SHOULders

The term "shoulder" refers to the graded or surfaced area of the roadway, on the side of and adjacent to the pavement, which gives lateral support to the road surface and can be used by traffic in an emergency. The shoulder must be capable of sustaining the weight of the average vehicle using the highway, and its surface must be kept properly maintained for safe deceleration of traffic. Shoulders that are properly sloped and maintained at all times aid in the quick removal of surface water from the roadway into the drainage system.

Shoulder maintenance is a year-round job and requires continual attention. This phase of maintenance is of the utmost importance, because the failure of a pavement often starts at the inside edge of a shoulder. Shoulder maintenance includes the maintenance of the following areas just outside a normal shoulder; approaches to the roadway at side roads on the County System. At private and commercial driveway entrances, County forces will perform maintenance work only within the shoulder width. The shoulder at such a place must be stabilized to prevent unsafe driving conditions and costly maintenance which can result from rutting and tracking of mud onto the pavement.

PROCEDURE

A stabilized shoulder will be bladed only when there is enough moisture in the shoulder material to make it workable and easily recompacted. If a stabilized shoulder is bladed when the material is too dry, the material will become drier and much of the loose fine surface material will be lost quickly as a result of the action of vehicle wheels and the wind.

A light grader should be used for routine blading. The grader will usually travel in the direction of traffic. However, it is necessary to reverse the direction of blading occasionally to maintain a uniform cross intersection. The frequency with which the direction of blading is to be reversed will be determined by judgment based on observation. A good rule of thumb is to have the grader travel against traffic every fifth pass.

When a stabilized shoulder is being bladed, the operator of the grader must start at the outside edge of the shoulder and carry the loosened material to the edge of the pavement. Whether one or two passes will be required to cover the entire shoulder will depend on the width of the shoulder and the length of the blade. When the loosened surface material is above the level of the shoulder, he must be sure that he uses all the material before any of it reaches the end or heel of the blade.

If the operator follows the recommended procedure, travel on the roadway will not be hazardous during blading operations. There will not be a large windrow of loose material on the pavement and as a result be less dust. Also painted edge lines will not be damaged by the action of the blade scraping over them. It becomes necessary sometimes to operate on the pavement when large areas have built up at the roadway edge. It becomes necessary to pick up some of the material especially in front of residences with a Front End Loader. If material is put on the asphalt for pick up, it is watered down to keep dust at a minimum, when cleaned off by a Broom Tractor. Traffic Controllers will be in place. The operator must take special care not to fill in the existing ditchlines with excess material.
YEAR-ROUND

1. Routine blading and dressing of stabilized shoulders.
2. Reshaping and replacing shoulder material to assure proper drainage.
3. Stabilizing spots that show erosion and instability.
4. Completing repairs to paved shoulders.
5. Sealing all cracks and joints in paved shoulders.
6. Continued routine shoulder inspection.

TYPES OF MATERIAL FOR SHOULDERS

The several types of shoulder surfaces may be broadly grouped into the following four general classifications.

1. Turf or grass shoulders.
2. Stabilized shoulders.
3. Paved shoulders.
4. Combination shoulders.

The proper maintenance procedures are different for the various types of shoulder surface.

TURF SHOULDER MAINTENANCE

LIMITATIONS

Turf shoulders are not practical on a heavily traveled road or on a lightly traveled road at locations where the shoulders are subjected to frequent use. On local service roads and some low traffic trunkline and feeder roads in rural sections, a turf shoulder provides a relative stable surface and will resist erosion. Where turf shoulders are used on a road, they must be replaced by graded aggregate or paved sections in such critical locations as turnouts for bus stops or mailboxes, in urban locations, at entrances to driveways, or on the inside of some curves and at intersections.
TYPES OF MAINTENANCE OPERATIONS

A turf shoulder must be maintained with a cross slope of at least 1 inch per foot. A flatter slope will not assure rapid runoff of surface water. Maintenance of turf shoulders consists of the following operations:

1. Mowing and cleaning
2. Repairing ruts, filling holes and raising low spots.
3. Rolling, blading or paring down.
4. Providing stabilized areas for school bus and mailbox turnouts and at other critical sites.

STABILIZED SHOULDER MAINTENANCE

The degree of stability of the shoulder depends on the soil mixture used. The addition of a well graded granular surfacing material, with ample fines, to a natural earth shoulder will provide stability and produce a good all-weather shoulder. As a result, maintenance costs will be reduced. Fill dirt, and F.D.O.T. approved shell will be used.

TYPES OF MAINTENANCE OPERATIONS

Every stabilized shoulder should be maintained with a slope of 3/4 inch per foot width. The rate of fall of each shoulder will be checked from time to time during routine maintenance operations to assure proper runoff of surface water. A shoulder with too little fall will tend to hold water so that it will soak into the shoulder material and develop soft spots. If, during an inspection after a rain, it is noted that a section of shoulder is holding water, that section will be marked. The proper slope will then be restored as soon as conditions permit. A shoulder with a slope too steep is a hazard to the traveling public. Also, during a heavy rainfall, surface water will run across a steep shoulder with enough velocity to cause erosion.

Routine dressing of stabilized shoulder, by blading, is required to keep the inside of the shoulder at the same level as the edge of the pavement, and to move and redistribute loose material to fill ruts and minor holes. In addition, it is necessary to replace, from time to time, the shoulder material that becomes worn or lost.

Even though stabilized shoulders are kept smooth and approximately at the correct section by routine blading and periodic replacement of worn or lost material, the shoulders must be reshaped at least once a year. Maintenance of stabilized shoulders includes the following:

1. Scarifying as required
2. Blading
3. Replacement of material
4. Reshaping
5. Rolling
6. Control of erosion
One of the most important purposes of routine blading is to prevent the formation of a rut at the edge of the pavement. When such a rut is allowed to form and remain, the edge of the pavement is easily damaged because of the loss of lateral support and there is great danger of a serious accident. During periods of wet weather, a rut will hold or pond surface water and the subgrade and base under the roadway could become saturated resulting in failure of the surfacing course. The concern that is second in amount of lateral support provided at the edge of the pavement.

The low area at the edge of pavement shall first be lightly scarified or shaped in order to prepare the area before blading or placing additional material.

More frequent blading of a stabilized shoulder will be required where the shoulder material has poor binding quality, traffic is relatively heavy, and where a roadway less than 20 feet wide carries a large volume of truck traffic.

On the inside of a sharp curve, it may not be possible to prevent the formation of a rut by routine blading of a stabilized shoulder. It is then necessary to widen the pavement. In other places where the pavement width and traffic conditions are such that frequent blading of a stabilized shoulder will not eliminate the rut at the edge of the roadway, satisfactory results may be obtained by constructing a combination shoulder and ditch.

**UNIFORM SHOULDER LINE AND DITCH LINE**
DAILY INSPECTION/MAINTENANCE OF VEHICLES/EQUIPMENT

It is the individual employee's responsibility and obligation to inspect any and all vehicles and equipment prior to its operation. The following steps are to be used for the inspections.

Inspect all items as listed on the "DRIVER/OPERATOR RESPONSIBILITY DAILY CHECK LIST" (copy attached). Only after actually inspecting the items is the form to be filled out and signed by the employee. For more details and explanations, see the addendum to the checklist (copy attached). REMEMBER, this inspection is to be done DAILY for ALL vehicles and equipment operated.

Equipment operators are required to perform certain in-field maintenance and lubrication duties on their assigned equipment. This maintenance and lubrication should be done at the intervals specified by the equipment manufacturer; if unsure about the required intervals check with your supervisor or Fleet Management. Maintenance duties include but are not limited to:

- Changing worn cables (draglines).
- Adjusting tracks (crawler mounted machines).
- Maintenance of attachments (mowers, buckets, winches, blades, etc.)

On jobs which require the excavated material to be hauled off-site, the operator should perform the maintenance while the trucks are in route to the dump site. This will prevent the trucks and drivers from sitting empty and idle while the maintenance is being done. Truck drivers can clean the truck's cab, windows, light lenses, etc. if they must wait for a load.

Any problems or suspected problems found during the inspection or maintenance procedures should be reported to the employee's supervisor for necessary action. If the supervisor is not available, the operator can, at his own discretion, notify the Fleet Management supervisor of the situation.

Employees who do not report damage or require repairs will be subject to disciplinary action as will those employees who fail to perform the inspection and/or fill out the inspection form.
ADDENDUM TO DRIVER/OPERATOR RESPONSIBILITY
DAILY CHECK LIST

A brief explanation and some additions to the required daily inspection report to be filled out by drivers/operators of S.E.U.

1. **Tire Condition & Pressure:** If uncertain about the inflation of a tire, check with pressure gauge at the shop and inflate as needed or have tire repaired. Check general condition of tire, sufficient tread, nicks, cuts, bulges, etc. If uncertain about condition check with supervisor or shop foreman.

2. **Wheel Lugs:** Visually inspect wheel lugs for tightness. Check wheel for cracks and mud build-up.

3. **Leaks (any kind):** Check area under truck for puddles that could indicate a fluid leak. After starting engine check for air leaks if applicable.

4. **Engine Oil:** Check for proper level and add as needed - also check oil for “foreign bodies” (water, metal shavings, etc.). While you’re at it, check the automatic transmission (if so equipped) per manufacturers instructions and add fluid as needed. Check hydraulic oil level on dump truck hoists.

5. **All Belts and Hoses:** Check belts for proper tension and general condition. Check hoses and hose clamps for leaks, splits, bulges, etc.

6. **Radiator:** Check for proper fluid level in radiator or surge tank. Add as needed.

7. **Battery:** Check terminals for tightness and corrosion. Check water level if not a maintenance-free battery.

8. **Power Steering:** Check for proper fluid level and add as needed.

9. **All Lights and Signals:** Check for proper operation of head, tail marker and clearance lights. Clean all lenses as needed to keep them visible.

10. **Horn:** Sound horn to confirm operation; check back-up alarm.

11. **Fuel:** Confirm sufficient fuel level for the day’s work - gauges may not be accurate, it is best to check visually if you did not operate (and fuel) that unit the day before. All fuel tanks should be filled daily.

12. **General “Walk-Around” Inspection:** Check condition of body/sheet metal - report dents, cracks or other damage to supervisor. Check tailgate pins/latches on dump trucks. Radiator grille should be clear of obstructions.

13. **Unusual Noises:** Report any noise/malfunction which could indicate an operational problem.
14. **Unsatisfactory Brake and Steering Response**: Check for too much “play” in the steering wheel and too much travel in the brake pedal. This also applies to clutch pedal travel if so equipped.

15. **All Gauges and/or Warning Lights**: Check for proper operation.

16. **Windshield Wipers**: Check condition, efficiency and operation.

17. **Brake Pedal Pressure**: See #14.

18. **Clean**: Windows, mirrors, head/tail light lenses. Remove all newspapers, cups, cans and other trash from the cab at the end of each day.

Air tanks on equipment so equipped should be drained on a daily basis. Unless fitted with automatic dryers, all air tank petcocks should be opened to assure the tanks are drained.

Greasing/lubrication is to be done by equipment operators to the manufacturer’s specifications (daily, every 50 hours, etc.). If unsure about the proper lubrication intervals, check the operator’s manual or ask the shop foreman.

Trucks should be washed often to keep a good appearance. Dump trucks should be washed an average of once a week; pick-ups on an average of once a month (more often if necessary); other equipment as needed, usually before or after going in for service.

Dump truck beds should be kept free from a build up of mud and dirt. Daily cleaning may be required to keep the bed clean. Continued build up of dirt causes excessive rust and accelerates deterioration of the bed. When a dump truck is parked at the end of the day, the bed should be left in the “up” position to allow any rain water to drain out.

All vehicles and equipment should have a charged fire extinguisher secured in an appropriate bracket. Emergency reflectors are to be kept in all applicable vehicles. These reflectors are to be inspected and kept in good condition. A selection of spare fuses should be kept in the vehicle (this does not apply to vehicles equipped with circuit breakers).

These duties are the responsibility of the individual driver/operator and are to be considered requirements of the job. Compliance to this directive will be considered when employees receive their annual performance appraisals.
DRIVER/OPERATOR RESPONSIBILITY
DAILY CHECK LIST

BEFORE STARTING ENGINE

( ) Tire Condition & Pressure
( ) Wheel Lugs
( ) Leaks (any kind)
( ) Engine Oil
( ) All Belts & Hoses
( ) Radiator
( ) Battery
( ) Power Steering Fluid
( ) All Lights & Signals
( ) Horn
( ) Fuel
( ) General "Walk Around" Inspection

AFTER STARTING ENGINE

( ) All Gauges &/or Warning Lights
( ) Windshield Wipers
( ) Brake Pedal Pressure

Clean
( ) Windows
( ) Rearview Mirrors
( ) Head & Tail Light Lenses

After starting engine and during the day be alert for:

(1) Unusual Noises
(2) Unsatisfactory Brake & Steering Response

After fueling at night remove all debris & sweep out cab. Drain air tanks (where applicable)

If a problem occurs notify your supervisor so proper repairs can be made.

Date: ___________________ Operator: ___________________ Equipment #: _________
TANDEM DUMP TRUCK OPERATION

The majority of S.E.U.'s canal cleaning operations require dump trucks to haul material to or from the job sites. Currently, S.E.U. uses tandem axle dump trucks for this purpose. Occasionally single axle flatbeds or single axle dump trucks are used as well.

When assigned to a canal cleaning operation, a driver will be working with some type of excavator. After receiving the assignment for the day, if necessary, check with the operator of the excavator you will be working with. You may need to know some particulars of the job: exact location of the job, encroachments to be aware of, chain saw needed etc. Before leaving the yard complete the required vehicle inspection and report on the assigned vehicle.

CANAL CLEANING OPERATIONS

Leave the yard and go to the job site. At the job site you may have to wait while the excavator is started and warmed up. Use this time to inspect the job site for hazards (washouts, holes in the travelway, etc.) and encroachments (landscaping, low tree branches, sprinkler heads, etc.).

When excavation starts, position the truck where the excavator operator indicates. Periodic repositioning of the truck will be necessary as work moves down the canal; watch the operator for directions. Pay attention to the load being put on the truck. It is the responsibility of the truck driver to make sure the load is safe and secure on the truck. If the material is particularly wet you will not be able to haul a full load; the water will settle out of the dirt and spill out as you drive. When the truck is loaded, stretch the tarp over the load and go to the assigned site to dump the load, return to the job site for the next load. Use a direct route between job site and dump site; major deviation from a direct route will not be allowed.

BRUSH HAULING OPERATIONS

Frequently, jobs require the hauling of heavy brush including whole trees. For this type of work the tailgate of a dump truck should be lowered on its chains or removed from the truck. This will make dumping the loads easier. As noted above, it is important to watch the load as it is put in the truck. All material must be secure on the truck to prevent it from falling off while in transit to the dump site. Before leaving the job site use a chain saw or machete to trim any debris that may be hanging over the sides or out the back of the truck. Make sure that tail lights and signal lights are visible. Tarp the load before leaving the job site. As with any other hauling operation, proceed directly to the dump site, dump the load and return directly to the job site.
When dumping material at the County landfills certain procedures are to be followed. Recycling regulations prohibits the dumping of mixed material if at all possible. Material should be separated by type to the greatest extent possible before going to the landfill.

Enter the landfill and proceed onto the scales. The scale operator will record your truck number and give you a weigh ticket indicating the net tonnage of the load. This ticket is to be turned into your supervisor with your time sheet at the end of the day. If the material is determined to be usable fill dirt, even if it is wet at the time, notify the scale operator when you get on the scales. The weigh ticket for usable fill dirt will show no cost for dumping.

Leave the scale house and drive to the dump area. A traffic coordinator will direct you to the appropriate dump area depending on the type of material. Retract your tarp from the load and dump the material. Return to your job site for the next load.

At all times while in the landfill, drive slowly and safely; obey the posted signs, speed limits and traffic coordinators.
SET-UP AND USE OF TRANSIT/LEVEL

It is always helpful, and often necessary, to determine relative elevations of drainage facilities and the surrounding terrain. Such determination can be made by use of a transit/level. Along with the level itself, you will need a suitable tripod and a measuring rod. Using the transit/level requires a minimum of two people.

The level is a telescope-type instrument that mounts on the tripod by screw threads. The tripod's legs can be moved in and out to adjust the level to a comfortable height for the user. The measuring rod is a telescopic yard stick. Various lengths are available, as are fractional increments. The most common, and the type used by S.E.U., has increments of tenths of a foot.

SET-UP OF LEVEL

A. Set up tripod firmly. The tips of the tripod's legs should be planted firmly into the ground. The head of the tripod (where the level is mounted) should be as level as possible.

B. Remove the transit/level from the carrying case. Before mounting to the tripod, make sure that both clamps are loose and both locking levers are in the closed (locked) position. Secure the instrument to the tripod by hand tightening the instrument to the tripod head.

C. Now it is necessary to level the instrument. This is accomplished by turning the leveling screws located between the base and the telescope. Position the telescope so it is directly over one pair of leveling screws. The leveling screws should be adjusted in pairs directly across (not next to) each other. Turn both screws at the same time moving your thumbs toward each other or away from each other until the bubble in the level vial is centered. Swivel the telescope so it is directly over the other pair of leveling screws and repeat the process. Shift back to the original position and make necessary adjustments to level the instrument. For a final check, rotate the telescope 360 degrees making sure the bubble remains centered in the vial. Note: when adjusting the leveling screws, be sure that you do not over tighten. You only want a firm contact between the screws and the base.

USING THE LEVEL

Using the notches/sights on top of the instrument, aim the telescope at the target. Look through the telescope and focus the crosshairs. Then locate and focus on the target. When looking through the telescope, avoid touching the tripod or the instrument. When sighting on the measuring rod, read at the horizontal crosshair.
REMOVING THE INSTRUMENT FROM THE TRIPOD

Unscrew the instrument base from the tripod head and remove the instrument. Before placing the instrument in the protective carrying case, disengage both locking levers and loosen the vertical clamp. Put the instrument in the carrying case with the locking levers facing down and the focus knob facing up.

CARE AND HANDLING OF THE INSTRUMENT

A. Keep the instrument clean and dust free as much as possible.
B. If wet, dry the instrument before returning it to the carrying case.
C. The instrument should be kept in its carrying case when not being used.
D. Transport the instrument in the carrying case in the cab of a pick-up truck; do not carry it in the bed.
E. Do not carry the instrument for long distance while attached to the tripod. Do not carry the instrument horizontally while mounted to the tripod. Improper handling could cause damage.
F. Handle instrument by the base when mounting to/removing from the tripod.
G. Do not force any part of the instrument. All parts should move smoothly and easily.
1. Telescope objective lens
2. Sighting notches
3. Eyepiece
4. Focusing knob
5. Instrument level vial levels (two)
6. Horizontal graduated circle
7. Horizontal vernier
8. Horizontal clamp
9. Horizontal tangent
10. Telescope lock
11. Vertical clamp
12. Vertical tangent
13. Vertical arc
14. Vertical vernier
15. Shifting center
16. Four leveling screws
17. 3/16-18 thread base
18. Plumb bob hook and chain
PROCEDURES FOR STENCILING STORM DRAINS

Action by: Supervisor

Action:

1. Select a street or subdivision for stenciling.

2. Select an environmentally sound paint for the project.

3. Sweep and clean in front of each storm drain before painting.

4. Face the stencil toward the street.

5. Spray carefully.

6. Clean stencil and excess paint.

7. Fill out the stencil tracking log.
STREET CLEANING

DESCRIPTION

Reduce the discharges of pollutants to stormwater from street surfaces by conducting street cleaning on a regular basis.

APPROACH

A. Prioritize cleaning to use the most sophisticated sweepers, at the highest frequency, and in areas with the highest pollutant loading.

B. Restrict street parking prior to and during sweeping.

C. Increase sweeping frequency just before the rainy season.

D. Proper maintenance and operation of sweepers greatly increases their efficiency.

E. Keep accurate operation logs to track program.

F. Reduce the number of parked vehicles using regulation.

REQUIREMENTS

A. Regulations
   1. Densely populated areas or heavily used streets may require parking regulations to clear streets for cleaning.

B. Administrative/Staffing
   1. Sweeper operators, maintenance, supervisory, and administrative personnel are required.
   2. Traffic control officers may be required to enforce parking restrictions.
   3. Skillful design of cleaning routes is required for program to be productive.
   4. Arrangements must be made for disposal of collected wastes.

C. Equipment
   1. Mechanical broom sweepers, vacuum sweepers, combination sweepers, and street flushers.

D. Training
   1. Operators must be trained in proper sweeper operation.
PUBLIC EDUCATION/PARTICIPATION

A. The general public should be educated about the need to obey parking restrictions and use litter receptacles to reduce street litter.

LIMITATIONS

A. No currently available conventional sweeper is effective at removing oil and grease.

B. Mechanical sweepers are not effective at removing finer sediments.

APPROACH

A. Parked cars are the major obstacle to effective mechanical sweeping.

B. Effectiveness may also be limited by street condition, traffic congestion, presence of construction projects, climatic conditions, and condition of curbs.

C. Sweepers effective at removing smaller particles may generate respirable particulate matter (less than 10 microns) (i.e., dust) that would lead to concerns over worker and public safety.

D. Number of passes and frequency:

1. Increase the sweeping frequency for streets with high pollutant loadings, especially in high traffic and industrial areas.

2. Increase the sweeping frequency just before the wet season to remove sediments accumulated during the summer.

3. Increase the sweeping frequency for streets in special problem areas such as special events, high litter or erosion zones.

4. To achieve 30% removal of street dirt, the sweeping interval must be no more than 2 times the average interval between storms. To reach 50% removal, sweeping must occur 1/2 to 1 times the average interval between storms.

5. Sweeping appears most effective in areas with distinct wet and dry seasons.

E. Equipment type and operation:

1. Vacuum or regenerate air sweepers are more effective at removing the finer sediments which often bind a higher proportion of heavy metals.

2. Sweeper operation is critical to performance. Speeds of 6-8 mph are optimal. In addition, brush adjustment, rotation rate, and sweeping pattern also affect removal efficiencies.
F. Source Reduction

1. Enforce construction erosion controls in urban areas.
2. Improve street conditions to increase sweeping effectiveness.
3. Enlist the help of citizens to keep yard waste, used oil, and other wastes out of the gutter.
4. Require construction contractors to implement stormwater pollution prevention plans

G. Maintenance:

1. Replace worn parts as necessary.
2. Install main and gutter brooms of the appropriate weight.

H. Record keeping/tracking

1. Keep accurate logs of the number of curb-miles swept.
2. Record the amount of waste collected.
3. Consider implementing employee deputation and spill tracking measures in conjunction with this BMP to facilitate control of illegal dumping.

CATCH BASIN CLEANING

DESCRIPTION

Maintain catch basins and stormwater inlets on a regular basis to remove pollutants, reduce high pollutant concentrations during the first flush of storms, prevent clogging of the downstream conveyance system, and restore the catch basins' sediment trapping capacity. A catch basin is distinguished from a stormwater inlet by having at its base a sediment sump designed to catch and retain sediments below the overflow point. This fact sheet focuses on the cleaning of accumulated sediments from catch basins.

APPROACH

A. Aggressively enforce anti-littering and illegal dumping ordinances.

B. Catch basins should be cleaned regularly to reduce the possibility of sediment and pollutant loading from the flushing effect of stormwater inflow.

C. Prioritize maintenance to clean catch basins and inlets in areas with the highest pollutant loading.

D. Keep accurate operation logs to track program.
REQUIREMENTS

A. Cost Considerations

1. An aggressive catch basin cleaning program could require a significant capital and O&M budget. A careful study of cleaning effectiveness should be undertaken before increased cleaning is implemented.

B. Regulations

1. There are no regulatory requirements for this BMP. Municipal codes should include sections prohibiting the disposal of soil, debris, refuse, hazardous waste, and other pollutants into the storm drain system, and prohibiting littering.

C. Administrative/Staffing

1. Two-person teams may be required to clean catch basins with vacuum trucks.
2. Arrangements must be made for proper disposal of collected wastes.

D. Equipment

1. Except for small communities with relatively few catch basins that may be cleaned manually, most municipalities will require mechanical cleaners such as educators, vacuums, or bucket loaders.

E. Training

1. Crews must be trained in proper maintenance, including record keeping and disposal.

LIMITATIONS

A. There are no major limitations to this best management practice.

ADDITIONAL INFORMATION

Regular maintenance of public and private catch basins and inlets is necessary to ensure their proper functioning. Clogged catch basins are not only useless but may act as a source of sediments and pollutants. In general, the keys to effective catch basins are:

A. At least annual inspections. Municipal staff should inspect public and private facilities to ensure compliance with the following:

1. Immediate repair of any deterioration threatening structural integrity.
2. Cleaning before the sump is 40% full. Catch basins should be cleaned as frequently as needed to meet this standard.


B. Clean catch basins in high pollutant load areas just before the wet season to remove sediments and debris accumulated during the summer.

C. Keep accurate logs of the number of catch basins cleaned.

D. Record the amount of waste collected.
DESCRIPTION

Vegetation control typically involves a combination of chemical (Herbicide) application and mechanical methods. Mechanical vegetation control methods are discussed herein, vegetation control by herbicides are addressed in this BMP manual. Mechanical vegetation control includes leaving existing vegetation, cutting less frequently, hand cutting, planting low maintenance vegetation, collecting and properly disposing of clippings and cuttings, and educating employees and the public.

APPROACH

A. Areas of concern

1. Steep slopes
2. Vegetated drainage channels
3. Creeks
4. Areas adjacent to catch basins
5. Detention/retention basins

B. Areas exempt

1. Mitigation

REQUIREMENTS

A. Cost Considerations

1. Possible minor cost impact of upgrading certain mowing equipment for bagging.
2. Possible cost impact for additional laborers involved in hand cutting and picking up clippings.

B. Regulations

1. Local municipal anti-dumping ordinances

C. Administrative/Staffing

1. Possible need for additional labor to hand cut and pick up clippings from areas where mechanical cutting and collection is not practicable.
2. Train landscape contractors and municipal employees revegetation controls.
PUBLIC EDUCATION/PARTICIPATION

A. Promote volunteer services to create litter collection groups.

B. Educate public regarding anti-dumping practices (fold into existing household hazardous waste program), and impact of erosion from new construction.

LIMITATIONS

A. Does not address problems associated with herbicide use.

ADDITIONAL INFORMATION

Mechanical control of vegetation includes mowing, "bush hogging", and hand cutting. Large scale mowing is typically done by tractor-type mowers similar to farm machinery. "Bush hogging" usually refers to tractor mounted mowing equipment with hydraulically mounted cutting machinery. On smaller areas, lawn tractors or push mowers may be used. In areas that are inaccessible by machinery, such as steep grades and rocky terrain, hand cutting using gas powered weed trimmers and Scythes may be used.

Clippings and cuttings are the primary waste produced by mowing and trimming. Clippings and cuttings are almost exclusively leaf and woody materials. In some cases, litter may be intermingled with the clippings along public right-of-ways. The objective of this BMP is to minimize transportation of clippings and cuttings into the stormwater conveyance system.
STORM CHANNEL/CREEK MAINTENANCE

DESCRIPTION

Reduce pollutant levels in stormwater by regularly removing illegally-dumped items and material from storm drainage channels and creeks. Modify channel characteristics to enhance pollutant removal and/or hydraulic capacity.

APPROACH

A. Identification of illegal dumping hot spots; regular inspection and clean up of hot spots and other storm drainage areas where illegal dumping and disposal occurs.

B. Posting "No Littering" signs with a phone number for reporting a dumping in-progress.

C. Adoption and enforcement of substantial penalties for illegal dumping and disposal.

D. Modification of storm channel characteristics to improve channel hydraulics, to increase pollutant removals, and to enhance channel/creek aesthetic and habitat value.

E. Maintenance of accurate logs to evaluate materials removed and improvements made.

REQUIREMENTS

A. Cost Considerations

1. Purchase and installation of signs.

2. Cost of vehicle(s) to haul illegally-disposed items and material to landfills.

3. Rental of heavy equipment to remove larger items (e.g., car bodies) from channels.

4. Purchase of landfill space to dispose of illegally-dumped items and material.

5. Capital and maintenance costs for channel modifications.

B. Regulations

1. Adoption of substantial penalties for illegal dumping and disposal.

LIMITATIONS

A. Clean-up activities may create a slight disturbance for local aquatic species.

B. Access to items and material on private property may be limited.
C. Trade-offs may exist between channel hydraulics and water quality/riparian habitat.

D. Worker/public safety may be at risk in crime-ridden or homeless-populated areas.

E. If storm channels or basins are recognized as wetlands, many activities, including maintenance, may be subject to regulation.

CLEAN-UP ACTIVITIES

Although illegally-dumped items have not been quantified in terms of their contribution to stormwater runoff pollution, the potential exists for significant reductions in runoff metals loadings as a result of comprehensive storm channel and creek maintenance. Potentially significant sources of toxic pollutants in storm channels and creeks may include the following:

A. Car bodies and automotive scrap

B. Car batteries

C. Tires

D. Hazardous materials/waste

E. Various metallic items (shopping carts, furniture, appliances, etc.)

F. Animal waste

G. Waste from homeless people encampments.

In addition to the obvious benefit of reducing pollutants in stormwater runoff, an equally important benefit of channel/creek maintenance is the dramatic aesthetic improvement achieved by removing all illegally-dumped wastes from a given stretch of a storm channel or creek. Use of such areas for illegal dumping creates an eyesore and reflects poorly on a community that might otherwise be making a conscientious effort to improve the environment. Consequently, storm channel/creek maintenance efforts should not focus solely on removing those items known to pose a threat to water quality. Instead, the effort should be directed toward all illegally-dumped materials, including common household trash, litter, and non-metallic and/or inert materials of all kinds. In this way, water quality improvement and significant aesthetic enhancement can both be achieved.

CHANNEL MODIFICATION/IMPROVEMENT

Urbanization, particularly land clearing and construction, tends to disrupt stream equilibrium, by temporarily intensifying sediment yield to streams.

It should be noted that any person, government agency, or public utility proposing an activity that will change the natural (emphasis added) state of any river, stream, or lake in Florida, must enter into a stream of Lake Alteration Agreement with the Natural Resource Department and the Southwest Florida Water Management District (SWFWMD).
TEMPORARY STREAM CROSSING

GENERAL DESCRIPTION

A temporary access stream crossing is a temporary culvert, or bridge placed across a waterway to provide access for construction purposes. Temporary access crossings are not intended to be used to maintain traffic for the general public.

SUITABLE APPLICATIONS

Temporary stream crossings should be installed at all designated crossings of perennial and intermittent streams on the construction site, as well as for dry channels which may be significantly eroded by construction traffic.

INSTALLATION/APPLICATION CRITERIA

Requires knowledge of stream flows and soil strength and should be designed under the direction of a Florida registered engineer with knowledge of both hydraulics and construction loading requirements for structures.

REQUIREMENTS

A. Maintenance

1. Inspect monthly and after each significant rainfall, including assessment of foundations.

2. Periodically remove silt from crossings.

3. Replace lost aggregate from inlets and outlets of culverts.
CHECK DAMS

GENERAL DESCRIPTION

Small temporary dams constructed across a swale or drainage ditch. Check dams reduce the velocity of concentrated stormwater flows, thereby reducing erosion of the swale or ditch, and promoting sedimentation behind the dam. If properly anchored, brush or rock filter berms may be used for check dams.

SUITABLE APPLICATIONS

A. Used to prevent erosion by reducing the velocity of channel flow in small intermittent channels and temporary swales.

B. May also promote sedimentation behind the dam, but should not be considered to be a primary sediment trapping device because subsequent storms will scour and re-suspend much of the trapped sediment.

INSTALLATION/APPLICATION CRITERIA

A. Check dams should be placed at a distance and height to allow small pools to form between each one.

B. Backwater from a downstream check dam should reach the toe of the upstream check dam.

C. Major floods, (2 year storm or larger), should safely flow over the check dam without an increase in upstream flooding or destruction of the check dam.

D. Primarily used in small, steep channels where velocities exceed 2 fps.

E. Used in steep terrain where velocity reduction is required.

F. A deep sump may be provided immediately upstream of the check dam to capture excessive sediment.

G. Check dams may be built of rocks or logs, which are secured against damage during significant floods.

REQUIREMENTS

A. Maintenance

1. Inspect for sediment buildup behind the check dam and signs of erosion around the check dam after each rain.

2. Remove accumulated sediment whenever it reaches one-half the sump depth.
LIMITATIONS

A. Use only in small open channels which drain 10 acres or less.
B. Not to be used in live streams.
C. Do not install in lined or vegetated channels.

ADDITIONAL INFORMATION

Check dams create small pools in swales and ditches which drain 10 acres or less. These pools reduce the velocity of stormwater flows, thus reducing erosion of the swale/ditch. Sedimentation also occurs in these small pools, but probably results in little net sediment removal because of the small detention time and probable scour during longer storms. A sediment trap may be placed immediately upstream of the check dam to increase sediment removal efficiency (but never in a natural stream of channel). Check dams should not be placed in swales/ditches with a base flow during some or all of the year.

INSTALLATION/APPLICATION CRITERIA

Check dams must be sized and constructed correctly and maintained properly, or they will be either washed out or cause flooding. The use of other natural materials available on-site that can withstand the stormwater flow velocities is acceptable, such as pea-gravel filled in sand bags. Check dams should not be constructed from straw bales or silt fences, since concentrated flows quickly wash out these materials.

A sediment trap may be installed immediately upstream of the check dam, but may be of limited effectiveness if channel flows are large enough to scour the trap during moderate to large storms. Maximum velocity reduction is achieved if the toe of the upstream dam is at the same elevation as the top of the downstream dam. The center section of the dam should be lower than the edge sections so that the check dam will act like a weir during major floods.

Rock check dams are usually constructed of appropriately 8"-12" rock. The rock is placed either by hand or mechanically, but never just dumped into the channel. The dam must completely span the ditch or swale to prevent washout. The rock used must be large enough to stay in place given the expected design flow through the channel.

Log check dams are usually constructed of 4 to 6-inch diameter logs. The logs should be embedded into the soil at least 18 inches.

If grass is planted to stabilize the ditch or swale, the check dam should be removed when the grass has matured (unless the slope of the swale is greater than 4 percent).
Check Dams

4"-6" LOGS

DRIVEN WOODEN PILES

LOG CHECK DAM

ROCK CHECK DAM

4"-6" ROCK

FLOW

ROCK CHECK DAM CROSS-SECTION

L = THE DISTANCE SUCH THAT POINTS A & B ARE OF EQUAL ELEVATION

SPACING BETWEEN CHECK DAMS
Procedure for Pump Maintenance

Action by:

Action:

1. Maintenance must be scheduled no less than Bi-weekly.

2. Clean sediments, debris and other foreign matter from the screen and away from the intake.

3. Observation of pump in operation is necessary.

4. Check automatic switch on the float system.

5. Check electricity and switch.

6. Make sure padlocks are in place at the end of each inspection.
Erosion

Section V
EROSION AND SEDIMENTATION PLANNING

When planning a maintenance schedule, the inherent erodibility of the proposed maintenance site must be evaluated. Erosion and sedimentation impair waterways, the aesthetics and the attraction of many streams and lakes that are used for swimming, boating, fishing and other water-related activities may be destroyed from excessive erosion and the resultant sedimentation.

DETERMINE LIMITS OF MAINTENANCE.

Decide exactly which areas must be disturbed in order to accommodate the proposed maintenance. Pay special attention to critical areas which must be disturbed. Staged clearing and grading should be considered where feasible.

DIVIDE THE SITE INTO NATURAL DRAINAGE AREAS.

Determine how runoff will travel over the site. Consider how soil erosion and sedimentation can be controlled in each small drainage area before looking at the entire site. Remember, it is advantageous to control soil erosion (prevent the problem) rather than retrofit perimeter controls to collect the end result of the problem, (sediment). Maximum drainage areas to sediment controls must be clearly delineated.

SELECT SOIL EROSION AND SEDIMENT CONTROL PRACTICES.

Soil erosion and sediment control practices can be divided into 3 categories:

1. Vegetation controls
2. Structural contracts
3. Site management

Management measures and maintenance management techniques and decisions which, if made with consideration of the potential erosion problems on a site, can minimize the need for designed controls.

VEGETATIVE COVER

There are several ways in which vegetation protects soil from erosive forces of raindrop impact and runoff scour. Vegetation (top growth) shields the soil surface from raindrop impact while the root mass holds soil particles in place. Vegetation also can "filter" sediment from runoff. Vegetation slows the velocity of runoff and helps maintain the infiltration capacity of soil. Maintenance and establishment of vegetation is the most important factor in combating erosion. The goal is to expose as small an area as possible for the shortest length of time. By minimizing the time and extent of soil exposure, the erosion hazard is also minimized.
**VEGETATIVE CONTROLS**

The first line of defense against off-site sediment damage is to prevent soil erosion. This is accomplished by protecting the soil surface from raindrop impact and overland flow of runoff. The best way to protect the soil surface is to preserve the existing vegetative groundcover.

Where land disturbance is necessary, temporary seeding or mulching must be used on areas which will be exposed for longer than 14 days (7 days for steep slopes).

Permanent stabilization should be performed as soon as possible after the maintained area is completed. Soil erosion and sediment control plans must contain provisions for permanent stabilization of disturbed areas. Seed type, soil amendments, seedbed preparation, and mulching should be described on the plans.

**CLIMATE**

Erosion potential is also affected by the climate of an area. Rainfall characteristics (e.g. frequency, intensity, and duration) directly influence the amount of runoff that is generated. As the frequency of rainfall increases, water has less chance between storms to drain through the soil. The soil will remain saturated for longer periods of time and stormwater runoff volume will be greater. Therefore, where rainfall events are frequent, intense, or lengthy, erosion risks are high. Seasonal variation in temperature and rainfall defines periods of high erosion potential during the year.

**STORMWATER RUNOFF**

Whenever the land use of a watershed changes, the runoff characteristics will also change. Going from a forest a developed condition will increase the amount of runoff coming from the land. The increase is the result of:

1. Reduced capacity of exposed soils to absorb rainfall due to compaction caused by heavy equipment may increase runoff volumes.

2. Grading operations and the placement of structures (streets, buildings, etc.) may enlarge existing drainage areas or concentrate surface flows with resultant increases in runoff volume and velocity.

3. Increased impervious surfaces associated with the construction of streets, buildings, sidewalks, paved driveways and parking lots will increase stormwater discharge by reducing on-site infiltration of rain.
BASIC PRINCIPLES OF SOIL EROSION AND SEDIMENT CONTROL

PLAN THE DEVELOPMENT TO FIT THE SITE.

Areas of high erosion potential should be left undisturbed whenever possible. Specific characteristics that could limit a site's development potential include highly erodible or acid soils, temperature extremes that inhibit vegetative stabilization, steep slopes and proximity to surface waters. For instance, some areas, such as floodplains and wetlands, should not be developed at all. Floodplains are nearly level areas adjacent to stream channels that temporarily store excess runoff. Functioning in this way, floodplains help avoid erosion and flooding in downstream areas. Ideally, these areas should be preserved in their natural state as open space or recreational areas.

EXPOSE THE SMALLEST PRACTICAL AREA OF SOIL FOR THE SHORTEST POSSIBLE TIME.

When soil disturbances occur and the natural vegetation is removed, the extent and duration of exposure should be minimized. Plan the phases or stages of development so that only the areas which are actively being developed are exposed. All other areas should have a good cover of temporary or permanent vegetation or mulch. Grading should be completed as soon as possible after it is initiated. As cut slopes are made, and as fill slopes are brought up to grade, these areas should be revegetated as the work progresses. This is known as staged seeding.

APPLY EROSION CONTROL AS A FIRST LINE OF DEFENSE AGAINST ON-SITE DAMAGE.

Implementing practices that prevent or minimize erosion on a construction site is called "erosion control". "Erosion control" strategies attempt to prevent or minimize the problem of erosion on developing sites. The following guidelines apply to "erosion control" strategies:

1. Clear only what is required for construction; where possible, large projects should be cleared and graded as construction progresses; mass clearing and grading should be voided.

2. Reestablish with vegetation as soon as possible after construction is completed; certain sections of large construction projects may be completed before others and be ready for stabilization before the total project is completed; waiting until the end of the project to commence all site stabilization may leave areas exposed for unnecessarily long durations.

3. Areas that have been cleared and graded, but will not be constructed on for more than 14 days (7 days for steep slopes) must be stabilized with mulch or temporary vegetation.

4. Extraneous runoff should be diverted from critical areas such as highly erodible soils and steep slopes and conveyed to stable areas.

5. The formation of large drainage areas and the concentration of surface runoff flow patterns should be avoided wherever possible.
USE SEDIMENT CONTROL PRACTICES AS PERIMETER PROTECTION TO PREVENT OFF-SITE DAMAGE.

Controls placed along the perimeter of the site to collect eroded sediments must be implemented. Diversion ditches, sediment traps, vegetative filters and sediment basins are examples of practices to control sediment. These sediment controls should be in place before clearing and grading operations begin. Generally, sediment can be retained by two methods:

A. Filtering runoff as it flows through a vegetated area

B. Impounding the sediment laden runoff for a period of time so that the soil particles settle out.

IMPLEMENT A THOROUGH MAINTENANCE AND FOLLOW-UP OPERATION.

A site must have thorough periodic maintenance checks of soil erosion and sediment control practices. Control practices must be maintained just as construction equipment must be maintained. An example of applying this principle would be to start a routine "end of day check" to make sure that all control practices are working properly. Also, all controls should be inspected for needed maintenance after rainfall events.
TYPES OF EROSION

RAINFALL IMPACT

SHEET

WIND

DUST CLOUD

GULL AND GULLY

STREAM AND CHANNEL
EROSION INSPECTION: DETERMINATION OF CAUSE OR RESPONSIBILITY AND REPAIR METHODS

The Transportation Department frequently receives complaints and questions from citizens regarding erosion of canal banks. This is a common problem caused by water movement, either within the channel or as sheet flow across the land. Erosion causes a number of problems for the drainage manager and should be addressed as a serious situation.

Sarasota County does not accept responsibility for repairing erosion caused by run-off from private property (sheet flow). However, erosion caused by water flowing in a County maintained channel is within the County's jurisdiction for maintenance. The cause of a given eroded condition is difficult to determine. There are certain indications as to the cause which are helpful in making the determination.

Generally speaking, when the pattern of erosion is perpendicular to the channel, the cause is run-off from the adjacent property. In this case an inspection of conditions on the upland areas could show impervious surfaces (roofs, driveways/parking lots, pool decks, etc.) as possible generators of run-off. Also, look for downspouts from rain gutters. Often, the downspouts direct sufficient amounts of water to a specific eroded area. In situations where it is determined that private run-off caused the erosion, we should make suggestions on the best way to cure the problem.

For large areas generating erosion causing run-off, construction of a berm or earthen curb, along the canal bank is often effective. The berm can be used in conjunction with a shallow swale on the upland side of the berm. This allows the run-off to attenuate to an extent. In some circumstances, it may be necessary to create a sufficient sized PVC pipe, through the berm or by a break in the berm, stabilized with gravel or rip-rap material. In cases where the erosion is determined to come from downspouts, the downspouts can be piped into the channel eliminating the source of sheet flow. The other major cause of erosion of channel banks is the flow of water in the channel itself. This generally is caused when the flow line meanders close to a bank. In a meander, a sand bar is formed on one side of the channel.
which forces the flow to the other side, where erosion will occur. This type of erosion is identified by the shape and dimension of the eroded area. The shape will resemble a "scalloping" of the canal bank, and will usually cover a larger/longer area along (parallel to) the canal. If, on inspection, this type of erosion is seen, and the flow line meanders in the direction of the erosion, it is a safe bet that the flow of water through the channel is the cause. When this occurs in a County maintained canal, S.E.U. is responsible for repairs.

Repairing this type of erosion is accomplished by realigning the flow line to the center of the channel. After straightening the flow line, the eroded area is backfilled with suitable material. Stabilization of repaired areas is done by seed, sod, sprigging with wedelia, and/or rip-rap material. Flat, level areas or areas of gradual slope can be sodded or seeded. Slopes which are too steep to support sod, are to be planted with wedelia. Rip-rap material, if used, should be placed along the top of the slope upwards to the normal water level.

Virtually all erosion will result in a sediment build up in the channel. Consequently, the repair of erosion also requires the removal of any sandbars or other blockage that may have developed.

In all events, the repair of erosion should include all reasonable steps to prevent recurrence. It may require a trial-and-error technique to solve certain instances. By using a combination of methods a sufficient degree of success will be realized.

Parallel erosion caused by meandering water.
EROSION REPAIR

Before removing the sandbar, place sediment control devices in downstream of the erosion site. After the removal of the sandbar, place sediment control devices parallel to the channel flow. Backfill the site with type I fill, and compact material. The depth of your backfill will determine what type of erosion control you use. Geoweb is 4" to 8" thick and most erosion control blankets average, one half to one inch thick. If you have selected Geoweb, expand it in place and pin it down; overfill your Geoweb, by 2" to 3", and compact. Remove excess fill to within 1" of the Geoweb cells. Complete the erosion repair by sodding the area.

After the sodding has been completed, remove your sediment control devices, both downstream and parallel to the work site.

EROSION CONTROL BLANKETS

If you have selected an erosion control blanket of some type, your work area is set up the same way with sediment control devices. The work area will be backfilled and compacted to within 1/2" of finish grade. Roll out and pin your erosion control blanket in place. This area could be seeded or sodded at the discretion of the supervisor. This repair will be completed after all sediment control devices have been removed.
STRAW BALE BARRIERS

GENERAL DESCRIPTION

A straw bale barrier consists of straw bales placed end to end along a level contour in a shallow trench and staked to hold them in place. The barrier detains runoff, creating a pond behind the barrier where sedimentation occurs.

SUITABLE APPLICATIONS

A. Along the perimeter of the site.
B. Along streams and channels.
C. Across swales with small catchments.
D. Around temporary spoil areas.
E. Below other small, cleared areas.
F. Around storm drain inlets.

INSTALLATION/APPLICATION CRITERIA

A. Use primarily in areas where sheet or rill flow occurs.
B. No more than 1/4 acre per 100 feet of barrier should drain to the barrier.
C. Install along a level contour.
D. Place in a 4-inch deep trench.
E. Backfill and compact the excavated soil on the upstream face of the barrier.
F. Secure each bale with two stakes.
G. Leave enough area (about 1200 sq. ft. per acre) behind the barrier for runoff to pond (no more than 1.5 ft. depth) and sediment to settle.

REQUIREMENTS

A. Maintenance

1. Inspect weekly and after each rain.
2. Replace bales which have decomposed or whose bindings have broken.
3. Remove sediment behind the barrier when it reaches a depth of 6 inches.
B. Costs

1. Average cost for installation and maintenance is $17 per linear foot.

LIMITATIONS

A. Straw bale barriers are not to be used for extended periods of time because they tend to rot and fall apart.

B. Suitable only for sheet flow on slopes of 2% or flatter.

C. Not appropriate for large drainage areas, limit to one acre or less.

D. Straw bales lose their effectiveness rapidly due to rotting, thus constant maintenance is required.

E. Not recommended for concentrated flow, inlet protection, channel flow, and live streams.

F. Bale bindings of jute or cotton not recommended.

G. Straw bale barriers have not been as effective as expected due to improper use. These barriers have been placed in streams and drainageways where runoff volumes and velocities have caused the barriers to wash out. In addition, failure to stake and entrench the straw bale has allowed undercutting and end flow.

ADDITIONAL INFORMATION

A straw bale barrier consists of a series of secured anchored bales placed to intercept sediment-laden runoff from small drainage areas of disturbed soil. The barrier ponds runoff and allow sediment to settle. Straw bale dikes should not be used for extended periods of time because they tend to rot and fall apart.

The straw bale barrier is used where there are no concentrations of water in a channel or drainageway, where erosion would occur from sheet flow. These barriers are typically constructed below disturbed areas subject to sheet flow of runoff.
Additional Information — Straw Bale Barrier

- Promotes on site sedimentation by creating a temporary pond.

**Bedding Detail**

Angle first stake toward previously laid bale

2 2"x2" stakes 1 1/2' to 2' in ground, drive stakes flush with bales.

Trench - 4" deep x width of bale

Substitution of steel bars for wooden stakes is not recommended due to potential for damaging construction equipment.

**Anchoring Detail**

Straw Bale Barriers
SUBSTITUTION OF STEEL BARS FOR WOODEN STAKES IS NOT RECOMMENDED DUE TO POTENTIAL FOR DAMAGING CONSTRUCTION EQUIPMENT.

ANCHORING DETAIL

STRAW BALE BARRIERS
SILT FENCE

GENERAL DESCRIPTION

A silt fence is made of a filter fabric which has been entrenched, attached to supporting poles, and sometimes backed by a wire fence for support. The silt fence detains sediment-laden water, promoting sedimentation behind the fence.

SUITABLE APPLICATIONS

A. Along the perimeter of the site.
B. Below the toe of a cleared slope.
C. Along streams and channels.
D. Around temporary spoil areas.
E. Across swales with catchments less than 1 acre.
F. Below other small cleared areas.

INSTALLATION/APPLICATION

A. Use principally in areas where sheet flow occurs.
B. Install along a level contour, so water does not pond more than 1.5 feet at any point.
C. No more than 1 acre, 100 ft., or 0.5 cfs of concentrated flow should drain to any point along the silt fence.
D. Turn ends of fence uphill.
E. Provide area behind the fence for runoff to pond and sediment to settle (approx. 1200 sq. ft. per acre draining to the silt fence).
F. Select filter fabric which retains 85% of the soil, by weight, based on sieve analysis but is not finer than an equivalent opening size of 70.
G. Silt fence must be overlapped 6 inches and folded.
H. Embed silt fence 8 inches into the ground.
REQUIREMENTS

A. Maintenance

1. Inspect weekly and after each rainfall.

2. Repair wherever fence is damaged.

3. Remove sediment when it reaches 1/3 the height of the fence.

4. Remove silt fence once exposed soil has been stabilized.

B. Cost

1. Average annual cost for installation and maintenance is $7 per lineal foot.

LIMITATIONS

A. Do not use where 85% of the soil, by weight, passes through a No. 200 sieve because the filter fabric will clog.

B. Do not place fence on a slope, or across any contour line.

C. Do not use in streams, channels, or anywhere flow has concentrated.

D. Do not use in locations where ponded water may cause flooding.

ADDITIONAL INFORMATION

A silt fence is a temporary sediment barrier consisting of filter fabric stretched across and attached to supporting posts, entrenched, and depending upon the strength of the fabric used, supported with wire fence. Silt fences trap sediment in two ways: (1) by intercepting and detaining small amounts of sediment from disturbed areas during construction operations in order to promote sedimentation behind the fence; and (2) by decreasing the velocity of low flows (up to 0.5 cfs) in swales.

Silt fences may be used for perimeter control, placed upstream of the point(s) of discharge of sheet flow from a site. They may also be used as interior controls below disturbed areas where runoff may occur in the form of sheet and rill erosion, and perpendicular to minor swales or ditch lines for up to one acre contributing drainage areas. Silt fences are generally ineffective in locations where the flow is concentrated and are only applicable for sheet or overland flows.
Hay Bales

Angle first stake toward previously laid bale

Bound bales placed on contour

2 re-bars, steel pickets, or 2 x 2" stakes
1 1/2" to 2" in ground, drive stakes flush with bales.

Anchoring detail
EROSION CONTROL MATTING

DEFINITION

Erosion control matting is used to temporarily stabilize channels or steep slopes until vegetation is established. There are many types of matting available. The erosion control matting that is used must withstand velocities of 5 feet per second.

CONDITIONS WHERE PRACTICE APPLIES

Mattings are used to stabilize the flow channels of dikes and swales where the velocity is under 5 feet per second. They may also be used on tidal or stream banks where moving water is likely to wash out new vegetation plantings.

INSTALLATION

Some channels will require multiple widths of matting, with two widths being the most commonly used. Unroll the matting, starting at the upper end of the channel, allowing a 4" overlap of matting along center of channel.

Bury the top end of the matting in a narrow trench, 6" in depth. Backfill the trench and tramp firmly to conform to the channel cross-section. Secure with a row of staples about 4" down slope from the trench. Spacing between staples is 6". Next, staple the 4" overlap in the channel center using an 18" spacing between staples. Before stapling the outer edges of the matting, make sure the matting is smooth and in firm contact with the soil. Staples shall be placed 12" apart with 4 rows for each strip, 2 outer rows, and 2 alternating rows down the center.

Where one roll of matting ends and another begins, the end of the top strip shall overlap the upper end of the lower strip by 4", shiplap fashion. Reinforce the overlap with a double row of staples spaced 6" apart in a staggered pattern on either side. The discharge end of the matting liner should be similarly secured with 2 double rows of staples. The protective matting can be laid over sprigged areas where small grass plants have been planted. Where ground cover are to be planted, lay the protective matting first and then plant through the matting according to design of planting.

FLOATING BOOM BARRIER

Turbidity Screens

Floating boom barriers are commonly used in dredging and maintenance activities. These barriers help to keep the turbid water in close proximity to the job site and not let the sediment travel down stream.

INSTALLATION

First set your upstream anchor posts. A good post with an anchor is recommended. Tie off one end of barrier to the upstream anchor points. Then, if possible, lay the barrier along the bank from that point upstream the entire length of the barrier. Take a boat or wade and tie upstream end of barrier to the boat or pull. Then let the current assist in taking the barrier across the river or canal to the downstream anchor points and tie off.
EROSION CONTROL MATTING

CROSS-SECTION

4" OVERLAP OF MATTING STRIPS WHERE TWO OR MORE STRIP WIDTHS ARE REQUIRED. ATTACH STAPLES ON 10 INCH CENTERS

STAPLE OUTSIDE EDGE OF MATTING ON 7" CENTERS

STAPLE OUTSIDE EDGE OF MATTING ON 2" CENTERS

TYPICAL STAPLE NO. 18

1/4" WIDE X 1/4" DEEP

10" HIGH
EROSION AND SEDIMENTATION

PLANNING

When planning a maintenance schedule, the inherent erodibility of the proposed maintenance site must be evaluated. Erosion and sedimentation impair waterways, the aesthetics value of many streams and lakes that are used for swimming, boating, fishing and other water-related activities might be destroyed from excessive erosion and the resultant sedimentation.

DETERMINE LIMITS OF MAINTENANCE

Decide exactly which areas must be disturbed in order to accommodate the proposed maintenance. Pay special attention to critical areas which must be disturbed. Staged clearing and grading should be considered where feasible.

DIVIDE THE SITE INTO NATURAL DRAINAGE AREAS

Determine how runoff will travel over the site. Consider how soil erosion and sedimentation can be controlled in each small drainage area before looking at the entire site. Remember, it is advantageous to control soil erosion (prevent the problem) rather than retrofit perimeter controls to collect the end result of the problem, (sediment). Maximum drainage areas to sediment control must be clearly delineated.

Select soil erosion and sediment control practices can be divided into 3 categories: Vegetation control, structural control, and site management measures and maintenance management techniques and decisions which, if made with consideration of the potential erosion problems on a site, can minimize the need for designed controls.

VEGETATION COVER

There are several ways in which vegetation protects soil from erosive forces of raindrop impact and runoff scour. Vegetation (top growth) shields the soil surface from raindrops impact while the root mass holds soil particles in place. Vegetation also can "filter" sediment from runoff. Vegetation also slows the velocity of runoff and helps maintain the infiltration capacity of a soil. Maintenance and establishment of vegetation is the most important factor in combating erosion. The goal is to expose as small an area as possible for the shortest length of time. By minimizing the time and extent of soil exposure, the erosion hazard is also minimized.
VEGETATIVE CONTROLS

The first line of defense against off-site sediment damage is to prevent soil erosion. This is accomplished by protecting the soil surface from raindrop impact and overland flow of runoff. The best way to protect the soil surface is to preserve the existing vegetation groundcover. Where land disturbance is necessary, temporary seeding or mulching must be used on areas which will be exposed for longer than 14 days (7 days for steep slopes). Permanent stabilization should be performed as soon as possible after the maintained area is completed. Soil erosion and sediment control plans must contain provisions for permanent stabilization of disturbed areas. Seed type, soil amendment, seedbed preparation, and mulching should be described on the plans.

CLIMATE

Erosion potential is also affected by the climate of an area. Rainfall characteristics (e.g., frequency, intensity, and duration) directly influence the amount of runoff that is generated. As the frequency of rainfall increases, water has less chance between storms to drain through the soil. The soil will remain saturated for longer periods of time and stormwater runoff volume will be greater. Therefore, where rainfall events are frequent, intense, or lengthy, erosion risks are high. Seasonal variation in temperature and rainfall defines periods of high erosion potential during the year.

STORMWATER RUNOFF

Whenever the landuse of a watershed changes, the runoff characteristics will also change. Going from a forest to a developed condition will increase the amount of runoff coming from the land. This increase is the result of:

1. Reduced capacity of exposed soils to absorb rainfall due to compaction caused by heavy equipment may increase runoff volumes.

2. Grading operations and the placement of structures (streets, building, etc.) may enlarge existing drainage areas or concentrate flows with resultant increases in runoff volume and velocity.

3. Increased imperious surface associated with the construction of streets, building, sidewalks and paved driveways and parking lots will increase stormwater discharged by reducing on-site infiltration of rain.

BASIC PRINCIPLES OF SOIL EROSION AND SEDIMENT CONTROL

PLAN THE DEVELOPMENT TO FIT THE SITE.

Areas of high erosion potential should be left undisturbed whenever possible. Specific characteristics that could limit a site's development potential include highly erodible or acid soil, temperature extremes that inhibit vegetative stabilization, steep slopes and proximity to surface waters. For instance, some areas, such as floodplains and wetlands, should not be developed at all. Floodplains are nearly level areas adjacent to stream channels that temporarily store excess runoff. Functioning in this way, floodplains help avoid erosion and flooding in downstream areas. Ideally, these areas should be preserved in their natural state as open space or recreational areas.
EXPOSE THE SMALLEST PRACTICAL AREA OF LAND FOR THE SHORTEST POSSIBLE TIME

When soil disturbances occur and the natural vegetation is removed, the extent and duration of exposure should be minimized. Plan the phases of development so that the areas which are actively being developed are exposed. All other areas should have a good cover of temporary or permanent vegetation or mulch. Grading should be complete as soon as possible after it is initiated. As cut slopes are made, and as fill slopes are brought up to grade, these areas should be revegetated as the work progresses. This is known as staged seeding.

APPLY EROSION CONTROL AS A LINE OF DEFENSE AGAINST ON-SITE DAMAGE

Implementing practices that prevent or minimize erosion on a construction site is called "erosion control." "Erosion control" strategies attempt to prevent or minimized the problem of erosion on developing sites. The following guidelines apply to "erosion control" strategies:

1. Clear only what is required for construction; where possible, large projects should be cleared and graded as construction progresses; mass clearing and grading should be avoided.

2. Reestablish with vegetation as-soon-as-possible after construction is completed; certain sections of large construction projects may be completed before others and be ready for stabilization before the total project is completed; waiting until the end of the project to commence all site stabilization may leave areas exposed for unnecessarily long durations.

3. Areas that have been clean and graded, but will not be constructed on for more than 14 days (7 days for steep slopes) must be stabilized with mulch or temporary vegetation.

4. Extraneous runoff should be diverted from critical areas such as highly erodible soils and steep slopes and conveyed to stable areas.

5. The formation of large drainage areas and the concentrating of surface runoff flow patterns should be avoided where possible.

USE SEDIMENT CONTROL PRACTICES AS PERIMETER PROTECTION TO PREVENT OFF-SITE DAMAGE

Controls placed along the perimeter of the site to collect eroded sediments must be implemented. Diversion ditches, sediment traps, vegetative filters and sediment basins are examples of practices to control sediment. These sediment controls should be in place before clearing and grading operations begin. Generally, sediment can be retained by two methods: (a) filtering runoff as it flows through a vegetated area and (b) impounding the sediment laden runoff for a period of time so that the soil particles settle out.
IMPLEMENT A THROUGH MAINTENANCE AND FOLLOW-UP OPERATION

A site must have thorough periodic maintenance check of soil erosion and sediment control practices. Control practices must be maintained just as construction equipment must be maintained. An example of applying this principle would be to start a routine "end of day check" to make sure that all control practices are working properly. Also, all controls should be inspected for needed maintenance after rainfall events.

TRAINING

Training is imperative to the success of BMPs.

Adequate training is required if these BMPs are to be installed and maintained properly. These BMPs will fail if not properly installed and maintained. Thus, only trained personnel should be assigned these responsibilities.

An effective training program is based on four objectives:

1. Promote a clear identification and understanding of the problem, including activities with the potential to pollute stormwater. Identify a stormwater pollution problem.

2. How to define solutions and select BMPs.


4. Integrate employee feedback into training and BMP implementation.

Integrate training regarding stormwater quality management. Seek out existing training programs through our Natural Resource Department, Natural Sciences and the Transportation Department.
MEASURING BMP PERFORMANCE

INTRODUCTION

One of the final steps in the preparation of the Stormwater Pollution Prevention Plan (SWPPP) is to develop a program to monitor how well the BMPs work, and to evaluate whether additional BMPs are required. Both maintenance and construction requires that a monitoring, inspection, and maintenance plan with the following objectives be a component of the SWPPP:

A. To inspect BMPs annually, as well as prior to and after a storm event.

B. To measure the effectiveness of the BMPs.

To meet the objectives the monitoring effort has these elements:

A. Site inspection

B. BMPs monitoring

C. Record keeping

SITE INSPECTIONS

Inspections before and after a storm event are required by the construction general permit. At the onset of a construction project (e.g., clearing, grubbing, earth movement) it may be more appropriate to perform inspection of the BMPs on a regular basis instead of just before and after a storm. This will allow sufficient time for any corrections or improvements to be made in time before the storm.

According to the general permit, a tracking or follow-up procedure must follow an inspection which discovers deficiencies in the BMPs.

The results of the inspection and assessment must be written. Include the date of the inspection, the person(s) who performed the inspection, and the observations. Inspection records must be retained for three years.

It is possible that activities may have changed since the last inspection, by type or location. These should be noted. New BMPs may be necessary.

BMPs MONITORING

The type of BMP monitoring depends on which BMP is implemented. In the case of maintenance and construction activity BMPs the monitoring consists of visual inspection to ensure that the BMP was implemented and maintained. Such inspection would include:

A. Examining integrity of containment structures.
B. Verifying use of employees education programs for the various activities.

C. Noting the location of activity (e.g., outdoor vs. indoor, concrete vs. grass).

D. Verifying waste disposal practices (e.g., recycle vs. hazardous waste bins).

In the case of sediment and erosion control BMPs, the monitoring program should consist of regular inspection to determine the following:

**ARE THE BMPS INSTALLED EFFECTIVE?**

The effectiveness of the BMP would be based on the presence of silt behind or within control devices, the presence of silt downstream of the site and signs of erosion in stabilized areas after a storm event. The system may be deemed ineffective if:

1. Silt is present outside of the control area.
2. Structural controls are breached or fail under storm events of minor (less than 2 years, 24 hour) intensity.
3. Rills and gullies are present in stabilized slopes.
4. Evidence of silt buildup in downstream storm drains and drainage ways is apparent.
5. Controls are not maintained in accordance with design guidelines.

**Have drainage patterns changed?**

If the site has undergone significant grading operations, changing the drainage patterns, adjustments to the BMP controls will likely be required to address this change. The inspector shall determine the extent of the drainage pattern changes.

**Are sediment and erosion BMPs installed properly?**

The BMPs should include details or references to allow for the proper construction of structural or vegetative erosion and sediment control devices. The inspector should insure that these systems are installed in the proper location.

**Are areas stabilized as quickly as possible after completion of construction activities in an area?**

Active construction areas (inactive construction areas may be defined as areas in which no construction activity will occur for a period of 30 days or longer) which have been disturbed should be stabilized through the use of vegetation, mulch, erosion control matting or structural methods within 7 calendar days from the last construction activity in the area. If construction, climatological, or other site conditions do not allow stabilization within seven (7) days, the BMPs should define alternative approaches.
Are the BMPs properly maintained?

Maintenance of the erosion and sediment control devices is the most critical as well as the potentially most expensive erosion control plan. The inspector should inspect the site on a regular basis and after any storm of 0.5 inches or greater to determine maintenance requirements and general condition of the installed system. The local jurisdiction may also inspect the site on a typical bi-weekly basis to assess the maintenance performed on the systems. The following maintenance tasks should be performed on a regular basis. All maintenance related to a storm event should be completed within 48 hours of the storm event.

1. Removal of silt from barriers and sedimentation devices.
2. Replacement or repair of worn or damaged geotextile fabric.
3. Repair or replacement of damaged structural controls.
4. Seeding or mulching of damaged stabilized areas.

RECORD KEEPING

Records of all inspections compliance certifications, and noncompliance reporting are to be retained for at least three years. Photographs may be useful. Also keep a record of maintenance activities or any other BMPs that are of an "action" nature. It is easy to demonstrate that a BMP that involves a physical change, such as berming or covering, has been accomplished. But actions that relate to good housekeeping can only be demonstrated by record keeping. Keeping a record of sediment trap cleaning, for example, also provides insight into how soon it takes for the trap to refill.
### MAINTENANCE/CONSTRUCTION INSPECTION CHECKLIST

- [ ] Regular Inspection
- [ ] Rainfall Event Inspection (Before)
- [ ] Rainfall Event Inspection (After) Rainfall _ _ _ inches

**Inspected By: ___________________________ Date: ___________________________**

**Project: ___________________________**

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<td>Are the BMPs called for installation in the proper location and according to the specifications?</td>
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<td>Are all operational storm drain inlets protected from sediment inflow?</td>
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<td>Do any structural practices require repair or clean-out to maintain adequate function? If yes, indicate which ones:</td>
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<td>Are construction on-site traffic routes, parking, and storage of equipment and supplies restricted to areas specifically designated for those uses?</td>
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<td>Are locations of temporary soil stock piles or construction materials in approved areas?</td>
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<td>Do any seeded or landscaped areas require maintenance, irrigation, fertilization, seeding, or mulching?</td>
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<td>Is there any evidence that sediment is leaving the site?</td>
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<td>Is there any evidence of erosion or cut or fill slopes?</td>
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<td>Is there any evidence of sediment, debris, or mud on public roads at intersections with site access roads?</td>
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Detention/Retention

Section VI
DETENTION/RETENTION

DESCRIPTION

Proper maintenance and siltation removal is required on both a routine and corrective basis to promote effective stormwater pollutant removal efficiencies for wet/dry detention pond and infiltration devices.

APPROACH

A. Remove silt after sufficient accumulation.

B. Periodically clean accumulated sediment and silt out of pre-treatment inlets.

C. Infiltration device silt removal should occur when the infiltration rate drops below 1/2 inch per hour.

D. Removal of accumulated paper, trash, and debris should occur once a month or as needed to prevent clogging of control devices.

E. Vegetation growth should not be allowed to exceed 18 inches in height.

F. Mow the slopes periodically and check for clogging, erosion and tree growth on the embankment.

G. Corrective maintenance may require more frequent attention (as required).

REQUIREMENTS

A. Cost Considerations

1. Frequent sediment removal can be labor intensive and costly. However, properly designed ponds allow for easy removal of accumulated sediments at relatively minor cost.

2. Cost of waste material for transport and disposal.
Proper maintenance of detention pond and infiltration device systems is a source control procedure necessary to ensure effective stormwater pollutant removal efficiency. Routine and corrective maintenance needs should be monitored after storms for proper function of wet ponds, extended detention basins, and infiltration device structures. Proper maintenance of these structures requires periodic silt/sediment and trash debris removal, as well as timely vegetation control. Detention basin silt removal should occur when the accumulated depth exceeds six (6) inches on average in basins without sediment traps. In basins with sediment traps, silt removal should occur when accumulation exceeds four (4) inches.

More frequent sediment removal is recommended, especially in areas where roadway drainage provides a significant runoff component. High accumulation rates of heavy metal contaminants (lead, zinc, copper) have been identified in these BMP structures adjacent to high traffic areas. In order to avoid situations of hazardous waste disposal, sediment dredging and excavation should be given frequent priority.
TYPICAL WET DETENTION

INTAKE

SEDIMENTATION AREA

TREATMENT VOLUME (5.14 ft)

OVERFLOW ELEVATION

CONTROL ELEVATION

LITTORAL ZONE:
10:1 SLOPE (DESIRABLE)
(4:1 MINIMUM)

MAX. DEPTH 3.5' BELOW OVERFLOW ELEVATION
Transportation Department

Integrated Pest Management (IPM)

Section VII
INITIAL RESPONSE REQUESTING THE USE OF OR INFORMATION ON HERBICIDES

Action by: Initial Response Team

Calls come into I.R.T. Center and are taken by Customer Service Representatives, who log work request into a Customer Response Tracking System. A work request is assigned to a field inspector or to a foreman if an inspection is not necessary. Questionable work requests are referred to I.R.T. supervisors.

Initial inspection takes place within 3 days of complaint log date. Inspector writes notes describing problem, solution or no action and reason why. Inspector checks off who actionee should be. The work request is returned to Customer Service Representatives to be entered into the system.

Customer Service Representatives forward work request to the appropriate foreman for follow-up by entering foreman's name in follow-up field and placing in foreman's basket. The foreman inspects job and contacts complainant with completion date or no action. The work request is returned within the follow-up date to a Customer Service Representative to be updated into the system. Then the work order is returned to the assigned Customer Service Representative for completion of work. All departmental work orders are signed off by a foreman or a supervisor. A work request referred outside of the Department can be signed off by a Customer Service Representative.

When the job is completed the work request is returned to a Customer Service Representative for a final update of completion and then it will be filed.

Action by: The Transportation Department

1. Receives request from Initial Response Team regarding the use of herbicides.

2. Determines if request is based on the department's use of herbicides, or if the request is for general advice on using herbicides.

3. If the request is based on the departments' use of herbicides, then the supervisor will provide the information requested.

4. If the request is for advice on the use of herbicides, then the supervisor will advise.
A herbicide is a chemical that is used to control unwanted plants. The use of herbicides is an economical and effective method of controlling unwanted vegetation and is a critical part of any comprehensive vegetation management program within the Transportation Department. A comprehensive vegetation management program consists of eliminating or controlling vegetation through mowing, brush control (mechanical and hand cutting), and the use of herbicides for controlling weeds and brush. The objectives of a vegetation management program are to improve both health and safety, to preserve the road surface (by improving drainage), to comply with State and Federal Regulations, to maintain good public relations by creating an aesthetically pleasing appearance and to accomplish these goals in an efficient, cost effective and environmentally safe manner.

Under Section 4 of the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA), the E.P.A. requires that all persons applying restricted use pesticides be certified or that they work under the supervision of a certified applicator.

By memorandum of agreement, the University of Florida Institute of Food and Agricultural Sciences (IFAS), provides training and testing services for certification of applicators.

Aquatic applicators, by law, are not required to be certified because no aquatic herbicides are currently classified as restricted use pesticides. However the Sarasota County Transportation Department require employees to be certified for applying all pesticides whether restricted use or not.

CLASSIFICATION OF HERBICIDES

Herbicides are classified generally by their effect on plants, time of application, method of application and more specifically by the mode of action, the number of species they control (termed selectivity) and their persistence (termed residual effect).

EFFECT ON PLANTS

TRANSLOCATED HERBICIDES:

These herbicides, also called systemic, are absorbed by the plant through the leaves, stems or roots and move throughout the plant. Their mode of action may be through growth regulation, inhibition of photosynthesis or inhibition of cell growth. These herbicides may be non-selective affecting all vegetation or selective affecting only grasses or broad leaved plants. They may be non-residual becoming inactive by contact with soil or residual with effectiveness lasting a year or more.

Soil sterilants are systemic herbicides that control vegetation by attacking the root systems or preventing seed germination. They are non-selective, pre-emergent and have a residual effect.

CONTACT HERBICIDES:

These herbicides are non-selective, affecting all vegetation. They are not absorbed and affect only the plants they come in contact with. They have no residual effect.
PROCEDURE FOR HERBICIDE APPLICATION

The most efficient method of applying herbicides for vegetation control is by use of truck-mounted power spraying equipment. This is the method used for practically all of the Department of Transportation’s herbicide applications.

In order to achieve desired results:

A. The sprayer must be calibrated.

B. Identify target vegetation.

C. The herbicide(s) most effective and cost efficient for the target vegetation must be used.

D. The application rate must be correct.

E. Use the proper Adjuvants.

F. The spray head must have the proper nozzles to give adequate coverage and be regulated to provide the desired swath width and spray pattern.

In order to avoid potential hazards:

A. Do not spray when wind is gusting or greater than 10 mph.

B. Do not apply herbicides where runoff can enter water supplies such as wells, ponds, flowing ditches or streams.

C. Do not spray foliar applied herbicides while it is raining or rain is anticipated that day; however, root absorbed herbicides require rain after application.

D. Do not spray non-selective or bareground herbicides on land that is undergoing or has a great potential for erosion.

E. Do not spray where landowners have submitted a no-spray agreement.

F. Do not spray beyond the right-of-way.

G. Do not use herbicides, such as phenoxies, near susceptible crops.

H. Do not spray herbicides where grazing livestock can eat treated vegetation.

I. When in doubt, do not spray.
PROCEDURE FOR CALIBRATION OF SPRAY EQUIPMENT

Action by: Crew Leader or a licensed applicator

Action:

1. Use herbicides safely by reading and following the label directions. Wear recommended protective clothing and safety devices.

2. Select a spray tip that provides the desired coverage and droplet size.

3. Check spray pattern for uniformity and adjust nozzle height to achieve the desired coverage.

4. Before adding any herbicides, add exactly two gallons of water to the tank. Mark a starting point and spray the water as if making an actual application. Remember to maintain a consistent speed.

5. Measure the area sprayed and calculate the area in square feet (length x width).
   
   Calculate how much of an acre was covered.
   
   Number of square feet sprayed/43,560 square feet/acre = acre sprayed.

6. Calculate how many gallons/acre sprayed. Two gallons sprayed/acre sprayed = gal/acre.

7. Use the calibration figure of gal/acre, the recommended label rate, and the area to be sprayed to determine the amount of chemical to mix in the spray tank.

PROCEDURE FOR TRANSPORTATION OF HERBICIDES

Action:

1. The licensed Crew Leader will be responsible for the proper transportation of herbicides used by Stormwater Environmental Utility, O&M.

2. Obey federal, state, and local laws pertaining to the transportation of herbicides.

3. Pesticide containers shall be secured during transit by use of side or end racks, bracing, checks, tiedowns, or other means to prevent sliding, falling, tipping, rolling, or falling off the vehicle during normal vehicle acceleration, deceleration, stopping or change in direction.

4. Herbicides being applied will be mixed on site and not transported in large quantities onto public roads.

5. The licensed Crew Leader must make sure that a copy of the MSDS is kept in the vehicle transporting the herbicide. This will be used to help identify the herbicide and its effects in case of an emergency.
MIXING

Practicing safety in handling herbicides cannot be over emphasized or overdone due to the potential harm that can result to humans, animals, and the environment from accidents or misuse. When mixing herbicides always use the safety equipment specified on the label. All measuring or mixing equipment should be thoroughly washed after each use and stored with the herbicides in a locked and secure area. Any spills must be completely cleaned up using an absorbent material, if needed. When applying herbicides use the proper equipment in good condition, be sure proper safety equipment is on hand, proper clothing is being worn, and the proper spraying precautions are used.

STORING

Always store herbicides in their original containers. Do not transfer or store herbicides in unmarked containers not intended for herbicides such as soft drink bottles, jars, milk cartons, etc. Keep herbicides in a locked, secure facility set aside and conspicuously posted for that purpose. Don't store safety equipment with herbicides. Check the containers frequently for leaks. Should a leak occur transfer the herbicide to a marked container meant to hold that herbicide, clean up any spills and dispose of the leaking container properly. Keep an updated inventory of all stored herbicides. The name and phone number of the nearest hospital and poison control center should be posted in a prominent location in the storage facility.

MONITORING SYSTEMS

Monitoring systems have been developed that will control the application process precisely. Some are computerized and can be programmed to deliver a specified application rate for the herbicide(s) and provide a wealth of information to the operator including rate, acres covered, amount of herbicide used, amount of herbicide(s) remaining in tank and will maintain a constant rate per acre as the vehicle speed changes.

PUBLIC RELATIONS

As employees of the Department of Transportation, we are indirectly employed by the taxpayers. It is our legal and moral responsibility to comply with existing laws and regulation and to establish and maintain good public relations by cultivating the goodwill of motorists and citizens. One of the ways this can be accomplished is to provide a well cared for roadside that presents an aesthetically pleasing appearance. The use of herbicides is essential in accomplishing this goal. The frequent negative accounts in the news media of the potential hazards of using herbicides, the public concern and awareness toward herbicides use, and the highly visible herbicide application process makes good relations a difficult and tenuous task. This task can be made much easier by adopting the following posture:

1. Be courteous to the public even though they may not be courteous to you.
2. Listen to the question, to show that you are concerned and interested in solving their problem.
3. Be prepared with proper and accurate information concerning what you are doing.
4. Give an answer even if the answer is "I don't know, but I will find out for you."
5. Record information, name, date, time, location and details of request.

6. Refer request and information to your supervisor.

7. Be prompt in dealing with and replying to the request.

8. Keep good records including inquiries, action taken and resolution.

PROCEDURE FOR PUBLIC NOTIFICATION OF HERBICIDE APPLICATIONS

Action:

1. Adhere to federal, state, and local regulations regarding public notification of applications.

2. Notify any person who is registered as a chemically-sensitive person with the State Department of Agriculture and Consumer Services.

3. Notify nearby property residents adjacent to and within 200 feet of the application site. Notification will include name of herbicide to be used, reason(s) for use, anticipated date of application, contact person, and telephone number.

4. Notification will include posting of County drainageways, lakes, ponds and drainage right-of-ways scheduled for treatment.

   Notification signs will be of a size that can be easily seen and recognized by residents.

   The placement of notification signs will be within a reasonable distance of the treatment site.

DISPOSING OF HERBICIDES SAFELY

When disposing of herbicide containers, follow the instructions on the label, including proper safety equipment and clothing. Empty containers should be triple rinsed, using the rinse water for mixing, and the containers recycled if possible. If recycling is not possible the containers should be punctured and then burned or buried in a landfill according to Federal, State and local laws. The applicator must learn and keep current with these laws and regulations regarding not only herbicide disposal but all herbicide use and must strictly adhere to them.

DISPOSAL OF CONTAINERS

A. Preferred disposal of triple-rinsed containers.

1. Plastic containers: Where permitted, burn as described in combustible containers.

2. Glass containers: Break or crush into large container (such as a 55 gal open headed drum with cover) and recycle for scrap to a glass melting plant.

3. Steel 1 gal - 5 gal containers: Crush and recycle for scrap to a steel melting plant.
4. Larger steel containers - 30 and 55 gal: Recycle to an approved drum reconditioned (check with State Department of Agriculture for a list), or recycle as scrap into a steel melting plant.

B. If preferred disposal cannot be accomplished, container should be crushed and/or buried at an approved dump site.
PLANT GROWTH REGULATORS (PGR'S)

One other type of vegetation control is to regulate periods of growth and dormancy and the rate of plant growth. The primary benefit and use for PGR's is to retard the growth rate of grass in turf in order to reduce the number of mowing cycles.

The time of application, correct rates, and properly calibrated equipment are essential to achieve good results. A broadleaf herbicide should be mixed with the PGR to control broadleaf weeds. Some herbicides will control broadleaf weeds and also act as a PGR.

The canals for which the County provides maintenance are scheduled for mowing twice per year; we do not have the manpower or equipment for more frequent mowing of these canals (banks and travelways). In order to keep the vegetation to a maximum allowable height of twenty-four inches (24"), the mowing program is supplemented with a growth retardant program using approved herbicides.

The program being used was developed in 1992 after consultation with the Manatee County Highway Maintenance Department and with a representative of Monsanto Company. All rates and methods of application are within the guidelines of the U.S. Environmental Protection Agency and the State of Florida Department of Agriculture. Other Counties using similar programs are Pinellas, Hillsborough and Lee.

Operation and Maintenance used a combination of "Round-Up" (glyphosphate in the form of its Isopropylamine salt) and "2-4-D" (dimethlmine salt of 2-4-D ichlorophenoxyacetic Acid).

"Round-Up" is applied at a rate of 3 ounces per acre, considerably less than the manufacturer's recommendation of 8 ounces per acre for the least resistant grasses, and ranging to 1 1/2+ ounces per acre for difficult grasses. The primary target of "Round-Up" is various grasses.

"2-4-D" is used to control broadleaf weeds and is also applied at a rate of 3 ounces per acre. Manufacturer's suggested rate of application for general weed control is 1 to 3 quarts of product per acre. This herbicide has a strong odor, representative of a phenoxy product, but does not represent a degree of toxicity.

PROCEDURE

The mowing program will cut vegetation back to 6 inches. Vegetation on travelways, canal slopes and the shoulder of the roadways should not exceed 24 inches. Within seven (7) to ten (10) days thereafter the various weeds and grasses will re-emerge and be actively growing. This is the stage when herbicide will be applied.

Eliminate the broadleaf weeds by the application of 2-4-D (dimethylamine salt of 2-4-D ichlorophenoxyacetic acid); retard the growth of various grasses by the application of glyphosate products. "Rodeo" is approved for Aquatic applications. "Round-Up" literature includes its use on ditch banks, in dry ditches and dry canals.

When used as a retardant, the tips of the grass are "burned" but the rest of the foliage will remain green. Repeat the retardant application on a 45 day interval or as determined by a foreman.
## Travelway Mowing / P.G.R.s

<table>
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<th>Canal Number</th>
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<th>From / To Complete</th>
<th>Length</th>
<th>Date Sprayed</th>
<th>Herbicide Total/Rate</th>
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**Total For Month:**

- **Total Mowing Distance:** ___________ Acres: ___________
- **Total Spraying Distance:** ___________ Acres: ___________
- **Total Herbicides Used:** ___________ Gallons: ___________
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<td>Sticker/Spreader</td>
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Wetlands and Mitigation Maintenance

Section VIII
GENERAL

While both departments, the Transportation Department (SCDOT) and the Natural Resource Department have roles in the planning and creation of mitigation areas, the Natural Resource Department is designated as the ultimate custodian of the areas upon completion and acceptance of construction activities.

A. Transportation Department Responsibilities

1. Planning - Major capital project planning is performed by the Transportation Department with full consideration of existing environmental conditions in order that the project's public benefit will be achieved with the least negative ecological effects. The Transportation Department and its consulting engineers on a project will coordinate closely with the Natural Resource Department and with all other regulatory agencies to seek the least practical impact alternative for citing a project. Environmental studies prepared by project consultants will be reviewed by the Natural Resource Department during the planning stage of a project. The draft and final preliminary design report will also be subject to review and comment by the Natural Resource Department.

2. Design - The Transportation Department and its consulting engineers will design all facets of the project. When wetland mitigation areas are required due to damage to natural or existing wetlands, the design of the mitigation area will be subjected to review and approval by the Natural Resource Department. Similarly, requests for regulatory permits submitted to other agencies will be submitted to the Natural Resource Department for concurrence with wetland mitigation planning. The intent of these reviews is to ensure that mitigation planning and design are consistent with the practices of the Natural Resource Department, the ultimate custodian of the areas.

3. Planting - The Transportation Department will construct or grade the mitigation site, install all related drainage facilities such as ditches, canals and control structures, and will advertise for bids for installation of plant material. After award of the contract, the Natural Resource Department will manage the activities which will result in creation of the mitigation area.

4. Monitoring and Reporting - The monitoring and reporting of the condition of mitigation areas will be performed by the Natural Resource Department or its consultant. The Transportation Department will respond and correct any defects in civil construction which impact upon the success of the mitigation area.

5. Maintenance - The Transportation Department will not be responsible for the long-term maintenance and control of mitigation areas. This responsibility will rest with the Natural Resource Department.

6. Funding - The Transportation Department will provide funds to the Natural Resource Department from the specific capital project account for costs of planting, monitoring, and reporting for each project. The Natural Resource Department will include its annual budget funds for long-term maintenance and design review activities.
# Natural Resource Department

1. **Planning** - The Natural Resource Department will review and comment on environmental aspects of roadway planning for specific projects during the concept of corridor alienation stage. The Natural Resource Department will study the practicality of establishment of area-wide mitigation areas (wetlands banking) as a means to meet requirements for future County projects. If found feasible and cost-effective, the Natural Resource Department will implement and manage such a program.

2. **Design** - The Natural Resource Department will review and approve specific mitigation plans as prepared by the Transportation Department and its consulting engineers.

3. **Planting** - The Natural Resource Department will supervise or administer the planting of wetland mitigation areas performed by contract. (The Transportation Department will manage this activity through contract award; then the Natural Resource Department will assume prime responsibility.)

4. **Monitoring and Reports** - The Natural Resource Department will be responsible for all monitoring and reporting requirements and will be the central repository for all related records. (Note these tasks are currently performed by consultants engaged by the Transportation Department for each project. As a centralized activity, the Natural Resource Department could accomplish this work by a single consultant for a number of projects or with in-house staff.)

5. **Maintenance** - The Natural Resource Department will be responsible for all maintenance aspects of mitigation areas to ensure that the specified success/survival rates are achieved.

6. **Funding** - The Natural Resource Department will program and budget for related planning, design review, and maintenance activities. Costs of planting, monitoring, and reporting will be included in the capital accounts established for each Transportation project and will be allocated to the Natural Resource Department for performance of these tasks.

## GENERAL INFORMATION

**WETLANDS AND WETLAND PLANTS**

The simplest form of a constructed wetland includes a rectangular basin with a forebay and wetland vegetation area. The deeper forebay (3 to 6 feet) traps floatables and the larger more settled solids, facilitating maintenance as well as protecting the wetland vegetation. Alternatively, a detention pond may be placed before the wetland, to remove settled solids and to protect the wetland from extreme increases in water elevation. The wetland vegetation is placed in a shallow pool that extends laterally across the basin. Construction of low flow channels through emergent vegetation can cause stormwater to short circuit through channels rather than through the wetland vegetation.

Placing rooted wetland species through the majority of the facility adds to the cost, in comparison to a wet pond. However, it is believed by many practitioners that the vegetation improves performance.
Placing the vegetation across the facility improves settling of particulates and uptake of dissolved contaminants. As the constructed wetland is shallower than a wet pond, there may be better contact between the water and soil which may be the primary remover of dissolved phosphorus and metals.

The vegetation reduces the effect of wind which can cause significant short-circuiting in a wet pond. Water loss in a wetland may not be greater and possibly less than a wet pond. Evapotranspiration from the plants will be greater in a wetland but evaporation from the water surface may be less because the dense vegetation eliminates the effect of the wind. The net result may be a slower rate of water loss. Conceivably a constructed wetland could be made smaller than a wet pond, given the benefits of the vegetation. But experience is too limited to identify how the size might be altered from what is calculated for a wet pond.

Relying on volunteer plants to cover the vegetated area will delay complete coverage for several years and may allow the invasion of undesirable species or dominance by one or two species; such as cattails which tend to flourish in disturbed conditions.

Shorelines, ditch bottoms and wetlands are essential for the establishment of wetland plants, the creation of wildlife habitat, and also enhance the ability to biofilter stormwater runoff. The following is a list of a few desirable wetland plants:

1. Arrowhead
2. Soft Stem Bulrush
3. Pickerelweed
4. Maidencane
5. Waterlilies
6. Spatterdock

Plants are identified by both common names and scientific names. Most people feel more comfortable using common names rather than scientific names.

**Arrowhead**

This is the widely distributed and familiar Arrow Arum of bogs, swamps and ditches. The leaves are superficially like those of Sagittaria but are readily differentiated by three prominent veins in the blade, one into either lobe, and one median. The inflorescence is distinctive, being a spadix with a spathe. This species is more common in the eastern half of the United States.
Soft Rush
(Juncus effusus)

Soft Rush occurs as a shoreline or emergent plant. The stems are leafless, cylindrical, hollow, and 2-4 ft. tall. Flowers occur at the end of the stem and a bract makes it appear that the flowers are coming out of the side of the stem. Basal, chestnut colored, sheaths occur at the base of each stem.

Pickerelweed
(Pontederia cordata)

Pickerelweed is an emergent or shoreline, perennial plant with thick creeping roots. It usually is about 3 ft. tall but can reach 6 ft. tall. The leaves tend to be in clusters and have long stalks. The blades can be narrow or broad and heart-shaped. Each stem has a leaf and a spike of numerous violet-blue (rarely white) flowers.

Maidencane
(Panicum hemitomon)

Maidencane is an emersed, perennial grass that forms extensive rhizomes. The submersed joints of the rhizomes produce feathery roots. The leaves are flat, wide, and smooth. Seedheads are narrow and spikelike, branches are pressed upwards along a central stalk.
Waterlily
(Nymphaea spp.)

Waterlilies are perennial plants with floating leaves. The leaves arise from large ropelike rhizomes. The blades are nearly circular, notched to the center (where leaf stalk attaches), and the basal lobes are pointed at the tip. The size of the leaves and color of the flowers depend upon the species or hybrid, of which there are about nine. All have showy flowers that float on the surface and have many petals.

Spatterdock
(Nuphar luteum)

Spatterdock is a perennial plant with large thick rhizomes. The leaf blades often float but the stalks frequently elongate so that the blades become emersed. The leaves are heart-shaped, usually longer than wide, and deeply notched with basal lobes that are rounded at the tip. The flowers are yellow and are not showy.
FRESHWATER AQUATIC PLANTS

PLANT IDENTIFICATION

Just a few common aquatic plants found in Sarasota County and maintained by the Transportation Department spray crews.

Waterhyacinth (Eichhornia crassipes)  Cattail (Typha latifolia)
Waterlettuce (Pistia stratiotes)  Parrotfeather (Myriophyllum aquaticum)
Duckweed (Lemma spp.)
Naiad (Najas spp.)
Hydrilla (Hydrilla verticillata)
Blatterwort (Utricularia spp.)
Lotus (Nelumbo lutea)
Watermilfoil (Myriophyllum spp.)
Waterlily (Nymphaea spp.)
Coontail (Ceratophyllum demersum)
Spatterdock (Nuphar luteum)
Pondweed (Potamogeton spp.)
Arrowhead (Spargittaria lancifolia)
Pickerelweed (Pontederia cordata)
Maidencane (Panicum hemitomon)
Soft rush (Juncus effusus)
Spike rush (Eleocharis spp.)
Water fern (Salvinia minima)
Mosquito fern (Azolla caroliniana)
Waterhyacinth ➔
(Eichhornia crassipes)

Waterhyacinth is a floating plant. Daughter plants are often connected by stolons that hold large mats together. Young daughter plants and seedlings may be only a few inches tall. Mature plants are typically about 1 ft. tall but may reach 3 ft. tall. When growing under uncrowded conditions, the leaf stalks are usually swollen and filled with spongy tissue and act as floats. Numerous, fibrous, dark-colored, often purple or black roots hang beneath in a mass. Flowers are in spikes, light blue to violet, have a yellow marking on the upper portion of the uppermost petal, and are very showy.

Waterlettuce ➔
(Pistia stratiotes)

Waterlettuce is a floating plant. The rosette of gray-green, densely hairy leaves resembles a loose head of lettuce. The flower is about 1/4 in. across and enclosed in a folded structure (bract) in the center of the rosette.

Common Duckweed ➔
(Lemma spp.)

Leaves and stems of duckweeds are reduced so that there is no clear distinction between them and they are referred to as fronds. Two to a few are often attached at the base. The shoe-sole-shaped fronds of Common Duckweed are less than 1/4 in. long and have a single root per frond. The flowers are reportedly very tiny and in pockets at the base.
Southern Naiad ➤
(*Najas guadalupensis*)

Southern Naiad is a submersed plant that has slender branching stems. The leaves are deep green to reddish-green, opposite or in whorls of three, narrow, broadened at the base, and bear minute spines on the margins. The base of the leaf forms a very short sheath around the stem.

**Hydrilla ➤**
(*Hydrilla verticillata*)

Hydrilla is a submersed plant that has very long internodes (stem sections between leaves) in deep water and shorter internodes and extensive branching near the water surface that causes dense mats. The leaves occur in whorls of, usually, four to eight. The leaves are strap shaped, with visible curved, coarse teeth on the margin. The midvein is often red and often has at least one spine or bump on the lower surface. The teeth on the leaves usually make the plant rough to tough. Only female Hydrilla flowers have been observed.

**Bladderwort ➤**
(*Utricularia spp.*)

Bladderworts are submersed or emersed plants. All lack true roots. Florida species have yellow or purple flowers that are two-lipped and often have a spur. The presence of small insect-trap bladders distinguish the bladderworts. The small bladders are more common and more easily seen in the submersed species. Those species that grow in wet sand have bladders in the sand.
American Lotus is a floating leaf or emersed perennial. The leaves and flowers arise from a long slender rhizome. The leaf blades are large (up to 40 in. wide), circular, attached in the middle (peltate) like an umbrella. The blades are either floating or emersed. The flowers are yellow, 4-6 in. wide and very showy. The fruits, which persist for a long period of time after the petals drop off, resemble showerheads pointing upwards and contain up to 25 hard seeds that are about 1/2 inch in diameter.

Eurasian Watermilfoil
(Myriophyllum spicatum)

Eurasian Watermilfoil is a submersed perennial plant. The stems are reddish to brown. The leaves are olive green, occur in whorls of three to six and have 10-16 very narrow, dissected segments on each side that give them the appearance of weather-beaten feathers. Flowers occur on emersed spikes and usually in whorls of four.

Waterlily
(Nymphaea spp.)

Waterlilies are perennial plants with floating leaves. The leaves arise from large ropelike rhizomes. The blades are nearly circular, notched to the center (where leaf stalk attaches), and the basal lobes are pointed at the tip. The size of the leaves and color of the flowers depend upon the species or hybrid, of which there are about nine. All have showy flowers that float on the surface and have many petals.
Coontail
(Ceratophyllum spp.)

Coontail is a submersed plant that is attached by holdfasts but does not produce true roots. The leaves are whorled, fan-shaped, finely dissected, 1/2 to 1-1/2 inches long and have several small teeth on one side of the leaf margin. The plant feels quite rough to the touch. The flowers are inconspicuous.

Spatterdock
(Nuphar luteum)

Spatterdock is a perennial plant with large thick rhizomes. The leaf blades often float but the stalks frequently elongate so that the blades become emersed. The leaves are heart-shaped, usually longer than wide, and deeply notched with basal lobes that are rounded at the tip. The flowers are yellow and are not showy.

Pondweed
(Potamogeton spp.)

Leaves abruptly broadened at the base, margins with various forms of sharp serrations; leaves linear, up to 8 times the diameter in length, mostly crowded, bunched or whorled, sometimes opposite, flowers solitary in the axils of the leaves.
**Arrowhead**

This is the widely distributed and familiar Arrow Arum of bogs, swamps and ditches. The leaves are superficially like those of Sagittaria but are readily differentiated by three prominent veins in the blade, one into either lobe, and one median. The inflorescence is distinctive, being a spadix with a spathe. This species is more common in the eastern half of the United States.

**Pickerelweed**

*(Pontederia cordata)*

Pickerelweed is an emergent or shoreline, perennial plant with thick creeping roots. It usually is about 3 ft. tall but can reach 6 ft. tall. The leaves tend to be in clusters and have long stalks. The blades can be narrow or broad and heart-shaped. Each stem has a leaf and a spike of numerous violet-blue (rarely white) flowers.

**Maidencane**

*(Panicum hemitomon)*

Maidencane is an emersed, perennial grass that forms extensive rhizomes. The submersed joints of the rhizomes produce feathery roots. The leaves are flat, wide, and smooth. Seedheads are narrow and spikelike, branches are pressed upwards along a central stalk.
Slender Spike rush (Eleocharis baldwinii)

Slender Spike rush has two growth forms. When it occurs on moist soils at the edge of ponds or lakes it is erect and the leafless stems are 14 in. tall. Its most common and troublesome form is when it occurs submersed. The stems become long and proliferate throughout the water column. Leaves occur only as bladeless sheaths at stem bases. The seeds germinate on the mother plant and form daughter plants, which in turn have seeds that germinate and form additional daughter plants, etc., thus the proliferating growth habit.

Water Fern (Salvinia minima)

Water Fern is a small floating plant with paired rounded leaves that have stiff, branched hairs on the upper surface. The entire plant is about 3/4 inch across. Thin root-like leaves hang beneath. Giant Water Fern is similar in appearance to Water Fern, but is larger and the leaves tend to fold upwards.

Mosquito Fern (Azolla caroliniana)

Mosquito Fern is a small floating plant that is composed of many tiny, closely overlapping leaves that may be green, brownish-red, or red. The entire plant is less than 1/2 inch across and roots hang beneath.
Common Cattail
(\textit{Typha latifolia})

Cattails are emergent perennial plants that arise from thick rhizomes and may reach 10 ft. tall. The leaves are straplike and often rounded on one side. At the base of the plant all of the leaves are flattened in the same plane. Numerous flowers arise on a green cylindrical spike. At maturity the spike is brown. As the seeds start to disperse the spike comes apart and looks puffy and white.

Parrotfeather
(\textit{Myriophyllum aquaticum})

Parrotfeather has firm, light green foliage that is emersed up to 8 inches above the water surface. The submersed and emersed leaves are similar in appearance but the emersed leaves have a waxy coating that resists wetting. The leaves are in whorls of four to six and divided into 6-18 pairs of segments that are 1/2 inch long that give it a feathery appearance. Flowers are inconspicuous.
EXOTIC PEST PLANT

DEFINITIONS USED IN CATEGORIZING THE SPECIES

1. Category I - Species that are widespread in Florida and have an established potential to invade and disrupt native plant communities.

2. Category II - Species that are localized but have a rapidly expanding population, or that have shown a potential to invade and disrupt native vegetation in other areas, or in other countries with climates similar to that of Florida.

3. Category III - Species that are able to become established and spread locally into undisturbed native vegetation, sometimes forming dense stands.

4. Category IV - Species that are widespread and can form dense, monotypic populations, but primarily on disturbed sites such as roadsides, agricultural lands and canal embankments.

A. This list does not include aquatic weeds. For a list of aquatic pest species, see the Department of Natural Resources' prohibited list of Aquatic Plants under 16V-52, F.A.C., Bureau of Aquatic Plant Management, Tallahassee 32310. Phone # 904-488-5631.

B. List prepared by the EPPC Committee on Invasive Species (Chairman: Daniel F. Austin, Department of Biological Sciences, Florida Atlantic University, Boca Raton, Fl 33431-1167; Members: Ann Buckley, 6192 SW 2nd Street, Plantation, Fl 33317; David Hall, KBN, 1034 NW 57th Street, Gainesville, Fl 32605; Theodore O. Hendrickson, 1112 N 2nd Street, Ft. Lauderdale, Fl 33301-1167; Ronald Hofstetter, Department of Biology, University of Maine, Coral Gables, Fl 33124-9118; Suzanne Koptur, Department of Biological Sciences, Florida International University, University Park, Miami, Fl 33199; Joe Maguire, Dade County DERM, 111 NW First Street, Suite 1310, Miami, Fl 33128; Mark McMahon, 933 NW 100th Street, Miami, Fl 33150; George Poig, PBS & J, 8699 NW 36th Street, Miami, Fl 33166; Don C. Schmitz, Bureau of Aquatic Plant Management, DNR, Innovation park, Collins Building, 2051 East Dirac Drive, Tallahassee, Fl 32310; Daniel B. Ward, Department of Botany, 220 Bartram Hall, University of Florida, Gainesville, Fl 32611; Richard P. Wunderlin, Department of Biological Sciences, University of South Florida, Tampa, Fl 33620

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<td>Lantana camara (lantana)</td>
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<td>Lonicera japonica (Japanese honeysuckle)</td>
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<td>Antigonon leptopus (coral vine)</td>
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<td>Asystasia gangetica (Ganges primrose)</td>
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<td>Paspalum notatum (Bahia grass)</td>
<td>III</td>
</tr>
<tr>
<td>Pittosporum pentandrum (pittosporum)</td>
<td>III</td>
</tr>
<tr>
<td>Pouleria campechiana (canistel)</td>
<td>III</td>
</tr>
<tr>
<td>Psidium guaiava (guava)</td>
<td>III</td>
</tr>
<tr>
<td>Psidium littorale (P. cattleianum) (strawberry guava)</td>
<td>III</td>
</tr>
<tr>
<td>Rhoeo spathacea (R. discolor) (oyster plant)</td>
<td>II</td>
</tr>
<tr>
<td>Sansevieria hyacinthoides (S. trifasciata) (bowstring hemp)</td>
<td>II</td>
</tr>
<tr>
<td>Solanum torvum (turkey berry)</td>
<td>II</td>
</tr>
<tr>
<td>Syngonium podophyllum (arrowhead vine)</td>
<td>III</td>
</tr>
<tr>
<td>Syzygium cumini (jambolan; Java plum)</td>
<td>III</td>
</tr>
<tr>
<td>Syzygium jambos (rose apple)</td>
<td>III</td>
</tr>
<tr>
<td>Terminalia catappa (tropical almond)</td>
<td>III</td>
</tr>
<tr>
<td>Thespesia populnea (seaside mahoe)</td>
<td>III</td>
</tr>
<tr>
<td>Wedelia trilobata (wedelia)</td>
<td>III</td>
</tr>
<tr>
<td>Achyranthes indica (chaff-flower)</td>
<td>IV</td>
</tr>
<tr>
<td>Brachiaria mutica (Para grass)</td>
<td>IV</td>
</tr>
<tr>
<td>Cassia colutoides (Senna pendula) (climbing cassia)</td>
<td>IV</td>
</tr>
<tr>
<td>Catharanthus roseus (Madagascar periwinkle)</td>
<td>IV</td>
</tr>
<tr>
<td>Cynodon dactylon (Bermuda grass)</td>
<td>IV</td>
</tr>
<tr>
<td>Daucylactenium aegyptium (crowfoot grass)</td>
<td>IV</td>
</tr>
<tr>
<td>Eremochloa ophiuroides (centipede grass)</td>
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</tr>
<tr>
<td>Eucalyptus camaldulensis (Murray red gum)</td>
<td>IV</td>
</tr>
<tr>
<td>Furcraea cabuya (Central American sisal)</td>
<td>IV</td>
</tr>
<tr>
<td>Hyparrhenia rufa (jaragua)</td>
<td>IV</td>
</tr>
<tr>
<td>Indigofera spicata (creeping indigo)</td>
<td>IV</td>
</tr>
<tr>
<td>Kalanchoe pinnata (life plant)</td>
<td>IV</td>
</tr>
</tbody>
</table>
Mucuna pruriens (cow itch) IV
Nephrolepis hirsutula cv. 'superba' (petticoat fern) IV
Panicum maximum (Guinea grass) IV
Rhynchelytrum repens (Natal grass) IV
Ricinus communis (castor bean) IV
Rottboellia cochinchinensis (R. exaltata) (itch grass) IV
Russelia equisetiformis (firecracker plant) IV
Selaginella willdenovii (peacock fern) IV
Sesbania emerus (S. exaltata) (bequilla) IV
Solanum diphyllum (solanum) IV
Spathodea campanulata (African tulip tree) IV
Spermacoce verticillata (senu Herndon, not Wunderlin) (spermacoce) IV
Sporobolus jacquemontii (smut grass) IV
Stenotaphrum secundatum (St. Augustine grass) IV
Urena lobata (Caesar's weed) IV
Zebrina pendula (zebrina) IV=28
TOTAL 102
Integrated Pest Management (IPM)
Lake Maintenance

Section IX
LAKE MAINTENANCE

Most lakes found in Sarasota County are man made. They are formed by construction of borrow pits being dug for clean fill, sand and road materials. These lakes are being used for drainage runoff in our subdivisions. Ninety-five per cent of our lakes are eutrophic and maintenance levels are high. Adjacent homeowners tend to over fertilize and water lawns, trees, shrubs, etc. to the maximum. Excessive fertilizing and watering encourages certain insects and diseases in aquatic vegetation. This increases maintenance needs.

**EUTROPHIC LAKE**

![Eutrophic Lake Diagram]

Eutrophic - designating or of a lake, pond, etc., rich in plant nutrient, minerals and organisms. Often deficient in oxygen in mid-summer.

**OLIGOTROPHIC LAKE**

![Oligotrophic Lake Diagram]

Oligotrophic - designating or of a lake, pond, etc., poor in plant nutrient, minerals and organisms. Rich in oxygen at all depths.
All county owned and maintained lakes are inspected monthly. Maintenance is performed as needed. Inspection reports are made out and filed monthly.

Between the City of Sarasota and Sarasota County we have an inventory of 84 lakes. We maintain 78 of the 84 lakes.

Lake maintenance consist of inspections, biological control of algae and submerged weeds, herbicide treatments as needed, cleaning up debris such as trees, tree limbs and trash. Aeration systems, fish barriers and grass carp are checked monthly.

**TRIPLOID GRASS CARP**

In 1989 Triploid Grass Carp became a part of Sarasota County's Integrated Pest Management (IPM) Program. The program consists of low stocking rates of fish, combined with applications of herbicides or mechanical control methods, as a Best Management Practice to reduce nuisance growth of weeds. By using the grass carp the growth of desirable native aquatic plants are encouraged.

**NOTIFICATION**

The Florida Game and Fresh Water Fish Commission requires that the public be notified of grass carp being present in county lakes. The county's biological control section places signs on each site.

This herbivorous fish has been very effective for biological control of aquatic weeds in Sarasota County.
INVENTORY
TRIPLOID GRASS CARP
NUMBER/LAKES

The following information is a complete updated list of the 27 lakes currently being managed with Triploid Grass Carp, including amounts of Grass Carp released, acreage being managed, and date of release.

1989

<table>
<thead>
<tr>
<th>Number</th>
<th>Name</th>
<th>Amount</th>
<th>Acreage</th>
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<tbody>
<tr>
<td>L12-27</td>
<td>Bent Tree</td>
<td>8</td>
<td>.25</td>
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<tr>
<td>Total FY '89</td>
<td></td>
<td>8</td>
<td>.25</td>
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</table>

1990

<table>
<thead>
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<tr>
<td>L10-64</td>
<td>Wright Lake</td>
<td>27</td>
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<tr>
<td>L12-25</td>
<td>Lake Lanai</td>
<td>27</td>
<td>3.0</td>
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<tr>
<td>Total FY '90</td>
<td></td>
<td>54</td>
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</table>

1991

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<tr>
<td>L17-24</td>
<td>Lake in the Woods</td>
<td>128</td>
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<tr>
<td>L10-8</td>
<td>Clark Lake</td>
<td>102</td>
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<tr>
<td>L10-45</td>
<td>Lake Irene</td>
<td>12</td>
<td>3.0</td>
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<tr>
<td>L4-55</td>
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<td>6</td>
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<td>L4-56</td>
<td>Tamaron #4</td>
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<td>L4-57</td>
<td>Tamaron #5</td>
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<tr>
<td>L11-15</td>
<td>Gulf Gate #1</td>
<td>7</td>
<td>0.4</td>
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<tr>
<td>L4-21</td>
<td>Tern Lake</td>
<td>78</td>
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<tr>
<td>Total FY '91</td>
<td></td>
<td>351</td>
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</table>
No fish were available from the Florida Game and Freshwater Fish Commission during the '92 fiscal year, due to budget cuts.

<table>
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<tr>
<td>L5-37</td>
<td>RACIMO RANCHES #1</td>
<td>80</td>
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<tr>
<td>L5-38</td>
<td>RACIMO RANCHES #2</td>
<td>100</td>
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<tr>
<td>L5-39</td>
<td>RACIMO RANCHES #3</td>
<td>60</td>
<td>3.0</td>
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<tr>
<td>L5-40</td>
<td>RACIMO RANCHES #4</td>
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<td>L6-46</td>
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<tr>
<td>L6-47</td>
<td>SHADOW OAKS #2</td>
<td>7</td>
<td>1.0</td>
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<tr>
<td>L6-48</td>
<td>SHADOW OAKS #3</td>
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<tr>
<td>L10-8</td>
<td>CLARK LAKE (restock)</td>
<td>32</td>
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<tr>
<td>L10-36</td>
<td>PHILLIPPI SHORES</td>
<td>30</td>
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<tr>
<td>L28-26</td>
<td>SOUTH COUNTY ANNEX</td>
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<td>0.5</td>
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<tr>
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<td>GULF GATE #2</td>
<td>21</td>
<td>2.1</td>
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<tr>
<td>L10-44</td>
<td>RIVER FOREST</td>
<td>10</td>
<td>0.5</td>
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<tr>
<td>L3-11</td>
<td>CROWN LAKE</td>
<td>80</td>
<td>7.4</td>
</tr>
<tr>
<td>L10-14</td>
<td>GUILLL LAKE</td>
<td>20</td>
<td>1.27</td>
</tr>
<tr>
<td>L4-2</td>
<td>BERMUDA BROOK</td>
<td>20</td>
<td>3.0</td>
</tr>
<tr>
<td>CL26-2</td>
<td>PALM LAKE</td>
<td>7</td>
<td>0.6</td>
</tr>
<tr>
<td>TOTAL</td>
<td>FY'93</td>
<td>574</td>
<td>48.42</td>
</tr>
<tr>
<td>TOTAL</td>
<td>TO DATE</td>
<td>987</td>
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</tr>
</tbody>
</table>
FACTS ABOUT VEGETATION CONTROL USING TRIPOID GRASS CARP

The difference between Triploid Grass Carp and Grass Carp is: Grass Carp are capable of reproducing and Triploid Grass Carp are not.

The preferred food source for Triploid Grass Carp include most submerged vegetation, hydrilla and chara. Triploid Grass Carp also eat plants such as eelgrass, Eurasian watermilfoil, smartweed, cattails, waterhyacinths, torpedograss, etc. However these plants are not controlled effectively.

To obtain Triploid Grass Carp you must call the Florida Game and Fresh Water Fish Commission for inspections and permits. Some sites require fish barriers.

Stormwater Environmental Utility has 22 lakes under control by using a county wide (IPM) Integrated Pest Management and (BMP) Best Management Practices Program. (SEE: Lake Inventory)

FISH BARRIERS

Before the Florida Game and Fresh Water Fish Commission will issue a permit for Triploid Grass Carp, you must meet some requirements. An inspection is made by the Commission and if a fish barrier is needed it will be installed and another inspection will be made. If this is approved you will receive your permit. For example: A fish barrier should be constructed using a single row of vertical bars, mounted on a flashboard riser water control structure.

Spacing of vertical bars
2" o.c. using channel iron

Single row of vertical bars.

Our current Triploid Grass Carp Program warrants 18 fish barriers. SEE: Fish Barrier Inventory
FISH BARRIERS INVENTORY
CITY/COUNTY

1.4-21  Tern Lake
1.4-55  Tamaron #3
1.4-56  Tamaron #4
1.4-57  Tamaron #5
1.5-37  Racimo Ranches
1.5-38  Racimo Ranches
1.5-39  Racimo Ranches
1.6-46  Shadow Oaks #1
1.6-47  Shadow Oaks #2

1.10-8  Clark Lake East
1.10-14  Guilli Lake
1.10-45  Lake Irene
1.10-64  Wright Lake
1.11-15  Gulf Gate #1
1.11-16  Gulf Gate #2
1.12-25  Lake Lanai
1.12-27  Bent Tree
1.17-24  Lake in the Woods
MONTHLY FISH BARRIER INSPECTION

Date: ______

Name or Number: ____________________________

Location, Name of Lake: ____________________________

Number of Lake: ____________________________

Did the fish barrier need cleaning? YES  NO
If the answer is yes, what type of debris, etc., was removed:
________________________________________________________
________________________________________________________
________________________________________________________

Is the fish barrier in good repair? YES  NO
If the answer is no, what type of repair is needed?
________________________________________________________
________________________________________________________
________________________________________________________

Is this fish barrier being inspected during ______ or after ______
a rain event?
Comments: ____________________________________________
________________________________________________________
________________________________________________________

Name of Person completing the Inspection: ________________
AERATION SYSTEMS

Considering (BMP) Best Management Practices and (IPM) Integrated Pest Management Programs, Stormwater Environmental Utility's Biological Control section established aeration systems in a number of eutrophic lakes.

The aeration systems supply aerobic bacteria with oxygen to accelerate the bacterial digestion and at the same time to raise the oxygen content of the bottom water. These waters rise and carry gases (ammonia, carbon dioxide and other nutrients) to the surface where they are blown away by the winds. Iron and manganese are oxidized and phosphate is kept precipitated. Muck is gradually converted to carbon dioxide and water, leaving a clean sandy bottom.

Aeration systems are uniquely efficient; 1/2 h.p. will move 5,000 gallons of water per minute. As the buoyancy of the water is increased by the addition of air from the compressor the water rises naturally to the surface where it spreads over a large area and absorbs oxygen in great volume. This would require hundreds of horsepower otherwise. At the same time an inflow of bottom water to the aerator is set up over areas as large as 10 acres. This causes a large scale turn over of lake waters, with a rapid increase of dissolved oxygen.

Sarasota County has 6 aeration systems installed in lakes countywide.
AERATION SYSTEMS INVENTORY
CITY/COUNTY

L4-55  Tamaron #3
L10-44  River Forest
L10-64  Wright Lake
L12-1  Twin Lakes #1
L28-26  South County Annex
CL56-4  Arlington Park

PUMP STATIONS INVENTORY
CITY/COUNTY

Beach Road - Siesta Beach
Washington Drive - St. Armands Key
CITY ROADSIDE DITCHES INVENTORY

David Avenue  Lockwood Ridge Road
38th Street  6th Street
39th Street  6th Street
40th Street  Seeds Avenue
41st Street  6th Street
42nd Street  10th Street
34th Street  Jefferson Avenue
35th Street  8th Street
36th Street  Aspinwall Street
Highland Street  Bristol Court
32nd Street  Huron Court
Lemon Avenue  Jefferson Avenue
Leon Avenue  Dodge Avenue
31st Street  Aspinwall Street
Osprey Avenue R/W  8th Street
18th Street  Lockwood Ridge Road
19th Street  Drink Avenue
East Avenue  Rhodes Avenue
12th Street  Lockwood Ridge Road
12th Street  Lockwood Ridge Road
Cornell Street  Old Oak Drive
Margaret Street  Old Oak Drive
10th Street  Blvd. of Presidents
11th Street  Blvd. of Presidents
Lockwood Ridge Road  Brink Avenue
Dodge Avenue
CONTROL STRUCTURES (WEIRS) INVENTORY
CITY/COUNTY

W5-01 End of Del Sol Blvd. (part Griffin Circle in Griffin Woods off Longwood Meadows) Canal 3-15
W5-02 DeSoto Road - Ravenwood outlet
W15-03 Lake Ridge outfall @ Lockwood Ridge Road
W15-04 Lockwood Ridge R/W South of Fruitville Road
W15-05 Sarasota High School - Canal 4-51
W17-06 Deer Hollow outlet @ Richardson Road
W17-07 Fruitville Road @ Coburn Road - Canal 6-119 (old 52)
W17-08 Coburn and E. Sawgrass @ the bridge
W17-09 Apex south of E. Sawgrass
W18-10 Palmer Rd and Debrecken Rd - Canal 6-114
W25-11 Arlington Park
W25-12 Grove St. and Brink - Phillippi Creek - Canal 4-69
W25-13 Tanglewood and Rose - Phillippi Creek - Canal 4-62
W25-14 Tuttle Circle - Phillippi Creek weir - Canal 4-58
W25-15 Bermuda Brook @ Tuttle Avenue - 1.4-2
W25-16 Bermuda Brook (center weir) - 1.4-2
W25-17 Lockwood Ridge Road and Homassasa Road
W25-18 River Forest - Camilfira outlet for 1.10-44
W25-19 Redbug Slough - Canal 10-184
W26-20 Ashton Road R/W West of Beneva - Lake Arrowhead Apts. Canal 10-187
W27-21 West of Raymond Road @ Canal 6-119 (old 52)
W27-22 The Paddocks - Porter Road - Canal 6-119 (old 52)
W27-23 Center Gate - Bee Ridge Road - Canal 10-115
W27-24 Lake Mauna Loa - Bikini Road - 1.12-21
W28-25 Hidden Glens - Bee Ridge Road - Canal 12-143
W34-26 Denham Branch - U.S. 41 - Canal 11-190
W34-27 Metheny Creek - U.S. 41 - Canal 10-198
W34-28 Pinelhurst and Dale Avenue
W35-30 Palmer Ranch #1 - Canal 10-200
W35-31 Palmer Ranch #2
W35-32 Metheny Creek - Beneva Road - Canal 10-198
W35-33 Curtis Avenue - Beneva Road - DP# 11-7 - Canal 11-208
W35-34 Tuckertown - Gulf Gate Lake #3 - 1.11-18
W35-35 Eugene Street - Canal 11-212
W35-36 Sarasota Square Blvd. and Deer Creek Blvd.
W35-37 Pelican Cove - Clower Creek Drive #1 - Canal 11-213
W35-38 Pelican Cove - Clower Creek Drive - #2 downside - Canal 11-213
W37-39  Cowpen Slough #2 - Hi-Hat Ranch - Canal 13-128
W43-40  Sarasota Central Pkwy. and McIntosh Lake outlet
W43-41  Target and U.S. 41 - Central Sarasota Pkwy. - Canal 11-214
W55-42  Cowpen Slough #1 - Canal 18-128
W64-43  Waterford - Pinebrook Road - Canal 27-342
W64-44  Pinebrook Way to Featherbed - Canal 27-331
W64-45  Capri Isles - East of Bridle Oaks - Gulf Course Lake
W71-46  East Village Drive
W71-47  East Village Drive
W71-48  Jacaranda
W81-49  Englewood Isles outlet - 135-13
AQUATIC PLANT CONTROL

TYPES OF LIABILITY EXPOSURE:

1. Automobile Liability Exposure
   A. Transportation
   B. Bodily injury/Property damage

2. General Liability Exposure
   A. Property damage
   B. Bodily injury

3. Environmental Impairment Liability Exposure
   A. Storage handling of herbicide
   B. Disposal of Herbicides

4. Worker's Compensation Exposure
   A. Employee injuries

5. Regulatory Compliance
   A. Regulatory fines for non-compliance

GENERAL LIABILITY - AREAS OF CONCERN IN SPRAYING:

1. Impact on non-targeted vegetation/organisms

2. Citizen exposure

3. Fish kills

4. Boating accidents/collisions

5. Improper storage of herbicide containers

6. Improper handling and discharge of herbicides

7. Improper disposal of herbicide containers

8. Improper application rates

WORKER PROTECTION - AREAS OF CONCERN

1. Ingestion/Inhalation of herbicide

2. Overexertion - Lifting herbicide containers

3. Dermatitis - Skin disorders
4. Eye injuries

5. Vehicle/Boat Accidents
   A. Collisions
   B. Equipment failure/Malfunction

ENVIRONMENTAL LIABILITY - REMEDIAL ACTIONS FOR PREVENTION

1. Storage of containers:
   A. Protect containers against outside elements.
   B. Store containers using a secondary containment system to mitigate spills.
   C. Containers shall be continuously inspected.
   D. Develop/Maintain an Inventory Control System.
   E. Well ventilated

2. Disposing of herbicide and empty containers:
   A. Never discharge a rinsate onto the ground.
   B. Never discharge herbicide residues onto the ground.
   C. Always empty excess herbicide into proper containers.
   D. Always thoroughly clean empty containers. (Prevents the run-off of the cleaning process from entering the soil.)

3. Handling of herbicides and herbicide containers:
   A. Always follow label instructions.
   B. Familiarize yourself with the Material Safety Data Sheet on the herbicide used.
   C. Never exceed application rates.
   D. Never discharge a rinsate onto the ground/soil unless directed by label instructions.
   E. Never allow a rinsate and herbicides to be discharged into the soil.
   F. Never bury herbicide containers. Send them to local landfill, distributor, or hazardous waste disposal facility.
   G. Report accidental discharge immediately so that proper clean-up can be initiated before the problem intensifies.
   H. Rinsate shall be used similar to a raw product, when applying.
<table>
<thead>
<tr>
<th>Name</th>
<th>Number</th>
<th>Non-Maintained</th>
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<td>DP3-18</td>
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<td>.34</td>
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<tr>
<td>Lake Ridge</td>
<td>L3-27</td>
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<tr>
<td>Ravenwood #1</td>
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<td>3.0</td>
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<tr>
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<td>12.0</td>
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<tr>
<td></td>
<td>L3-59</td>
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<tr>
<td>Bermuda Brook</td>
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Biological Control and Stormwater Environmental Utility, Operation and Maintenance has placed the trees into priority levels for removal. Priority level one (1) being dead or diseased. Priority level two (2) being a hazard to private property or health. Priority three (3) being a good healthy tree.

This division and section would be responsible for trees growing within drainage right-of-ways and dedicated drainage easements. Removal of most exotic trees are carried by contract, unless they are Brazilian Pepper trees.

After the trees are cut by a contractor or County crew the stumps are treated with Garlon 3A, as recommended by IFAS (Institute of Food and Agricultural Sciences) at the University of Florida. The recommendation was to cut the tree close to the ground to minimize resprouting. Then use undiluted or diluted herbicide 1:1 with water, and apply to the cambium layer. We have been using this method for two years with a good success rate.
BRAZILIAN PEPPER TREE

A native of Brazil, many areas of South Florida northward to Tampa Bay area dominated by this species. This pest plant grows along canal banks, fence lines, powerlines and road right-of-ways. The berries are toxic during certain times of the year. These berries are eaten by birds such as robins and mockingbirds.
The Australian Pine was introduced from Australia. Australian Pine has naturalized primarily in south peninsula Florida, but readily invaded northward into the Tampa Bay area.

Colonization by this species has been along sandy shores, within pinelands, sawgrass stands, mangrove swamps, hardwood hammocks, (onward) drainageways and road right-of-ways.

Commonly growing in disturbed sites, Australian Pine forms dense thickets in the Florida Keys and lower east coast, displacing mangrove communities. The plant has an extensive runner system associated with the adult tree which may creep many meters away from the trunk.
Introduced from Australia, Melaleuca trees can exist in a wide range of soil conditions, from dry sand to muck covered with several feet of water.

The cold winters seem to have limited the tree to the subtropical regions of the world, including parts of southern California. Certain areas of the Everglades are rapidly becoming a Melaleuca forest, displacing cypress heads and sawgrass stands. Many people are allergic to the tree's pollen and develop inflammation when in direct contact. Melaleuca has been planted as windbreakers around agricultural fields, homes and in county right-of-ways.

Melaleuca trees replace the more desirable native vegetation, which is usually of greater value as a wildlife food source.
PROCEDURE FOR PUMP MAINTENANCE

Action by:

Action:

1. Maintenance must be scheduled no less than bi-weekly.
2. Clean sediments, debris and other foreign matter from the screen and away from the intake.
3. Observation of pump in operation is necessary.
4. Check automatic switch on the float system.
5. Check electricity and switch.
6. Make sure padlocks are in place at the end of each inspection.
PROCEDURE FOR MAINTENANCE OF COWPEN SLOUGH

Action by:

Action:

1. Conform to regulations and guidelines.

2. Maintenance must be performed monthly. Monthly maintenance consists of the following:
   
   A. All padlocks must be kept in operation order at all times.
   
   B. Gate hoist must be greased monthly.
   
   C. Gate cables are checked monthly.
   
   D. Gates must be greased.
   
   E. Check for needed erosion repair.
   
   F. Remove debris from structure.

Figure #1: A Hoist

3. Structure operation; all structures must be open the first of June, or the start of rainy season.

4. All structures must be closed October first, or the end of rainy season.

Figure #2: A Structure
5. Woody plants and trees must be removed from the travelway and slopes.

![Figure 3: Woody Plants](image)

6. Structure #1

If the gates are not open and a big rain comes, high water must not exceed elevations of 12.60.

Elevations:

A. Top of structure - 16.25

B. Top of structure gate - 11.00

C. Concrete flowline - 7.00

7. Structure #2

If the gates are not open and a big rain comes, high water must not exceed elevations of 20.00.

Elevations:

A. Top of structure - 25.00

B. Top of structure gate - 18.00

C. Concrete flowline - 14.00

8. Schedule for fence repair and removal of woody plants.
PROCEDURE FOR RETENTION/DETENTION MAINTENANCE

Action by:

Action:

1. Conform to federal, state, and local regulations.

2. Once a month the following items must be maintained:
   A. Mowing inside fence, from top of water to fence line.
   B. Mowing outside of fence, a section 5' in width, from the fence outward.
   C. Weed trim as needed, on fence line and slope.
   D. Exotic vegetation and cattails should be removed.
   E. Native vegetation should remain in the littoral zone.
   F. Floating debris must be removed.

3. Ponds having underdrains must be backflushed, no less than once a year.

4. Dry ponds must be mowed on a monthly schedule.

5. Sedimentation areas must be cleaned once a year, or as needed.

6. Repair erosion as needed.
### Capital Improvement Program

#### Stormwater Projects Report

<table>
<thead>
<tr>
<th>Project (name/basin)</th>
<th>Project Description</th>
<th>Contract Cost (Est.)</th>
<th>Design Consultant % Complete</th>
<th>Planned Advertise Date</th>
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Revised 5/6/97
## FUTURE DESIGN PROJECTS

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<td>South Creek Regional</td>
<td>F&amp;SW PN 85867</td>
<td></td>
<td>FY97</td>
<td>FY98,99</td>
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<td>South Creek</td>
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<td></td>
<td>FY97</td>
<td>FY98,99</td>
</tr>
<tr>
<td>Bay Street</td>
<td>CC, RF</td>
<td></td>
<td>FY97</td>
<td>NA</td>
</tr>
<tr>
<td>North Creek</td>
<td>PN bay</td>
<td>(125)</td>
<td>FY97</td>
<td>NA</td>
</tr>
<tr>
<td>Osprey Acre</td>
<td>RF, CC</td>
<td></td>
<td>FY97</td>
<td>NA</td>
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<tr>
<td>North Creek</td>
<td>PN osprey</td>
<td>(60)</td>
<td>Mar-97</td>
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## PROJECTS UNDER CONSTRUCTION

<table>
<thead>
<tr>
<th>Project (name/basin)</th>
<th>Project Description</th>
<th>Constr. Contract Cost</th>
<th>Consultant/Contractor</th>
<th>Constr. Completion Date</th>
<th>Constr. % Complete</th>
<th>Contract Time</th>
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<tbody>
<tr>
<td>Bayley Fields Man C Weir</td>
<td>replace weir</td>
<td>597,993</td>
<td>Boyle</td>
<td>5/16/97</td>
<td>80%</td>
<td>150 Days Allowed, 8/1/96 Days Elapsed</td>
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<tr>
<td>Phillippi Creek</td>
<td>PN 85867</td>
<td>962,469</td>
<td>Bishop</td>
<td>May 37</td>
<td>100%</td>
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<tr>
<td>Lake Sarasota</td>
<td>F&amp;SW, NF</td>
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<td>A&amp;M</td>
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<td>Phillippi Creek</td>
<td>PN 85860</td>
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<td>Van Buskirk</td>
<td>May-97</td>
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<td>120 Days Elapsed</td>
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<tr>
<td>15-19th Streets</td>
<td>F&amp;SW, PI</td>
<td>223,748</td>
<td>Landry &amp; Esb</td>
<td>Jul-97</td>
<td>0%</td>
<td>90 Days Elapsed</td>
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<tr>
<td>Whitaker Bayou</td>
<td>PN 85845</td>
<td>140,000</td>
<td>Staff</td>
<td>Jul-97</td>
<td>0%</td>
<td>90 Days Elapsed</td>
</tr>
<tr>
<td>Sarasota Gardens</td>
<td>F&amp;SW, RF</td>
<td>55,000</td>
<td>Boyle</td>
<td>Jul-97</td>
<td>0%</td>
<td>90 Days Elapsed</td>
</tr>
<tr>
<td>Coastal</td>
<td>PN 85861</td>
<td>35,000</td>
<td>Hole Montes</td>
<td>May-97</td>
<td>0%</td>
<td>90 Days Elapsed</td>
</tr>
<tr>
<td>Forest Lakes</td>
<td>F&amp;SW, PI</td>
<td>88,000</td>
<td>Staff</td>
<td>May-97</td>
<td>99%</td>
<td>Awarded</td>
</tr>
<tr>
<td>Phillippi Creek</td>
<td>PN 85863</td>
<td>35,000</td>
<td>Boyle</td>
<td>May-97</td>
<td>99%</td>
<td>Awarded</td>
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</tbody>
</table>

## ABBREVIATIONS:

- CC: ditch/canal improvements
- City: review by City of Sarasota
- E: reduce erosion
- EZ: acquisition of easement for maintenance
- F&SW: flood attenuation and stormwater treatment
- NA: not applicable
- P: permit acquired
- PI: pipe installation/replacement
- PN: CIP project number
- PR: permit required
- R/W: right of way acquisition required
- SB: stabilize bank slopes
- SP: build stormwater pond
- SB: stabilize bank slopes
- WQ: water quality
- O/T: order of taking
- O&M: operations and maintenance
- ROW: right of way acquisition required
- R/W: right of way acquisition required
A.7 Field Screening Form
Outfall No.: ____________________ Grid No.: ____________

Inspection Team: ____________________ Date/Time: ____________

Weather Conditions: clear partly cloudy overcast fog haze rain
% cloud cover____ wind direction____ wind speed____ air temp. ___°F

Time since last rain: more than 72 hrs. ___ less than 72 hrs. ___
Quantity of last rain: more than 0.1 in. ___ less than 0.1 in. ___

Site Description: __________________________________________

Type of outfall: concrete pipe grassed rock other:_________

Receiving Waterbody:____________________

Dominant Watershed Land Use: Industrial___ Commercial___ Residential___

Other:____________________

Is there visible flow from the pipe? yes____ no____

Flow Estimation:
approximate channel width or pipe diameter:____________________
width of water surface:____________
approximate depth of water:____________
approximate flow velocity (feet per second):____________________
flow rate (cubic feet per second):____________________

Is there standing water present? yes____ no____

From the inspection location, can you see any unusual piping or ditches that drain to the storm water conveyance? yes____ no____

Is there any overland flow visible from the discharge location? yes____ no____

Physical Observations: (circle all that apply)
Odor: none musty sewage sulfur oil gas rancid/sour
chlorine other:_________

Color: clear red yellow brown green gray black other:_______

Turbidity: clear cloudy opaque other:_______
Outfall No.:

Date/Time: ___________________________

Physical Observations Continued: (circle all that apply)
Floatables: none oily sheen trash sewage other:________
Deposits/stains: none sediment oily other:________
Surface: clear scum foam/suds other:________
Vegetation condition: none normal excessive growth inhibited growth other:________
Structural condition: normal concrete cracking concrete spalling peeling paint metal corrosion other:________
Biological: mosquito larvae algae other:________

Field Analysis:

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Value</th>
<th>Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>water temp.</td>
<td>_______</td>
<td>limit: none</td>
</tr>
<tr>
<td>pH</td>
<td>_______ STD</td>
<td>limit: 6.0 - 8.5 STD</td>
</tr>
<tr>
<td>spec. cond.</td>
<td>_______ umhos/cm</td>
<td>limit: shall not be increased more than 50% above background or to 1275, whichever is greater</td>
</tr>
<tr>
<td>total chlorine</td>
<td>_______ mg/l</td>
<td>limit: ≤ 0.01 mg/L</td>
</tr>
<tr>
<td>total phenol</td>
<td>_______ mg/l</td>
<td>limit: ≤ 0.3 mg/L</td>
</tr>
<tr>
<td>total copper</td>
<td>_______ mg/l</td>
<td>limit: ≤ 2.9 ug/L</td>
</tr>
<tr>
<td>detergents</td>
<td>_______ mg/l</td>
<td>limit: ≤ 0.5 mg/L</td>
</tr>
</tbody>
</table>

Photo taken: yes____ no____ photo number____

Laboratory sample(s) collected for:

<table>
<thead>
<tr>
<th>Parameter</th>
<th>EPA No.</th>
<th>Yes/No</th>
<th>Bottle Type</th>
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</thead>
<tbody>
<tr>
<td>total phenol</td>
<td>420.1</td>
<td>yes</td>
<td>1 liter glass w/H₂SO₄</td>
</tr>
<tr>
<td>total copper</td>
<td>220.2</td>
<td>yes</td>
<td>250 ml plastic w/HNO₃</td>
</tr>
<tr>
<td>detergents</td>
<td>425.1</td>
<td>yes</td>
<td>1 liter glass</td>
</tr>
<tr>
<td>total coliform B</td>
<td>SM 9222</td>
<td>yes</td>
<td>Corning sterilized polypropylene</td>
</tr>
<tr>
<td>fecal coliform D</td>
<td>SM 9222</td>
<td>yes</td>
<td>Corning sterilized polypropylene</td>
</tr>
</tbody>
</table>

If yes, attach a copy of chain-of-custody record.

Comments:____________________________________________________________________________________

______________________________________________________________________________________________

Field data sheet completed by: (Signature) ___________________________________________________________
SARASOTA COUNTY
GOVERNMENT

PEACETIME
EMERGENCY
PLAN

EMERGENCY MANAGEMENT
Mr. Gregg Feagans, Director
Sarasota County Department of Emergency Management
Room 304, Sarasota County Administrative Center
101 South Washington Boulevard
Sarasota, Florida 34237

Dear Mr. Feagans:

The Division of Emergency Management (DEM) has reviewed the triennial update to the Sarasota County Peacetime Emergency Plan (PEP) Element of the County Emergency Management Plan. Based on our review, the PEP meets the content requirements of Rule 9G-7, Florida Administrative Code (FAC). We find the Sarasota County PEP to be one of the better plans in the state, and I want to extend my compliments to you and Ms. Debbie Peery for a job well done. The next triennial review date for the PEP is December 1993.

Thank you for your cooperation and efforts in this planning endeavor. The DEM's Natural Disaster Planning Section is available to assist you with future efforts. If you have any questions regarding this review, please call Charlie Worthen at (904) 487-4915.

Sincerely,

Rod M. Westall, Chief
Bureau of Planning

cc: Denise Johnston
Ted Keith
RESOLUTION NO. 91-377

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS
SARASOTA COUNTY, FLORIDA

RE: Sarasota County Peacetime Emergency Plan

WHEREAS, the Sarasota County Peacetime Emergency Plan has been determined by the State of Florida, Department of Community Affairs, Division of Emergency Management to be in compliance with Chapter 9G-7, Florida Administrative Code; and

WHEREAS, Chapter 9G-6, Florida Administrative Code, requires the governing body of Sarasota County to adopt by resolution, the Sarasota County Peacetime Emergency Plan.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SARASOTA COUNTY, FLORIDA, THAT:

1. The document marked Exhibit "A," attached hereto and made a part hereof, is hereby adopted as the Sarasota County Peacetime Emergency Plan.

2. This Resolution shall take effect immediately upon its adoption.

3. The Clerk to the Board shall send a certified copy of this Resolution to the Division of Emergency Management of the Department of Community Affairs of the State of Florida.

PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF SARASOTA COUNTY, FLORIDA, this 12th day of November 1991.

BOARD OF COUNTY COMMISSIONERS OF SARASOTA COUNTY, FLORIDA

BY: __________________________

ATTEST:

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

By: __________________________

Deputy Clerk
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<tr>
<td>HAZARD MITIGATION</td>
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I. INTRODUCTION

A. PURPOSE
To establish uniform policy and procedures for the effective coordination of action to cope with a wide variety of natural disasters of varying degrees of magnitude and severity that might affect the health, safety, or general welfare of the people of Sarasota County. Provisions are made for the needed flexibility of direction, coordination and method of operation to accomplish the following specific purposes:
1. Minimize suffering, loss of life, personal injury, and damage to property resulting from hazardous and emergency conditions.
2. Minimize disaster-related material shortages and service system disruptions which would have an adverse impact on the residents, the economy, and the well-being of the County.
3. Provide relief and promote short-range and long-range recovery in disaster areas.

B. SCOPE
The Sarasota County Peacetime Emergency Plan encompasses the following:
1. Describes the various types of emergencies and disasters which are likely to occur and provides procedures for disseminating warnings and for determining, assessing, and reporting the severity and magnitude of such disaster.
2. Establishes the concepts under which the Sarasota County Government will operate in response to disasters by:
   a. Defining the responsibilities of elected and appointed local government officials and Department Heads.
   b. Defining the emergency roles and functions of City and County Departments and agencies.
3. Establishes a framework for expeditious, effective, and coordinated employment of City and County resources.

C. ASSUMPTIONS
1. That advance adverse weather warnings are received from the National Weather Service. Such warnings should contain sufficient detailed information to warrant implementation of local plans and resources.
2. That the occurrence of a disaster is reported to the Sarasota County Department of Emergency Management.
3. That when a disaster occurs in the County, local authorities may request State assistance, declare a State of Peacetime Emergency and;
4. That the Governor will declare a State of Peacetime Emergency and that the provisions of the State Peacetime Emergency Plan will be invoked.

D. SITUATION
1. Many residents and visitors in Sarasota County are unaware or complacent about the potential for severe natural disasters in the County. All parts of the County are subject to natural disasters at any time and with limited advanced warning. Because of its low coastal areas and areas of high water table, Sarasota County is particularly vulnerable to inundation by tidal actions and flooding due to heavy rains.
2. Sarasota’s position of latitude and longitude places it within the so-called “Hurricane Belt.”
3. The principal natural destructive forces affecting Sarasota County are as follows:
   a. Severe thunderstorms - are often accompanied by wind, hail, flooding, and lightning and can occur throughout the County in all seasons of the year.
   b. Tornadoes - are characterized by violent winds and pressure differentials as well as hail, flooding, and lightning, which frequently accompany them. The entire County is vulnerable to the effects of tornadoes.
   c. Hurricanes - generate high winds, wave action, and flooding. Although coastal areas are most susceptible, wind and water damage can extend inland.
   d. Flooding - can be in the form of flash floods, rising water, or flooding from wind-driven or wind-held water. Flooding is generally associated with other weather-caused destructive forces.
   e. Droughts and other water shortages - can be particularly damaging to crops and livestock and can affect the entire County.
   f. Forest and grass fires - are a continuing threat which cause annual losses to timber and agricultural interests.
   g. Frost and freezes - can cause damage in all areas of the County and can be particularly destructive to the winter agricultural efforts within the County.
4. In addition, the accidents involving hazardous materials may threaten both life and property anywhere within the County.

E. DEFINITIONS
1. Natural Disaster - as used herein, “Natural Disaster” means any storm, hurricane, flood, fires, civil disturbance, or other catastrophe resulting in damage, hardship, or suffering. The term does not mean enemy attack and acts of sabotage.
2. Major Disaster - As used herein “Major Disaster” means any natural disaster which, in the determination of the President of the United States, is or threatens to be of sufficient severity and magnitude to warrant disaster assistance by the Federal Government to supplement the efforts and available resources of the state and local governments, provided that the Governor shall certify the need for assistance under Public Law No. 100-707 and shall give assurance of the expenditure of a reasonable amount of funds of the state and local governments, for alleviating the damage, loss, hardships or suffering resulting from such disaster.

3. Disaster Resulting From Accidental Causes - As used herein, disaster resulting from accidental causes means nuclear accidents, explosions, spills of hazardous materials, industrial fires or other disasters of sufficient severity to warrant disaster assistance to the local government to alleviate the damage, suffering, hardship, or danger to the public. Assistance shall be rendered in any reasonable manner by all agencies or departments of the state government having a Disaster Preparedness responsibility. The term includes disasters resulting from major aircraft crashes.

4. American Red Cross Disaster Shelter - As used herein, an American Red Cross Disaster Shelter is one that provides temporary shelter from the elements with limited feeding and health services.

5. Weather Terminology
   a. Advisory - Advisory messages are issued by the U.S. Environmental Science Services Administration Weather Bureau concerning Tropical Storms and Hurricanes. An advisory concerning Sarasota County is issued by the U.S. Weather Bureau in Tampa. An advisory gives details as to where the tropical storm or hurricane is located, its intensity and direction, and speed of movement.
   b. Bulletin - A weather bulletin is a public release from the U.S. Weather Bureau Service during the periods between advisories, giving latest details on the tropical storm or hurricane.
   c. Hurricane - A violent storm originating over tropical waters with winds near its center reaching 74 mph (64 knots) and higher. In the Northern Hemisphere, winds in hurricanes blow in a counterclockwise direction around the center and the size of the storm may range from 30 to 1,000 miles in diameter.
   d. Hurricane Center or “Eye” - The relatively calm area near the center of the storm. In this area, winds are often light and the sky may be seen, as it is often only partly covered by clouds.
   e. Hurricane Watch - An announcement issued by the U.S. Weather Bureau to the public and all other interests, via press, radio and TV, whenever a tropical storm or hurricane becomes a threat to coastal areas. A hurricane watch IS NOT A WARNING. A watch indicates that the hurricane is near enough that everyone in the area concerned by the Watch should listen for subsequent advisories in case hurricane warnings are issued. A “Hurricane Watch” implies the possibility of dangerous conditions within 24 to 48 hours.
   f. Hurricane Warning - A warning which indicates that hurricane winds of 74 mph (64 knots) and higher, or a combination of dangerously high water and very rough seas (in this case with winds as low as 60 mph) are expected in specified coastal areas. When a hurricane warning is announced, it is of utmost importance that ALL precautionary measures and actions be instituted immediately for the protection of life and property.
   g. Storm Tide - The abnormally high water that is associated with tropical storms or hurricanes as they approach or move across the coastal lines. Advisories often contain information as to how many feet the “Storm Tide” will exceed the normal height.
   h. Tide Surge - A large mound of water that immediately precedes the eye of the hurricane as the storm travels over large areas of sea.
   i. Tropical Depression - A tropical depression is an area of low atmospheric pressure originating over tropical waters, with winds blowing counterclockwise around the center at speeds less than 39 mph (34 knots).
   j. Severe Weather Warning - A formal Weather Bureau message advising the possibility of severe weather in specified areas, including severe thunderstorms, high winds, heavy rainfall, and the possibility of tornadoes being associated with the front.
   k. Tornado - A violent destructive whirling wind accompanied by a funnel-shaped cloud that progresses in a narrow path over the land.
   l. Tornado Watch - An announcement issued by the U.S. Weather Bureau to the public and all other interests, via radio and TV, whenever severe weather conditions present the possibility of the occurrence of tornadoes. A TORNADO WATCH IS NOT A WARNING. Whenever a TORNADO WATCH is issued for Sarasota County, the local Emergency Broadcasting stations, WIXY (930 KHZ) and WENG (1530 KHZ), should be monitored for subsequent advisories and be ready to take protective action in case a tornado warning is issued.
   m. Tornado Warning - Means that a tornado or tornadoes have actually been sighted within Sarasota County. Everyone in the immediate or threatened area should take immediate actions for the protection of life and property.
   n. Gale Warning - A warning of winds with the range of 39 to 54 mph (34-47 knots). Gale warnings may precede or accompany a hurricane watch and may be used as the warnings for coastal
section adjacent to an area under a hurricane warning.

6. Squall - A strong wind usually associated with a thunderstorm or shower, which maintains its peak speed over a period of two (2) or more minutes and then decreases quickly.

II. GEOGRAPHY

NOTE: The source for the following information is Apoxsee, the Revised and Updated Sarasota County Comprehensive Plan.

Sarasota County is located in the southwestern part of the Florida peninsula on the Gulf of Mexico. The County extends a distance of 30 miles from north to south along the coast of Mexico, and at its widest point some 27 miles from east to west. It has 35 miles of Gulf beach shoreline. It is bounded on the North by Manatee County, on the east by Manatee and DeSoto Counties, on the south by Charlotte County. It has three heavily populated barrier islands: Longboat Key, Lido Key and Siesta Key; and two lesser populated islands: Casey Key and Manasota Key. Together, these keys effectively absorb the brunt of the forces brought by waves, winds, and occasional storms. These are all, as are the bayfront areas of the mainland, subject to extensive damage by tidal surges during a hurricane attack. Approximately 82,000 people from these areas would have to be evacuated. In addition, Sarasota County has approximately 39,000 mobile home dwellers who would also have to be evacuated under hurricane attack.

Sarasota County’s geography is typically a flat coastal plain, encompassing 587.3 square miles of land mass and 32.7 square miles of inland water. The County’s flat topography is characterized by isolated swamps and marshes connecting into sloughs and meandering streams. The topography ranges in elevation from mean sea level along the coast and the lower Myakka River to a height of 95 feet in the Northeast corner of the County near Verna.

Topography is the most important physical parameter in determining Sarasota County’s drainage characteristics. Although the County’s topography is quite flat, sufficient gradient does exist to produce a series of somewhat poorly drained basins. Because of this flat topography, the County does not have an extensive river system. Sarasota County has four regional drainage basins, including the Manatee River Basin, the Sarasota Bay Basin, the Myakka River Basin, and the Charlotte Harbor Basin. Areas within the 100-year flood prone area are shown in Figure 1.

Increases in the development in the flood prone areas increases the risk of flooding.

The designated coastal area of unincorporated Sarasota County contains roughly 765 acres of commercial development, 10,610 acres of residential and 200 acres of recreational development, which does not include beaches.

Present urban development in the County occurs primarily along the Gulf coast with the heaviest concentrations around the Cities of Sarasota, and Venice, and in the Englewood area. To the east, Interstate 75 marks the furthest extent of significant urban land use with the exception of scattered pockets of residential subdivision development.

The County’s barrier islands, in addition to those within the Town of Longboat Key and the City of Sarasota, will likely reach maximum development capacity during the 1990’s at which time minimal additional growth is expected.

Generalized land uses are depicted in Figure 2.

Additional details pertaining to projected development and growth, land use, and demographics are contained in Apoxsee, the Sarasota County Comprehensive Framework for the Future.

III. HAZARDS ANALYSIS

A. Hurricanes

1. History - As a general hazard, hurricanes have historically caused a great deal of damage in the State of Florida. They usually have a regional multi-county impact, affecting the lives of thousands of citizens. As in the rest of the Southwest Florida Region, Sarasota County has suffered no direct hit from a hurricane since Donna in 1960. The County did suffer damage from Elena and Juan in 1985. Elena caused some wave erosion along the barrier islands, and flooding of the back bay area along Blue Heron Drive. Most of the damage from Juan occurred on the middle portion of Longboat Key, in the northerly portion of Sarasota County. The 1987 Hurricane Floyd produced heavy rains and strong winds in the County. Figure 3 shows storm tracks since 1944.

2. Vulnerability - Due to its geographic location in the subtropics, adjacent to the Gulf of Mexico, the entire County is vulnerable to damage caused by hurricane-force winds and related flooding. Storm surge presents the greatest threat to coastal areas. The hurricane vulnerability of Sarasota County was analyzed using a numerical storm surge prediction model known as SLOSH. The projected storm surges by hurricane categories are shown in Figure 5.

Sarasota County Population Estimates for Evacuation Zones are detailed in Figure 4. Sarasota County Population Estimates for Evacuation Zones are detailed in Figure 5. Vulnerability will be discussed for each of the categories of storms (1 through 5).

Category 1 - Winds of 74 to 95 miles per hour. May produce inundation of areas less than nine feet above mean sea level at the coast.

Category 2 - Winds of 96 to 100 miles per hour. May produce inundation of areas less than 12 feet above mean sea level at the coast.

Category 3 - Winds of 111 to 130 miles per hour. May produce inundation of areas up to 10 feet above mean sea level at the coast.

Category 4 - Winds of 131 to 155 miles per hour. May produce inundation of areas up to 20 feet above mean sea level at the coast.

Category 5 - Winds greater than 155 miles per hour. May produce inundation of areas up to 23 feet above mean sea level at the coast.
3. Probability - By necessity, probability of occurrence is based on long-term trends established by historical data. This is an imprecise method of forecasting, but the only one available to researchers at present. Using the figure that 29 hurricanes have affected the County in the years 1873-1983, there is a “1” in "3.7" annual chance that Sarasota County will experience the effects of a hurricane, a “1” in “20” chance a hurricane will make landfall somewhere in the County, and a “1” in “100” chance that the hurricane will be a Category 5 on the Saffir/Simpson Hurricane Scale.

B. Floods

For Florida as a whole, flooding is a continuous problem. Flooding can result from either storm surge, riverbank overflow or ponding. Sarasota County is susceptible to all three of these threats.

Storm surge is a large dome of water precipitated by low pressure within the eye of a hurricane. Because it can reach a height of 18 feet above normal sea level and encompass a 50-mile wide stretch, its potential for destruction near the coastline (and inland) is massive. A direct on Sarasota County by a Category 1 or better hurricane would result in extensive damage to residential and commercial structures, roadways, and public facilities located along, and near, the coast.

Ponding occurs in low-lying areas that are characterized by either poorly drained or super saturated soils (high water table). This type of flooding is a problem in Sarasota County, particularly in the eastern and southern portions of the County where relief is low and wetlands predominate.

The Map shown in Figure 4 shows routes subject to rainfall flooding.

1. History - Flooding has occurred frequently in Sarasota County over the past 100 years. Though early recollections prior to the 1930's are vague, they nevertheless exist. The worst flood in Sarasota County's history occurred in 1962, following over 16 inches of rain in a 48-hour period. General flooding in the County has typically accompanied storms which have passed over or near Sarasota, as happened in the "No Name" storm of 1982. The storm which occurred in 1982 resulted in severe flooding along the bays and coastline of Sarasota County. Due to heavy rainfall and wind in the region, floodwaters inundated residential areas on the coastal islands, and covered roadways. Because the number of floods which have occurred in Sarasota County over the last 100 years is greater than four, the historical rating is high.

2. Probability - Due to the frequency of flooding which has occurred in the County over the last 100 years (less than “1” in “10”), the probability rating is medium.

3. Vulnerability - Because of their proximity to bodies of water, or low-lying areas, communities vulnerable to flooding include the cities of Englewood, North Port, Venice, Sarasota, and the Town of Longboat Key. As previously mentioned, several highways which interconnect these cities are also prone to submersion.

Besides the threat to human life and property, flooding can threaten woodlands and agricultural crops. In addition, floodwaters could cause wastewater treatment facilities to shut down, contaminate local water supplies, and disrupt utilities. Major flooding occurring in the County would have a significant impact on both population, property, and economy; therefore, the vulnerability rating for both is high.

4. Maximum Threat - The worst case scenario (a 100-year flood event) would result in a flooding of the County's lowlands and rivers. This would occur following an extended period of rainfall in Central Florida. As a result, several communities and roadways within the County would be inundated. Major property losses could be expected in the communities previously mentioned. Floodwaters would also submerge portions of US41 and east/west highways. The loss of these transportation networks would hinder evacuation and relief efforts, making it difficult to provide emergency response services. In terms of this Maximum Threat situation, the impact on population, property and economy would be medium.

C. FREEZES

Sarasota County is susceptible to freezing temperatures and damage resulting from freezes. The damage that can result from a freeze is an economic one, not one affecting persons or property directly. Personal injury or death due to freezes is not considered a hazard in this analysis.

1. History - There have been 10 incidents of freezes causing damage to the citrus industry in the County since 1900. Freezes have been recorded in the following years within Sarasota County:

   1917   1962
   1934   1977
   1940   1981
   1957   1982
   1954   1983

   The historical rating is high.

2. Probability - A severe freeze in Sarasota County is possible each winter season. The exact probability would be very difficult to determine, but based on past experiences, it would be very low. The most damage is done when a severe freeze occurs early or late in the winter season; the probability rating is high.

3. Vulnerability - The entire citrus vegetable industry is vulnerable to freezes.

4. Maximum Threat - The maximum threat for the County would be for a late or early season freeze to occur.
D. WILD FIRES

Wild fires in Florida cause a considerable amount of damage both to the environment and personal property. Annual damage caused by wild fires in the state range in the millions of dollars. Sarasota County has a number of wild fires each year. This is a real concern to County officials for over 81% of the County (322,257 square acres) is vulnerable to wild fires.

1. History - Sarasota County has experienced many small, and large scale fires. Over the past 10 years, a total of 765 forest fires have occurred, affecting a total of 35,628 acres. A few of these fires have encroached upon the residential areas; therefore, the history is high.
2. Probability - There is a relatively high probability that Sarasota County will experience a wild fire. Based on the historical record, there will be an average of 76 recorded fires in any given year in the County.
3. Vulnerability - Because of the botanical composition of the County, approximately 81% of it is vulnerable to wild fires. Also, a number of homes are at risk to forest fires, especially since Sarasota County does not have the capability to respond to the majority of wild fires, relying heavily on the Division of Forestry, Department of Agriculture and Consumer Services for fire protection. The vulnerability rating is low.

E. HAZARDOUS MATERIALS:

Any substance that could cause damage to the environment or the population, if released, would be considered a hazardous material. As a whole, the State of Florida daily stockpiles, uses, and transports many substances that are considered hazardous.

Sarasota County is exposed to a number of these hazardous materials and sites that, if an accident were to occur, could have an adverse effect upon people, property, and the economy. The 1988 passage of the SARA Title III legislation and mirroring state legislation, and the promulgation of the Sarasota County Hazardous Materials Plan, have been extremely instrumental in increasing County-wide preparation for response to a hazardous materials accident. The legislation requires facilities to report storage of threshold quantities of hazardous materials.

1. History - Consistent records of hazardous materials accidents were not kept prior to 1979 on a statewide basis. Records maintained at the Sarasota County Department of Emergency Management office reveal there were no reported major incidents prior to 1979.

With the passage of the SARA Title III legislation, detailed reporting requirements for releases of hazardous materials became a requirement.

The Sarasota County Fire Department Hazardous Materials Team presently responds to 13 to 15 hazardous materials incidents per month. During the period October 1989 to September 1990, the City of Sarasota Hazardous Materials team responded to four hazardous materials fires and 136 hazardous materials spills.

2. Probability - There is a high probability of a hazardous materials accident in Sarasota County. A transportation accident involving hazardous materials along Interstate 75 poses a great threat. Probability is addressed in the detailed hazards analyses in the Sarasota County Hazardous Materials Plan.
3. Vulnerability - Vulnerability is usually a function of density and distance of population from a potential source. A county may have a high number of incidents each year that involve hazardous materials; however, if they occur in areas that are free from population, major highways, or major recharge areas for groundwater, the threat and/or damage is negligible. Anytime there are transportation routes, inclusive of roads, rail lines, waterways, etc., there exists the potential threat of a transportation mishap involving a hazardous substance.

Transportation routes for extremely hazardous substances stored by reporting facilities are addressed in the Sarasota County Hazardous Materials Plan. If a hazardous materials accident occurred on the railroad, near the School Avenue and Ringling Boulevard intersection, as many as 1,000 persons and 100 buildings could potentially be affected.

F. TORNADOS

1. History - Florida ranks fourth in the nation in the occurrences of tornados, after Texas, Oklahoma, and Kansas. In the 31 years between 1953 - 1982, Florida reported 1,285 tornados, which represents a yearly average of 43, and 54 deaths directly resulting from the violent winds associated with them. From 1950 - 1976, Sarasota County has reported 27 tornados. Minor incidents of tornados touching down during a severe weather warning causing minor damage on an annual basis. The County also experiences numerous waterspouts over the Gulf of Mexico and Sarasota County bays that often come ashore. Even though they are short-lived, they have the potential to damage some coastal businesses and injure beach goers.

2. Probability - Based on the historical trend of the past 30 years, Sarasota County would expect to receive a tornado approximately once every year. The expected tornado size would be approximately 475 feet wide and less than one mile long, traveling from a southwest to northeast direction.

3. Vulnerability - Because of the unpredictable pattern of tornados, and because the entire state, including Sarasota County, has a relatively high recurrence frequency, all of the County is vulnerable to tornado-induced damages. This is particularly true in the more populated areas along the 3-mile-strip next to the coast. The damage potential for a tornado increases as a function of population density. As the number of structures and people increase, the potential damage/injury rate increases. Because of their construction, the 38,742 mobile homes in the
County are especially vulnerable to the high winds of tornadoes.

4. Maximum Threat - Since Sarasota County and other sections of the state have experienced a F4-F5 type (Fujita Intensity Scale) tornado, the maximum threat to Sarasota County would be the occurrence of a F4-F5 tornado, with generated wind speeds of between 207 - 260 mph. Refer to the following map of downtown Sarasota for a theoretical view of the most destructive path such a tornado could take in Sarasota County. Beginning at the southwest corner of Sarasota, moving to the northeast, a tornado of this magnitude could affect 50 residences, including a total potential population of 1,000, one middle school, which has an average enrollment and staff of 1,100, a hospital with 726 beds that are normally full, 94 commercial establishments, a mall type shopping center, and one church. The most damaging time for it to occur would be on a school day, during normal business hours when many people would be in the area businesses with children in school.

G. INDIRECT NUCLEAR EFFECTS

General - The possibility of a direct nuclear attack upon Sarasota County is remote; however, the indirect effect of a nuclear attack, radioactive fallout, requires protection from the deadly radiation associated with this hazard.

1. History - A history of occurrence for a nuclear attack does not exist for Sarasota County or for the remainder of the United States.

2. Probability - Because a history of occurrence for a nuclear attack does not exist for Sarasota County or the remainder of the United States, the probability of occurrence for the indirect effects of this hazard would have to be considered low.

3. Vulnerability - The indirect effect of radioactive fallout upon Sarasota County affects the entire population of the County. Depending upon wind direction, fallout could and may be distributed from nearby risk areas as well as other risk areas, over every square mile of the County. The entire population of this County would require shelter from the indirect effects of a nuclear attack rating it high. The damage caused to structures/property would be minimal, therefore rating it low.

Based upon documentation transmitted to Sarasota County Department of Emergency Management, December 4, 1978, by the State of Florida Department of Community Affairs, the Venice area of Sarasota County is designated as a Nuclear Risk area. Subsequent follow-ups by Sarasota County Department of Emergency Management have failed to identify Venice area targets. As supported by research or specific guidance, Sarasota County's direct effects vulnerability may be elevated to high.

4. Maximum Threat - The threat to the population and property from the indirect effects of a nuclear attack would be considered the same for Sarasota's vulnerability.

IV. DEMOGRAPHICS

The total population of Sarasota County according to the Apaxsee is 277,776. The 1987 Hurricane Evacuation Study Update (Southwest Florida Regional Planning Council) forecasted a total of 247,144 persons in July and 280,003 persons in November for 1991. The seasonal occupancy rates are as follows:

<table>
<thead>
<tr>
<th>UNIT TYPE</th>
<th>JULY</th>
<th>NOVEMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single-Family</td>
<td>96%</td>
<td>97%</td>
</tr>
<tr>
<td>Duplex</td>
<td>96%</td>
<td>95%</td>
</tr>
<tr>
<td>Condominium</td>
<td>51%</td>
<td>64%</td>
</tr>
<tr>
<td>Mobile Home</td>
<td>43%</td>
<td>75%</td>
</tr>
<tr>
<td>Recreational Vehicle</td>
<td>18%</td>
<td>41%</td>
</tr>
<tr>
<td>Apartment</td>
<td>70%</td>
<td>78%</td>
</tr>
<tr>
<td>Motel/Hotel</td>
<td>54%</td>
<td>63%</td>
</tr>
</tbody>
</table>

Additional demographic figures as supplied by the Sarasota County Planning Department are as follows:

<table>
<thead>
<tr>
<th>POPULATION</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1950</td>
<td>28,827</td>
</tr>
<tr>
<td>1960</td>
<td>76,558</td>
</tr>
<tr>
<td>1970</td>
<td>120,413</td>
</tr>
<tr>
<td>1980</td>
<td>202,251</td>
</tr>
<tr>
<td>1987</td>
<td>251,253</td>
</tr>
<tr>
<td>1990</td>
<td>277,776</td>
</tr>
</tbody>
</table>

| POPULATION CENTERS | | |
|--------------------|---------|
| City of Sarasota   | 51,781  |
| City of Venice     | 15,553  |
| City of North Port | 12,000  |

<table>
<thead>
<tr>
<th>POPULATION GROWTH RATE</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1950-1960</td>
<td>166%</td>
</tr>
<tr>
<td>1960-1970</td>
<td>64%</td>
</tr>
<tr>
<td>1970-1980</td>
<td>68%</td>
</tr>
<tr>
<td>1980-1985</td>
<td>18%</td>
</tr>
<tr>
<td>1980-1987</td>
<td>24%</td>
</tr>
<tr>
<td>1980-1990</td>
<td>37%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>POPULATION FORECASTS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1990</td>
<td>277,776</td>
</tr>
<tr>
<td>2000</td>
<td>329,400</td>
</tr>
<tr>
<td>2010</td>
<td>372,600</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>POPULATION DISTRIBUTION</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BY AGE GROUP</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>MEDIAN AGE</td>
<td></td>
</tr>
<tr>
<td>1960</td>
<td>40.6</td>
</tr>
<tr>
<td>1970</td>
<td>49.6</td>
</tr>
<tr>
<td>1980</td>
<td>58.9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOURIST POPULATION INCREASE DURING SEASON</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>70,358</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AREAS WITH HIGH CONCENTRATION OF TOURISTS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Coastal areas in municipalities.</td>
<td></td>
</tr>
</tbody>
</table>
SPECIAL FACILITIES/POPULATIONS

There are a number of special facilities and populations that should be considered when doing a Hazard Analysis for Sarasota County. Special facilities/populations are those which would be, in effect, more vulnerable to the effects of given hazards than the general inventory of facilities or the general population. This could include portable or mobile buildings which are unable to withstand the effects of a natural disaster such as hurricane or tornado winds, or a population which is not able to protect itself without assistance, such as a hospital or nursing home.

According to the Southwest Florida Regional Planning Council's Hurricane Evacuation Study Update 1987, there are an estimated 36,659 dwelling units in the storm Category 1 zone of Sarasota County. This estimate includes hotel/motel rooms, recreational vehicles, and mobile homes as well as single and multi-family units. The figure represents about 29 percent of the dwelling units in the County and an estimated 53,960 to 62,540 people.

The County anticipates the needs of persons requiring special medical attention and/or those having no personal transportation through the People with Special Needs Program. As of December 1987, there were 1,076 registered people with special needs. Registrations are tied into the County 9-1-1 system, and separated into one of three categories:

- No medical screening required, shelter only
- Medical triage required prior to assignment to hospital or nursing home
- Ongoing medical care and hospitalization required.

There is one County facility designated as a People with Special Needs shelter, located at Sarasota Vocational Technical Institute.

The largest special concern group in the County and the entire Southwest region is the population 65+. Thirty percent of the County's 1980 population consisted of residents in this age group. There is no sufficient data regarding the handicapped population of Sarasota County.

There are two groups of farm worker populations: migrant workers, who follow the crops, and seasonal workers, who live in the area and work the crops in season. The base or average population for these workers is 350. The population increases to about 300—600 in the summer months. The heaviest concentration of the workers is around the Fruitville Road area where the farms are located.

The number of group home facilities by area and their capacities are as follows: (Source: Apoxsee)

<table>
<thead>
<tr>
<th>SARASOTA COUNTY:</th>
<th>Facility Type</th>
<th>Number of Facilities</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing Homes</td>
<td>21</td>
<td>2,160</td>
<td></td>
</tr>
<tr>
<td>ACLF</td>
<td>30</td>
<td>1,391</td>
<td></td>
</tr>
<tr>
<td>Child Care</td>
<td>2</td>
<td>28</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>54</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>UNINCORPORATED COUNTY</th>
<th>Facility Type</th>
<th>Number of Facilities</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing Homes</td>
<td>7</td>
<td>657</td>
<td></td>
</tr>
<tr>
<td>ACLF</td>
<td>18</td>
<td>590</td>
<td></td>
</tr>
<tr>
<td>Child Care</td>
<td>1</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>26</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CITY OF NORTH PORT</th>
<th>Facility Type</th>
<th>Number of Facilities</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing Homes</td>
<td>1</td>
<td>120</td>
<td></td>
</tr>
<tr>
<td>ACLF</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Child Care</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CITY OF SARASOTA</th>
<th>Facility Type</th>
<th>Number of Facilities</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing Homes</td>
<td>9</td>
<td>1,105</td>
<td></td>
</tr>
<tr>
<td>ACLF</td>
<td>8</td>
<td>602</td>
<td></td>
</tr>
<tr>
<td>Child Care</td>
<td>1</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>18</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CITY OF VENICE</th>
<th>Facility Type</th>
<th>Number of Facilities</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing Homes</td>
<td>4</td>
<td>478</td>
<td></td>
</tr>
<tr>
<td>ACLF</td>
<td>5</td>
<td>199</td>
<td></td>
</tr>
<tr>
<td>Child Care</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>9</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOWN OF LONGBOAT KEY</th>
<th>Facility Type</th>
<th>Number of Facilities</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing Homes</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>ACLF</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Child Care</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

Additional special facilities and populations include seven hospitals with a total of 1,607 beds; 8 mental health clinics; 31 public schools and four special educational facilities. A map showing the location of group home facilities in unincorporated Sarasota County is included in Figure 6.

None of the hospitals or nursing homes are located inside the flood zones 1 or 2. The floor and street elevations for the American Red Cross shelters in Sarasota County are listed in Figure 7.

V. AUTHORITY

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
1. Chapter No. 252, Florida Statutes, "State Emergency Management Act"
2. Current Governor's Executive Order (Emergency Management)
   a. Adjoining counties
c. The Sarasota County Emergency Operations Center, located in the Sarasota County Administration Center, is designated as the primary Emergency Operations Center for overall control of disaster operations within Sarasota County. Functions to be performed in the Sarasota County EOC include but are not limited to: receipt and dissemination of emergency information and instructions, direction and control of emergency preparedness, response and recovery operations, coordination with appropriate emergency-related officials, agencies and organizations; collection and analysis of pertinent data; management of emergency support staff resources i.e., personnel, facilities, equipment and supplies; and issuance of emergency public information, instructions and directives for protection of life and property.

d. The Emergency Operations Center will be activated when the current emergency is of such a magnitude that response by and coordination of several county and/or city departments is required. The Director of the Department of Emergency Management shall activate the Sarasota County Emergency Operations Center under emergency conditions. He shall coordinate all directives from the Board of County Commissioners with Emergency Operations personnel and appropriate department directors.

e. The preparation, staffing, and conduct of emergency operations will be based on the type of threat to Sarasota County. Should state or Federal assistance be required, he shall contact the local Government Assistance Representative, South Florida Area office by NAWAS, inform him of the need and specify the type of assistance required.

f. The Sarasota County Emergency Operations Center, staffed by County, City, Federal government, American Red Cross personnel, appropriate communications personnel, and personnel from any other needed agency, will serve as the coordinating center for County-wide Emergency Operations and Public Information Center. The activation notification list for the EOC will be maintained by the Director of the Department of Emergency Management.

g. Initially, calls will be made to those staff members who are required for the conduct of immediate EOC operations. Only those County Departments or agencies that perform essential functions will be required to remain on duty during the period of emergency. This will be determined by the Chairman of the Board of County Commissioners or his authorized representative, upon the recommendation of the Director of the Department of Emergency Management.

VII. CONCEPT OF OPERATIONS

A. GENERAL

1. In the event of an impending or actual natural disaster involving Sarasota County:
   a. The Chairman of the Board of County Commissioners or his authorized representative will normally establish his command post at the County Emergency Operations Center.
   b. The first County Law Enforcement Officer to arrive at the scene of a localized disaster will assume command at the disaster scene until relieved by a higher authority.

b. Private business and industry

c. All other groups or individuals

d. State and Federal agencies. Any additional assistance required at any level will be requested through the Sarasota County Department of Emergency Management.

VI. ORGANIZATION

A. NORMAL

Sarasota County is a Home Rule Charter County. It has a County Administrator who reports directly to the Board of County Commissioners. Eighteen Department Heads and the Director of the Department of Emergency Management report to the County Administrator. There are four municipalities in Sarasota County.

B. EMERGENCY

1. Federal - Federal agencies having an operational or support mission, to include military forces, are available to augment local resources in a major disaster when such assistance is not available at the Area or State level. Local requests for Federal assistance will be made through normal Emergency Management channels.

2. State/Area - The resources of all State Agencies are considered to be available to support emergency operations at the County and municipal level in minimizing the effects of natural disasters. Such additional assistance will be requested through normal channels.

3. Sarasota County - The resources of all County and Municipal governmental departments and agencies are considered to be available at the County and/or Municipal level in minimizing the effects of natural disaster; these resources will be supplemented, as determined by necessity and availability, by voluntary assistance from:
   a. Adjoining counties
   b. Private business and industry
   c. All other groups or individuals
   d. State and Federal agencies. Any additional assistance required at any level will be requested through the Executive Director of the Sarasota County Department of Emergency Management.
A typical list briefly outlining department responsibilities that support the implementation of the Peacetime Plan is shown as a Hurricane Increased Readiness Checklist in Annex 5. Additionally, each County department under the Board of County Commissioners has developed a detailed Standard Operation Procedure for emergencies outlining specific departmental actions, staffing, and resources during a declared emergency.

h. County Departments or agencies not assigned to the EOC will conduct emergency operations from their present assigned facilities, unless prohibited by existing conditions or upon instructions by the Chairman of the Board of County Commissioners or his authorized representative.

i. All County Departments or agencies, including those with functions declared non-essential to emergency operations, will secure their facilities, records and equipment against possible loss or damage and take such action as is necessary to insure the safety of assigned personnel.

j. The County Administrator, or his designated Deputy County Administrator, shall coordinate all activities between the Board of County Commissioners and elected officials, and city/town managers/mayors by the most expedient means available including radio and telephone.

k. The Deputy County Administrators shall coordinate activities between their respective Department heads and the Director of Emergency Management.

l. The Sarasota County EOC will be de-activated by the Chairman of the Board of County Commissioners or his authorized representative, upon the recommendation of the Director of the Department of Emergency Management.

B. EMERGENCY OPERATIONS

1. Operational conditions which apply to natural disasters are:
   a. Pre-emergency conditions
   b. Emergency conditions
   c. Post emergency conditions

2. Operational phases will be used as follows:
   a. PHASE I - Pre-emergency or preparatory activities
   b. PHASE II - Immediate emergency functions and preparations for evacuations
   c. PHASE III - Post-emergency recovery or cleanup

3. PHASE I - Functions performed shall include all preliminary emergency preparation that must be completed during this period which begins with the announcement that an alert is in effect. This announcement will be made approximately 48 hours before landfall in the event of an approaching hurricane, or immediately in the event of a suddenly occurring catastrophic disaster such as a major airplane crash or violent tornado.

   In addition, other emergency related initial actions include:

   a. Chairman of the Board of County Commissioners or his authorized representative shall:
      1. Staff the Sarasota County Emergency Operations Center.
      2. Conduct emergency planning meetings of Department heads as required.
      3. Based on the type of emergency and anticipated or actual effects, determine the emergency operating forces required and issue the necessary implementing directions.

   b. The Sarasota County Administrator shall:
      1. Staff the Sarasota County Emergency Operations Center.
      2. Coordinate the activities of all Deputy County Administrators and Department Heads as required.

   c. The Deputy County Administrators shall:
      1. Staff the Sarasota County Emergency Operations Center.
      2. Coordinate the activities of their respective Department heads as required.

   d. The Sarasota County Attorney shall:
      1. Staff the Sarasota County Emergency Operations Center.
      2. Provide legal counsel to the Sarasota County Board of County Commissioners as required during the emergency.

   e. The Director of the Department of Emergency Management shall:
      1. Alert government officials, departments and agencies in accordance with S.O.P.
      2. Begin 48 hour or immediate emergency operations at the Sarasota County Emergency Operations Center.
      3. Exercise liaison with American Red Cross.
      4. Provide emergency information and instructions to the public in coordination with the American Red Cross.
      5. Coordinate the activities of Departments and agencies.
      6. Establish communications with Highlands, DeSoto, Manatee, Hardee, Lee, and Charlotte Counties, and SOFA Headquarters, if applicable.
      7. Check all current operating county-owned and in-County communications equipment.

   f. The Sarasota County Sheriff shall:
      1. Staff the Sarasota County Emergency Operations Center and establish law enforcement radio communications.
      2. Provide the necessary traffic control to expedite movement of personnel, supplies and
necessary equipment during preparations to meet the emergency.

3. Activate and head the Law Enforcement Coordination group comprised of one representative from each municipal law enforcement agency.

4. Control established evacuation routes and coordinate any evacuation with the Police forces of each municipality.

5. Call upon the National Guard for assistance as required.

6. Provide security (one officer/shift/shelter) to each public shelter opened during the disaster.

7. Inform the Director of the Department of Emergency Management of non-functional vehicles or defective radio equipment.

8. Provide escort or directional assistance to the Red Cross shelter food provisioning trucks entering Sarasota County.

g. The Sarasota County Chief of Fire Services shall:
   1. Inspect first aid and other rescue supplies and fire fighting equipment and augment as required.
   2. Staff the Sarasota County Emergency Operations Center and establish fire services radio communications.
   3. Inform the Director of the Department of Emergency Management of non-functional vehicles or defective radio equipment.
   4. Assist with any evacuation as required.
   5. Telephone the Special Needs population requiring ambulance transportation to the Special Care facility and place on alert to be moved. Prepare equipment needed for the evacuation.
   6. Coordinate the evacuation of Special Needs and handicapped and persons without transportation with the E.M.S. Medical Director and School Board Director of Transportation.

b. The Director of the Sarasota County Department of Transportation shall:
   1. Secure equipment and materials against hurricane winds at current work sites.
   2. Tire down or otherwise secure traffic control devices and signs to minimize damage during hurricanes.
   3. Designate and equip emergency standby repair and rescue crews.
   4. Have standby emergency generators in operational readiness.
   5. Inform the Director of the Department of Emergency Management of non-functional vehicles or defective radio equipment.
   6. Check the current list of appointed Damage Assessment Team members and place all members on standby.
   7. Staff the Sarasota County Emergency Operations Center and establish radio communications with all units on the Road and Bridge frequency.
   8. Provide radio equipped vehicles and operators to be dispatched through the Sarasota County Transit Department in conjunction with School Board buses to pick up People with Special Needs and non-driving public at risk.

i. The Director of the Sarasota County Parks and Recreation Department shall:
   1. Secure all buildings and equipment (lifeguard stands, picnic tables, waste receptacles, bathhouses, etc) located at the County-owned parks and beaches.
   2. Coordinate with the Director of the Sarasota County Department of Transportation to augment emergency standby crews as required.
   3. Provide emergency staff and operators to act as Disaster Preparedness telephone operators during EOC activation (ten positions). Provide the Director of the Department of Emergency Management with a list of personnel assigned prior to June 1 of each year.

j. The Director of Sarasota County Environmental Services Department shall:
   1. Secure own equipment and materials against hurricane winds at current work sites.
   2. Coordinate with County Department of Transportation to supplement emergency standby of crews and equipment as required.
   3. Inform the Director of Emergency Management of any non-functional vehicles or defective radio equipment.
   4. Staff the Sarasota County Emergency Operations Center and establish radio communications with all units on the Environmental Services frequency.
   5. Provide radio equipped vehicles and operators to be dispatched through the Sarasota County Transit Department in conjunction with School Board buses to pick up People with Special Needs and non-driving public at risk.

k. Medical:
   1. The Medical Director of the Sarasota County Health Department shall:
      a. Inspect and replenish necessary serums and other health and sanitation supplies to meet anticipated needs.
      b. Prepare for the news media, radio and television stations appropriate public announcements and emergency instruction pertaining to health matters.
      c. Staff the Sarasota County Emergency Operations Center and establish radio communications with all units on the Health Department frequency.
      d. Secure own equipment and materials against hurricane winds at current work sites.
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- Provide radio equipped vehicles and staff at pre-assigned public shelters and establish radio communication between the shelters and the Sarasota County Emergency Operations Center. Provide the Director of the Department of Emergency Management with a list of the personnel assigned for this purpose.

- Coordinate nursing home resources including bed availability with the E.M.S. Medical Director and Red Cross shelter staff.

2. The E.M.S. Emergency Medical Director of Sarasota County shall:
   a. Contact private medical and wheelchair transport companies for vehicle and personnel availability during evacuation and repopulation.
   b. Sign Memorandum of Understanding with such companies establishing run rate prior to need. Provide the Director of Emergency Management with copies of the Memorandums of Understanding.
   c. Staff the E.M.S. Emergency Operations Command Post.
   d. Coordinate medical resources with respect to hospitals, nursing homes, and shelters.
   e. Coordinate all medical resources with the Director of the Sarasota County Health Department.

1. The Director of the Sarasota County Social Services Department shall:
   a. Coordinate emergency plans with the American Red Cross to confirm procedures and mutual assistance for providing emergency feeding, clothing, and the sheltering of disaster victims.
   b. Alert all volunteer agencies and teams committed to welfare services.
   c. Staff the Sarasota County Emergency Operations Center.

m. Sarasota County Area Transit Department shall:
   1. Prepare to deliver SCAT buses and communications' liaison personnel and equipment to the Director of Transportation and Communications of the Sarasota County School Board for use in evacuating People with Special Needs and people without transportation.
   2. Assign all County radio equipped vehicles and operators to the SCAT Dispatch Department for pickup of citizens with transportation in coordination with the Director of the Sarasota County School Board Transportation.

n. Sarasota County Tax Appraiser shall:
   1. Provide radio equipped vehicles and operators for damage assessment and establish radio communication between Sarasota County Emergency Operations Center and the Tax Appraiser's office. Provide the Director of the Department of Emergency Management with a list of the personnel assigned for this purpose.

o. The Director of the Sarasota County Building and Zoning Department shall:
   1. Staff the Sarasota County Emergency Operations Center and establish radio communications with all units on the Building and Zoning Department frequency.
   2. Secure equipment and materials against hurricane winds at current work sites.
   3. Provide the Director of the Department of Emergency Management with a list of personnel assigned for these purposes.

p. The Director of the Sarasota County Utilities Department shall:
   1. Staff the Sarasota County Emergency Operations Center and establish radio communications with all units in the field.
   2. Establish liaison with all private and public utilities within the County.
   3. Secure own equipment and materials against hurricane winds at current work sites.

q. The Disaster Chairman of the American Red Cross shall:
   1. Determine, in consultation with Emergency Management, if and when emergency public Red Cross shelters will be opened and to provide necessary operating staff. Request Radio Stations to publicize availability through the Emergency Management Public Information Officer.

r. The Superintendent of Schools shall:
   1. Staff the Sarasota County Emergency Operations Center along with the Public Information Officer and the Director of Transportation and Communications.
   2. Have the Director of Transportation and Communications establish liaison with:
      a. The American Red Cross for the opening of public shelters.
      b. The Sarasota County Area Transit Department for the use of SCAT buses in evacuating People with Special Needs and people without transportation.
      c. The Sarasota County Chief of Fire Services for the coordinated pickup and delivery of People with Special Needs and people without transportation.
   3. Have the Public Information Office establish radio communications with all local radio and television stations and provide them with messages to be announced to the public.
   4. Close schools, send children home, and report identity of schools to be opened as shelters to the Disaster Chairman of the American Red Cross.

s. The Director of the Sarasota County General Services Department shall:
1. Secure equipment and buildings owned by Sarasota County against hurricane winds.
2. Fuel emergency generators serving the Emergency Operations Center and 911.
3. Designate and dispatch to the Emergency Operations Center the following staff:
   a. A full time purchasing agent;
   b. Place a County printer on standby.
   c. The Director of Corrections;
   d. Liaison officer from Physical Plant Services electrical and mechanical staff;
   e. Central Communications switchboard staff;
   f. Staff Vehicle Maintenance facilities for emergency repair.
   g. Provide staff to produce Emergency Operations Center photo identification cards.
   h. A supervisor to coordinate the activities of the above staff members.
4. The Directors of all other Departments shall secure their own equipment and materials against hurricane winds at their current work sites.
5. The Administrators of the Sarasota Memorial Doctors, Venice, Englewood, Sarasota Palms Hospitals and Nursing Homes shall:
   1. Review their emergency procedures, augment emergency room personnel, if necessary, and check supplies based on anticipated requirements.
   2. Inform the Medical Director of the Sarasota County Health Department of available hospital/nursing beds.
   3. Prepare to discharge non-critical patients.
   4. Prepare to receive patients requiring critical care from medical facilities requiring evacuation.
6. The Sarasota County Sheriff shall:
   1. Conduct necessary law enforcement operations with emphasis on traffic control. Preposition uniformed police along designated evacuation routes to direct evacuees to shelters. Erect barricades and traffic control devices as needed.
   2. Make necessary precautions to prevent looting using available resources.
   3. Control and coordinate evacuation of critical areas.
   4. If localized disaster, establish a disaster scene command post for police service coordination and security.
   5. Make situation reports to, or as requested by, the Director of the Department of Emergency Management.
7. The Sarasota County Chief of Fire Services shall:
   1. Conduct necessary fire-fighting or rescue missions as required.
   2. Establish a command post and assume on-scene command of all localized disasters with the Senior Fire Rescue Officer of the jurisdiction coordinating and directing all firefighting and light rescue operations at the disaster scene.
8. The Director of the Sarasota County Department of Transportation shall:
   1. Make necessary repairs to essential facilities as required.
   2. Provide auxiliary power units to critical installations as required.
   3. Preposition heavy equipment at critical locations along the evacuation routes and coordinate and direct the removal of all debris.
9. Florida National Guard:
   1. Alert all personnel.
   2. Staff the Sarasota County Emergency Operations Center.
   3. Support the Sarasota County Sheriff as required.
10. The Sarasota County Sheriff shall:
    1. Coordinate County-wide emergency operations.
    2. Conduct public education and information activities.
    3. Keep SOFA advised and submit periodic situation reports on status of emergency operations.
11. Sarasota County Senior Friendship Center:
    1. Prepare to deliver Friendship buses to the school board Director of Transportation and Communications for use in evacuating People with Special Needs and people without transportation.
    2. Make available an elderly transfer facility the "Living Room" to receive and temporarily house the elderly being evacuated from risk areas to inland shelters.
12. PHASE II - Only emergency actions necessary to prevent injury, loss of life, or damage to property will be undertaken during Phase II, and will require that certain essential functions be performed, such as:
   a. The Director of Emergency Management shall:
      1. Coordinate County-wide emergency operations.
      2. Conduct public education and information activities.
      3. Keep SOFA advised and submit periodic situation reports on status of emergency operations.
   b. The Sarasota County Sheriff shall:
      1. Conduct necessary law enforcement operations with emphasis on traffic control. Preposition uniformed police along designated evacuation routes to direct evacuees to shelters. Erect barricades and traffic control devices as needed.
      2. Make necessary precautions to prevent looting using available resources.
      3. Control and coordinate evacuation of critical areas.
      4. If localized disaster, establish a disaster scene command post for police service coordination and security.
      5. Make situation reports to, or as requested by, the Director of the Department of Emergency Management.
   c. The Sarasota County Chief of Fire Services shall:
      1. Conduct necessary fire-fighting or rescue missions as required.
      2. Establish a command post and assume on-scene command of all localized disasters with the Senior Fire Rescue Officer of the jurisdiction coordinating and directing all firefighting and light rescue operations at the disaster scene.
      3. Support the Sarasota County Sheriff as required.
   d. The Director of the Sarasota County Department of Transportation shall:
      1. Make necessary repairs to essential facilities as required.
      2. Provide auxiliary power units to critical installations as required.
      3. Preposition heavy equipment at critical locations along the evacuation routes and coordinate and direct the removal of all debris.
and stalled vehicles blocking traffic movement along the evacuation routes. Shall assist in heavy rescue missions, and other emergency functions requiring heavy equipment. Provide the Sheriff with barricades and other traffic control devices as needed. Deactivates traffic signals as required by the sheriff.

4. Inform the Emergency Management Director of estimated or known damages and of emergency actions being taken.

5. Dispatch all other available resources as required.

e. The Medical Director of the Sarasota County Health Department shall:
   1. Establish medical triage at disaster scene if required, with communications capability.
   2. If local hospital facilities become overburdened in a mass casualty situation, authorize and control the use of locally available packaged disaster components located at the Sarasota County Vocational Technical Center.

f. The Disaster Chairman of the American Red Cross shall:
   1. Open and man public shelters and conduct in-shelter operations during the emergency.
   2. Provide food and water for evacuees in public shelters and special support shelters.
   3. Establish reception and care centers for disaster victims and inform the Director of the Department of Emergency Management of the victims location(s). Open and man shelters as needed after the emergency.

g. The Superintendent of Schools shall:
   1. Have the Public Information Officer make continuous announcements to the local radio and television stations as required.

h. Sarasota County Medical Examiner shall:
   1. Establish emergency morgue facilities, as required.
   2. Assume responsibility at the scene for dead bodies and/or parts.
   3. Stake and obtain photographs, description and identification of bodies and/or parts.
   4. Supervise removal and storage of bodies in refrigerated trucks and/or temporary morgue facilities.
   5. Perform autopsy and determine cause of death on all or selected number of victims.

5. Phase III - Include all actions necessary to restore essential services, provide emergency assistance to disaster victims and return to normal day-to-day operations as quickly as possible. Such activities include, but are not limited to:

   a. The Director of the Department of Emergency Management shall:
      1. Assist local government forces in conducting recovery operations by coordinating requests for manpower, supplies and/or equipment through appropriate agencies or channels.
   2. In the event of a major disaster declaration, assist local governments in preparation of claims for financial assistance under Public Law No. 100-707.
   3. Maintain liaison with American Red Cross officials and assist in coordination of emergency services to disaster victims.
   4. Continue public information service, as required.
   5. Compile and submit periodic and final situation reports through Emergency Management channels.

   b. The Sarasota County Sheriff shall:
      1. Establish traffic control, including access to and exit from the disaster area, to expedite movement of authorized personnel, equipment, and supplies engaged in recovery operations.
      2. Conduct expanded law enforcement operations, with particular emphasis on prevention of looting.
      3. Call upon the National Guard for assistance as required.
      4. Submit Situation and Activity reports to the Director of the Department of Emergency Management.

   c. The Sarasota County Chief of Fire Service shall:
      1. Conduct expanded fire or rescue services as required to expedite recovery actions.
      2. Coordinate and direct the efforts of all fire and/or rescue agencies involved, including other volunteer fire and/or rescue agencies.
      3. Coordinate the return of People with Special Needs citizens to their homes with the Medical Director and School Board Transportation Director.
      4. Assist the Sarasota County Damage Assessment Team in assessing fire and/or heat damages to structures when applicable.
      5. Continue fire and/or rescue services in areas of responsibility outside the immediate disaster area.
      6. Submit situation and activity reports to the Director of the Department of Emergency Management.

   d. The Director of the Sarasota County Department of Transportation shall:
      1. Complete emergency repairs to roads, bridges, traffic control devices and other public infrastructures as required.
      2. Provide auxiliary electrical power to county-owned installation as required.
      3. Expedite clearance of all public roads and right-of-ways and removal of debris in areas of County responsibility.
      4. Dispatch County Damage Assessment Team to evaluate damage to infrastructure in the
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unincorporated areas of the County. Cause to occur and coordinate municipal damage assessment. Submit damage assessment to the Executive Director of the Department of Emergency Management.

5. Following emergency restoration of services, begin permanent repairs.

e. The Director of the Sarasota County Parks and Recreation Department shall:
1. Assist the Director Sarasota County Department of Transportation in removal of debris from areas of County responsibility.
2. Conduct necessary operations to restore County-owned beaches, parks, and other recreational facilities.
3. Following a hurricane, reset, brace, and prune all savable trees located on County-owned property.

f. The Director of the Sarasota County Environmental Services Department shall:
1. Assist the Director of the Sarasota County Department of Transportation in removal of debris from areas of County responsibility.
2. Commence pest control activities as requested by the Health Department.
3. Assist in any mass burial of the dead.
4. Restore potable water and sanitary sewer services as required.

g. The Medical Director of the Sarasota County Health Department shall:
1. Insure safe potable water available for public consumption.
2. Provide mass immunization of the general public if required.
3. If appropriate, inspect all damaged food stores to determine if contaminated and unfit for public use.
4. Assure that removal of large quantities of storm debris is expedited to eliminate possible health hazards caused by rodents and/or decaying materials or animals.

h. The Director of the Sarasota County Social Services Department shall:
1. Assist the American Red Cross in providing emergency feeding, clothing, temporary shelter, cots, blankets, and registration for disaster victims.
2. In instances requiring mass feeding of large numbers of disaster victims, assist the American Red Cross, as required.

i. The Director of the Sarasota County Building and Zoning Department shall:
1. Locate and mark hazardous buildings to be repaired or demolished.

j. The Disaster Chairman of the American Red Cross shall:
1. Continue to provide food, clothing, shelter and necessary supplemental medical and nursing service for disaster victims, as required.
2. Determine and announce closing of public shelters following a hurricane in coordination with the Director of the Department of Emergency Management.
3. Provide mobile canteen service for local government and volunteer workers engaged in recovery operations.
4. Coordinate with government officials in compiling casualty and damage assessment reports.

k. District Medical Examiner:
1. Process all dead bodies in preparation for burial in accordance with Department procedures.

l. Sarasota County Tax Appraiser shall:
1. Dispatch County Damage Assessment Team to evaluate damage to private and public property in the unincorporated areas of the County. Submit damage assessment to the Board of County Commissioners, the Director of the department of Emergency Management, and the American Red Cross.

m. Other Sarasota County Departments and/or agencies:
1. Unless advised otherwise, because of damaged facilities, all County employees and agencies will resume normal work.
2. Report disaster caused damage to buildings and/or equipment to The Director of the Sarasota County Department of Transportation at the earliest opportunity to expedite emergency repairs and the preparation of submission of eligible claims for federal financial assistance.
3. Provide manpower and/or equipment and supplies, as required and available, in support of recovery efforts.

n. Massive Recovery Operations:
1. The Sarasota County Emergency Operations Center is the mass recovery headquarters after a major natural disaster.
2. This facility has an elevation of 21 feet, and is at the Sarasota County Administration Center, Room 304, 101 South Washington Boulevard. The Emergency Operation Center has covered storage, sanitation, and space for emergency activities.
3. Mass feeding and sleeping facilities for military and emergency workers from out-of-County areas would be accomplished by the use of undamaged American Red Cross Public Shelters or National Guard Armory, and the Sarasota County Fair Association Grounds.
VIII. EXECUTION

A. ACTIVATION OF THE COUNTY PLAN
   The Director of the Department of Emergency Management will coordinate preparedness aspects of the Sarasota County Peacetime Emergency Plan to include public information and training on a continuous basis. He will further activate the plan during threats of disaster through coordination of increased readiness procedures and such emergency response actions as might be necessary for the protection of life and property.
   An Executive Order or proclamation, issued by the Governor of the State of Florida, or by the Chairman of the Board of County Commissioners, or by the Chief Executive Officer of the municipality of a state of disaster emergency shall activate the disaster response and recovery aspects of County and Municipal resources. Such an order or proclamation will act as the authority for the deployment and use of personnel or for the distribution of any supplies, equipment, materials, or facilities available pursuant to Florida Statutes, Chapter No. 250 and any other provision of law relating to disaster emergencies, or related rules for implementation of such laws.

B. ISSUANCE OF THE EXECUTIVE ORDER OR PROCLAMATION
   All Executive Orders or Proclamations shall indicate the nature of the disaster, the area of areas threatened, and the conditions creating the disaster or threat. The contents of such orders or proclamations shall be promptly disseminated to the general public and shall be filed with offices of the governing bodies of the municipalities within Sarasota County to which they apply.

IX. RESPONSIBILITIES

A. Federal
   Federal disaster assistance is made available to State and local governments under the provisions of Public Law No. 100-707 following a Presidential declaration of a “major disaster”. The Office of Emergency Planning (OEP) administers the disaster assistance program for the President. Federal disaster assistance is supplementary to and not a substitute for relief provided by the State and its political subdivisions. It is provided only when State and local resources are clearly insufficient to cope with the effects of the disaster.

B. State/Area
   By Executive Order, the Governor has assigned the responsibility and delegated the necessary authority to the State Division of Emergency Management Director for coordinating the activities of State agencies, in providing disaster assistance. Supplemental assistance furnished by the State to Sarasota County will be coordinated through normal Emergency Management channels.

C. SARASOTA COUNTY
   1. The Sarasota County Board of County Commissioners is responsible for the promulgation of this plan for the protection of life and property within its jurisdiction, for mutual assistance among incorporated municipalities of Sarasota County and with bordering counties for continuation of all government functions required for emergency action in the event of impending or actual natural disaster, or other man-made disaster and for a continuing program to inform the public on the elements of personal survival.
   2. The Director of the Department of Emergency Management is the County Emergency Management Coordinator and is directly responsible to the Board of County Commissioners for the coordination of all services and resources in Sarasota County when effecting disaster relief operations. He is responsible for the development of Peacetime Emergency Planning jointly between the County Government, municipal governments, and the American Red Cross in the interest of close cooperation and integrity of purpose for the public good.
   3. All County and Municipal Governmental Departments and agencies are responsible for developing in necessary plans and organization and performing such functions as may be required to effectively cope with and recover from, any natural disaster affecting their respective areas of responsibility. In addition to their normal daily functions, local government departments and agencies are assigned emergency related responsibility.
   4. Additional specific responsibilities either accepted by or assigned to these departments or agencies and which are applicable during Natural Disaster, shall be carried out in a timely manner.
      a. The Sarasota County Department of Emergency Management:
         1. Shall establish a severe weather and warning dissemination system.
         2. Shall establish and maintain a County Emergency Operations Center.
      b. The Sarasota County Sheriff shall:
         1. Establish safe routes for mass evacuation based on location of areas to be evacuated and availability of shelters.
         2. At any scene of local disaster, the Sheriff’s Department shall be responsible for the establishment of perimeter security and shall provide such assistance as requested by the on-scene commander who will be the Senior Law Enforcement Officer present of the jurisdiction affected.
         3. Shall make arrangements for warehouse facilities to be available for storage of salvable, unclaimed property removed from public and private property.
4. Shall assist in the County Severe Weather Information system and report all severe weather activities including tornado sightings to Sarasota County Department of Emergency Management EOC immediately.
5. Shall appoint a member to the Damage Assessment Team.

c. The Sarasota County Chief of Fire Services shall:
   1. Assist in releasing severe weather information via the Fire Services radio communications system and report all tornado sightings to the Sarasota County Emergency Operations Center.
   2. Establish mutual support agreements with neighboring communities and counties to provide personnel, supplies, and equipment as needed.
   3. Request assistance from the Division of Forestry as necessary.
   4. Appoint members of his Department to the Sarasota County Damage Assessment Team.

d. The Director of the Sarasota County Department of Transportation shall:
   1. Establish a County Damage Assessment Team. He shall head the County Damage Assessment Team. He shall establish and maintain a training program for all members of the County Damage Assessment Team. He shall evaluate damage done to public property within the unincorporated limits of the County, and he shall evaluate damage done to private property in all incorporated and unincorporated areas of the County. He shall also appoint members of his Department to the team.
   2. Shall advise the American Red Cross of the suitability of buildings for shelter use including the height of structures above normal level and its vulnerability due to flooding in heavy rains.
   3. Shall advise the Sarasota County Sheriff and the Sarasota County Chief of Fire Services of roads suitable for evacuation routes.
   4. Shall make available, for disaster operations, detailed six-square-mile grid maps of populated areas.
   5. Shall assist the Sheriff and the Chief of Fire Services as required.
   6. Shall assign personnel with radio equipped cars to American Red Cross Public Shelters.

e. The Directors of the Parks and Recreation and Building and Zoning Departments shall assist the Sheriff and the Chief of Fire Services as required. They shall appoint members for their Departments to the Handicapped Evacuation Team and assign personnel with radio equipped cars to evacuate citizens to American Red Cross Public Shelters as coordinated by the EOC.

f. The Sarasota County Environmental Services Department shall:
   1. Assist in any mass burial of the dead.
   2. Assist the Sheriff and the Chief of Fire Services as required.
   3. Appoint members of his Department to the Sarasota County Handicapped Evacuation Team and assign personnel with radio equipped cars to evacuate citizens to American Red Cross Public Shelters as coordinated by the Sarasota County Emergency Operations Center.

4. Appoint members of his Department to the Sarasota County Damage Assessment Team.
5. Shall assist the Sheriff and the Chief of Fire Services as required.
6. Shall assign personnel with radio equipped cars to evacuate citizens to American Red Cross Public Shelters as coordinated by the EOC.

4. Shall assist in any mass burial of the dead.
5. Shall arrange transportation, as required for movement of persons to and from emergency shelters and to hospitals in instances not required by ambulance. This does not apply to
mass movement from areas being evacuated. See Figures 1, 2, and 3 Annex V.

5. Provide for individual and family assistance.

6. Provide vital statistics following a disaster and to submit copies of these reports to the Director of the department of Emergency Management.

7. Shall coordinate the Sarasota County Damage Assessment Team with the Tax Assessor and Director of the Department of Transportation.

k. The Superintendent of Schools shall:
   1. Designate public school buildings available as Emergency Shelters, in accordance with agreement executed with the American Red Cross.
   2. Provide supervisory, food service, and custodial personnel for each activated emergency shelter as per prior agreement.
   3. Assure that school buses and drivers are ready and available for movement of families and individuals to emergency shelters as required by the Sarasota County Department of Emergency Management or for mass evacuation as required.
   4. Appoint a Disaster Assessment team member to work in conjunction with the Sarasota County Damage Assessment Team, for School Property Assessment.
   5. Submit damage report to the Director of the Department of Emergency Management to be included as part of an overall County report.

l. The Commanding Officer of the local Civil Air Patrol shall perform aerial reconnaissance and assist relief agencies in the distribution of medicines and other vital supplies to the disaster areas as required.

m. The Commanding Officers of the U.S. Coast Guard and the Florida National Guard support the Sheriff in search and rescue operations as needed.

n. The Sarasota Radio Clubs:
   1. As volunteers, supply radio equipped vehicles and drivers to support departments or agencies in disaster operations as required.
   2. As volunteers, supply radio communications and operators for use in emergency shelters as required by the American Red Cross.

o. The heads of each municipal government shall appoint one official to the Sarasota County Damage Assessment Team to assist in a survey of his own municipality.

p. All County and Municipal Agencies - In order to justify claims under Public Law No. 100-707 for "out-of-pocket" expenses incurred during a natural disaster, it is essential that all County Departments and municipalities concerned keep accurate records over and above normal operating expenses. Financial reimbursement will be approved only if properly documented.

q. The Director of the Sarasota County Agriculture and Home Economics Department shall:
   1. Appoint members of his Department to the Sarasota County Damage Assessment Team.
   2. Submit damage reports to the Director of the Sarasota County Department of Transportation.

r. All affected communities will activate Damage Assessment Teams comprised of previously designated and trained individuals. Each municipality shall submit damage and expenditure reports for damage done to public property within the municipality to the Sarasota County Department of Emergency Management. The Director of the Sarasota County Department of Transportation shall submit damage and expenditure reports for damage done to public property in the unincorporated and incorporated areas to the Director of the Department of Emergency Management.

s. The Director of the Department of Emergency Management shall consolidate municipal and County reports into one report and submit it to the Sarasota County Board of County Commissioners and the Division of Emergency Management. Initial reports are to be forwarded soon after the disaster occurs and all information shall be as complete and accurate as possible. Situation summaries and minor report updates shall be forwarded as soon as emergency actions are completed.

X. ADMINISTRATIVE INFORMATION

A. Continuity of Government

Succession of Command - A continuous chain of command exists within the structure of Sarasota County Government.

1. The line of succession of the County Board of Commissioners is from the Chairman through the members of the Board, in order of their seniority on the Board.

2. The line of succession of the County Administrator is to the Deputy County Administrators, based upon seniority, then to the Department of Emergency Management Director.

3. The line of succession to each Department Head is according to the operating procedures established by each department.
B. Increased Readiness Procedures

When there is a threat of disaster, the increased readiness procedure will be implemented by the Director of the Department of Emergency Management. The procedures are detailed in the increased readiness procedures chart found in Annex V. These actions will be followed as closely as possible depending upon the length of the warning period.

C. Activation of Emergency Operations Center

County emergency response actions may be undertaken with or without activation of municipal Emergency Operations Centers in those Disaster Preparedness areas affected by the disaster. The County's Emergency Operations Center will be activated on the order of the Chairman of the Board of County Commissioners. The Director of the Department of Emergency Management shall implement this order.

Alternate EOC Site - In the event that the County's EOC becomes uninhabitable, emergency operations will relocate to the American Red Cross Building, located at 2001 Cantu Court, and emergency operations will continue from that location.

The Sarasota County communications trailer is positioned at this alternate location, a tower is operational on the EM radio frequency, and the FAX machine and telephone system would be available for use by the Department.

D. Records Preservation and Restoration

All levels of government must ensure protection of their records so that normal procedures may continue after the disaster. These vital records may also be necessary for the rapid recovery from the effects of a disaster. Damage to records caused from a disaster is most often the result of fire or water damage. Records can often be saved for further use by prompt salvage action. However, such action must involve methods that can be performed on site without the use of hard to acquire equipment or skilled labor.

The Clerk of the Circuit Court is responsible for all official records of the County, including those records necessary for operation during an emergency.

Essential records are backed up weekly by the Management Information Services (M.I.S.) Department of the County and kept off-site, on magnetic media. A reciprocal agreement is in effect with a local firm to store a copy of the County's records in their facility. Detailed procedures for storage and retrieval of these records are outlined in the M.I.S. Department's standard operating procedure, on file in the Department of Emergency Management.

E. Historical Preservation

After a major disaster has been declared, the County Administrator will immediately arrange for the Historical Resources Director to identify any existing historic properties within the designated disaster area. Applicants for Federal public assistance also should be alerted to the fact that such properties should be brought to the attention of the State Coordinating Officer immediately following a disaster declaration.

F. FUNDING AND ACCOUNTING

1. Funding of Local Emergency Operations
   a. Local emergency operations are funded by the budget allocation of each agency having emergency operations.
   b. Sarasota County may allocate and expend funds as appropriate for local emergency operations.

2. Local Accounting
   a. Complete accurate accounts of emergency expenditures and obligations including personnel and equipment costs must be maintained. Despite the difficulty in maintaining such records in the stress of an emergency, accounts are required to identify and document funds for which no Federal reimbursement will be requested should a declaration be made and those funds eligible for reimbursement under emergency or major disaster project applications.
   b. When Federal public assistance is provided under the Disaster Relief Act, local projects approved by the Federal Emergency Management Agency are subject to both State and Federal audit (except small projects approved under Section No. 419 of Public Law No. 100-707 which require only Federal audit).

G. REPORTS AND RECORDS:

1. General - the planning and activation of effective disaster response requires timely and accurate reporting of information and the maintenance of records on a continuous basis. Inaccuracy of either initial or follow-up information will result in delays.
   a. Responsibility for submitting local government reports rests with the Chief Executive of the local government.
   b. The Director of the Department of Emergency Management will request reports from relief agencies and other non-government organizations when deemed necessary.
   c. Records of expenditures and obligations in emergency operations must be maintained by local governments employing their own record keeping procedures.
   d. The Director of the Department of Emergency Management will receive reports and maintain historical files which will provide source material for evaluations of emergency procedures.

2. Reporting Guidelines
   a. Sarasota County will submit, through the Area Coordinator, consolidated reports including information from municipalities.
   b. When the original report is transmitted electronically, it shall be followed by a written copy as soon as possible.
c. Suspension dates and formats for reports will be in accordance with Annex XI. Copies of said report forms are contained therein.

3. Initial Reports
a. Initial reports are the necessary basis for the Governor’s decision to declare a state of disaster emergency and to request a Presidential Emergency or Disaster Declaration.
b. These reports determine the specific types and extent of assistance made available to the affected area.

4. Situation Reports
a. Updates giving new developments and more complete information will be forwarded in the most expeditious manner available.
b. Sarasota County will submit daily reports to the Department of Emergency Management summarizing the emergency response activities for that day. County reports will be consolidated with reports including municipal information and will be forwarded through the Area Coordinator.
c. Situation reports may also be submitted to report minor emergencies requiring special actions.

5. Post-Emergency Reports
a. Sarasota County will submit post emergency reports to the Director of the Department of Emergency Management through the Area Coordinator.
b. The Director of the Department of Emergency Management will provide reporting requirements and suspense dates. Normally, post emergency reports will be completed within three weeks following the emergency. They can be expected to address evaluations of:
   1. The effectiveness of warning systems.
   2. The practical application of emergency communications.
   3. The effectiveness of communications.
   4. The use of surplus and excess property and equipment, and facilities obtained under Federal matching fund programs.
   5. The handling of requests for State and Federal assistance and the assistance received.
   6. The effectiveness of mutual aid agreements and other understandings with regard to the assistance provided.

H. AGREEMENTS

1. General
a. Emergency utilization of resources and capabilities of organizations not part of a government structure will be pre-arranged through agreements to the maximum extent feasible.
b. Agreements will be entered into by duly authorized officials and will be formalized in writing whenever possible. The Director of the Sarasota County Department of Transportation will coordinate the obtaining of resources and capabilities of private organizations.
c. Agreements among elements of the city or county governments will be included within the plan of that government. Details of such agreements which are inappropriate for inclusion in the plan will be set forth in supporting operating procedures, instructions or other directives of the units of government concerned.
d. Unless otherwise provided, agreements remain in effect until rescinded or modified. Annual or other periodic updates will prevent them from becoming outdated.
e. A clear statement of agreement regarding payment or reimbursement for personnel services rendered, equipment costs, and expenditures of material is mandatory.

2. Agreements
a. Relief Agencies (Red Cross, Salvation Army, and others).
   1. Shelter and registration
   2. Mass feeding
   3. Clothing
   4. Other emergency services.
b. Private Business and Industry
   1. Equipment, supplies, and trained personnel
   2. Use of facilities and property
c. Installations and Facilities of Federal Government
   1. Equipment and Personnel
   2. Other capabilities available
   3. Mutual Aid Agreements between Political Subdivisions
      a. Signed, legal agreements between heads of government for reciprocal assistance in emergencies under the conditions, rules, and standards specified by the agreement, and must be developed through the coordination of the Department of Emergency Management.
      b. Provide for aid by persons and units in public employ.
      c. Become effective when signed by the appropriate government officials having authority in each political subdivision.
      d. Remain effective until terminated by all parties.
      e. Should address:
         1. Notification procedures including designation of officials authorized to request assistance.
         2. Immunities from liability, waiver of claims, and indemnification from third party claims.
         3. Compensation considerations.
         4. Direction and control persons and units rendering assistance to include designation, when appropriate, of the official(s), authorized to direct the assistance being provided.
Sarasota County, Florida

Peacetime Emergency Plan

I. SPECIFIC CONDITIONAL DIRECTIVES

1. Use of local firms and individuals - when major disaster assistance activities are carried out by private organizations, firms, or individuals, preference shall be given to establishments that reside or do business primarily in the area affected by the disaster.

2. Non-discrimination in Disaster Assistance - when major disaster assistance activities are carried out by private organizations, firms, or individuals, preference shall be given to establishments that reside or do business primarily in the area affected by the disaster.

As a condition of participation in Federal programs of Repair and Restoration of Damaged Public Facilities and the Individual Assistance Programs, local and State governments must comply with regulations relating to non-discrimination as promulgated by the President.

3. Duplication of benefits - Procedures for providing assistance shall include measures to prevent the provision of financial assistance to persons, business concerns or other entities which have previously received financial assistance for the same loss under any other program. If the assistance for a loss exceeds the amount of the loss, reimbursement shall be made to the Federal government for that part of the assistance provided by a Federal agency which is in excess of the loss.

4. Criminal and Civil Penalties.
   a. Any individual who fraudulently or willfully misstates any fact in connection with a request for assistance under Public Law No. 100-107 shall be fined not more than $10,000 or imprisoned for not more than one year or both for each violation.
   b. Any individual who knowingly violates any order or regulation under Public Law No. 100-107 shall be subject to a civil penalty of not more than $5,000 for each violation.

5. Availability of materials - The President is authorized at the request of the Governor of an affected State, to provide for the survey of construction material needed in the area affected by a major disaster. Based on this survey, appropriate action may be taken to assure the availability and fair distribution of needed material for a period of not more than one hundred and eighty (180) days after the disaster. Any allocation program shall be implemented by the President to the extent possible by working with and through those companies which traditionally supply construction materials in the affected areas.

6. Protection of the Environment - No action taken, or assistance programs implemented, pursuant to sections 305, 306, 403, of Public Law No. 100-107 or any assistance provided pursuant to Sections 402, 409, of Public Law No. 100-107 that has the effect of restoring facilities substantially as they existed prior to the disaster, shall be deemed a major Federal action significantly affecting the quality of the human environment. Major Federal actions significantly affecting the quality of the environment are those actions which require Environmental Impact Statements in accordance with the National Environmental Policy Act. In order for actions, such restoration must be in conformity with current applicable codes, specifications and standards. For non-exempt Federal actions involving Federal disaster assistance under Public Law No. 100-707 the Regional Director shall determine if such action is a major Federal action significantly affecting the quality of the human environment. In any case where affirmative determination may result, the Regional Director shall consult with the Administrator or his staff to arrange for compliance with the National Environmental Policy Act.

7. Minimum standards for public and private structures - a recipient of any disaster loan or grant under Public Law No. 100-707 shall agree that any repair or construction shall be in accordance with applicable standards of safety and sanitation. Additionally, the State or local government shall agree that any repair or construction shall be in accordance with current applicable codes, practices, in accordance with standards prescribed or approved by the President. The State shall furnish such evidence of compliance as may be required.

J. MAINTENANCE & AUXILIARY

ACTIVATION OF THE COUNTY PLAN

The Director of the Department of Emergency Management will maintain this plan and update it as needed. Examination and review of the plan, including all annexes, will take place at least annually. The Director of the Department of Emergency Management will activate the plan annually in order to conduct exercises as part of the review process.
## Population, Homes, Mobile Homes
### Vulnerable to Maximum Threat Hurricane - Category 5

<table>
<thead>
<tr>
<th>County</th>
<th>Population Vulnerable</th>
<th>Housing Vulnerable</th>
<th>Mobile Homes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nassau</td>
<td>13,330</td>
<td>6,460</td>
<td>2,453</td>
</tr>
<tr>
<td>Duval</td>
<td>45,650</td>
<td>18,510</td>
<td>11,785</td>
</tr>
<tr>
<td>St. Johns</td>
<td>22,810</td>
<td>11,800</td>
<td>2,722</td>
</tr>
<tr>
<td>Flagler</td>
<td>6,190</td>
<td>3,980</td>
<td>467</td>
</tr>
<tr>
<td>Volusia</td>
<td>79,729</td>
<td>33,479</td>
<td>11,271</td>
</tr>
<tr>
<td>Brevard</td>
<td>136,545</td>
<td>58,873</td>
<td>9,618</td>
</tr>
<tr>
<td>Indian River</td>
<td>41,884</td>
<td>16,740</td>
<td>2,672</td>
</tr>
<tr>
<td>St. Lucie</td>
<td>41,849</td>
<td>15,792</td>
<td>8,938</td>
</tr>
<tr>
<td>Martin</td>
<td>38,309</td>
<td>15,962</td>
<td>3,790</td>
</tr>
<tr>
<td>Palm Beach</td>
<td>120,000</td>
<td>49,586</td>
<td>11,436</td>
</tr>
<tr>
<td>Broward</td>
<td>217,100</td>
<td>89,710</td>
<td>17,636</td>
</tr>
<tr>
<td>Dade</td>
<td>385,400</td>
<td>146,539</td>
<td>12,070</td>
</tr>
<tr>
<td>Monroe</td>
<td>57,100</td>
<td>38,088</td>
<td>4,625</td>
</tr>
<tr>
<td>Collier</td>
<td>98,938</td>
<td>33,024</td>
<td>4,424</td>
</tr>
<tr>
<td>Lee</td>
<td>214,665</td>
<td>59,764</td>
<td>12,375</td>
</tr>
<tr>
<td>Charlotte</td>
<td>54,229</td>
<td>18,603</td>
<td>3,598</td>
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<tr>
<td>Sarasota</td>
<td>139,345</td>
<td>38,622</td>
<td>9,802</td>
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<tr>
<td>Manatee</td>
<td>82,276</td>
<td>22,276</td>
<td>10,316</td>
</tr>
<tr>
<td>Pinellas</td>
<td>393,317</td>
<td>175,216</td>
<td>27,704</td>
</tr>
<tr>
<td>Hillsborough</td>
<td>199,697</td>
<td>74,337</td>
<td>21,247</td>
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<tr>
<td>Pasco</td>
<td>84,243</td>
<td>45,394</td>
<td>14,204</td>
</tr>
<tr>
<td>Hernando</td>
<td>3,959</td>
<td>1,458</td>
<td>4,234</td>
</tr>
<tr>
<td>Citrus</td>
<td>19,148</td>
<td>4,482</td>
<td>3,598</td>
</tr>
<tr>
<td>Levy*</td>
<td>6,310</td>
<td>1,636</td>
<td>1,959</td>
</tr>
<tr>
<td>Dixie*</td>
<td>(7,751)</td>
<td>-</td>
<td>781</td>
</tr>
<tr>
<td>Taylor*</td>
<td>(16,532)</td>
<td>-</td>
<td>780</td>
</tr>
<tr>
<td>Jefferson</td>
<td>1,788</td>
<td>5</td>
<td>589</td>
</tr>
<tr>
<td>Wakulla</td>
<td>8,210</td>
<td>1,278</td>
<td>1,181</td>
</tr>
<tr>
<td>Franklin</td>
<td>7,576</td>
<td>2,447</td>
<td>533</td>
</tr>
<tr>
<td>Gulf</td>
<td>7,632</td>
<td>2,183</td>
<td>543</td>
</tr>
<tr>
<td>Bay*</td>
<td>(97,740)</td>
<td>-</td>
<td>4,621</td>
</tr>
<tr>
<td>Walton*</td>
<td>(21,300)</td>
<td>-</td>
<td>1,205</td>
</tr>
<tr>
<td>Okaloosa*</td>
<td>(109,920)</td>
<td>-</td>
<td>4,160</td>
</tr>
<tr>
<td>Santa Rosa*</td>
<td>(55,988)</td>
<td>-</td>
<td>2,153</td>
</tr>
<tr>
<td>Escambia*</td>
<td>(233,794)</td>
<td>-</td>
<td>5,841</td>
</tr>
</tbody>
</table>

**TOTAL 2,527,129  976,264  235,319**

* Counties without hurricane evacuation studies completed.
** Total county populations.

The "at risk" populations and homes will be determined at the completion of the respective hurricane evacuation studies.

Note: Data was extracted from Hurricane Evacuation Studies prepared by the various Regional Planning Councils (RPC's).
FiguRe 3

Tropical activity since 1944

Compiled by Sarasota County
Department of Emergency Management

Press ESC to exit or any other key to begin printing
FIGURE 4

LEGEND

- INCORPORATED AREA
- HURRICANE SHELTERS
- HURRICANE STORM ZONES
- CAT 1 STORM CATEGORY ONE
- CAT 2 STORM CATEGORY TWO
- CAT 3 STORM CATEGORY THREE
- CAT 4 STORM CATEGORY FOUR
- CAT 5 STORM CATEGORY FIVE
- HURRICANE EVACUATION ROUTES SUBJECT TO RAINFALL FLOODING

NOTE: LABELLED ROADS ARE THE RECOGNIZED HURRICANE EVACUATION ROUTES
<table>
<thead>
<tr>
<th>Cat. Zone</th>
<th>Population Estimate</th>
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<tbody>
<tr>
<td></td>
<td>July</td>
</tr>
<tr>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Longboat Key</td>
<td>11,384</td>
</tr>
<tr>
<td>Siesta Key</td>
<td>11,534</td>
</tr>
<tr>
<td>Casey Key</td>
<td>1,533</td>
</tr>
<tr>
<td>Manasota Key</td>
<td>619</td>
</tr>
<tr>
<td>Myakka Floodplain</td>
<td>6,460</td>
</tr>
<tr>
<td>Englewood Bayfront</td>
<td>3,098</td>
</tr>
<tr>
<td>Venice/Osprey</td>
<td>7,204</td>
</tr>
<tr>
<td>Sarasota Bayfront</td>
<td>12,128</td>
</tr>
<tr>
<td>Mobile Homes, not</td>
<td>14,735</td>
</tr>
<tr>
<td>otherwise included in</td>
<td></td>
</tr>
<tr>
<td>above flood-prone areas</td>
<td></td>
</tr>
<tr>
<td>(Category 2-5 Areas)</td>
<td></td>
</tr>
<tr>
<td>SUBTOTAL</td>
<td>68,695</td>
</tr>
<tr>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Myakka Floodplain</td>
<td>4,306</td>
</tr>
<tr>
<td>Inland</td>
<td>15,342</td>
</tr>
<tr>
<td>Mobile Homes, not</td>
<td>7,408</td>
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<tr>
<td>otherwise included in</td>
<td></td>
</tr>
<tr>
<td>above flood-prone areas</td>
<td></td>
</tr>
<tr>
<td>(Category 3-5 Areas)</td>
<td></td>
</tr>
<tr>
<td>NEW EVACUEES</td>
<td>12,321</td>
</tr>
<tr>
<td>TOTALS 1 - 2</td>
<td>81,016</td>
</tr>
<tr>
<td>3</td>
<td></td>
</tr>
<tr>
<td>South Myakka</td>
<td>2,435</td>
</tr>
<tr>
<td>North Port</td>
<td>6,473</td>
</tr>
<tr>
<td>Inland</td>
<td>18,869</td>
</tr>
<tr>
<td>Mobile Homes, not</td>
<td>4,173</td>
</tr>
<tr>
<td>otherwise included in</td>
<td></td>
</tr>
<tr>
<td>above flood-prone areas</td>
<td></td>
</tr>
<tr>
<td>(Category 4-5 Areas)</td>
<td></td>
</tr>
<tr>
<td>NEW EVACUEES</td>
<td>24,559</td>
</tr>
<tr>
<td>TOTALS 1 - 3</td>
<td>105,577</td>
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<tr>
<td>4</td>
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</tr>
<tr>
<td>Inland</td>
<td>21,508</td>
</tr>
<tr>
<td>Mobile Homes, not</td>
<td>2,375</td>
</tr>
<tr>
<td>otherwise included in</td>
<td></td>
</tr>
<tr>
<td>above flood-prone areas</td>
<td></td>
</tr>
<tr>
<td>(Category 4-5 Areas)</td>
<td></td>
</tr>
<tr>
<td>NEW EVACUEES</td>
<td>22,060</td>
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<tr>
<td>TOTALS 1 - 4</td>
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<td>5</td>
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<tr>
<td>Inland</td>
<td>80,171</td>
</tr>
<tr>
<td>NEW EVACUEES</td>
<td>77,446</td>
</tr>
<tr>
<td>TOTALS 1 - 5</td>
<td>293,083</td>
</tr>
</tbody>
</table>

SOURCE: SWFRPC.
Location of Group Home Facilities in Unincorporated Sarasota County, 1987

Source: Sarasota County Planning Department, 1988

Apoxsee - The Revised and Updated Sarasota County Comprehensive Plan
<table>
<thead>
<tr>
<th>No.</th>
<th>ELEVATIONS</th>
<th>FLOOR</th>
<th>STREET</th>
</tr>
</thead>
<tbody>
<tr>
<td>41.</td>
<td>Sudakoff Conference Center USF</td>
<td>21.98'</td>
<td>21.05'</td>
</tr>
<tr>
<td>5700 N. Tamiami Trail</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>42.</td>
<td>The Tabernacle</td>
<td>33.747'</td>
<td>33.558'</td>
</tr>
<tr>
<td>4141 DeSoto Rd.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>43.</td>
<td>Booker Complex</td>
<td>22.832'</td>
<td>19.320'</td>
</tr>
<tr>
<td>3201 N. Orange Ave.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>44.</td>
<td>Gocio Elementary School</td>
<td>33.82'</td>
<td>32.48'</td>
</tr>
<tr>
<td>3450 Gocio Rd.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>45.</td>
<td>American Legion Post #30</td>
<td>29.781'</td>
<td>26.241'</td>
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<tr>
<td>2040 Sixth St.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>46.</td>
<td>Tuttle Elementary School</td>
<td>32.335'</td>
<td>29.777'</td>
</tr>
<tr>
<td>925 N. Brink Ave.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>47.</td>
<td>Sahib Temple</td>
<td>27.805'</td>
<td>26.978'</td>
</tr>
<tr>
<td>600 N. Beneva Rd.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>48.</td>
<td>Knights of Columbus Lodge</td>
<td>32.391'</td>
<td>29.307'</td>
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<tr>
<td>4880 Fruitville Rd.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>49.</td>
<td>First Christian Church</td>
<td>23.974'</td>
<td>23.672'</td>
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<tr>
<td>122 S. Washington Blvd.</td>
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<tr>
<td>50.</td>
<td>VFW Post #3233</td>
<td>31.429'</td>
<td>30.274'</td>
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<tr>
<td>124 S. Tuttle Ave.</td>
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<td></td>
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<tr>
<td>51.</td>
<td>Concordia Lutheran Church</td>
<td>23.754'</td>
<td>22.269'</td>
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<tr>
<td>2185 Wood St.</td>
<td></td>
<td></td>
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<tr>
<td>52.</td>
<td>McIntosh Middle School</td>
<td>19.842'</td>
<td>19.083'</td>
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<tr>
<td>701 S. McIntosh Rd.</td>
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<td></td>
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<td>53.</td>
<td>Fruitville Elementary School</td>
<td>35.769'</td>
<td>33.468'</td>
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<tr>
<td>601 Honore Ave.</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>54.</td>
<td>Bahia Vista Mennonite Church</td>
<td>18.418'</td>
<td>19.504'</td>
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<td>4041 Bahia Vista</td>
<td></td>
<td></td>
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<tr>
<td>55.</td>
<td>Sarasota Christian School</td>
<td>32.457'</td>
<td>27.838'</td>
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<tr>
<td>5415 Bahia Vista</td>
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<td></td>
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<tr>
<td>56.</td>
<td>Sarasota High School</td>
<td>15.564'</td>
<td>10.242'</td>
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<td>1001 S. Washington Blvd.</td>
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<td></td>
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<tr>
<td>57.</td>
<td>Sarasota Middle School</td>
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<td>20.608'</td>
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<tr>
<td>1001 S. School St.</td>
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<tr>
<td>58.</td>
<td>Brookside Middle School</td>
<td>24.974'</td>
<td>22.813'</td>
</tr>
<tr>
<td>3636 S. Shade Ave.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>59.</td>
<td>Church of Incarnation</td>
<td>20.611'</td>
<td>19.605'</td>
</tr>
<tr>
<td>2927 Bee Ridge Rd.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>60.</td>
<td>Wilkinson Elementary School</td>
<td>32.322'</td>
<td>31.258'</td>
</tr>
<tr>
<td>3400 Wilkinson Rd.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>61.</td>
<td>Betty M. Tacket School</td>
<td>33.149'</td>
<td>31.573'</td>
</tr>
<tr>
<td>4430 Beneva Rd.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>62.</td>
<td>St. Wilfred’s Episcopal Church</td>
<td>36.173'</td>
<td>34.545'</td>
</tr>
<tr>
<td>3773 Wilkinson Rd.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>63.</td>
<td>Riverview High School</td>
<td>18.067'</td>
<td>20.891'</td>
</tr>
<tr>
<td>One Ram Way</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Name of Location</td>
<td>Floor Elevation</td>
<td>Street Elevation</td>
</tr>
<tr>
<td>---</td>
<td>--------------------------------------------------</td>
<td>-----------------</td>
<td>------------------</td>
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<tr>
<td>64.</td>
<td>Lakeview Elementary School</td>
<td>38.458'</td>
<td>35.873'</td>
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<tr>
<td></td>
<td>7299 Proctor Rd.</td>
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<td></td>
</tr>
<tr>
<td>65.</td>
<td>Ashton Mennonite Church</td>
<td>25.346'</td>
<td>23.922'</td>
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<tr>
<td></td>
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</tr>
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<td>Ashton Elementary School</td>
<td>39.529'</td>
<td>37.025'</td>
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<tr>
<td></td>
<td>5101 Ashton Rd.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>67.</td>
<td>Gulf Gate Elementary School</td>
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<td>16.832'</td>
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<tr>
<td></td>
<td>6500 Lockwood Ridge Rd.</td>
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<td></td>
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<tr>
<td>68.</td>
<td>Sarasota Family YMCA</td>
<td>28.39'</td>
<td>26.04'</td>
</tr>
<tr>
<td></td>
<td>1075 S. Euclid Ave.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>69.</td>
<td>Garden Elementary School</td>
<td>17.34'</td>
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<tr>
<td></td>
<td>700 Center Rd., Venice</td>
<td></td>
<td></td>
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<tr>
<td>70.</td>
<td>Venice United Church of Christ</td>
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<td>13.80'</td>
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<tr>
<td></td>
<td>620 Shamrock Blvd., Venice</td>
<td></td>
<td></td>
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<tr>
<td>71.</td>
<td>Christ United Methodist Church</td>
<td>13.205'</td>
<td>12.405'</td>
</tr>
<tr>
<td></td>
<td>2525 Center Rd., Venice</td>
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</tr>
<tr>
<td>72.</td>
<td>Venice Area Middle School</td>
<td>14.64'</td>
<td>11.83'</td>
</tr>
<tr>
<td></td>
<td>1900 Center Rd., Venice</td>
<td></td>
<td></td>
</tr>
<tr>
<td>73.</td>
<td>Trinity United Presbyterian Church</td>
<td>17.29'</td>
<td>16.03'</td>
</tr>
<tr>
<td></td>
<td>4365 SR 775, Venice</td>
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<tr>
<td>74.</td>
<td>North Port Elementary School</td>
<td>21.10'</td>
<td>19.82'</td>
</tr>
<tr>
<td></td>
<td>1000 Glenallen Blvd., North Port</td>
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<tr>
<td>75.</td>
<td>Taylor Ranch Elementary School</td>
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<td>2500 Taylor Ranch Rd.</td>
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<td>76.</td>
<td>Emma Booker Elementary School</td>
<td>32.0'</td>
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<td>2350 N. Martin Luther King Jr. Way</td>
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Field Book 317, 318, 319 & 331; May, June & July 1990

### All Races

<table>
<thead>
<tr>
<th>County/Race</th>
<th>Age/Sex</th>
<th>Census 1980</th>
<th>Estimate 1980</th>
<th>Projected 2000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarasota</td>
<td>All</td>
<td>202,251</td>
<td>263,937</td>
<td>303,452</td>
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<table>
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<tr>
<th>County/Race</th>
<th>Age/Sex</th>
<th>Census 1980</th>
<th>Estimate 1980</th>
<th>Projected 2000</th>
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</thead>
<tbody>
<tr>
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<td>0-14</td>
<td>12,333</td>
<td>17,559</td>
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<td></td>
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<td>12,243</td>
<td>16,126</td>
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<td>25-44</td>
<td>30,148</td>
<td>31,171</td>
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<td>84,364</td>
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<th>Estimate 1980</th>
<th>Projected 2000</th>
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<tbody>
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<td>19,022</td>
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<td>56,244</td>
<td>58,662</td>
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<th>Estimate 1980</th>
<th>Projected 2000</th>
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</thead>
<tbody>
<tr>
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<td>16,418</td>
<td>18,462</td>
<td>18,983</td>
</tr>
<tr>
<td></td>
<td>15-24</td>
<td>11,168</td>
<td>11,163</td>
<td>11,243</td>
</tr>
<tr>
<td></td>
<td>25-44</td>
<td>31,002</td>
<td>31,051</td>
<td>30,973</td>
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<td>80,002</td>
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<td></td>
<td>65+</td>
<td>79,002</td>
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### Black

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<th>Age/Sex</th>
<th>Census 1980</th>
<th>Estimate 1980</th>
<th>Projected 2000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarasota</td>
<td>0-14</td>
<td>16,418</td>
<td>18,462</td>
<td>18,983</td>
</tr>
<tr>
<td></td>
<td>15-24</td>
<td>11,168</td>
<td>11,163</td>
<td>11,243</td>
</tr>
<tr>
<td></td>
<td>25-44</td>
<td>31,002</td>
<td>31,051</td>
<td>30,973</td>
</tr>
</tbody>
</table>

### FIGURE 8

TRAINING AND EDUCATION

I. AUTHORITY

A. LOCAL
   2. Current Sarasota County Peacetime Emergency Plan

B. STATE
   1. Chapter No. 252, Florida Statutes, "State Emergency Management Act"
   2. Current Governor's Executive Order (Emergency Management)

C. FEDERAL
   Public Law No. 100-107

II. GENERAL

Training and education regarding Emergency Management are essential at both County and City levels in order to minimize the loss of human life and property in the event of a natural disaster. Normal operations of County and City agencies will not be adequate preparation for emergency action and coordination during disaster conditions. Individuals with assigned tasks under this plan must receive preparatory training and participate in exercises of the plan in order to maximize the Plan's effectiveness. The goal of emergency preparedness training at all levels of government should be the preparation of individuals and organizations for effective and coordinated response to emergencies.

III. ORGANIZATION

The Training and Education Officer is a member of the Sarasota County Department of Emergency Management Staff and is responsible to the Director of the Department of Emergency Management for the coordination and control of the training program and personnel in a disaster.

IV. CONCEPT OF OPERATIONS

The Department of Emergency Management will provide for training to personnel with disaster related responsibilities and will conduct annual exercises of local disaster response plans. The Director of the Department of Emergency Management may request the Division of Emergency Management (DEM) to assist in the development of training programs and exercises.

Training will be provided by the County to prepare designated personnel to handle disaster responsibilities. Additional training seminars will be held by DEM to train personnel in statewide procedures and complex operations that involve multiple agency response. A joint exercise may be held annually by DEM to evaluate the effectiveness of emergency preparedness training.

V. EXECUTION

The County Training and Education Officer will:

1. Maintain a training program, and conduct necessary training and exercises for individuals and units of County and City governments and/or private organizations that provide emergency services to the community. Training programs shall include the taking of all applicable courses offered by FEMA as funding permits. Exercises shall be held on a periodic basis for the various units of the disaster response team.

2. Notify DEM of any training problems and request information and assistance when necessary. Such assistance is to include training materials and personnel to conduct classes and to be requested when local resources are inadequate to meet the need.

3. Have appropriate personnel attend training courses offered by Federal, State, and private organizations when possible.

4. Conduct an exercise of the Peacetime Emergency Plan at least once annually. Upon completion of this exercise, modify procedures and training to correct the deficiencies noted.

5. Maintain liaison with State agencies involved in Emergency Management training programs.

6. Maintain records of persons who have completed training courses or participated in exercises as a resource list of trained personnel.

7. Maintain training records for agency personnel. Training records shall include the names of the courses taken, the number of hours for each course, the location where the course was taken, the name of the instructor, any certifications received and dates.

8. Participate in State level training exercises and conduct individual exercises as necessary.

9. Provide training advice and assistance to local governments as requested by DEM.

10. Providing training for similar functions may be the responsibility of more than one agency. In such cases, a joint or cooperative training program should be undertaken as mutually agreed upon by the agencies involved. The Director of the Department of Emergency Management will assist agencies in coordination of joint training programs. Joint training programs shall consist of a specific agency such as the Fire Services providing training to other emergency services personnel in the handling of hazardous materials that they may be exposed to.

Similarly, the Sheriff will provide training for shelter
personnel in the handling of unruly evacuees. Each agency shall use the training methods and materials and facilities normally used to train its own personnel.

11. Each emergency response agency shall maintain their own training manuals and make them available for review by the County Training and Education Officer.

12. Each emergency response agency shall maintain records of responsibilities for each individual trained in emergency services.

13. The County Training and Education Officer shall schedule at least one County-wide drill per year and arrange for qualified observers to critique the drill. Evaluations will be utilized to identify areas in need of improvement.
WARNING PLAN

I. WARNING PLAN

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan

B. STATE
2. Current Governor’s Executive Order (Emergency Management)

C. FEDERAL
United States Public Law No. 100-707.

II. GENERAL
Procedures for warning require actions on two levels: warning to officials and organizations; dissemination of warnings to the general public. Formal warning systems exist for action at both levels. However, because variances in situations are more intensive at local levels, additional planning of messages and utilization of alternative media will be essential to ensure the effective warning of the general public.

A. DEFINITIONS
1. “Warning,” as used herein, shall apply to the necessary functions and facilities needed to rapidly and effectively warn the County officials, emergency management staff, municipalities, and the populace of an impending natural disaster.
2. “Emergency” means natural disaster so declared by governmental authority.

B. PURPOSE
1. To provide a rapid and positive means of alerting county officials, Emergency Management staff, municipal officials, and the populace of an impending natural disaster.
2. To ensure that every possible means of disseminating warning information is utilized to its fullest capabilities.

C. MISSION
1. To establish a Warning System.
2. To provide a Warning System capable of disseminating warning information.

D. SITUATION
The expediency of advance warning information being received in adequate time to prepare for a natural disaster for safeguarding life and property.

E. ASSUMPTIONS
Advanced warning of predicted natural disaster is received from the National Oceanic and Atmospheric Administration (NOAA), the State Warning Point (Tallahassee), one of the National Weather Service Stations (NWS), Police, Fire or Ambulance Services or the private sector. When a warning originates from the private sector, care must be exercised to authenticate the warning prior to dissemination.

III. ORGANIZATION

A. COMPOSITION
The Warning Officer, a member of the County Emergency Management Staff, is responsible to the Director of the Department of Emergency Management for the overall administration, coordination and control of the warning facilities and personnel.

B. RESPONSIBILITIES
The Warning Officer is responsible for:
1. Organizing an efficient warning network within the County that is capable of informing the general public and all government emergency units.
2. Compiling and submitting necessary warning reports to the Director of the Department of Emergency Management as required.
3. To test the Warning System at scheduled intervals to assure proper and adequate operation.
4. Implementation of necessary training as may be required.
5. Maintaining liaison with all recognized departments and agencies within the County/municipality who have a warning responsibility assigned by the Sarasota County Board of County Commissioners/City Commissioners.

C. WARNING SYSTEM
1. The following Warning Systems are available to the Director of the Department of Emergency Management for the dissemination of warning information:
   a. Radio Networks (Plectron and two-way networks)
   b. Fixed and mobile sirens
   c. Fixed and mobile horns, air or mechanical
   d. Fixed and mobile bells
   e. Lights
   f. Emergency Broadcast System
   g. Loudspeakers on police and fire vehicles
Peacetime Emergency Plan  
Sarasota County, Florida

Annex II: Warning Plan  
October 1, 1991

A. Basic Policies and general principles

1. Local governments will be warned of predicted natural disaster by means of the primary, supporting or backup communication systems. Such warning may come from the National Oceanic and Atmospheric Administration (NOAA), the State Warning Point (Tallahassee), from one of the National Weather Service (NWS) offices or from the private sector. When a warning originates from the private sector, care must be exercised to authenticate the warning prior to dissemination.

2. The County will keep State Warning Point informed of local severe weather conditions.

3. The County will request assistance through the DEM Area Coordinator as necessary in planning warning message content and dissemination methods.

4. The County will request assistance as necessary from State law enforcement agencies through the local Florida Highway Patrol office or through the Division of Emergency Management. Such assistance will be requested by the Director of the Department of Emergency Management when the Sheriff advises him that all of his resources are taxed to capacity and he must have assistance from the State agencies.

5. The County will request assistance as necessary from State law enforcement agencies through the local Florida Highway Patrol office or through the Division of Emergency Management. Such assistance will be requested by the Director of the Department of Emergency Management when the Sheriff advises him that all of his resources are taxed to capacity and he must have assistance from the State agencies.

6. The County will notify key local officials in case of a severe weather warning. This notification will be by land line, or in person if necessary. Additionally, the Department utilizes a facsimile transmission software program to transmit messages to various area organizations. The facsimile list is updated on a continuous basis. A dedicated telephone auto dialer is used to alert department heads, and an auto dialer dedicated to alerting Siesta Key residents is housed in the Department of Emergency Management.

B. EMERGENCY BROADCAST SYSTEM (EBS)

Upon receipt of an EMERGENCY ACTION NOTIFICATION, all AM, FM, and TV broadcast stations are required to take specific actions as provided in Part 73, Subpart G of the Rules and Regulations of the Federal Communications Commission. The EMERGENCY BROADCAST SYSTEM provides for controlled operations of broadcast stations during conditions of grave natural disaster and provides the President and the Federal...
Government, as well as State and local governments, with an expeditious means of communicating with the general public.

C. EMERGENCY PLAN PHASES
The three phases established in the Florida Peacetime Emergency Plan are as follows:
1. PHASE 1 - Pre-emergency or preparatory activities
2. PHASE 2 - Immediate Emergency functions and preparation for evacuation
3. PHASE 3 - Post-Emergency recovery or cleanup

D. WARNING RESPONSIBILITIES
1. Upon notification and acknowledgment of receipt of warning information, the Sarasota County Warning Point, located at the Sarasota County Administration Center in Sarasota, will notify the Director of the Department of Emergency Management and others in the order listed on Page II-9.
2. The list of Sarasota County Emergency Management Staff members and Sarasota County Officials to be alerted and notified by County Warning Point will be current at all times.

E. TERMINATION OF NATURAL DISASTER WARNING
2. As soon as the State Warning Point Tallahassee has issued the termination announcement, the operator will immediately call the roll of the Warning Points and/or Extensions within the State, and transmit the Natural Disaster Warning Terminated information.
3. Each County Warning Point will then disseminate the Natural Disaster Warning Termination in accordance with previously determined County Plans and procedures in announcing an “All Clear” or in advising the public on the action they should take.

F. EXECUTION
1. When Emergency Management conditions are warranted due to a natural disaster, the Warning Plan will operate in accordance with established procedures set forth in the Sarasota County Peacetime Emergency Plan.
2. The County Warning officer shall provide continuous coverage of the Emergency Operations Center Warning Point throughout the emergency and until the “All Clear” is given by the Board of County Commissioners.
3. Warning operations between the Emergency Operations Center and the Warning Points at each municipality shall be coordinated by the County Warning Officer by radio or telephone, or facsimile.

He shall provide similar coordination with the Warning Officers of adjoining Counties.
4. On the recommendation of the Director of the Department of Emergency Management, the public will be warned of an impending disaster when such recommendation is approved by the Board of County Commissioners.
5. The Warning Officer shall use the most expeditious means available for disseminating warning information. The means chosen will be governed by the type of hazard, time of day or night, time of year (which may involve tourists), road and weather conditions. He may use radio, telephone, sirens where available, or word-of-mouth using law enforcement and other available emergency personnel and organizations such as the Neighborhood Watch.

---

**Figure II-1**
SARASOTA COUNTY WARNING LIST

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<th>Work Ext.</th>
<th>Work Ext.</th>
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<td>11. Deputy County Administrator - Admin. Services ... 951-5293</td>
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<tr>
<td>2. Sheriff ... 951-5800</td>
<td>12. City Manager - Sarasota ... 365-2200</td>
</tr>
<tr>
<td>3. Commissioner - District 1 ... 951-5200</td>
<td>13. Police Chief - Sarasota ... 366-8000</td>
</tr>
<tr>
<td>4. Commissioner - District 1 ... 951-5200</td>
<td>14. City Manager - Venice ... 485-3311</td>
</tr>
<tr>
<td>5. Commissioner - District 3 ... 951-5200</td>
<td>15. Police Chief - Venice ... 488-3962</td>
</tr>
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<td>6. Commissioner - District 4 ... 951-5200</td>
<td>16. City Manager - Longboat Key ... 383-3721</td>
</tr>
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<td>7. Commissioner - District 5 ... 951-5200</td>
<td>17. Police Chief - Longboat Key ... 383-4314</td>
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<td>8. County Administrator ... 951-5888</td>
<td>18. Mayor - North Port ... 426-1900</td>
</tr>
<tr>
<td>9. Deputy County Administrator - Community Services ... 951-5855</td>
<td>19. Police Chief - North Port ... 426-1172</td>
</tr>
<tr>
<td>10. Deputy County Administrator - Growth Management ... 951-5727</td>
<td>20. Fire Chief - Sarasota City ... 365-1616</td>
</tr>
<tr>
<td>21. Red Cross - Sarasota ... 377-6596</td>
<td>22. Superintendent of County Schools ... 953-5000</td>
</tr>
<tr>
<td>23. U.S. Coast Guard (Cortez) ... 794-1262</td>
<td></td>
</tr>
</tbody>
</table>

Home phone numbers for these key numbers of the Sarasota County Emergency Management Team are maintained in the Emergency Management office and in the 9-1-1 Emergency Operations Center. Additionally, an expanded Agency Directory containing emergency numbers is also maintained in the Department.
I. AUTHORITY

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
1. Chapter No. 252, Florida Statutes, "State Emergency Management Act"
2. Current Governor’s Executive Order (Emergency Management)

C. FEDERAL
United States Public Law No. 100-707

II. GENERAL
The need for establishing designated public information channels is essential in order to provide for an understanding of individual responsibilities, actions and duties when Emergency Management Plans are placed into operation. Public actions may be directed through designated public information channels when disaster appears imminent, during emergency conditions, and throughout the post-emergency recovery period.

Pre-disaster information programs serve to increase public awareness of Emergency Management programs, to educate the public on ways to protect life and property, and to inform the public on the availability of further assistance or related information.

During emergency conditions, the public should be informed of measures implemented during efforts to manage the situation, including governmental decisions, recommendations and instructions. Timely, accurate, authoritative information becomes vital under these circumstances. In the absence of correct information, the public may otherwise rely upon rumors, hearsay or misinformation that cause panic, fear, confusion and hesitation.

A continuous flow of adequate information is necessary to provide full public knowledge of the disaster conditions, safety precautions and relief services available.

In order for Emergency Management officials to fulfill this obligation for public information, a chain of command concerning informational services is established. By this Annex, Emergency Management officials within the Emergency Operations Center will coordinate the Public Information Services Team.

A. DEFINITIONS
1. The phrase "Education and Training" as referred to in this plan will include all instructional activities and facilities which are necessary to inform and train individuals to fulfill emergency responsibilities prior to, during, and after emergency conditions are declared.

Education and training shall encompass advanced education, public instruction, technical or vocational training, and general related education for children, youth, and adults.

2. The phrase "Public Information" referred to in this plan, will include all personnel and facilities, public and private, designated as appropriate channels for the collection, preparation, and dissemination of emergency operations-related information. Designated channels will include electronic and print media services, public address systems and support systems appropriate for certain emergency conditions, as described by Emergency Management officials.

B. PURPOSE
The purpose of Public Information Services is to support the operational units of the Department of Emergency Management and to provide information to the media and the public prior to, during, and after emergencies.

C. MISSION
The mission of the Public Information Service is to provide for the recruitment, training and assignment of personnel, in addition to providing the necessary facilities and public communications channels required to perform educational training and public information functions.

D. SITUATION
1. The normal everyday educational and public information facilities may be interrupted as a result of disasters.

2. The effects of severe natural or man-made disasters could incapacitate or render impossible educational and mass communications facilities.

E. ASSUMPTIONS
It should be assumed that emergency conditions will require utilization of all designated mass communications systems in order to provide for public safety. Print and electronic media may be used to forewarn and educate the public regarding actions required to evacuate endangered areas, secure areas subjected to lesser degrees of damage, and to facilitate recovery operations during the post-disaster period.

Emergency Management officials must remain responsive to media and public requests for information...
before, during, and after emergency conditions occur. Prompt responses to public and media inquiries may be assured by close cooperation between the Department of Emergency Management and designated staff. This arrangement will enhance the exchange of public information without causing undue interference with certain duties of the Executive Director of the Department of Emergency Management.

III. ORGANIZATION

A. NORMAL CONDITIONS

This involves the routine, day-to-day operations of the Department of Emergency Management. Information disseminated during this stage will consist of systematically approved news releases, news features, and radio and television programs, all intended to instruct the public regarding potential hazards involving natural or man-made disasters. The emphasis during this stage will involve explanations of individual responsibilities and actions to be taken during emergency conditions to minimize the loss of life, injuries, and property. These programs are proposed to increase public awareness of the Department of Emergency Management programs and to educate the public concerning proper methods for obtaining additional information and assistance.

Ongoing activities will also include the development of working relationships with news media personnel and related organizations in order to facilitate prompt, accurate news coverage of the Department of Emergency Management operations.

Working at the direction of the Director of Emergency Management, designated staff shall be responsible for developing uniform information distribution systems; media orientation sessions; improving citizen preparedness during the year; establishing a remote command post communications system from the Cattlemen Road complex; developing procedures for directing media representatives to designated areas adjacent to the Emergency Operations Center; and developing a working knowledge of equipment and procedures used for processing public information. The designated staff shall remain available to the Executive Director of the Department of Emergency Management on a priority basis.

B. EMERGENCY

This stage begins when the Director of the Department of Emergency Management, the Board of County Commissioners, or appropriate authorities determine that conditions with the potential for developing into an emergency situation are imminent or so probable that elevated readiness or response procedures are necessary.

With the onset of emergency conditions, designated staff will issue public service announcements characterizing or estimating the nature of the disaster and the probable degree of impacts to threatened communities.

At the direction of the Director of Emergency Management, designated staff will prepare and issue clear, concise and timely information and instructions to the general public and to the media. Information disseminated during this stage will be primarily directed toward the survival, health and safety of the population within the disaster area.

Designated staff will work with the Director of the Department of Emergency Management to provide for and arrange reports concerning periodic weather conditions, government response levels, and related information through the media and County broadcast systems. Information sources will include the law enforcement command center, remote County operations areas, interviews with key personnel, and standard guidelines, issued by staff. P.I.O. will establish contact points or communication lines for medical inquiries.

C. POST-EMERGENCY

This stage begins when emergency operations cease and continues until the needs for recovery and rehabilitation procedures are satisfied. The Director of the Department of Emergency Management and designated staff shall evaluate information obtained from all operation levels, related agencies, and other sources. This information, once it is analyzed, edited, and compiled, will become included in the continuous flow of information to the media and general public. News releases will include status reports of post-disaster conditions, explanations of efforts by emergency management teams to alleviate disaster-related problems, descriptions of what types of disaster relief are available, including information regarding where and how disaster victims may apply for such assistance.

Staff shall maintain a log of disaster-related activities for evaluation, including shelter operations, law enforcement and security reports, utility damages, etc., to relay to operations officials and the media. The Sarasota County E.O.C. through the Board of County Commissioners will coordinate rehabilitation of evacuated areas only after areas are deemed safe. The rehabilitation process is clearly defined in Ordinance No. 85- and will be communicated in a uniform fashion, by the Public Information Team, including necessary public safety precautions and guidelines.

IV. CONCEPT OF OPERATIONS

A. BASIC POLICIES AND GENERAL PRINCIPLES

1. The concept of the Department of Emergency Management Public Information Service operations shall be based on the following policies and general principles:

   a. In the event a natural or man-made disaster occurs in Sarasota County, public safety, and morale will be directly keyed to the availability of authoritative information.

   b. The use of, and coordination of all public information agencies will be essential to keep the public informed. Systematic procedures for developing and disseminating information must be adhered to in order for the Emergency Operations Center to function properly, including the use of designated staff for media or public inquiries and responses.
**B. GENERAL INSTRUCTIONS**

The Public Information Officer is responsible to the Director of Emergency Management and, in turn, to the Board of County Commissioners for communicating emergency messages through the electronic and print news media or other designated channels. At the direction of the Director of Emergency Management, the Public Information Officer (PIO) shall:

1. Develop plans and procedures, including administrative staff and technical support, as required for the efficient and effective performance of public information functions.

   These functions will include provisions for coordinating Emergency Management information and news releases with cable television officials on designated channels; preparing messages using the cable teleprompter for public information advisories; establishing an unlisted media telephone line to be manned by the PIO for receiving inquiries and for distributing news releases; permitting and coordinating installation of paid telephone circuitry for media in designated media areas; instructing switchboard to route media inquiries to PIO; develop system for controlling media access to EOC except for news media using rotation basis; coordinate media identification system by maintaining roster of registered media representatives; designating area adjacent to EOC for media pool and arranging for media's physical needs; develop disaster status boards and provide for periodic update in EOC and media areas.

2. Provide the following information to the public and the news media:
   a. Characterize and identify all areas that must be evacuated, including information concerning weather status, and radio station messages including map profiles and word pictures of evacuation areas for storm categories 1, 2, 3, 4, 5, including road profiles, routes, and evacuation destinations.
   b. The identity and locations of all American Red Cross public shelters that will be opened to receive evacuees.
   c. Provide for steady stream of public service information to the evacuees of Sarasota County in cooperation with other designated Emergency Management personnel, cable TV, radio, and local television stations.
   d. The schedule and procedures that evacuees should follow during a voluntary evacuation, followed by the time that a mandatory evacuation is to commence.
   e. The ordering of all bridges between the keys and the mainland to be secured in the closed position.
   f. Information concerning the extent and amount of damage and casualties caused by the disaster, coordination with damage assessment teams, and utility officials.
   g. Types of disaster relief assistance available and locations of Disaster Assistance Centers. Work with the Director of the Department of Emergency Management to complete guidelines for rehabilitation and return of evacuees to evacuated areas and homes, including spot evacuations.

   Include coordination with law enforcement command center and instructions for appropriate safety information such as bottled water instructions.

**V. EXECUTION**

When the Emergency Operations Center is activated, the Public Information Team will operate in accord with established procedures set forth in the Sarasota County Peacetime Emergency Plan.

Past, present, and ongoing public information programs include utilization of print and electronic news media for public information services, distribution of educational and instructional materials in public places, and programs for the public education system and school district students administered by the Director of Emergency Management. The Director and Deputy Director of the Department of Emergency Management present no less than 25 public information presentations yearly, targeting area mobile home parks.

Periodic press conferences or informational sessions will be scheduled in an effort to coordinate information released to the public during emergency conditions. Rumor control during the activation is accomplished through the use of the Sarasota County Parks and Recreation Department staff, who are located in the Emergency Operations Center and staff the incoming telephone lines. This staff is available to the Director of Emergency Management on an ongoing basis. The staff is given frequent updates on the status of the emergency so that accurate information is given to the public when a telephone call is received.

Information on individuals injured or missing due to a disaster event is coordinated and disseminated through the local Chapter of the American Red Cross.

The Public Information Team in coordination with the Director of the Department of Emergency Management shall for the collection and dissemination of public service information, including the use of the following radio and television stations:

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<tr>
<th>AM Radio</th>
<th>FM Radio</th>
<th>Television</th>
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<tr>
<td>WAMR</td>
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<td>*WENG</td>
<td>WKZM</td>
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(*Stations selected as prime broadcast stations in the event other stations fail). All stations listed except WAMR, WQSA, and WQSA have emergency power, and they will broadcast warning and advisory information as needed.

Station WXXY will broadcast emergency information in English and Spanish. In addition, bilingual staff of the Sarasota County School Board is available to the Public...
Information Officer. The Department of Emergency Management also utilizes an AT&T telephone translating service for relaying information to non-English speaking citizens.

The Public Information Team will provide public information bulletins to designated radio and television stations, including coordination of on-site, remote broadcasts with radio stations, cable TV, and local television stations from designated areas.

Inform and handicapped people who are registered with the Department of Emergency Management shall be notified of emergency conditions, if appropriate, by telephone.

Tourists registered at local motels, hotels, apartments, condominiums, and other resort establishments should be notified of the impending disaster by the corresponding facility manager through the Public Information Team.

VI. RESPONSIBILITIES - COUNTY

A. THE BOARD OF COUNTY COMMISSIONERS

The Sarasota County Board of County Commissioners, having general direction and control of the Department of Emergency Management programs and County functions, is responsible for the policy governing emergency actions.

B. THE DIRECTOR OF EMERGENCY MANAGEMENT

The Director of Emergency Management is the head of the Public Information Services, under the direction and control of the Board of County Commissioners. He is responsible for the administration and operations of the Public Information Services, consisting of education, training, and public information. He shall be responsible for alerting the Public Information Officer, establishing headquarters, and the placing of Standing Operations Procedures in effect for continuous operation under emergency conditions.

C. PUBLIC INFORMATION OFFICER

At the direction of the Director of the Department of Emergency Management, the PIO shall be responsible for the organization, training, and operations of matters concerning public information. He will be responsible for the establishment of proper working relations with other agencies, individuals, and related groups in order to build an awareness, understanding, and acceptance of Emergency Management activities. Representative duties include:

1. The Sarasota County Management Research Analyst;
2. School Board PIO and alternate;
3. Law Enforcement PIO Officers;
4. Fire agencies PIO officers;
5. The Public Information Officer shall maintain personnel roster and listings of Public Information sources, such as Emergency Management officials, news media or other media relating to public communications. He shall instruct news media representatives concerning the role of the PIO during emergency conditions and provide technical and supportive information regarding Emergency Operations Center functions. He shall establish a rapid, uniform media notification system and maintain contact with other emergency agencies or utilities.

The Public Information Officer shall supervise the collection, preparation, and dissemination of appropriate routine and emergency messages to all mass media or designated communications channels. He shall monitor Board of County Commissioner meetings, meetings of the Emergency Operations Center staff and prepare news releases accordingly, including the schedule for periodic updates of public information, meeting schedules, and cable television messages. He shall establish communications with Emergency Operations centers established in the field during spot disasters in order to prepare public information releases, including operations based at other County facilities.

The Public Information Officer shall establish and maintain liaison with all news media representatives, and provide for the recruitment, assignment, training, and operations of personnel within the Public Information Team. He shall arrange and conduct meetings with the media in advance of emergency conditions on an annual or routine basis in order to review media needs, responsibilities, and informational needs.

The PIO shall also coordinate with other public information specialists and serve as a contact point for them, including American Red Cross and Sarasota Memorial Hospital; serve as a contact point for area utilities; maintain files of all media reports related to Emergency Management Operations and evaluate reports for accuracy.

The Sarasota County American Red Cross in conjunction with the Department of Emergency Management and the Welfare Services has established a Sarasota County Chapter of The National Voluntary Organizations Active In Disaster to provide input and coordination of the activities of private relief organizations including area churches and members of the private sector.
SARASOTA COUNTY TROPICAL DEPRESSION ADVISORY NO. 1
Issued By The Sarasota County Department of Emergency Management

A tropical depression with a poorly defined center has been reported by the National ... Weather Service near latitude __________ north, longitude __________ west. It is too far away to cause concern for us. However, this is a good time to take precautionary measures. Review your evacuation plans if you live in low lying or coastal areas or in a mobile home. If you live in an area that does not have to be evacuated, take stock of your emergency supplies including nonperishable foods, water, medication, battery-operated radios and flashlights.

Stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY TROPICAL DEPRESSION ADVISORY NO. 2
Issued by The Sarasota County Department of Emergency Management

The National Weather Service has upgraded the tropical depression to a storm. It has been named ___________________________ and it is located near latitude __________ north and longitude __________ west.

_____________________________ is approximately miles of and poses no threat to Sarasota at this time.

However, you are asked to review your evacuation plans and your emergency supplies.

Stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY TROPICAL STORM ADVISORY NO. 3
Issued By The Sarasota County Department of Emergency Management

Tropical storm ________________________________ has gained strength within the past few hours. Wind velocities are now reported at _______ miles per hour. ________________________________ is located near latitude ____________ north, longitude _______________ west, or approximately _________ miles ___________ of _______________________.

Although ________________________________ poses no immediate threat to Sarasota County, you should be prepared to seek shelter if ________________________________ changes course.

Check your evacuation plans and your emergency supplies. Stay tuned to this station for further advisories from the Department of Emergency Management.
The National Weather Service has upgraded tropical storm ____________ to a Hurricane. It is located near latitude _______ north and longitude _______ west.

Your Sarasota County Department of Emergency Management advises that Hurricanes can inflict heavy damage, especially on the indifferent, the unprepared, and the unsuspecting. The key to Hurricane protection is preparedness. By taking sensible precautions well before the bad weather arrives, residents can protect themselves against the violence of these storms.

Read your Sarasota County Department of Emergency Management and American Red Cross Hurricane emergency information pamphlet or the “Hurricane Special” insert to the Sunday ______________ , ____________________, Sarasota Herald Tribune.

Follow the advise given by Emergency Management authorities over this station.

Stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 5
Issued By The Sarasota County Department of Emergency Management

Hurricane ________________ continues to build strength with winds reaching ________ miles per hour. It is located near latitude ________ north, longitude ________ west or approximately ________ miles ________ of ______________. Its course has___________________________.

Serious thought should now be given to your plans for seeking shelter.

If your plans call for evacuation to a public Red Cross shelter, prepare to bring with you a small mattress, blanket, pillow, flashlight, battery-operated radio, light snacks and liquids such as fruit juices in small quantities that can be consumed in one meal, special medication, special diet foods, and baby formula or foods.

Pets, alcohol, drugs, smoking, and weapons will not be permitted in a public shelter.

If you live in an area that does not have to be evacuated, check your emergency supplies such as water, nonperishable foods, medication, flashlights, and battery-operated radios.

Be prepared to have these supplies last for at least seven (7) days. Drinking water should be stored in sealed plastic containers. Do not drink water stored in open containers without first purifying it. Water may be made safe to drink by adding eight (8) drops of household bleach containing 5.25% sodium hypochlorite or twelve (12) drops of iodine to each gallon. If the water clarity is doubtful, don’t drink it. If you plan to seek private shelter away from your home, bring seven (7) days survival supplies with you and seek shelter in an area where the land elevation is at least twenty (20) feet above mean sea level.

Stay tuned to this station for further advisories from the Department of Emergency Management.
A Hurricane Watch has been announced for Sarasota County.

Hurricane ________________________________ is now located near latitude ___________ north, and longitude ___________ west. It is posing a threat to this area and your Sarasota County Department of Emergency Management office and the Red Cross sincerely hope you have selected your course of action in case Sarasota County is placed in a condition of Hurricane Warning.

For those who intend to leave the area in advance of the storm, tie down or place indoors all loose objects from your yard and prepare your home for high winds by lowering Hurricane awnings, closing shutters, or boarding up or taping windows, etc. Turn off electrical power, gas and oil supplies, boats should be brought into garages (or securely tied with sufficient slack in the lines to large trees, if possible). If evacuation is officially ordered, trailers of any sort will not be permitted on evacuation routes.

Do not plan to stay at home if it is located in a low-lying area subject to flooding.

If your home is on high ground and you intend to stay at home, lay in your emergency supplies of food, water, first aid items, and battery-operated lights and radio. Cooking and lighting requirements should be reduced to a minimum.

Prepare your home for high winds and take indoors any loose objects in your yard. Remember any special medicines, baby formulas or special diet foods must be taken to shelter with you. You are also advised to take with you some drinking water as water supplies could become disrupted. One-gallon, plastic containers provide ready water storage. Pets will not be allowed in Public Red Cross shelters so you should make other arrangements for their well-being. Contact your veterinarian and make the necessary arrangements for your pets.

Fill your automobile tank if it is less than half full.

Stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 7
Issued By The Sarasota County Department of Emergency Management

Public Red Cross disaster volunteers assigned to the Red Cross Chapter-House-or-to...
Red Cross Shelters report for duty immediately.

Stay tuned to this station for further announcements from the Department of Emergency Management.
The following public Red Cross Shelters are now open to receive evacuees:

**PRIMARY SHELTERS**

- American Legion Post #30 — 2040 6th Street
- Ashton Elementary School — 5101 Ashton Road
- Ashton Mennonite Church — 2895 Ashton Road
- Bahia Vista Mennonite Church — 4042 Bahia Vista Street
- Brookside Middle School — 3636 S. Shade Avenue
- Beneva Christian Church — 4835 S. Beneva Road
- Booker High School — 3201 N. Orange Avenue
- Emma Booker Elementary School — 2350 Martin Luther King Way
- Church of Incarnation — 1350 Martin Luther King Way
- First Christian Church — 122 S. Washington Boulevard
- Fruitville Elementary School — 601 Honore Avenue
- Gocio Elementary School — 3450 Gocio Road
- Gulf Gate Elementary School — 6500 Lockwood Ridge Road
- Knights of Columbus — 4880 Fruitville Road
- Lakewood Elementary School — 7299 Proctor Road
- McIntosh Middle School — 701 S. McIntosh Road
- Riverview High School — One Ram Way
- Sahib Temple — 600 N. Beneva Road
- Sarasota Christian School — 5415 Bahia Vista Street
- Sarasota Family YMCA — 1075 S. Euclid Avenue
- Sarasota High School — 1001 S. Tamiami Trail
- Sarasota Middle School — 1001 S. School Avenue
- Sudakoff Conference Center, USF — 5700 N. Tamiami Trail
- The Tabernacle — 1900 Center Road
- Tuttle Elementary School — 124 S. Tuttle Avenue
- VFW Post #3233 — 3400 Wilkinson Road
- Wilkinson Elementary School — 3400 Wilkinson Road

**VENICE**

- Christ United Methodist Church — 2525 Center Road
- Garden Elementary School — 700 Center Road
- Taylor Ranch Elementary School — 2500 Taylor Ranch Tr.
- Trinity United Presbyterian Church — 4365 S. R. 775
- Venice Area Middle School — 1900 Center Road
- Venice United Church of Christ — 620 Shamrock Boulevard

**INGLEWOOD**

- North Port Elementary School — 1000 Glenallen Boulevard

**NORTH PORT AREA**

- North Port City Hall — 5650 North Port Boulevard
- North Port Fire Station — 5700 North Port Boulevard

**MEDICAL EVACUATION SHELTER FOR SARASOTA COUNTY**

- Sarasota Area Vocational Center — 4748 Beneva Road
- North Port City Hall — 5650 North Port Boulevard
- Venice Community Center — 326 S. Nokomis Avenue

Stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 9
Issued by The Sarasota County Department of Emergency Management

Hurricane ____________________________ is now located near latitude _______ north, longitude _______ west, or approximately _______ miles _________ of Sarasota County. It is a threat to this area. Emergency Management recommends those living in substantial homes in an area not prone to storm flooding should decide now whether or not to "ride out" the storm at home and prepare accordingly.

All mobile home residents and people living in coastal areas or in areas prone to storm flooding should consider evacuating on a voluntary basis at this time. It is further recommended that evacuees go either to a motel or to the home of a friend who has a substantial house in an area not prone to flooding or go to the center of the state and "ride out" the storm in a substantial hotel or motel. If you wish to go to a motel or hotel in Sarasota County, select one that is close to a public Red Cross shelter.

Those unable to stay at home or follow the suggestions previously mentioned should plan to evacuate to a public Red Cross Shelter for a stay of up to 48 hours. Evacuating to a Public Red Cross Shelter should be your last choice because space is limited and overcrowding is probable.

Evacuees going to private homes or motels or hotels should bring survival supplies to last at least seven (7) days.

Evacuees going to public Red Cross shelters should bring blankets, pillows, one change of clothing, light snacks and drinks, battery-operated radios, flashlights, special medication, and baby foods, or special dietary foods.
SARASOTA COUNTY HURRICANE ADVISORY NO. 9 (Continued)

Issued By The Sarasota County Department of Emergency Management

If you have not made previous arrangements for your pets and you intend to go to a public Red Cross shelter, you may drop your pet off at the nearest of the following Sarasota County Animal Control Department pickup points:

- Parking area at Island Park on west side of U.S. 41
- Southeast corner of Siesta Drive and U.S. 41 in South Gate parking area at Kapio’s.
- Southwest corner of Stickney Point Road and U.S. in Oaks Barbecue parking lot.
- Southwest corner of Blackburn Point Rd./U.S. 41 Shopping Plaza.
- South County Sheriff’s Dept. on S.R. 775 in South Venice.
- Other points as announced by the Dept. of Emergency Management.

Stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 10
Issued By The Sarasota County Department of Emergency Management

Hurricane ____________________________ has increased in strength. Its wind velocity is now _______ miles per hour and it is moving at _______ miles per hour in a ______________ direction. It is still a potential threat to Sarasota County. It is currently at latitude ______________ north, longitude ______________ west.

The infirm, handicapped and disabled who are registered with Emergency Management will now be picked up by an ambulance or a school bus at their homes and brought to a Red Cross special care shelter. Bring all prescription medicines, oxygen and other medical necessities with you.

Please be ready to leave when the ambulance or school bus arrives. This is a public service provided only to those who are currently registered with Emergency Management.

If you are not registered with Emergency Management, please call 366-6000 for information.

Stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 11
Issued By The Sarasota County Department of Emergency Management

Hurricane __________________________ has increased in strength. It's wind velocity is now ______ miles per hour and it is moving at ______ miles per hour in a ________________ direction. _______________________________ is now a definite threat to Sarasota County. It is currently at latitude ________________ north, longitude ________________ west.

The Board of County Commissioners has declared that a state of emergency exists. The Board hereby orders immediate evacuation of Longboat Key, Lido Shores, Lido Key, Bird Key, Siesta Key, Casey Key, the Gulf Coast of Venice and Manasota Key.

If you are without transportation and have your pet with you and you intend to go to a public Red Cross shelter, please leave it with the Sarasota County Animal Control person in the Animal Control vehicle following the school bus which is picking up people without transportation.

It is imperative that the Gulf Coast residents leave first and immediately.

Stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 12
Issued By The Sarasota County Department of Emergency Management

Hurricane __________________________ is a major hurricane and it still poses a major threat to Sarasota County. Its wind velocity is _______ miles per hour and it is moving in a ______________ direction at ______________ miles per hour. If it continues on this course, it is expected that the gale force winds will arrive at about ______________. It is currently at latitude ___________ north, longitude ___________ west.

The Board of County Commissioners now orders the immediate evacuation of all residents of bay front homes on the mainland and low-lying areas to the bay sides of U.S. 41 which are at land elevations of _____________ feet or less.

Stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 13
Issued By The Sarasota County Department of Emergency Management

Hurricane ___________________________ is a major hurricane and it continues to pose a major threat to Sarasota County. Its wind velocities are _______ miles per hour and it is moving at _______ miles per hour in a _______ direction. If it continues this course, the gale force winds of _______ miles per will arrive at __________________________. The eye is expected to arrive at __________________________. It is currently at latitude _______ north, longitude _______ west.

The Board of County Commissioners now orders all residents of all mobile home parks on the mainland to begin evacuation immediately.

Residents of the keys and of coastal and low-lying areas on the bay side of U.S. 41 on the mainland who have not already done so are ordered to evacuate immediately.

After the gale force winds arrive, we anticipate a rise in tide to _______ feet which will inundate the evacuation roads on the keys and those leading to the mainland making it impossible to move traffic. Please leave now.

Please stay tuned to this station for further announcements from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 14
Issued By The Sarasota County Department of Emergency Management

Hurricane ____________________ is now a definite threat to Sarasota County. It is located near ________ latitude, longitude ________ west or approximately ________ miles ________ of ________________________________.

It has sustained winds of ________ miles per hour and it is moving in an ________________ direction at ________ miles per hour. Tides are expected to reach ________ feet in about ________________.

Anyone living on the keys, bay front, all low-lying areas, and in mobile home parks that have not yet evacuated are ordered to do so immediately. This may be your last chance to get out safely.

People living in other areas that do not have to evacuate check to be certain all loose objects have been brought indoors, keep your emergency supplies handy and be sure to stay tuned to this station for further advisories from your Sarasota County Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 15
Issued By The Sarasota County Department of Emergency Management

Hurricane ___________________________ gale force winds of _______ miles per hour have arrived at __________________________.
Tides of _______ feet are washing ashore at __________________________.
Do not venture out.

Hurricane ___________________________ is now located at latitude _______________ north, longitude _______________ west, with winds of _______ miles per hour. It is moving in an __________________________ direction at _________ miles per hour and is expected to arrive at __________________________ in about _________ hours if it continues on its present course. Tides are expected to reach _______ feet at that time. Please remain indoors. Do not venture out.

Stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 16
Issued by The Sarasota County Department of Emergency Management

Hurricane ______________________________________ has struck __________________________________. All persons, please remain indoors.

The eye is expected to pass over ________________________, near latitude _______ north, longitude _______ west, in _______ hours. It will be relatively calm at this time.

Do not go outdoors. REPEAT... DO NOT GO OUTDOORS!

After the eye passes, the hurricane force winds of _______ miles per hour will strike from the opposite direction. REPEAT... AFTER THE EYE PASSES, THE HURRICANE FORCE WINDS OF _______ miles per hour will strike from the opposite direction.

Please stay indoors until the ALL CLEAR is given.

Stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 17
Issued By The Sarasota County Department of Emergency Management

The eye of Hurricane ___________________________ is now over ___________________________, near latitude ____________ north, longitude ____________ west. It should be relatively calm for the next ________ hours.

Do not be fooled. Please remain indoors. Destructive hurricane force winds will attack from the opposite direction in about ________ hours.

Please remain indoors until the ALL CLEAR is given.

Stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 18
Issued By The Sarasota County Department of Emergency Management

Hurricane ____________________________ is now past ____________________________ and the tides are ____________________________.
It is now located near latitude _______ north, and longitude _______ west.

Please remain indoors until the all clear is given.

Stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 19
Issued by The Sarasota County Department of Emergency Management

Hurricane ____________________________ is past Sarasota, the tides have subsided and ____________________________ no longer poses a threat to Sarasota. It is now located near latitude ___________ north, and longitude ___________.

The Sarasota County and the Red Cross Damage Survey Teams are now evaluating damages. You will be advised shortly which areas are safe to return to and when.

Please stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 20
Issued By The Sarasota County Department of Emergency Management

The following areas are considered to be safe to return to:

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

All residents of these areas may now return home.

All others please remain in shelters until further notice.

Please stay tuned to this station for further advisories from the Department of Emergency Management.
SARASOTA COUNTY HURRICANE ADVISORY NO. 21
Issued By The Sarasota County Department of Emergency Management

All areas are now safe to return to.

All those still remaining in shelters may now return home.

Please stay tuned to this station for further information regarding Hurricane __________________________ and its effect on Sarasota County.

Your Board of County Commissioners gratefully extends its thanks to you for your cooperative response in seeking shelter against this disastrous hurricane.
COMMUNICATIONS

I. AUTHORITIES

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
1. Chapter No. 252, Florida Statutes, "State Emergency Management Act"
2. Current Governor's Executive Order, (Emergency Management)

C. FEDERAL
United States Public Law No. 100-107

II. GENERAL
This Annex provides the basic guidelines by which existing communications capabilities within Sarasota County can be utilized to facilitate operational and administrative control during a natural disaster.

Communications systems will be viewed as belonging to one of two categories: Category I, the dedicated Emergency Management Communication systems which are maintained and operated by the Sarasota County Department of Emergency Management or other organizations for the sole purpose of disaster communications; and Category II, other public and private systems which are operated and maintained primarily to serve other than disaster response missions.

C. MISSION
1. To provide for the rapid and efficient means of receiving and transmitting vital information and instructions necessary to coordinate and control operations during emergencies.
2. To implement this mission by establishing within Sarasota County Department of Emergency Management the communications systems and networks as follows:
   a. Command Net among the Emergency Operations Centers of Sarasota County, Area District S-1, surrounding counties, South Florida Area, and the State of Florida.
   b. Administrative Net to provide communications with the Emergency Operations Centers of Sarasota County, Area District S-1, surrounding counties, South Florida Area, and the State of Florida.
   c. County Command Emergency Management Net for control of emergency operations within the County and for point-to-point, mobile-to-mobile, and point-to-mobile emergency communications within the County.
   d. Operational Service Nets communication service for operational control by the Directors of support organizations, for communications among emergency operations centers, alternate EOC's, public shelters, crews and the Department of Emergency Management teams in the field, supply and transportation centers.

D. SITUATION
During a natural disaster a serious disruption of communications may occur. Overloading of all telephone circuits may be caused by well meaning but misinformed persons. It can be expected that only about 5% of telephone communications will be effective after a natural disaster. Other communications may be completely destroyed or seriously damaged. Operating communications personnel may be in considerable shortage initially, but sufficient numbers will be available to operate the most vital communication.

III. ORGANIZATION
A. COMPOSITION AND RESPONSIBILITIES
1. The Communications Officer, a member of the County Emergency Management Staff, is responsible to the Director of the Department of Emergency Management for control of the communications facilities and the overall administration and operational control of the communications facilities and personnel. Training for communications staff is provided through in-house exercises, as well as professional courses offered through local and state organizations. Monthly radio drills and checks assure that all equipment is functioning properly. The radio system and equipment is activated on a monthly basis. Observed deficiencies are corrected through an equipment maintenance contract.

2. The Emergency Management Emergency Radio System is comprised of the Emergency Management emergency frequency and various frequencies used by Emergency Forces that include:
   - Emergency Management
   - Sheriff
   - Animal Control
   - County Building and Zoning
   - County Environmental Services
   - County Health Department
   - County Property Appraiser
   - County Highway Maintenance
Radios will be operated only by authorized personnel from the appropriate agency. The Amateur radio Networks will be operated by qualified and FCC licensed Amateur radio volunteers. These volunteers will be coordinated by the local ARES (Amateur Radio Emergency Service) coordinated and approved by the Communications Officer.

The State L.G.R. radio will be operated by the Sarasota County Communications Officer.

The Sarasota County Emergency Broadcast System for Peacetime Emergencies is comprised of all Sarasota based radio and television stations. Entry point to these stations is the Sarasota County Emergency Operations Center Emergency Management radio.

Radio Communications with State Agencies and other County Emergency Management Centers will be made via the State L.G.R., or NAWAS system. Manatee County, Sarasota County, and Charlotte County can communicate with one another by a separate radio system as backup for the State L.G.R. System.

3. Networks:
   a. The South Florida Area Emergency Operating Center through the District S-1 in West Palm Beach, Florida.
   b. All municipalities within Sarasota County and their Emergency Management organizations and forces, and all County agencies.

The Sarasota County Department of Emergency Management Communications network will be organized by the County Emergency Management Communications Officer under the supervision of the Executive Director of the Department of Emergency Management.

B. COMMUNICATION SYSTEMS

1. Communication systems available to the Executive Director of the Department of Emergency Management for the conduct of emergency operations are:
   a. Landline Systems
      1. Telephone
      2. Teletypewriter
      3. NAWAS
      4. 9-1-1 Emergency Telephone System
   b. Radio Systems
      1. Emergency Management Special Emergency Radio Services
      2. County/City Law Enforcement Systems
      3. County-City Agencies Radio System and other Governmental Radio Systems
      4. County/City Fire Radio Systems
      5. U.S. Coast Guard Radio Systems
      6. Florida National Guard Radio Systems
      7. Civil Air Patrol Radio Systems
      8. Red Cross Radio System
      9. School Board Radio System
      10. The Emergency Broadcast System
11. TV Network
12. Amateur Radio Network
13. G.R. Network
(Bureau of Emergency Management)

2. When selecting any of the above communications or systems for the purpose of the Department of Emergency Management operations, consideration will be given to the system that is most readily available and has the best capability of accomplishing the purpose of message delivery.

3. Where the capability exists, NAWAS may be used among the organizations of Emergency Management. Any of the above systems will be used depending on the traffic load on each system. In many cases radio may be the only way of communicating.

IV. CONCEPT OF OPERATIONS

A. BASIC POLICIES AND GENERAL PRINCIPLES

1. In the event of threatened natural disaster, emergency communications for Emergency Management operations will be based on the following basic policies and general principles.

2. Each service shall have specific responsibilities in emergencies which will be automatic in action and are in accordance with the following:
   a. Sarasota County Sheriff's Department Communications for the coordination of police services within the County.
   b. Sarasota County Fire Department/Municipal Fire Departments Communications for the coordination of Fire and Rescue Service and to provide communications help to the Sarasota County Transportation Department, etc., in clearing debris, etc.
   c. County Highway Maintenance will supply communications for the Sarasota County Transportation Department, and all other County Departments on that radio net for all phases of emergency operations.
   d. Any and all other governmental agencies that have a capability of radio communications shall be pressed into service as needed.
   e. The Emergency Broadcast System will be operational in accordance with the EBS Plan.
   f. The Amateur Radio Service will provide communications from shelter to shelter, shelter to Red Cross, and shelter to the Emergency Management Command room. This Communication Network will be backed up by the School Board Radio Network.

B. SUPPORTING COMMUNICATIONS

When the communications facilities within the County are not capable of providing adequate communications in anticipation of or during an emergency or major disaster, Federal assistance may be available. Under these conditions, the Department of General Services, acting on behalf of Sarasota may request that appropriate Federal agencies establish emergency communications for use by State and local governments under the normal statutory authority of the Federal agency. However, when Federal assistance is to be requested through a Presidential Declaration of an emergency or major disaster, the Department of General Services will supply to DEM necessary information regarding communications requirements for inclusion in the Governor's request to the President.

When Federal emergency communications are made available to either state or local government, the Department of General Services will act as liaison with the appropriate Federal agency for utilization of this communication system. DEM will recommend immediate termination of assistance when advised by the Department of General Services that emergency communications needs have been met or State and local resources are sufficient to provide for future needs.

V. EXECUTION

When Emergency Management preparedness conditions are activated due to a natural disaster, the communications section will operate in accordance with established procedures set forth in the Sarasota County Peacetime Emergency Plan.
EMERGENCY OPERATIONS CENTER (EOC)
The Emergency Operations Center (EOC) is located in the Sarasota County Administration Center. The EOC has a Command and Control Room, a Communications Center, a room for the Secretary and one for the Communications Coordinator.

The EOC has emergency power.

The radio communications system within the EOC is a truly fail-safe system. Continuous radio communications can be maintained even with radio or power failures within the EOC. The antennas for these radios are all mounted along the inside of the south wall of the Administration Center between the 9th and 10th floors. Thus, they are protected from the wind and from weathering.

There are fourteen electrically operated primary radios in the Communications Center in the EOC. Some primary radios serve a dual function to provide backup for the other primary radios in this system. They are:

<table>
<thead>
<tr>
<th>RADIO CHANNEL NO.</th>
<th>RADIO CHANNEL NO.</th>
<th>PRIME</th>
<th>BACK UP</th>
<th>PRIME</th>
<th>BACK UP</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>1</td>
<td>L.G.R., 39.10</td>
<td>Prime</td>
<td>L.G.R., 39.18</td>
<td>Prime</td>
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<tr>
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<td>L.G.R., 39.18</td>
<td>Prime</td>
<td>L.G.R., 39.18</td>
<td>Prime</td>
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<td></td>
<td>3</td>
<td>Spare</td>
<td>Prime</td>
<td>Spare</td>
<td>Prime</td>
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<td>4</td>
<td>Spare</td>
<td>Prime</td>
<td>Spare</td>
<td>Prime</td>
</tr>
<tr>
<td>8</td>
<td>1</td>
<td>U.S. Coast Guard #12</td>
<td>Prime</td>
<td>U.S. Coast Guard #12</td>
<td>Prime</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>U.S. Coast Guard #12</td>
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<td>U.S. Coast Guard #12</td>
<td>Prime</td>
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<tr>
<td></td>
<td>3</td>
<td>U.S. Coast Guard #22</td>
<td>Prime</td>
<td>U.S. Coast Guard #22</td>
<td>Prime</td>
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<tr>
<td></td>
<td>4</td>
<td>U.S. Coast Guard #22</td>
<td>Prime</td>
<td>U.S. Coast Guard #22</td>
<td>Prime</td>
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<tr>
<td>9</td>
<td>1</td>
<td>Venice Police</td>
<td>Prime</td>
<td>Venice Police</td>
<td>Prime</td>
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<tr>
<td></td>
<td>2</td>
<td>Sarasota Public Works</td>
<td>Prime</td>
<td>Sarasota Public Works</td>
<td>Prime</td>
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<tr>
<td></td>
<td>3</td>
<td>Venice Public Works</td>
<td>Prime</td>
<td>Venice Public Works</td>
<td>Prime</td>
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<td></td>
<td>4</td>
<td>Manatee Mutual Aid</td>
<td>Prime</td>
<td>Manatee Mutual Aid</td>
<td>Prime</td>
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<tr>
<td>10</td>
<td>1</td>
<td>Florida National Guard</td>
<td>Prime</td>
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<td>Prime</td>
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<tr>
<td>11</td>
<td>1</td>
<td>Civil Air Patrol, Aircraft</td>
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<td>Civil Air Patrol, Aircraft</td>
<td>Prime</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>Civil Air Patrol, Ground</td>
<td>Prime</td>
<td>Civil Air Patrol, Ground</td>
<td>Prime</td>
</tr>
<tr>
<td>12</td>
<td>1</td>
<td>Metro County Fire Net</td>
<td>Prime</td>
<td>Metro County Fire Net</td>
<td>Prime</td>
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<tr>
<td></td>
<td>2</td>
<td>Metro South Trail Fire</td>
<td>Prime</td>
<td>Metro South Trail Fire</td>
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<tr>
<td></td>
<td>3</td>
<td>Metro Northeast Fire</td>
<td>Prime</td>
<td>Metro Northeast Fire</td>
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<td>Metro Fruitville Fire</td>
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<td>Longboat Key Public Works</td>
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<tr>
<td></td>
<td>4</td>
<td>Longboat Key Fire Dept</td>
<td>Prime</td>
<td>Longboat Key Fire Dept</td>
<td>Prime</td>
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<tr>
<td>14</td>
<td>1</td>
<td>North Port Police</td>
<td>Prime</td>
<td>North Port Police</td>
<td>Prime</td>
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<tr>
<td></td>
<td>2</td>
<td>School Transportation</td>
<td>Prime</td>
<td>School Transportation</td>
<td>Prime</td>
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<tr>
<td></td>
<td>3</td>
<td>North Port Police</td>
<td>Backup</td>
<td>North Port Police</td>
<td>Backup</td>
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<tr>
<td></td>
<td>4</td>
<td>Forestry Service</td>
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<tr>
<td>15</td>
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<td>Also an AC radio on the</td>
<td>Citizen's Band frequencies.</td>
<td>Also an AC radio on the</td>
<td>Citizen's Band frequencies.</td>
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<td></td>
<td></td>
<td>It is located in the</td>
<td>Communication Coordinator's room.</td>
<td>It is located in the</td>
<td>Communication Coordinator's room.</td>
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</tbody>
</table>

This system is designed so that even if there is total failure of a supporting service system, that service can continue critical communications with its field units from the EOC. For example: if the Sheriff’s Communications Center were to fail completely, i.e., loss of power and/or antenna system, the Sheriff can maintain continuous communications with his field units anywhere in the County from the radio assigned to him in the EOC. Thus, all fire and police services, and all City/County Public Works Departments anywhere within this County can maintain critical communications from the EOC.
The U.S. Coast Guard will use the EOC as their alternate base of operations throughout the emergency. In the event there is a total power failure within the EOC, including failure of the emergency power generator, a system of eight-battery operated radios will be used to maintain radio communications. They are:

<table>
<thead>
<tr>
<th>RADIO CHANNEL</th>
<th>NO.</th>
<th>NO.</th>
<th>NO.</th>
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<td>Sheriff, Administrative</td>
<td>3</td>
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<tr>
<td></td>
<td>4</td>
<td>Sheriff, Patrol, Back up</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>5</td>
<td>Sheriff, State Emergency</td>
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</tr>
<tr>
<td></td>
<td>6</td>
<td>Sheriff, Inter City</td>
<td>6</td>
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<tr>
<td></td>
<td>7</td>
<td>Sheriff, Administration, Back up</td>
<td>7</td>
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<tr>
<td></td>
<td>8</td>
<td>Highway Maintenance</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>9</td>
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<td>10</td>
<td>Animal Control</td>
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<tr>
<td></td>
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<td>School Transportation</td>
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<td>North Port Police</td>
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<td>15</td>
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<td>Forestry</td>
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<td></td>
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<td>Health</td>
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<td>North Port Fire</td>
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<td></td>
<td>20</td>
<td>U.S. Coast Guard No. 12</td>
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<td>21</td>
<td>U.S. Coast Guard No. 9</td>
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<td>25</td>
<td>Venice Police</td>
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<td></td>
<td>26</td>
<td>Sarasota Public Works</td>
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<td>27</td>
<td>Venice Public Works</td>
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<td>28</td>
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<td></td>
<td>29</td>
<td>Venice Fire</td>
<td>29</td>
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<td></td>
<td>30</td>
<td>City of Sarasota Fire</td>
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<td></td>
<td>31</td>
<td>Civil Air Patrol</td>
<td>31</td>
</tr>
<tr>
<td></td>
<td>32</td>
<td>Civil Air Patrol, Ground</td>
<td>32</td>
</tr>
</tbody>
</table>

Radio No. 16 is located within the Command and Control Room for the use of the Department Heads.

Radio No. 17 - 23 are located in the Communications Coordinator's room, but they can be moved into the Communications Center and connected to appropriate antenna.

The back up radio frequencies are either reverse repeater frequencies or simplex frequencies that allow continuous communications, from the EOC, with any field units whose repeater or simplex system has failed.

A single Emergency Management Simplex frequency, 155.175, is used to provide emergency two-way radio communications with all units simultaneously. The County has supplied and will maintain two-way radios, on this frequency, at the following locations:

A. Law Enforcement:
- Florida Highway Patrol
- Longboat Key Police
- North Port Police
- Venice Police
- Sarasota City Police
- Sheriff

B. Fire Services:
- Sarasota County Fire Department
- Longboat Key Volunteer Fire Department
- Nokomis Fire Department
- North Port Fire Department
- Sarasota/Bradenton Airport Fire Department
- Sarasota City Fire Department
- South Venice Volunteer Fire Department
- Venice Fire Department

C. Hospitals:
- Doctors Hospital
- Englewood Hospital
- Sarasota Memorial Hospital
- Sarasota Palms Hospital
- Venice Hospital
D. Nursing Homes:
Bay Village Nursing Center
Geneva Nursing Pavilion
Burzenski Nursing Home, Inc.
East Manor Medical Care Center
Heritage Health Care Center
J. F. Floyd Sunshine Manor
Kensington Manor
Manor Care of Sarasota
Oak Pointe Manor
Pinebrook Place Health Care Center
Plymouth Harbor
Sarasota Nursing Pavilion
Sarasota Welfare Home
Springwood Nursing Center
Sunnyside Rest Home
Venice Nursing Pavilion North
Venice Nursing Pavilion South

E. Radio and Television Stations:
WAMR
WENG
WKXY
WAVE
Storer Cable
WQSA
WSPBAVMLO
WSRZ
WWZZ
Channel 40, WXLT

F. Supporting Services:
Amateur Radio Volunteer
American Red Cross
Casey Key Area Volunteer
Englewood Area Volunteer
Florida National Guard
School Transportation Department
U.S. Coast Guard

G. City Halls:
Longboat Key
North Port
Sarasota City
Venice

H. County Departments:
Agricultural
Animal Control
Building and Zoning
Health Department
Highway Maintenance
Parks and Recreation
Property Appraiser
Sarasota County Ambulance Service
Sarasota County Area Transit
Social Services Department
Solid Waste Department
South County Courthouse
Utilities

Each Department Head has a radio remote control unit at his position in the Command and Control room. This unit has a built-in intercom feature. With this instrument, the Department Head can, without leaving his seat, broadcast orders directly to his field units and receive reports directly from them or he can issue instructions and orders to his radio communicator in the Communications Center, who in turn will broadcast those directions to the field units and report back to the Department Head. This feature supplements the messenger service between the two rooms and is designed to save valuable time in a critical situation.

There are three telephone "hot" lines in the Command and Control room that are connected to the Communications Centers of the Sarasota City Police, the American Red Cross, and the Sarasota City Fire Department.

A NAWAS drop is also located in the Command and Control room for use under emergency conditions, another drop is in the Secretary's room for continuous monitoring in everyday operations, and a third drop in the 9-1-1 Operations Center.

There are four administrative and ten emergency telephone lines in the EOC. Five 20-button telephone instruments are installed in the Command and Control room that will permit any Department Head or Commissioner to monitor, or participate in, any incoming or outgoing telephone calls. During an emergency, ten people will man the 10-telephone emergency lines.

A weather/television set, weather teletype, and a battery powered 32-channel radio are also located in the Command and Control room.

The path of a hurricane is tracked on a navigation chart at the coordinates given by the Weather Service. If the hurricane becomes a potential threat to Sarasota County, its position will then trigger the corresponding actions that must be taken as specified in the increased Readiness Chart in Annex 5.
EVACUATION PLAN

I. GENERAL

Effective evacuation operations are crucial for rapid and timely movement of people from threatened areas. Sarasota County uses the Integrated Emergency Management System (IEMS) in the approach to planning for all of the hazards identified in the Hazards Analysis in the Basic Plan. A detailed hurricane evacuation plan is contained in Appendix I to this Annex.

In all manmade disaster operations in Sarasota County, the Department of Emergency Management is the central coordinating agency for evacuation responsibilities. The Director of the Department of Emergency Management will also coordinate evacuation operations with adjoining counties and their Directors, using the most expedient means of communication, i.e. telephone, radio, or NAWAS. The Sarasota County Board of County Commissioners will order evacuation for all disasters involving County-wide or massive evacuations. When smaller-scale evacuations are necessary on an immediate basis, the on-scene commander for the incident, in conjunction with the Director of the Department of Emergency Management, will implement evacuation of the surrounding area and opening of shelters. The following sections discuss planning for disasters in which evacuation is a viable option.

II. FLOODS

Sarasota County, like other coastal counties, is vulnerable mainly to the effects of storm surge flooding due to hurricanes. Hurricanes are the most probable and potentially devastating hazard with property damage probably exceeding $1.5 billion dollars and the potential for many deaths and injuries. The evacuation plan for flooding, including coordination responsibilities, routes, and evacuation zones is addressed in detail in Appendix I of this Annex.

Floods can result from either storm surge, riverbank overflow, or ponding. In September, 1962, a low-pressure cell in the Gulf caused over 16 inches of rainfall to occur within a 48-hour period creating the worst flood in Sarasota County's history.

The majority of bridge access from the islands is at a low elevation and historically susceptible to flooding. Once any section of the roadway is inundated, all vehicular travel from the islands would be terminated. Bridge locations are listed in Appendix I to this Annex.

A. COORDINATION

Coordination of evacuation for flooding disasters will be carried out through the same methods identified in the Hurricane Annex, using the identified routes within the localized flooding area.

B. EVACUATION ZONES AND ROUTES

The County Transportation Department has identified the following 10 areas of concern for flooding on primary evacuation routes in Sarasota County and their elevations.

Site 1: Palm Island Development
   Intersection of Island Circle and Las Rosas; Elv. 2.68

Site 2: Stickney Point Road, East of Bridge
   West End of Memory Lane; Elv. 4.17

Site 3: Stickney Point Road and Midnight Pass Road
   At the intersection. Elv. 5.74

Site 4: Midnight Pass Road and Sanderling Road
   1. Sanderling Rd. between Pineneedle and Midnight Pass; Elv. 3.52
   2. Pineneedle Road 400 feet north of Sanderling; Elv. 3.30

Site 5: Blackburn Point Road
   1. 925 feet west of swing bridge; Elv. 4.84
   2. 600 feet east of swing bridge; Elv. 4.88

Site 6: Albee Road
   300 feet east of Shore Road; elv. 4.01

Site 7: Manasota Beach Road
   Past end of Bridge; Elv. 11.39

Site 8: Manasota Key Road at Blind Pass
   1. North End Blind Pass Beach; Elv. 9.58
   2. South end Blind Pass Beach; Elv. 7.20
   3. Three miles plus 900 feet south of intersection with Manasota Beach Road; Elv. 5.30

Site 9: Dearborn Street at Deer Creek
   200 feet west of bridge; Elev. 5.74

Site 10: South River Road
   800 feet south of Tamiami Trail; Elv. 5.59

3. TORNADOES

All areas of the state are subject to tornado activity. Mobile homes are particularly vulnerable to destructive winds, and areas with a high percentage of mobile homes are subject to increased amounts of damage. The west central coast is most susceptible to this increased vulnerability because of the large number of retirement village mobile home parks. Sarasota County has a large population of mobile home dwellers.

A. COORDINATION & EVACUATION ROUTES:

Evacuation for a tornado event would be extremely difficult to implement because of the short warning time involved.

IV. WILD FIRES

The North Port area, because of sparse development and the wide proliferation of wild forest area, is the major area of concern for wild fires in Sarasota County. Evacuations due to fire within the last two years have been
necessary in this area. The risk is enhanced by the existing drought in the Southwest Florida region.

A. COORDINATION

The area fire departments utilize the Incident Command System for on-site control of a fire scene. ICS provides for one person in control of the incident; unity of command; safety of personnel operating on the incident; and accountability for actions.

B. EVACUATION

The zones and routes for evacuation due to a wildfire would be established by the on-scene commander, according to the location of the fire. The main evacuation routes in the high-risk North Port area are Price Blvd, which runs east and west and U.S. running east and west and I-75. North and south major routes include Sumter Blvd and Toledo Blade. The Fire Department uses the particular zone for evacuation or they coordinate with the Forestry Services or individual developers to evacuate according to section, township and range.

V. HAZARDOUS MATERIALS

With the passage of Title III of the Superfund Amendments and Reauthorization Act of 1986, and the Florida Hazardous Materials Emergency Response and Community Right-To-Know Act of 1988, facilities storing hazardous materials in Sarasota County are required to report to state and regional Committees. The Sarasota County Hazardous Materials Plan contains detailed hazards analyses, including evacuation information, on all of the chemicals reported, in accordance with Section 302 of the federal legislation. The hazards analysis on each reported chemical includes designation of vulnerable zones, which are an estimated geographical areas that may be subject to concentrations of an airborne extremely hazardous substance at levels that could cause irreversible acute health effects or death to persons within the area following an accidental release. The Director of Emergency Management is named as the Community Emergency Coordinator for all phases of the evacuation and response for a hazardous materials incident in the County.

A. COORDINATION

The County-wide coordinated response to a hazardous materials incident is set out in the County’s Hazardous Materials Plan, adopted by the Board of County Commissioners on October 9, 1990.

Authority to issue an immediate evacuation order for any vulnerable zone is delegated to the incident commander (on-scene) within a given jurisdiction if the health and safety of persons within the critical evacuation area is in imminent danger. In the event that a toxic cloud has become airborne and poses an immediate threat to persons attempting to evacuate, the decision to recommend taking shelter indoors (in-place shelter) instead of evacuation will be made by the Incident Commander.

B. EVACUATION ROUTES

Evacuation for a hazardous materials incident involves the evacuation of transients and residents within designated sectors exposed to a plume of hazardous materials to shelter areas outside the affected areas.

The detailed hazards analyses for extremely hazardous substances contained in the Sarasota County Hazardous Materials Plan includes designation of evacuation routes.
APPENDIX I - HURRICANE EVACUATION

I. GENERAL

A. PURPOSE

To assign responsibilities and establish procedures for governmental and volunteer agencies and individuals in preparing for and executing evacuation of designated areas of Sarasota County. This plan is intended to augment, not to replace, the existing Peacetime Emergency Plan when an extremely dangerous hurricane approaches Sarasota County. The primary objective of this plan is the relocation of coastal residents, residents of mobile home parks, and residents of low-lying areas subject to flooding to places of safety and to provide maximum warning time possible to the residents of those areas which are deemed to be in danger.

B. SCOPE

To provide an effective means for mass evacuation of all lands subject to inundation by tidal action of low-lying areas subject to flooding and mobile home parks.

C. ASSUMPTIONS

1. That advance hurricane warning will be received from the National Oceanographic and Atmospheric Administration (NOAA), National Hurricane Center, to allow the Emergency Management Department Director sufficient time to recommend that the Board of County Commissioners mandate evacuation of the threatened areas.

2. Informed and handicapped people and ambulatory people without transportation are registered with the Emergency Management Department.

D. SITUATION

The National Weather Service has informed Sarasota County officials of an impending natural disaster that may cause extensive damage and loss of life. Therefore, serious consequences to life and property could result particularly without the prompt application of emergency procedures.

1. Total evacuation times are a function of several interrelated factors: storm category, clearance time, destination, and weather. Total County hurricane evacuation times range from fifteen hours in July during a storm Category 1 hurricane, in which hurricane evacuation orders are urgent and evacuation response is almost immediate, to twenty-two hours during a November Category 3 hurricane. Evacuation time may vary between 10 and 16 hours depending upon whether the evacuation is ordered and on the roads between the keys and the mainland that flood in heavy rains. Evacuation must be completed before the rains and/or gale force winds arrive.

The closing of state-maintained bridges is coordinated with the State Department of Transportation through the State Division of Emergency Management. The closing of County-maintained bridges is coordinated with the County Road and Bridge Department. Sarasota County has one swing bridge (Blackburn Point Road) and three lift bridges (Manasota Beach Road at Manasota Key; Venice Avenue Bridge over the Intracoastal Waterway in Venice; and Albee at Nokomis Beach in Nokomis). Tide monitors are located in three locations in Sarasota County: Ringling Bridge at Ringling Causeway; Venice Avenue Bridge where the Avenue crosses the Intracoastal Waterway; and the John Adams Bridge in Englewood. The machines monitor wind direction, speed, temperature, and provide a barometer reading. There is a display of the data in each bridge tender office, and also a terminal that displays the data in the Department of Emergency Management. Other agencies, including Charlotte, Pinellas, and Manatee Counties, local radio stations, National Weather Service in Ruskin, and the National Weather Channel can dial into the monitor. Additionally, the data from the tide monitor is made available to various County Departments and interested citizens and students.

2. Privately owned vehicles are the principle source of public transportation and must be fully utilized. Sarasota County Transit (SCAT) buses, public school buses, Senior Friendship Center buses, ambulances, and Sarasota County Government vehicles will be utilized as follows:

a. SCAT and Senior Friendship Center buses - pick up registered able-bodied people without transportation and transport them to public schools.

b. School buses equipped with lift gates - pick up registered people who are confined to wheelchairs and transport them to special care evacuation centers.

c. Standard school buses - pick up registered ambulatory handicapped people and transport them to special care evacuation centers.

d. School buses equipped with evacuation beds - used as auxiliary ambulances to pick up registered people who require medical attention during transportation and transport them to the appropriate medical care facility.
e. Ambulances - pick up registered people who require medical attention during transportation and transport them to appropriate medical care facilities.

f. Sarasota County Animal Control vehicles - pick up pets at designated pet drop-off points and from people who are boarding buses and deliver the pets to pet shelters.

g. County owned and radio equipped vehicles shall report to the Director of Sarasota County Transit Department for dispatch to pick up infirm, handicapped, and non-driving public at risk.

3. Table 2 shows, for each storm category, the estimated number of people that need to be evacuated from each zone. The current Hurricane Advisory indicates the zones that must be evacuated, location of bridges, routes to shelters and location of bridges in the County. These numbers represent the estimated peak/population during the November tourist season. During the off-season months, June through October, it is estimated that the number of evacuees would be reduced by approximately 11%.

It is important to note that population figures are subject to change; consequently, it would be prudent to plan evacuation times on the basis of the larger number of evacuees and to adjust the timing as needed to meet actual conditions.

Of these evacuees, there are a number of people without private transportation, and a larger number of infirm and handicapped persons. The Emergency Management Department maintains an inventory of those persons, in each classification, who voluntarily register. Past experience has shown that hundreds of people will wait until the very last minute before they call for help; consequently, it is impractical to cite the numbers of people in each classification that require help. Therefore, those people who are registered with the Emergency Management Department will be helped in accordance with procedures specified in Section IV B6c, XV B6j, and IV B61c. All calls for help from unregistered people that are received under threat of a hurricane attack will be directed to the Chief of Fire Services and the Superintendent of Public Schools for dispatching personnel and vehicles as conditions permit.

The current Hurricane Advisory indicates the locations of American Red Cross public shelters in relation to the areas that must be evacuated for each storm category.

### Mobile Homes

The number of mobile homes is increasing in Sarasota County. The following chart shows the Mobile Home Parks by Type and Capacity in Sarasota County. The map on the following page shows the location of mobile home parks in unincorporated Sarasota County.

<table>
<thead>
<tr>
<th>Area</th>
<th>Total Sites</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarasota County</td>
<td>82</td>
<td>17,283</td>
</tr>
<tr>
<td>Unincorp. County</td>
<td>63</td>
<td>11,790</td>
</tr>
<tr>
<td>City of North Port</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>City of Sarasota</td>
<td>7</td>
<td>1,487</td>
</tr>
<tr>
<td>City of Venice</td>
<td>10</td>
<td>3,737</td>
</tr>
<tr>
<td>Town of Longboat Key</td>
<td>2</td>
<td>269</td>
</tr>
</tbody>
</table>

Source: Department of Health and Rehabilitative Services, Sarasota County Public Health Unit, 1986; and Sarasota County Planning Department, 1987.

### Authority

#### A. Local
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

#### B. State
1. Chapter No. 252, Florida Statutes, "State Emergency Management Act"
2. Current Governor's Executive Order (Emergency Management)

#### C. Federal

### Organization

#### A. Normal
Sarasota County is a Home Rule Charter County, and it has a County Administrator who reports directly to the Board of County Commissioners. Fourteen Department Heads and the Director of the Emergency Management Department reports to the County Administrator. There are four municipalities in Sarasota County, each with a manager or mayor reporting directly to city or town commissioners or council members.

#### B. Emergency
1. The Board of County Commissioners is empowered by Executive Order No. 80-19 as authorized under Florida Statute No. 252 to order evacuation.
2. The following Sarasota County resources are available to support evacuation as required:
   a. Board of County Commissioners, City Commissioners
   b. County Administrator, City and Town Managers
   c. County Legal Department;
   d. Emergency Management Department
   e. Sheriff's Department, Florida Highway Patrol, City Police Departments
   f. Sarasota County Fire Department
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After receipt of authority from the Commander, Coast Guard Group, St. Petersburg, and at his discretion, the Officer-in-Charge, U.S. Coast Guard Station, Cortez, Florida, will dispatch, as available, U.S. Coast Guard and U.S. Coast Guard Auxiliary personnel and vessels from the Sarasota County Emergency Operations Center for rescue and assistance in evacuation of people from the outlying keys in times of natural disaster.

Advice and suggestions from the Emergency Management Department headquarters will determine to what extent the U.S. Coast Guard will be utilized.

The Civil Air Patrol will support the Sheriff and provide aerial surveillance prior to and during evacuation and again after the hurricane has left. Aerial surveillance will not be conducted at wind velocities exceeding 25 miles per hour.

The Florida National Guard will support the Sheriff in accordance with established procedures.

5. The Board of County Commissioners shall convene and assume control and direction of all operations during the emergency.

6. The County Administrator shall coordinate all commands and activities between the Board of County Commissioners and the Department Heads in the Command and Control Room of the Emergency Operations Center.

7. The County Attorney shall advise the Board of County Commissioners on all legal matters arising during emergencies caused by any natural disaster.

8. The Director of the of the Emergency Management Department shall activate the Emergency Operations Center, insure operability of all communications systems and alert all cognizant personnel. He will also coordinate evacuation operations involving the adjoining counties: Manatee, DeSoto, and Charlotte with the corresponding Emergency Management coordinators. Coordination with all other counties will be accomplished through the South Florida Area Coordinator using the most expeditious means of communication, i.e., telephone, radio, or NAWAS.

9. The Sarasota County Sheriff is the Chief of Sarasota County Law Enforcement Services. He will coordinate the Law Enforcement activities of all Sarasota County (cities, towns, and unincorporated areas), business and industrial, police services, and private and volunteer forces, including deputized and special officers. He will deploy loudspeaker equipped vehicles to direct the public to evacuate and to tell them which roads they are to take. He will coordinate the stationing of Law Enforcement Officers along the evacuation routes to direct evacuees to appropriate shelters. Chiefs of the municipal police departments in the County will serve as deputies to the Sheriff for police services and will exercise command and control over their own units.

10. The Fire Chief of the Sarasota County Fire Rescue is the Chief of all Fire Services. He will coordinate all fire and rescue services of all Sarasota County (cities, towns, and unincorporated areas). Rescue services include advanced life support providers, basic life support providers, and non-emergency transport services. All other Fire Chiefs will serve as deputies to the Chief, and they will exercise command and control over their own units.
11. The Director of the Sarasota County Transportation Department will be the head of all Public Works Departments during the emergency conditions. The Public Works Departments shall include key personnel from County Engineering, Roads and Bridges Divisions and the Parks and Recreation, Environmental Services and Utilities Organizations. The heads of the municipal Public Works Departments, construction companies, and of Public Utilities Organizations in the County will serve as assistants to the Director of the Sarasota County Transportation Department and exercise command and control over their own units.

12. The Director of the Sarasota County Health Department shall serve as the Chief Medical Director Countywide. He shall coordinate all medical activities.

13. The Medical Director of the Emergency Medical Services of Sarasota County shall coordinate all Rescue/Emergency Medical Service activities, in cooperation with the Chief of Fire Services, Chief Medical Director. The Emergency Medical Service Medical Director shall coordinate the routing of medical evacuees to the appropriate medical shelter (hospitals, nursing homes), and shall ensure the staging of Emergency Medical Service equipment and staff at shelters when field community response is no longer safe for vehicles or equipment to travel.

14. The American Red Cross shall open and man shelters and prepare food and water supplies in accordance with its established plan.

15. The Superintendent of Public Schools shall assign public schools that can be used as American Red Cross Public Shelters, provide school buses for transporting the infirm, handicapped and able-bodied persons without transportation and provide a Public Information Officer to maintain liaison between the Director of the Emergency Management Department and the news media.

16. The Public Information Team shall make appropriate weather announcements via the Emergency Management Department Radio network to the local broadcast media for rebroadcast to the public at large. The Public Information Team shall also be the liaison between the media on station in the Emergency Operations Center and the Director of the Emergency Management Department. The Public Information Team shall be comprised of the P.I.O. Officers of the Sarasota County and City agencies active in the emergency.

17. The Director of the Sarasota County Transit Department shall provide for the coordinated dispatch of SCAT busses and radio equipped County vehicles for transportation of the infirm, handicapped, and able-bodied persons without transportation through liaison with the School Board Director of Transportation and Communications.

18. All Department Heads and the heads of all supporting agencies shall be responsible for providing emergency fuel for the emergency vehicles, vessels, and aircraft under their control.

C. CONTROL LEVELS
1. Governor, State of Florida
2. Florida Division of Emergency Management
3. South Florida Area Division of Emergency Management
4. County Commission
5. Commissioners of Municipalities

D. DECLENSION OF AUTHORITY
1. Governor
2. Board of County Commissioners
3. Commissioners of Municipalities
   a. City of Sarasota
   b. City of Venice
   c. Town of Longboat Key
   d. City of North Port
4. County Administrator
5. Managers or Mayors of Municipalities
   a. City of Sarasota
   b. City of Venice
   c. Town of Longboat Key
   d. City of North Port
6. Director of the Sarasota County Emergency Management Department
7. Sarasota County Sheriff

IV. CONCEPT OF OPERATIONS

A. HURRICANE WATCH
1. A Hurricane Watch shall be posted by the Director of the Emergency Management Department when a continuous track of a hurricane indicates that it is heading for Sarasota County and that the estimated time of landfall, effecting Sarasota County, is approximately three days away.

2. The Director of the Department of Emergency Management shall then cause to be alerted the following that a Hurricane Watch has been posted:
   a. County Administrator
   b. Sheriff
   c. All County Department heads
   d. Chief of Fire Services
   e. Red Cross Disaster Chairman
   f. Officer-in-Charge, U.S. Coast Guard
   g. Commander, Civil Air Patrol, Group II
   h. Commander, Florida National Guard
   i. Chief, Forestry Service
   j. Superintendent of Public Schools
   k. Public Information Team
   l. Director, Transportation and Communications Department (Public Schools)
   m. Medical Director
   n. Emergency Medical Service Medical Director
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4. All elected officials, City/Town and County Attorneys, and Attorneys that a hurricane watch has been posted.

3. The County Administrator shall notify the Board of County Commissioners of special districts, Longboat Key, North Port, Sarasota, Venice, City/Town Managers, Mayors, and their families. Personnel who are assigned duty at the Red Cross Public Shelter may bring their families with them. All other unassigned personnel may be sent home at the Department Director's discretion.

5. The Board of County Commissioners shall authorize the Director of the Department of Emergency Management to recommend early, voluntary evacuation to the general public residing in threatened areas and authorize the transport of infirm and handicapped to special care evacuation centers at the appropriate time and before mass evacuation begins.

6. The heads of all City and County Departments shall perform the following functions during the hurricane watch:
   a. Cancel all leaves of all personnel assigned emergency duties.
   b. Alert all auxiliary and other volunteer personnel to standby for duty.
   c. Have all personnel review their shelter and survival plans for the safety and well-being of their families. Personnel who are assigned duty stations at the Sarasota County Emergency Operations Center may bring their families to the Sarasota County Administration Center for shelter. Personnel who are assigned duty stations at the Red Cross Public Shelter may bring their families with them. All other unassigned personnel may be sent home at the Department Director's discretion.
   d. Check all equipment, supplies, fuel, facilities, first aid kits and communications to assure readiness to meet the hurricane emergency. Take corrective action as required.
   e. Prepare to secure all facilities not required to be activated during the hurricane emergency.
   f. Review the Sarasota County Peacetime Emergency Plan and this Evacuation Plan. Update plans to meet current conditions but in no case do less than the plans specify.

7. Director of the Emergency Management Department:
   a. Release advisory messages to the Public Information Officer for transmission to the electronic media for rebroadcast to the general public. Request that broadcasts be made by Station WKXY in English and Spanish. Messages to include:
      1. Details about the hurricane.
      2. Identity and location of American Red Cross Public Shelters.
      3. Details about transportation for the infirm, disabled and ambulatory persons without transportation.
      4. Survival information regarding food, water, medicines, and other essentials.
      5. Identification of areas that have to be evacuated.
      6. Protective measures to be taken by those in areas that do not have to be evacuated.
      7. Emergency Telephone numbers for the Department of Emergency Management.
      8. Recommendation for early voluntary evacuation for those who wish to seek private shelter within or without the County.
      9. Marine advisories for all boats to remain in port.
   b. Make preparations to house and feed the off-duty personnel running the Sarasota County Emergency Operations Center and their families in the Administration Center.
   c. Convene the Sarasota County Evacuation Committee and brief the members on the hurricane conditions and on the implementation of emergency plans and procedures.
   d. Activate the Emergency Operations Center.
   e. Provide registry of infirm and handicapped persons and persons without private transportation to the Chief of Fire Services, Superintendent of Public Schools, and Disaster Chairman of the American Red Cross.

8. Sheriff:
   a. Review security measures for evacuation of prisoners from threatened areas.
   b. Review coordination plans among the plans among the Law Enforcement services, the Florida National Guard, U.S. Coast Guard, and Civil Air Patrol.
9. Chief of Fire Services:
   a. Alert all Fire Chiefs and review coordination plans.
   b. Call all registered infirm and disabled persons who require transportation by ambulance, special conveyance, or a standard vehicle to a Special Care Evacuation Center to determine status of the individual and if he/she will be ready to be transported should the need arise. Ascertain that the individual will bring an adequate supply of prescription medication and other special medical necessities such as portable life support equipment.

10. Director, Sarasota County Transit Department:
    Prepare to assign SCAT buses and County radio vehicles to the School Board-Director, Transportation and Communications Department for use in transporting ambulatory persons without transportation to public shelters and to transport ambulatory disabled persons to the Special Care Evacuation Center.

11. Directors of the Sarasota County Parks and Recreation, Utilities, and Environmental Services Departments:
   a. Prepare to secure all public recreational areas.
   b. Report to the Director of the Sarasota County Emergency Management Department for assignment of telephone answering coordination as required.
   c. Assign all available radio equipped vehicles and staff to People with Special Needs evacuation.

12. Director of Sarasota County Health Department:
    a. Check readiness of immunization supplies, triage tags, sanitary controls for drinking water supplies, aid stations, blood banks, and communications.
    b. Check readiness of the Sarasota County 200-bed Emergency Hospital and the accompanying Special Care evacuation center at the Vocational-Technical Center.
    c. Check preparations for cleaning milk transport tankers prior to filling with potable water if transports are available.
    d. Coordinate medical evacuation activities with Chief of Fire Services.

13. Medical Examiner of Sarasota County:
    a. Check readiness of body bags, tags, refrigerated vehicles and morgues.

14. Medical Director, Emergency Medical Services:
    a. Shall cause to be alerted all physicians and surgeons who have assigned stations in public shelters and in special care evacuation centers that a hurricane watch has been posted and to man their stations. This alerting process will be initiated by the Emergency Medical Service Medical Director through the various hospital disaster coordinators at each hospital.
    b. Check readiness of the Venice Hospital staff to effect total evacuation of the hospital in a Category 4 Hurricane or higher to the Vocational Technical Center if the need arises.
    c. Check readiness of the Englewood Community Hospital staff to effect the total evacuation of the hospital to Charlotte County in a Category 1 Hurricane or higher.
    d. Check all EMS/ALS vehicles and stores for essential triage equipment and supplies.

15. Sarasota County Fire Department Rescue Supervisor:
    Call all registered infirm persons (PSN) who require transportation by ambulance to a special care evacuation center to determine status of the individual and if he/she is ready to be transported if the need arises.

16. Director, Sarasota County Legal Department:
    Prepare to advise the Board of County Commissioners on all legal matters that may arise as a result of the hurricane emergency.

17. Public Information Team:
    a. Report to the Director of the Emergency Management Department.
    b. Make periodic announcements to the radio and television stations on the location of the hurricane and provide them with safety advisories for retransmission to the general public. Recommend start of voluntary evacuation for all who seek private shelter within or without the County. Recommend infirm, handicapped and all able-bodied persons without transportation be prepared to be picked up by County supplied vehicles.

18. Director, Transportation and Communications Department:
    a. Call all registered infirm or disabled persons who require transportation by life-line equipped vehicles and by standard buses to Special Care Evacuation Center at Sarasota Vocational Technical Institute to determine status and if he/she is ready to be transported if the need arises. Ascertain that the individual will bring an adequate supply of prescription medication and other special medical necessities such as portable life support equipment. Evacuation of medical patients will be coordinated with the Emergency Medical Services Medical Director.
    b. Call all registered able-bodied persons who require transportation to a standard public shelter to determine status and if he/she is ready to be transported if the need arises.
c. Check all buses, fuel supplies, and communications for readiness.
d. Check routes and designate alternate routes if the need occurs.
19. Disaster Chairman, American Red Cross:
a. Call all volunteers assigned shelter responsibilities and notify them that a hurricane watch has been posted.
b. Check all shelters for readiness.
c. Check food supply outlets and place them on standby to supply food.
d. Check available chemical toilets for distribution to shelters.
e. Check available portable water containers and bleach for distribution to shelters.
f. Check Chapter House for readiness, including communications.
g. Check availability of medical personnel, law enforcement officers, and volunteers.
h. Check availability of Clergymen for each shelter.
20. Superintendent of Public Schools:
Prepare to discharge all school children and prepare selected schools for use as shelters.
21. Director of the Sarasota County Utilities Department:
Place on standby all milk transport tankers or equivalent vehicles to be ready to be filled with potable water for use as required. Place pumping stations in readiness to fill these tankers. Secure a secondary source of potable water. Notify all utilities of storm status.
22. Director, Sarasota County Friendship Centers:
Prepare to assign Friendship Center buses to the Sarasota School Board Director, Transportation and Communications Department, for use in transporting ambulatory persons without transportation to public shelters and to transport ambulatory disabled persons to the Special Care Evacuation Center. Make available the “Living Room” as an elderly citizen evacuation transfer station from risk areas to shelters.

B. HURRICANE WARNING

NOTE: THE ETA'S STATED HEREIN ARE FOR PLANNING PURPOSES. THE ACTUAL ETA'S WILL BE GOVERNED BY THE CHARACTERISTICS OF THE APPROACHING HURRICANE. THEY WILL BE ANNOUNCED BY THE DIRECTOR OF THE EMERGENCY MANAGEMENT DEPARTMENT.

1. A Hurricane Warning shall be posted by the Director of the Emergency Management Department when a continuous track of a hurricane indicates that it is heading for Sarasota County, and that the estimated time of landfall is approximately 2 days away; and available weather forecasting indicates the probability of landfall affecting Sarasota County is high.

2. The Director of the Emergency Management Department shall then alert all personnel listed in Section A2 that a hurricane warning has been posted and give them the estimated time of arrival (ETA) of the hurricane.

3. All elected officials, City/Town, and County Department Heads, City/Town and County fire and law enforcement services personnel, Red Cross personnel, public school personnel, and volunteers who have been assigned emergency duty stations shall be in place at their stations at 48 hours before hurricane ETA (H-48).

4. All stations report status to the Emergency Operations Center at H-38 hours. Stations should have personnel placed and ready at this time.

5. The Board of County Commissioners shall:
b. Declare that a State of Emergency exists in Sarasota County.
c. Assign and make available for duty, the offices and agencies of Sarasota County, including their employees, property, or equipment, relating to fire fighting, ambulance, rescue, law enforcement, health, medical, legal, social services, engineering, environmental services, utilities, and related services for Emergency Management purposes as the primary Emergency Management forces of Sarasota County. Deploy all forces as required.
d. Invoke the Sarasota County Peacetime Emergency Plan.
e. Suspend the provisions of any ordinance, order, rule or regulation prescribing the procedures for conduct of County business, if strict compliance with the provisions of the ordinance, order, rule or regulation would, in any way, prevent, hinder, or delay necessary action in coping with the emergency.
f. Enact emergency ordinances as may be required to cope with the disaster.
g. Order the opening of all shelters.
h. Order the closing of all bridges over navigable waterways to all boat traffic.
i. Direct and compel the evacuation of all or part of the population from any stricken or threatened area within the County if the Board deems this action necessary for the preservation of life. The Board shall prescribe routes, modes of transportation, and destination in connection with evacuation.
j. Control ingress and egress to and from a disaster area, the movement of persons within that area, and the occupancy of premises therein.
k. Utilize all available resources of the City/Town and County governments as reasonably necessary to cope with the disaster emergency.
l. Commandeer or utilize, with authorization from the Governor and subject to any applicable requirements for compensation under Florida
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m. Make provisions for the availability and use of temporary emergency housing.

n. Suspend or limit the sale, dispensing, or transportation of alcoholic beverages, firearms, explosives, and combustibles.

o. Perform all other functions prescribed in Florida Statutes No. 252, and the Governor's Executive Order No. 80-29 as may be required to implement the Sarasota County Peacetime Emergency Plan.

p. Order all emergency forces in the field to safety at the appropriate time at the recommendation of the Emergency Management Director.

6. The heads of all City/Town and County Departments shall also perform the following functions when the hurricane warning is announced. These functions should be completed before the start of evacuation of the general public at H-37 hours.

a. Director of the Emergency Management Department:
   1. Brief the Board of County Commissioners on the approaching hurricane and recommend that it declare a state of emergency exists and order an evacuation of the endangered areas at H-36 hours.
   2. Identify the endangered areas to all Emergency Operations Center Personnel and to the Public Information Officer.
   3. Request the appropriate Director:
      (a) Closing of drawbridges over navigable waterways between the keys and the mainland and in Venice to boat traffic.
      (b) Positioning of personnel and equipment along the evacuation routes.
      (c) Positioning of potable water filled tankers at critical locations.
      (d) Closing of all schools.
      (e) Opening of all shelters.

b. Sheriff
   1. Staff the Emergency Operations Center.
   2. Position uniformed law enforcement officers at critical places along the evacuation route and in public shelters. Set up road blocks as required to provide an orderly flow of traffic to shelters.
   3. Position traffic control devices such as signs, barricades and cones along the evacuation routes as required.
   4. Evacuate prisoners from threatened areas to secure facilities.
   5. Dispatch bullhorn equipped vehicles to endangered areas to warn people to evacuate.
   6. Provide security for the evacuated areas as personnel and equipment permit.

c. Chief of Fire Services
   1. Staff the Emergency Operations Center.
   2. Begin and supervise the transportation of the People With Special Needs (PSN) requiring transportation or ambulances to appropriate shelters as determined by the Medical Director of the Health Department and Emergency Services Medical Director.
   3. Dispatch bullhorn equipped vehicles to endangered areas to warn people to evacuate.

d. Director, Sarasota County Transportation Department:
   1. Staff the Emergency Operations Center.
   2. Position personnel and equipment at critical places along the evacuation route.
   3. Deactivate traffic signals as requested by the uniform law enforcement officer at the location involved.
   4. Advise the Sheriff and Chief of Fire Services of all roads not suitable for evacuation routes.
   5. Provide visible traffic control markers as required.
   6. Coordinate and direct the removal of debris and incapacitated private vehicles blocking the evacuation routes.
   7. Coordinate and direct other emergency functions requiring heavy equipment.
   8. Order the closing of all County maintained drawbridges over navigable waterways along the evacuation routes between the keys and the mainland. Order all bridge tenders to secure their facilities and leave for safer quarters.

e. Directors, Parks and Recreation, Utilities, and Environmental Services Departments:
   1. Staff assigned stations.
   2. Assist the Director of the Sarasota County Emergency Management Department as required.
   3. The Utilities Department Director fills milk or other compatible tankers with potable water and dispatches them to the Special Care Evacuation Centers.

f. Director, Sarasota County Health Department:
   1. Staff the Emergency Operations Center.
   2. Checks water filled tankers for water quality.
   3. Coordinate medical evacuation facilities with Emergency Medical Services Director.

g. Medical Director, Emergency Medical Services:
   1. Staff the Fire Services E.O.C.
   2. Check Emergency Medical Services capabilities and coordinate facility preparedness with Medical Director in the E.O.C.

h. Disaster Chairman, American Red Cross:
   1. Staff the Emergency Operations Center.
   2. Checks water filled tankers for water quality.
   3. Begin transporting food and water to the public shelters.

i. Superintendent of Public Schools:
   1. Staff the Emergency Operations Center.
2. Close all public schools that are to be used as public shelters and make them available to the Disaster Chairman of the American Red Cross.

j. Public Information Officer:
1. Staff the Emergency Operations Center.
2. Inform the local radio and television stations to rebroadcast to the general public:
(a) The identity of the endangered areas.
(b) The order from the Board of County Commissioners to evacuate the endangered areas.
(c) The location of public shelters and specify which evacuated area residents are to go to which shelter.
(d) The order of priority of evacuation:
   1. All infirm and handicapped people without transportation from all areas.
   2. All residents of all keys.
   3. All coastal residents on the mainland.
   4. All mobile home parks on the mainland.
   5. All residents of low-lying areas on the mainland.

k. School Board Director, Transportation and Communications Department:
1. Staff the Emergency Operations Center.
2. People With Special Needs (PSN's):
   Begin as supervised by the Chief of Fire Services transport of the handicapped in wheelchairs to the Special Care Evacuation Center at the Sarasota County Vocational-Technical Center. Patients on electrically operated life support equipment are to be transported only upon the direction of the Emergency Medical Service Medical Director.

l. Medical Examiner:
   Staff all assigned stations.

m. Administrators, Hospitals and Nursing Homes:
   Prepare to receive patients requiring critical care during the emergency.

n. Managers, Radio and Television Stations:
   Interrupt regular broadcasting as required and broadcast all essential information released by the Emergency Management Department through the Public Information Officer to the general public.

o. Commander, 1st Battalion, 116th Field Artillery, Florida National Guard:
1. Staff the Emergency Operations Center.
2. When ordered by the Governor to provide support, assist the Sheriff as required and in conformance with established Florida National Guard procedures.

p. Officer-in-Charge, U.S. Coast Guard:
1. Staff the Emergency Operations Center.
2. Support the Board of County Commissioners as required and in conformance with established Coast Guard Policies.

q. Commander, Group II, Civil Air Patrol:
1. Staff the Emergency Operations Center.
2. Conduct aerial reconnaissance over pre-assigned areas and along the evacuation routes.
3. Provide limited air transportation for the most seriously injured, if possible.

r. Medical Director Emergency Services:
1. Man assigned station in the Fire Services E.O.C.
2. Coordinate all hospital hurricane preparedness medical offices to station physicians and surgeons at appropriate facilities as required i.e. hospitals, special care facilities, and shelters, if appropriate.
3. Coordinate medical evacuation through the Fire E.O.C. through on-line medical control of the evacuation for rescue personnel with sick people in the field or in shelters.

s. Sarasota County Fire Department Rescue Supervisor:
1. Staff assigned station.
2. Begin transportation as supervised by the Chief of Fire Services of the infirm requiring ambulances to the Special Care Evacuation Center, or alternate medical facility as directed by the Medical Director of Emergency Services.

T. Directors, all Other Departments:
At the appropriate time and on the recommendation of the Emergency Management Department Director and order of the Board of County Commissioners, order all field personnel and equipment to safety. Law Enforcement personnel to proceed to assigned public shelters to assist in law enforcement within the shelter.

7. PRIMARY EVACUATION ROUTES

a. LONGBOAT KEY
   Residents living south of the Sarasota-Manatee County line proceed southerly on Gulf of Mexico Drive to John Ringling Boulevard, then easterly to US 41, then follow the uniformed law enforcement officer's direction to shelters.

b. LIDO KEY
   1. Residents living south of St. Armands Circle proceed northerly on Benjamin Franklin Drive or the Boulevard of the Presidents to John Ringling Boulevard, then easterly to US 41, then follow the uniformed law enforcement officer's direction to shelters.
   2. Residents living north of St. Armands Circle proceed southerly to John Ringling Boulevard, then easterly to US 41, then follow the uniformed law enforcement officer's direction to shelters.

c. BIRD KEY
Residents proceed to Bird Key Drive then northerly to John Ringling Boulevard, then easterly to US 41, then follow the uniformed law enforcement officer's direction to shelters.

d. COON KEY
Residents of Coon Key proceed to John Ringling Boulevard then easterly to US 41, then follow the uniformed law enforcement officer's direction to shelters.

NOTE:
People evacuating from Longboat, Lido, St. Armands, Coon, Bird Keys, City Island and others living north of John Ringling Boulevard and within 1/4 mile of the bayfront or at land elevations less than the storm surge heights corresponding to the categories of storms described on Table 1, may proceed as directed by the uniformed law enforcement officer along the evacuation route.

e. SIESTA KEY
1. Residents living north of the junction of Higel Avenue and Midnight Pass Road; proceed northerly along Higel Avenue to Siesta Drive, then easterly to US 41, then follow the uniformed law enforcement officer's direction to shelters.
2. Residents living south of the junction of Higel Avenue and Midnight Pass Road proceed southerly on Midnight Pass Road, Ocean Boulevard or Beach Road to Stickney Point Road, then easterly to US 41, then follow the uniformed law enforcement officer's direction to shelters.
3. Residents living south of Stickney Point Road proceed northerly on Midnight Pass Road to Stickney Point Road, then easterly to US 41, then follow the uniformed law enforcement officer's direction to shelters.

These people and all others residing between Clark Road and Blackburn Point Road and within 1/4 mile of the bayfront or at land elevations less than the storm surge heights corresponding to the storms shown on Table 1, may proceed as directed by the uniformed law enforcement officer along the evacuation route. These people must evacuate to Sarasota by taking US 41 northerly to Clark Road and follow the uniformed law enforcement officer's direction to the shelters.

f. CASEY KEY
1. Residents living north of Blackburn Point Road proceed southerly on Casey Key Road to Blackburn Point Road, then easterly to US 41, then follow the uniformed law enforcement officer's direction to shelters.
2. Residents living north of the 3300 block of Casey Key Road proceed northerly on Casey Key Road to Blackburn Point Road, then easterly to US 41, then follow the uniformed law enforcement officer's direction to shelters.

These people and all others residing between Blackburn Point Road and Albee Road, then northerly on Casey Key Road to Albee Road, then easterly to US 41, then follow the uniformed law enforcement officer's direction to the shelters.

3. Residents living south of the 3300 block of Casey Key Road proceed southerly on Casey Key Road to Blackburn Point Road, then easterly to US 41, then follow the uniformed law enforcement officer's direction to the shelters.
4. Residents living south of Albee Road proceed northerly on Casey Key Road to Albee Road, then easterly to US 41, then follow the uniformed law enforcement officer's direction to the shelters.

These people and all others residing between Blackburn Point Road and Roberts Bay/Curry Creek and within 1/4 mile of the bayfront or at land elevations less than the storm surge heights corresponding to the Categories 1 and 2 storms on Table 1, may proceed as directed by the uniformed law enforcement officer along the evacuation route. These people must evacuate to Sarasota by taking US 41 and the Venice By-Pass to Venice Avenue, then easterly on Venice Avenue which becomes Venice Avenue to Jacaranda Boulevard, then northerly on Jacaranda Boulevard to 1-75, then northerly on 1-75 to Sarasota Exits 37 (Clark Road), 38 (Bee Ridge Road), or 39 (Fruitville Road) and follow the uniformed law enforcement officer's directions to the shelters.

g. VENICE
Residents living between Roberts Bay/Curry Creek and Center Road and within 1/4 mile of the gulffront and the bayfront or at land elevations less than the storm surge heights corresponding to the storms shown on Table 1, may proceed as directed to the uniformed law enforcement officer along the evacuation route. These people must evacuate to Sarasota by taking US 41 and the Venice By-Pass to Venice Avenue, then easterly on Venice Avenue which becomes Venice Avenue to Jacaranda Boulevard, then northerly on Jacaranda Boulevard to 1-75, then northerly on 1-75 to Sarasota Exits 37 (Clark Road), 38 (Bee Ridge Road), or 39 (Fruitville Road) and follow the uniformed law enforcement officer's directions to the shelters.

h. SOUTH VENICE
All residents living between Center Road and Manasota Road/5th Street and within 1/4 mile of the bayfront or at land elevations less than the storm surge heights corresponding to the storms shown on Table 1, may proceed to US 41, then northerly along US 41, to Center Road then northerly along Center Road as
directed by the uniformed law enforcement officer along the evacuation route.

i. MANASOTA KEY

1. Residents living north of Manasota Road proceed southerly on Manasota Key Road to Manasota Road, then easterly on Manasota Road to SR 775, then follow the uniformed law enforcement officers' direction to shelters.

2. Residents living north of Blind Pass proceed northerly on Manasota Key Road to Manasota Road, then easterly on Manasota Road to SR 775, then follow the uniformed law enforcement officer's direction to shelters.

3. Residents living south of Blind Pass proceed southerly on Manasota Key Road to SR 776 (Beach Road to SR 776 (Beach Road in Charlotte County), then northerly on SR 776 to SR 775, then follow the uniformed officer's direction to shelters.

These people and all others living between Manasota Road/5th Street and the Sarasota/Charlotte County line and within 1/4 mile of the bayfront or at land elevations less than the storm surge heights corresponding to the storms shown on Table 1, for Category 1 and Category 2 storms, may proceed as directed by the law enforcement officer along the evacuation route. For Category 3 or higher storms, this entire area must be evacuated to Sarasota.

j. ENGLEWOOD

All residents of the Englewood area living at land elevations less than the storm surge heights corresponding to the storms shown on Table 1, for Category 1 or Category 2 storms, may proceed as directed by the uniformed law enforcement officer along the evacuation route, in an easterly and then northerly direction to shelters located in the Venice or Sarasota County area.

k. NORTH PORT

All residents living at land elevations less than the storm surge heights corresponding to the Category 1 and 2 storms shown on Table 1, may proceed as directed by the uniformed law enforcement officer along the evacuation route, in an easterly and then northerly direction to shelters located in the Venice or Sarasota north County area.

l. INFORMED AND HANDICAPPED IN ALL AREAS:

All registered infirmed and handicapped persons, regardless of where they live when evacuated, shall be transported if possible by private vehicle or by County furnished vehicles to the nearest emergency Care Center, as designated by the Medical Evacuation Committee.

NOTE: Total American Red Cross Shelter Capacity:

<table>
<thead>
<tr>
<th>Shelters</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Special Care Evacuation</td>
<td>500</td>
</tr>
<tr>
<td>34 Hurricane (Primary) Public Shelters</td>
<td>23,837</td>
</tr>
<tr>
<td>12 Emergency (Secondary) Public Shelters</td>
<td>3,695</td>
</tr>
<tr>
<td>47 TOTALS</td>
<td>28,032</td>
</tr>
</tbody>
</table>

NOTE: Most South County residents west of US 41 must evacuate to Sarasota for a Category 3 or higher storm:

a. Residents in the Englewood/South Venice area living north of the intersection of Old Englewood Road and SR 775 and south of the intersection of US 41 and SR 775 proceed northerly on SR 775 to US 41, then easterly on US 41 to River Road, then northerly on River Road to I-75, then northerly on I-75 to Sarasota exiting on exit 37 (Clark Road), 38 (Bee Ridge Road) or 39 (Fruitville Road) and follow the uniformed law enforcement officer's direction to the shelters.

b. Residents in the Englewood area living south of the intersection of Old Englewood Road and SR 775 and north of the Charlotte County/Sarasota County line proceed southerly or northerly respectively on SR 775 to Dearborn Avenue, then easterly on Dearborn Avenue to South River Road (SR 777), then northerly on South River Road through US 41 on to River Road then northerly on River Road to I-75, then northerly on I-75 to Sarasota Exits 37 (Clark Road), 38 (Bee Ridge Road) or 39 (Fruitville Road) and follow the uniformed law enforcement officer's directions to the shelters.

c. Residents in the South Venice area living north of the intersection of SR 775 and US 41, and south of the intersection of the Venice By-Pass and Center Road and south of the intersection of the Venice By-Pass and US 41 proceed northerly on US 41 and the Venice By-Pass to Center Road, then easterly on Center Road to River Road, then northerly on River Road to I-75, then northerly on I-75 to Sarasota Exits 37 (Clark Road), 38 (Bee Ridge Road) or 39 (Fruitville Road) and follow the uniformed law enforcement officer's direction to the shelters.

d. Residents living in the Warm Mineral Springs area and those living west of Toledo Blade Boulevard in North Port proceed westerly on US 41 to River Road, then northerly on River Road to I-75, then northerly on I-75 to Sarasota Exits 37 (Clark Road), 38 (Bee Ridge Road), 39 (Fruitville Road) and follow the uniformed law enforcement officer's direction to the shelters.

e. Residents of North Port living to the east of Toledo Blade Boulevard proceed along the most convenient
route to Toledo Blade Boulevard, then northerly on Toledo Blade Boulevard to I-75, then westerly and northerly on I-75 to Sarasota Exits 37 (Clark Road), 38 (Bee Ridge Road), or 39 (Fruitville Road) and follow the uniformed law enforcement officer's direction to the shelters.

f. Residents of Warm Mineral Springs and those residents of North Port-living west of Toledo Blade Boulevard proceed easterly or westerly respectively on US 41, or along the most convenient route to Sunser Boulevard, then northerly on Sunser Boulevard to I-75, then westerly and northerly on I-75 to Sarasota Exits 37 (Clark Road), 38 (Bee Ridge Road), or 39 (Fruitville Road) and follow the uniformed law enforcement officer's directions to the shelters.

END OF NOTE

m. MOBILE HOME PARK RESIDENTS - All Areas

All residents of all mobile homes must evacuate their homes regardless of location and regardless of storm category. If the recreation center in any mobile home park is a private or public hurricane shelter, park residents shall leave their mobile homes and go to the recreation center. If it is not a shelter, park residents must leave their mobile homes for a safer public shelter.

n. ALL LOW-LYING AREAS

For a very high category 3, or a Category 4 or 5 storm, it may be required to evacuate all residents of all low-lying areas due to extremely high storm surges causing widespread inundation. In that event all residents of these areas may proceed northerly on US 41 or I-75 to Sarasota. On reaching the intersection of US 41 and Beneva Road, or the intersections of I-75 with Clark Road, Beneva Road, Fruitville Road, or University Boulevard follow the directions of the uniformed law enforcement officer along the evacuation route to a safer shelter.

o. GENERAL - ALL AREAS

The Sheriff shall redirect traffic flow as required to be compatible with road conditions. Traffic flow on main arteries shall be stopped, at appropriate control points, periodically, to allow side street traffic to enter the main artery. When wind speeds reach 45 sustained mph, tractor trailers will be prohibited on the roads and emergency response vehicles will not be dispatched.

C. HURRICANE ONSLAUGHT

All personnel shall remain in shelters until the all clear is given by the Board of County Commissioners. Radio and television stations shall continue to broadcast storm related messages as long as they can.
9. The Public Information Team shall request the local radio and television stations to rebroadcast the identity of areas that are safe to return to as they are declared safe by the Board of County Commissioners, and to advise the boating public that it may now resume marine activities.

10. The Director of the Emergency Management Department shall request that the bridge tenders of state maintained bridges restore normal operations of the bridges previously closed, when so ordered by the Board of County Commissioners.

11. All Directors of all Departments shall do whatever is necessary to restore damaged areas, equipment and facilities to normal as soon as practical. They shall report estimates of damage to equipment and facilities to the Director, Sarasota County Department of General Services. Photographs shall be taken of all damaged areas and equipment. Each photograph shall contain the identity of the site or equipment, time, date and the cause of the damage, i.e., hurricane winds, tornado, flood waters, tidal waters, etc.

12. The Director of Transportation and Communications shall release all SCA1 and Friendship Center buses and drivers to return to their home bases upon completion of transporting the infirm, handicapped and people without transportation back to their homes.

**E. TOTAL EVACUATION**

It is unlikely that total evacuation of Sarasota County will ever become necessary. An extremely high Category 5 Hurricane, striking directly, and generating very high storm surges may require total evacuation. This type of storm is rare. But should one threaten Sarasota County, and evaluation of its destructive potential suggests total evacuation, it may be necessary to proceed as early as possible. Therefore:

1. Residents living north of Fruitville Road may proceed northerly on US 41, US 301, Tuttle Avenue, Lockwood Ridge Road, Beneva Road to University Parkway, then easterly on University Parkway to I-75, then northerly on I-75 to State Road 70, then easterly on State Road 70 through Arcadia. Residents evacuating Longboat Key, Bird Key, Sr. Armand’s Key, and Lido Key may proceed northerly as directed by the uniformed police officer along the evacuation route to Fruitville Road, then easterly on Fruitville Road to I-75, then northerly on I-75 to SR 70, then easterly on SR 70 through Arcadia and continue easterly on State Road 70 to US 27, then go northerly or southerly on US 27 to nearby cities.

2. Residents living north of Webber Street and south of Fruitville Road may proceed northerly on Orange Avenue, Osprey Avenue, US 41 and US 301 to Main Street, then easterly to Fruitville Road, or northerly on Shade Avenue, Tuttle Avenue, Beneva Road and McIntosh Road to Fruitville Road to I-75, then northerly on I-75 to SR 70, then easterly on State Road 70 through Arcadia and continue easterly on State Road 70 to US 27, then go northerly or southerly on US 27 to nearby cities.

3. Residents living south of Webber Street and north of Clark Road (State Road 72) may proceed southerly on Osprey Avenue, US 41, Tuttle Avenue, Swift Road, Beneva Road, and McIntosh Road to Clark Road, or to Bee Ridge Road to Clark Road (SR 72), then easterly on State Road 72 to State Road 70, then easterly on State Road 70 through Arcadia and continue easterly on State Road 70 to US 27, then go northerly or southerly on US 27 to nearby cities.

4. Residents evacuating from Siesta Key may proceed as directed by the uniformed law enforcement officer along the evacuation route to US 41, then northerly or southerly on US 41 to Clark Road (SR 72), then easterly on State Road 72 to State Road 70, then easterly on State Road 70 through Arcadia and continue easterly on State Road 70 to US 27, then go northerly or southerly on US 27 to nearby cities.

5. Residents living south of Clark Road and north of Venice may proceed northerly along US 41 to Beneva Road, then northerly on Beneva Road to Clark Road (SR 72), then easterly on State Road 72 to State Road 70, then easterly on State Road 70 through Arcadia and continue easterly on State Road 70 to US 27, then go northerly or southerly on US 27 to nearby cities.

6. Residents evacuating Casey Key may proceed as directed by the uniformed law enforcement officers along the evacuation route to US 41, then northerly along US 41 to Beneva Road, then northerly on Beneva Road to Clark Road (SR 72), then easterly on State Road 72 to State Road 70, then easterly on State Road 70 through Arcadia and continue easterly on State Road 70 to US 27, then go northerly or southerly on US 27 to nearby cities.

7. Residents of Venice may proceed to US 41, then northerly or southerly on US 41 to Venice Avenue, then easterly on Venice Avenue to Jacaranda Boulevard, then northerly on Jacaranda Boulevard to Exit 35 on I-75, then northerly on I-75 to Clark Road (SR 72), then easterly on State Road 72 to State Road 70, then easterly on State Road 70 through Arcadia and continue easterly on State Road 70 to US 27, then go northerly or southerly on US 27 to nearby cities.

8. Residents of South Venice, Englewood and other South County residents living north of the Charlotte County line may proceed northerly on SR 775, then northerly on SR 775 to US 41, then northerly on US 41 to Center Road, then easterly on Center Road to River Road, then northerly on River Road to Exit 34 on I-75, then northerly on I-75 to Clark Road (Exit 37), or for those south of the intersection...
of Old Englewood Road and SR 775 and north of the Sarasota/Charlotte County line proceed southerly or northerly on SR 775 to Dearborn Avenue, then easterly on Dearborn Avenue to South River Road (SR 777), then northerly on River Road to I-75, then northerly on I-75 to Clark Road (Exit 37), then easterly on Clark Road (SR 72), to State Road 70, then easterly on State Road 70 through Arcadia and continue easterly on State Road 70 to US 27, then northerly or southerly on US 27 to nearby cities.

9. Residents of North Port west of Toledo Blade Boulevard and of Warm Mineral Springs may proceed westerly and northerly on US 41 to River Road, then northerly on River Road to Exit 34 on I-75. Residents of North Port living easterly of Toledo Blade Boulevard proceed on the most convenient roads to Toledo Blade Boulevard, then northerly on Toledo Blade Boulevard to Exit 32 on I-75. Then proceed westerly and northerly on I-75 to Clark Road (Exit 37), then easterly on Clark Road (SR 72), to State Road 70, then easterly on State Road 70 through Arcadia and continue easterly on SR 70 to US 27, then northerly or southerly on US 27 to nearby cities. Upon the opening of the Sunter Boulevard interchange, the residents of Warm Mineral Springs and the residents of North Port living west of Toledo Blade Boulevard proceed on the most convenient roads to Sunter Boulevard, then northerly on I-75 to Clark Road (Exit 37), then easterly on Clark Road, (SR 72) to State Road 70, then easterly on SR 70 through Arcadia and continue easterly on SR 70 to US 27, then northerly or southerly on US 27 to nearby cities.

10. GENERAL
a. The Sheriff shall redirect traffic flow as required to be compatible with road conditions.
b. Persons in doubt as to which shelter he/she may go to, or which direction to take, should follow directions given by the uniformed law enforcement officer stationed along the route. However, all persons are encouraged to learn, well in advance of an impending disaster, where the shelters they wish to use are and to become familiar with the roads between their homes and the shelter by driving along that route in normal times. Two additional but different evacuation routes should be learned in the event the prime route selected becomes impassable. The people are encouraged to avoid problems by leaving early when the evacuation order is issued. Additional information will be broadcast on all Sarasota County Radio and Television Stations.

F. CRITICAL LOCATIONS
1. The Director of the Sarasota County Transportation Department shall be prepared to position suitable heavy equipment at the following critical locations:

a. Sarasota County Intersections:
   - South US 41 and Stickney Point Road
   - Higel Avenue and Midnight Pass Road
   - Midnight Pass Road and Stickney Point Road
   - Midnight Pass Road and Beach Road
   - South US 41 and Bee Ridge Road
   - South US 41 and Proctor Road
   - Bee Ridge Road and Turtle Avenue
   - Bee Ridge Road and Beneva Road
   - Clark Road and Swift Road
   - Clark Road and Beneva Road
   - Webster Street and Beneva Road
   - Bahia Vista and McIntosh Road
   - Proctor Road and Swift Road
   - Bee Ridge and McIntosh Road
   - SR 780 and McIntosh Road
   - North 301 and DeSoto Road
   - DeSoto Road and North Lockwood Ridge Road
   - US 41 and Beneva Road
   - US 41 and Blackburn Point Road
   - US 41 and Albee Road
   - Manasota Beach Road and SR 775
   - Blind Pass on Manasota Key
   - Casey Key Road approximately midway on Casey Key
   - Englewood Road and SR 775
   - Dearborn Avenue and SR 775
   - US 41 and SR 775
   - Business US 41 and South US
   - 41 By-Pass US 41 and SR 681 Entrance Ramp B

b. Sarasota County Bridges:
   - Stickney Point Bridge
   - Bee Ridge Bridge at Phillippi Creek
   - Webster Street Bridge at Phillippi Creek
   - Phillippi Creek Bridge on Bahia Vista
   - Phillippi Creek Bridge at US 41
   - Phillippi Creek Bridge at Proctor Rd.
   - SR 780 and Cow Pen Slough
   - SR 72 and Cow Pen Slough
   - New Pass Bridge
   - Blackburn Point Road Bridge
   - Albee Road Bridge
   - Curry Creek at Albee Farm Road
   - Laurel Road Bridge at Shaker Creek
   - Dona Bay on US 41, Nokomis
   - Roberts Bay on US 41 in Nokomis
   - Alligator Creek and US 41
   - Forked Creek SR 775

c. Sarasota City Intersections:
   - Bahia Vista Street and Orange Avenue
   - Ringling Causeway and US 41 @ St. Armands Circle
   - DeSoto Road
   - Bahia Vista Street and Turtle Avenue

d. Sarasota City Bridges:
   - Ringling Causeway Relief Bridge
Peacetime Emergency Plan
Sarasota County, Florida

Annex V: Evacuation Plan
October 1, 1991

3. The Director of the Sarasota County Animal Control Division shall establish the following locations as pet pickup points, dogs and cats only, and he shall deliver all pets left at pickup points to the County Animal Control Facility. Once the County facility is filled to its capacity, the pets will be delivered to the available secondary shelters. The secondary shelter charges will be the responsibility of the pet owners. A medical record showing proof of the following vaccinations MUST accompany all pets at the pickup point.

Dogs: DHLP, PARVOVIRUS, CORONAVIRUS, BORDETELLA AND RABIES

Officers will be stationed in a vehicle marked Sarasota County Animal Control with a roof mounted amber light.

a. Pickup Points: Sarasota

PP1: Parking area at Island Park Drive and Marina Jacks.
PP2: Southeast corner of Siesta Drive and US 41, in South Gate parking area.
PP3: Stickney Point Road and Avenue A parking area.
PP4: Southbay Plaza at Blackburn Point Road.
PP5: Annex Road and SR 776 parking area.

b. Secondary Shelters:

<table>
<thead>
<tr>
<th>Kennel Name</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Pets Motel</td>
<td>72</td>
</tr>
<tr>
<td>Fruitville Road</td>
<td>371-1200</td>
</tr>
<tr>
<td>Bill's Price Patrick Kennel</td>
<td>40</td>
</tr>
<tr>
<td>3825 Sarasota Golf Club Blvd.</td>
<td>371-1383</td>
</tr>
<tr>
<td>Cat Tree Kennel</td>
<td>20</td>
</tr>
<tr>
<td>6742 Richardson Rd.</td>
<td>371-0102</td>
</tr>
<tr>
<td>Collins Kennel, Inc.</td>
<td>150</td>
</tr>
<tr>
<td>7518 Churchill Downs Rd.</td>
<td>922-8476</td>
</tr>
<tr>
<td>Sandy Lane Kennel</td>
<td>50</td>
</tr>
<tr>
<td>5830 Hagerman Rd.</td>
<td>371-1223</td>
</tr>
<tr>
<td>Driftwood Kennel</td>
<td>100</td>
</tr>
<tr>
<td>800 East Laurel Rd.</td>
<td>485-6672</td>
</tr>
<tr>
<td>Malibu Kennels</td>
<td>30</td>
</tr>
<tr>
<td>237 Greencove Rd.</td>
<td>488-9303</td>
</tr>
<tr>
<td>Treat's Pet Motel</td>
<td>100</td>
</tr>
<tr>
<td>3176 Venice Ave. East</td>
<td>488-8612</td>
</tr>
</tbody>
</table>
V. EXECUTION

The Sarasota County Administrator shall put this plan into effect immediately upon the recommendation of the Director of the Sarasota County Emergency Management Department when an impending hurricane threatens life and property.

VI. RESPONSIBILITIES

A. See Peacetime Emergency Plan, all Annexes.

B. Sarasota County Public School, Sarasota County Senior Friendship Center, and Sarasota County Area Transportation (SCAT) buses will be utilized to evacuate persons without their own means of transportation.

C. U.S. Coast Guard Auxiliary vessels may be utilized to evacuate persons by water in accordance with the U.S. Coast Guard approved Hurricane Disaster Plan, Division VIII, U.S. Coast Guard Auxiliary.

D. Should evacuation be required, after evaluation of warning advisories from the National Weather Service, the Director of the Emergency Management Department of Sarasota County will utilize all available news facilities (radio and television) to make appropriate announcements to the public advising them of the areas which might be threatened.

E. Law enforcement and fire vehicles and marine vessels equipped with sirens and public address systems will be utilized throughout the area to be evacuated to warn all persons not already informed that evacuation is ordered. Should the warning occur during the nighttime hours, the law enforcement and fire personnel will make every effort to awaken residents and inform them of the emergency.

F. Fixed sirens at fire stations and schools shall be sounded to alert the people to listen to radio announcements using three-to-five minute steady-blast signals.

G. The Board of County Commissioners will direct and compel the evacuation of endangered areas when conditions warrant.

H. The Sheriff shall coordinate the placement of law enforcement officers along the evacuation routes to direct evacuees to the appropriate shelters. He shall also coordinate the placement of law enforcement officers in public shelters.

I. All Department Heads and the Heads of all supporting agencies shall be responsible for providing emergency fuel for the emergency vehicles, vessels, and aircraft under their control.

J. The Director of the Sarasota County Emergency Management Department shall coordinate all orders of the Board of County Commissioners with all E.O.C. personnel.

K. The County Administrator shall direct all orders from the Board of County Commissioners to, and coordinate all such orders with, the elected officials and city/town managers/mayors of each municipality, and officials of utility and lightning districts.

L. The County Attorney shall provide all consultation in all legal matters that may arise.

M. All County Department Directors not assigned specific responsibilities shall support the evacuation effort as directed by the County Administrator or the Director of the Emergency Management Department.

N. The Civil Air Patrol may be used to conduct aerial surveillance of the evacuation proceedings and search and rescue operations after the hurricane has passed.

O. The Florida National Guard may be used to supplement the Sheriff's forces in accordance with their Standard Operating Procedures for hurricane emergencies.

VII. POST EMERGENCY RECOVERY

A. The Board of County Commissioners of Sarasota County shall seek clear and explicit delegation of authority from the Governor to act in accordance with the Immediate Post Emergency Recovery Plan set forth herein and shall develop, where necessary, appropriate interlocal agreements and additional procedures implementing this resolution and incorporating such procedures in the Sarasota County Peacetime Emergency Plan.

B. The definitions provided in Chapter 252, Florida Statutes, shall apply to the same terms when used in this resolution. Additionally:

1. “Board” means the Board of County Commissioners of Sarasota County, Florida.

2. “Countywide emergency” means an emergency for which an emergency declaration has been issued affecting more than one municipality or one municipality and any portion of the unincorporated area of Sarasota County.

3. “Local emergency” means an emergency confined to incorporated areas of a single municipality which has resulted in the issuance of an emergency declaration by the municipality.

4. “Emergency declaration” means any lawfully issued order, proclamation, resolution or other process which activates state, local, or interjurisdictional emergency management plans.

5. “Immediate post emergency” means the period of time immediately following the abatement of any circumstance that has resulted in a lawfully declared countywide emergency.

6. “Priority class parties” shall mean persons who possess and exhibit, when requested by proper authorities, proof of property ownership residence, occupancy, business ownership, or employment by an employer in an area that has been evacuated or to which ingress and egress has been restricted.
C. Priority class parties shall provide reliable documentation for their status consistent with the kind of documentation upon which prudent people generally rely. Such documentation may include a decal, bumper sticker, or identification card issued by a municipality, a driver’s license, voter registration card, deed, or tax bill bearing an address or description of property located in the restricted or evacuated area, an identification card or a letter from an employer doing business in the restricted or evacuated area, or a receipt or lease for hotel, lodging, or other housing facilities located in the evacuated or restricted area.

D. The Post Emergency Recovery plan in effect throughout the incorporated and unincorporated areas of Sarasota County shall be implemented in accordance with the following:

1. After a countywide state of emergency which has resulted in substantial injury or harm to the population or substantial damage to or loss of property and the evacuation of any area or areas or the restriction or limitation of ingress within an area or areas, the evacuation order or restrictions shall be removed to allow return to the evacuated or restricted areas to the degree appropriate, in accordance with the levels and in the order of priority established below:

   a. Level One: Search and rescue teams including the National Guard, municipal police officers, Sarasota County Sheriff and his deputies, Fire Department personnel, State and County Departments of Transportation personnel, the Marine Patrol, Municipal Public Works Personnel, and as otherwise described in the Sarasota County Peacetime Emergency Plan shall be admitted to the restricted or evacuated area to perform those tasks described in the Sarasota County Peacetime Emergency Plan.

   b. Level Two: Damage Assessment teams as described in the Sarasota County Peacetime Emergency Plan, Mayors and their appointees, other elected officials and utility company officials shall be admitted for the limited purpose of making preliminary determinations related to accessibility and safety hazards in the restricted or evacuated area.

   c. Level Three: Cleanup teams shall be admitted to clear and repair roads, restore utility service and eliminate safety hazards to the degree necessary to allow re-entry to a restricted or evacuated area.

   d. Level Four: Priority class parties shall be given a reasonable period to return to their property, residence or place of abode or business to survey the damage and secure their real and personal property. Where and when necessary limited re-entry may be escorted by appropriate officials.

   e. Level Five: Complete accessibility shall be restored as soon as practicable and shall be accomplished by appropriate amendment to, or withdrawal, recession, or revocation of all emergency declarations.

2. Determinations of the appropriate level of admission shall be made in accordance with the following:

   a. Upon declaration of a state of countywide emergency in Sarasota County, the Board shall convene in continuous session until the emergency no longer exists and the immediate Post Emergency Recovery Plan has been satisfactorily implemented and all countywide emergency declarations lifted.

   b. A committee comprised of mayors or a representative appointed by each municipal governing body affected by an emergency declaration along with the Sarasota County Director of the Emergency Management Department or his designee and the Sarasota County Administrator or his designee shall participate in the decision-making process to ensure that recommendations to the Board and amendments to the local emergency declarations will be coordinated and reflect broad countywide concerns based on all available information and technical data.

   c. The official source of public information with respect to emergency declarations shall be the Board and all official emergency declarations shall be transmitted from the place in which the Board is conducting the continuous meeting.

   d. Initial recommendations of the appropriate level of re-entry shall be made by the appropriate Directors of Emergency Management subject to the direction and control of the governing body of the political subdivision which the Emergency Management Director represents.

   e. The level of re-entry, areas of re-entry, and deletions from or additions to the re-entry levels established under VII D.1.a. through VII D.1.e. above shall be clearly established by amendments to or issuance of new emergency declarations by the Board.

   f. The Board reserves the right to include or exclude any individual, group, or agency, as may be necessary for the safety and welfare of the citizens of Sarasota County until such time as complete accessibility has been restored. The levels of re-entry set forth in Section VII D.1.a. through VII D.1.e. above, have been established for the purpose of providing general guidelines.
g. News media representatives shall, with proper
identification and signed waiver, be allowed to
enter an evacuated or restricted area at their
own risk.

E. Pursuant to Executive Order 80-29, emergency
declaration of the Board shall supersede any Emer­
gency Declaration of a municipality. The immediate
post-emergency recovery plan set forth herein
applies only to countywide emergencies. Prior to
amending any emergency declaration, as provided
above, the Board shall, to the degree possible, obtain
a Statement of Conditions in any affected munici­
pality from the mayor or designee of the mayor. It is
the intent of this provision to eliminate confusion by
making public any declaration of local emergency in
place in a municipality concurrent with the with­
drawal of any countywide declaration of emergency.

F. Nothing herein shall be construed as limiting the
authority of any municipality that has established an
emergency management agency pursuant to Section
252.38(2), Florida Statutes, and developed a plan for
the coordination of their activities with those of the
Sarasota County Emergency Management Depart­
ment as provided under Section 252.38(3), Florida
Statutes from continuing in effect a declaration of
Local Emergency.
# Table I

## Probable Property Damage & Evacuation Recommendations According to Storm Categories

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Category #1</strong></td>
<td>Winds of 74 to 95 miles per hour; Storm Surge possibly to 7 feet above normal. Damage primarily to mobile homes, shrubbery, trees, foliage, and structures that are directly on the Gulf. Low-lying coastal roads inundated, minor pier damage. Some small craft in exposed anchorages torn from moorings. Evacuations of all coastal areas with land elevations of 7 feet or less is required.</td>
</tr>
<tr>
<td><strong>Category #2</strong></td>
<td>Winds of 96 to 110 miles per hour; Storm Surge possibly to 12 feet above normal. Considerable damage to mobile homes, shrubbery, trees, foliage, (some trees blown down) and structures that are directly on the Gulf. Extensive damage to poorly constructed signs. Coastal roads and low-lying escape routes inland cutoff by rising waters 2 to 4 hours before arrival of hurricane center. Considerable damage to piers. Marinas flooded. Small craft in unprotected anchorages torn from moorings. Evacuation of all coastal areas with land elevations of 12 feet or less is required.</td>
</tr>
<tr>
<td><strong>Category #3</strong></td>
<td>Winds of 111 to 130 miles per hour; Storm Surge possibly to 14 feet above normal. Foliage torn from trees, large trees blown down. Practically all poorly constructed signs blown down. Mobile homes destroyed. Structures directly on the Gulf may be destroyed by battering waves. Low-lying escape routes cutoff by rising waters 3 to 5 hours before hurricane center arrives. Flat terrain 5 feet or less above sea level flooded inland 8 miles or more. Evacuation of all coastal areas with land elevations of 14 feet or less is required.</td>
</tr>
<tr>
<td><strong>Category #4</strong></td>
<td>Winds of 131 to 155 miles per hour; Storm Surge possibly to 20 feet above normal. Shrubs and trees blown down, all signs blown down. Extensive damage to roofing materials, windows, and doors. Complete failure of roots on many small residences. Complete destruction of mobile homes. Flat terrain 10 feet or less above sea level flooded inland as far as six (6) miles. Major damage to structures near shore due to flooding and battering of waves, many destroyed. Low-lying escape routes inland cutoff by rising water 3 to 5 hours before hurricane center arrives. Major erosion of beaches. Massive evacuation of all residences on low ground within 2 miles of shore or coastal areas with land elevations of 20 feet or less is required.</td>
</tr>
<tr>
<td><strong>Category #5</strong></td>
<td>Winds greater than 155 miles per hour; Storm Surge possibly greater than 21 feet above normal, widespread destruction to greater scale than for lesser intensity storms. Massive evacuation of all residences on low ground within 5 - 10 miles of shore or coastal areas with land elevations less than 21 feet is required. All mobile homes regardless of location and all low-lying areas subject to severe flooding must be evacuated.</td>
</tr>
</tbody>
</table>

**ALL CATEGORIES NOTE:**

**Category #3 Storms Sometimes Increase in Intensity and Sometimes Become Category 4 or 5 Storms Prior to Making Landfall. If This Occurs, There May Not Be Time to Implement Evacuation of Those Areas Recommended for Category #4 or #5 Storms. Therefore, It May Be Necessary to Evacuate All Mobile Homes, All Low-Lying Areas Subject to Severe Flooding and All Coastal Areas with Land Elevations Less Than 25 Feet for a Category #3 Storm.
TABLE I (CON’T)
RECOMMENDED ALTERNATE EVACUATION ROUTES

The general public is encouraged to evacuate as early as possible before the mass evacuation begins. This voluntary evacuation should start at least three days before the anticipated arrival of the hurricane. It is recommended that evacuation proceed to the center of the State.

I-75 is now open from Big Bend Road (State Road 672) (Exit 47) to Naples in Collier County (Exit 17).

The interchanges at Toledo Blade Boulevard (Exit 32), River Road (Exit 34), Everglades Boulevard (Exit 35), State Road 681 (Exit 36), Clark Road (Exit 37), Bee Ridge Road (Exit 38), Fruitville Road (Exit 39), University Parkway (Exit 40) is open and may be used to gain access to I-75. Sumter Boulevard (Exit 33) is open and may be used.

The people in the Englewood area are encouraged to use the River Road interchange (Exit 34) to I-75. North Port (residents living west of Toledo Blade Boulevard), Warm Mineral Springs, and neighboring areas may use the Sumter Boulevard interchange (Exit 33) to I-75. Residents of North Port living east of Toledo Blade Boulevard may use the Toledo Blade Interchange (Exit 32) to I-75. All others in the South County area should proceed to the or Venice Farms Road.

From I-75 one may proceed as follows:

1. At Exit 47, take State Road 672 westerly to US 41, then northerly to I-4, then easterly to Lakeland or Orlando or US 27, and then go northerly or southerly on US 27 to nearby cities.
2. At Exit 46, take State Road 674 easterly to State Road 37, then northerly to State Road 60 to Bartow or Lake Wales or to US 27, and then go northerly or southerly on US 27 to nearby cities.
3. At Exit 43, take US 301 northerly to State Road 60 to Bartow or Lake Wales or to US 27, and then go northerly or southerly on US 27 to nearby cities.
4. At Exit 42, take State Road 64 easterly to Zolfo Springs or Avon Park or to State Road 6767 at Zolfo Springs and easterly on State Road 66 to US 27, then go northerly or southerly on US 27 to nearby cities.
5. At Exit 41, take State Road 70 easterly through Arcadia to US 27, then go northerly or southerly on US 27 to nearby cities.
6. At Exit 37, take State Road 72 (Clark Road) easterly through Arcadia to State Road 70, then go easterly on State Road 70 to US 27, then go northerly or southerly on US 27 to nearby cities.
TABLE II
(Double entries indicate seasonal fluctuation)

<table>
<thead>
<tr>
<th>STORM CATEGORY</th>
<th>ZONE</th>
<th>POPULATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category 1</td>
<td>Casey Key</td>
<td>343</td>
</tr>
<tr>
<td></td>
<td>Lido Key</td>
<td>3,498</td>
</tr>
<tr>
<td></td>
<td>Longboat Key</td>
<td>4,014</td>
</tr>
<tr>
<td></td>
<td>Manasota Key</td>
<td>445</td>
</tr>
<tr>
<td></td>
<td>Siesta Key</td>
<td>13,944</td>
</tr>
<tr>
<td></td>
<td>Buchan Waterfront</td>
<td>42</td>
</tr>
<tr>
<td></td>
<td>Downtown Bayfront</td>
<td>2,920</td>
</tr>
<tr>
<td></td>
<td>Englewood Waterfront</td>
<td>163</td>
</tr>
<tr>
<td></td>
<td>Hudson Bayou Bayfront</td>
<td>1,232</td>
</tr>
<tr>
<td></td>
<td>Indian Beach Bayfront</td>
<td>2,110</td>
</tr>
<tr>
<td></td>
<td>Mobile Homes</td>
<td>38,742</td>
</tr>
<tr>
<td></td>
<td>Nokomis/Laurel Bayfront</td>
<td>1,358</td>
</tr>
<tr>
<td></td>
<td>Osprey Bayfront</td>
<td>273</td>
</tr>
<tr>
<td></td>
<td>Phillippi Creek Bayfront</td>
<td>6,380</td>
</tr>
<tr>
<td></td>
<td>Roberts Bayfront</td>
<td>2,202</td>
</tr>
<tr>
<td></td>
<td>Upper Little Sarasota Bayfront</td>
<td>2,189</td>
</tr>
<tr>
<td></td>
<td>Venice Airport Waterfront</td>
<td>1,109</td>
</tr>
<tr>
<td></td>
<td>Venice Waterfront</td>
<td>1,807</td>
</tr>
<tr>
<td></td>
<td>Warm Springs Riverfront</td>
<td>235</td>
</tr>
<tr>
<td></td>
<td>Whittaker Bayou Bayfront</td>
<td>880</td>
</tr>
<tr>
<td></td>
<td></td>
<td>61,684</td>
</tr>
<tr>
<td></td>
<td><strong>SUBTOTAL</strong></td>
<td><strong>83,928</strong></td>
</tr>
</tbody>
</table>

ALL AREAS FOR CATEGORY NO. 1 STORM PLUS

| Category 2     | Buchan                      | 1,876      |
|                | Downtown Venice             | 1,041      |
|                | East Englewood              | 1,196      |
|                | North Englewood             | 2,898      |
|                | Venice Airport              | 1,633      |
|                | West Nokomis/Laurel         | 2,452      |
|                | West Osprey                 | 451        |
|                |                              | 11,547     |
|                | **SUBTOTAL**                | **95,475** |

ALL AREAS FOR CATEGORIES NOs. 1 & 2 STORMS PLUS SUBTOTALS CARRIED FORWARD

<p>| Category 3     | Subtotals Carried Forward   | 95,433     |
|                | Buchan (775)                | 807        |
|                | East Buchan                 | 1,091      |
|                | East Laurel/Nokomis         | 5,247      |
|                | East Osprey                 | 778        |
|                | East Venice                 | 3,025      |
|                | East Whittaker Bayou        | 196        |
|                | N. Englewood (775)          | 5,681      |
|                | North Port                  | 4,421      |
|                | SE. Venice                  | 930        |
|                | Warm Springs                | 2,891      |
|                |                              | 25,071     |
|                | <strong>TOTAL</strong>                   | <strong>120,504</strong>|</p>
<table>
<thead>
<tr>
<th>PLANNING ETA OF EYE (HOURS)</th>
<th>DIRECTOR DEPARTMENT OF EMERGENCY MANAGEMENT</th>
<th>COUNTY ADMINISTRATOR AND/OR DEPUTY ADMINISTRATORS</th>
<th>BOARD OF COUNTY COMMISSIONERS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>H-72</strong></td>
<td>Alert all Department Heads, chiefs constitutional officers, municipal liaison officers, evacuation team members and commanding officers to standby.</td>
<td>Alert Board of County Commissioners, elected officials of special districts and municipalities, and managers/mayors, and attorneys of municipalities to standby.</td>
<td>Standby.</td>
</tr>
<tr>
<td><strong>H-72</strong></td>
<td>Review all plans, ordinances, Florida Statutes and Governor's Executive Order related to natural disasters.</td>
<td>Review ordinances, Governor's Executive Order and Florida Statutes related to natural disasters. Review the County Emergency Plan.</td>
<td>1. Authorize release of public announcements for voluntary evacuation at appropriate time.</td>
</tr>
<tr>
<td><strong>H-72</strong></td>
<td>Prepare announcements for the public, including evacuation.</td>
<td>Request authority to release public announcements.</td>
<td></td>
</tr>
<tr>
<td><strong>H-72</strong></td>
<td>Convene the Evacuation Committee.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>H-72</strong></td>
<td>Alert Medical facilities of &quot;1 A Alert&quot; being posted.</td>
<td>Order Department Heads to cancel all leave for personnel assigned duty stations.</td>
<td></td>
</tr>
<tr>
<td><strong>H-48</strong></td>
<td>Continue preparation of hurricane advisories and public announcements.</td>
<td>Continue normal operations but remain on standby.</td>
<td></td>
</tr>
<tr>
<td><strong>H-48</strong></td>
<td>Prepare Emergency Operations Center for action.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>H-48</strong></td>
<td>Check all phones and radios for readiness.</td>
<td>Review ordinances, Governor's Executive Order and Florida Statutes related to natural disasters. Review the County Evacuation Plan.</td>
<td></td>
</tr>
<tr>
<td><strong>H-47</strong></td>
<td>Alert Emergency Operations Personnel to man the EOC.</td>
<td>Call County Commissioners Elected officials and mayors of each municipality to staff the EOC.</td>
<td>Chairman to call the Board of County Commissioners to the EOC.</td>
</tr>
<tr>
<td><strong>H-46</strong></td>
<td>Brief heads of departments, Administrator, Commissioners, Radio and Telephone Operators.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>H-46</strong></td>
<td>Review plans and procedures.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>H-46</strong></td>
<td>Review priority lists.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>H-46</strong></td>
<td>Recommend evacuation of infirm and handicapped.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>H-42</strong></td>
<td>Continue monitoring operations.</td>
<td>Carry out orders from the Board of County Commissioners.</td>
<td>1. Order closing of all bridges to boat traffic.</td>
</tr>
<tr>
<td><strong>H-42</strong></td>
<td>Order Department Heads to send unassigned personnel home.</td>
<td>Order the opening of all public shelters.</td>
<td>3. Order the opening of all County Government offices not required for the emergency.</td>
</tr>
<tr>
<td><strong>H-42</strong></td>
<td>Recommend opening shelters.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>H-42</strong></td>
<td>Recommend closing all bridges.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>H-42</strong></td>
<td>Announce orders to begin evacuation at T-30 hours.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>H-30</strong></td>
<td>Announce orders to begin evacuation of affected areas.</td>
<td>Begin monitoring evacuation proceedings.</td>
<td>Begin monitoring evacuation proceedings.</td>
</tr>
<tr>
<td><strong>H-16</strong></td>
<td>Recommend that all field and rescue units return to safe shelter.</td>
<td>Carry out orders from the Commissioners</td>
<td></td>
</tr>
</tbody>
</table>

**RECOVERY**

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LANDFAL</strong> ALL PERSONNEL TO REMAIN IN EOC AND OTHER SAFE STATIONS AND SHELTERS</td>
<td>Radio and Television Stations to continue emergency broadcasting</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>K-12</strong></td>
<td>Department begins recovery.</td>
<td>Evaluate field reports and make appropriate recommendations including recommendations to return people to their homes when it is safe to do so.</td>
<td>1. Evaluate recommendations from County Administrator and issue appropriate orders.</td>
</tr>
<tr>
<td><strong>K-12</strong></td>
<td>All State and Federal agencies to coordinate at EOC.</td>
<td></td>
<td>2. Begin preparation for restoration of damaged public property.</td>
</tr>
<tr>
<td><strong>K-12</strong></td>
<td>Request outside assistance if needed.</td>
<td></td>
<td>3. Authorize deviation from bidding procedure to expedite repair and cleanup operations.</td>
</tr>
<tr>
<td><strong>K-12</strong></td>
<td>Commerce Federal Recovery Application Process</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>K-12</strong></td>
<td>Recommend Head of Damage Assessment Teams to assess damage, injuries and loss of life.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## INCREASED READINESS CHART

**ACTUAL ETA OF EYE WILL DEPEND UPON THE CHARACTERISTICS OF THE HURRICANE**

<table>
<thead>
<tr>
<th>PLANNING ETA OF EYE (HOURS)</th>
<th>SUPERINTENDENT OF SCHOOLS</th>
<th>DIRECTOR OF TRANSPORT DEPARTMENT</th>
<th>DIRECTOR, UTILITIES DEPARTMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>H-72</td>
<td>1. Alert all personnel.</td>
<td>1. Alert all personnel</td>
<td>1. Prepare to secure facilities.</td>
</tr>
<tr>
<td></td>
<td>2. Prepare to discharge school children.</td>
<td>2. Cancel all leaves of personnel assigned duty stations; allow time for securing their homes before returning to duty at pre-assigned times.</td>
<td>2. Alert all personnel.</td>
</tr>
<tr>
<td></td>
<td>3. Cancel all leaves of personnel assigned duty stations; allow time for securing their homes before returning to duty at pre-assigned times.</td>
<td>3. Cancel all leaves of personnel assigned duty stations; allow time for securing their homes before returning to duty at pre-assigned times.</td>
<td>3. Prepare to send unassigned personnel home.</td>
</tr>
<tr>
<td></td>
<td>2. Check designated school hurricane shelters.</td>
<td>2. Prepare to send unassigned personnel home.</td>
<td>2. Check facilities, supplies and equipment.</td>
</tr>
<tr>
<td></td>
<td>3. Continue preparations and remain on standby.</td>
<td>3. Cancel all leaves of personnel.</td>
<td>3. Prepare to send unassigned personnel home.</td>
</tr>
<tr>
<td></td>
<td>2. Return handicapped, infirm and others to their homes.</td>
<td>4. Continue transport of handicapped.</td>
<td>4. Prepare for school shelters and special needs shelters.</td>
</tr>
<tr>
<td></td>
<td>3. Check radio communication with field units.</td>
<td>5. Send unassigned personnel home.</td>
<td>5. Provide buses to fire stations as requested.</td>
</tr>
<tr>
<td></td>
<td>2. Fuel all school buses.</td>
<td>2. Fuel all buses.</td>
<td>2. Test emergency pumps and generators.</td>
</tr>
<tr>
<td></td>
<td>3. Prepare schools for shelter use.</td>
<td>3. Transport registered handicapped and people without transportation to standard shelters and special needs shelters.</td>
<td>3. Brief personnel on disaster assignments.</td>
</tr>
<tr>
<td></td>
<td>4. Transport registered handicapped and people without transportation to standard shelters and special needs shelters.</td>
<td>4. Assign SCAT and Friendship Center buses.</td>
<td>4. Secure facilities.</td>
</tr>
<tr>
<td></td>
<td>5. Assign SCAT and Friendship Center buses.</td>
<td>5. Provide buses to fire stations as requested.</td>
<td></td>
</tr>
<tr>
<td>H-42</td>
<td>1. Pickup all evacuees without transportation.</td>
<td>1. Pickup all evacuees without transportation.</td>
<td>1. Insure safe location of portable emergency pumps and generators.</td>
</tr>
<tr>
<td></td>
<td>2. Notify all news media of opening of shelters.</td>
<td>2. Continue transport of handicapped.</td>
<td>2. Deploy personnel and equipment.</td>
</tr>
<tr>
<td></td>
<td>3. Check radio communication with field units.</td>
<td>3. Send unassigned personnel home.</td>
<td>3. Send unassigned personnel home.</td>
</tr>
<tr>
<td>H-30</td>
<td>1. Notify electronic news media to broadcast the order to commence evacuation of specified areas.</td>
<td>Complete transport of infirm, handicapped and others.</td>
<td>Personnel standing by.</td>
</tr>
<tr>
<td></td>
<td>2. Complete transport of infirm, handicapped, and others.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>H-16</td>
<td>Order all school buses to safety.</td>
<td>Order all buses to safety.</td>
<td>Order personnel and equipment safety.</td>
</tr>
<tr>
<td>H-12</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### LANDFALL

**ALL PERSONNEL TO REMAIN IN EOC AND OTHER SAFE STATIONS AND SHELTERS**

**RADIO AND TELEVISION STATIONS TO CONTINUE EMERGENCY BROADCASTING**

<table>
<thead>
<tr>
<th>RECOVERY</th>
<th>SUPERINTENDENT OF SCHOOLS</th>
<th>DIRECTOR OF TRANSPORT DEPARTMENT</th>
<th>DIRECTOR, UTILITIES DEPARTMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>H-30</td>
<td>1. Disseminate recovery information by any reliable means available.</td>
<td>1. Disseminate recovery information by any reliable means available.</td>
<td>1. Check personnel and equipment needs.</td>
</tr>
<tr>
<td></td>
<td>2. Return handicapped, infirm and others to their homes as their areas are declared safe.</td>
<td>2. Return handicapped, infirm and others to their homes as their areas are declared safe.</td>
<td>2. Begin restoration of portable water and sanitary facilities.</td>
</tr>
<tr>
<td></td>
<td>3. Release SCAT and Friendship Center buses.</td>
<td>3. Release SCAT and Friendship Center buses.</td>
<td>3. Provide emergency portable water.</td>
</tr>
<tr>
<td></td>
<td>4. Estimate damages to facilities and equipment.</td>
<td>4. Estimate damages to facilities and equipment.</td>
<td>4. Request outside assistance as needed.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>6. Report damages and monetary estimates to Director of Transportation Department.</td>
</tr>
</tbody>
</table>
**INCREASED READINESS CHART**

**ACTUAL ETA OF EYE WILL DEPEND UPON THE CHARACTERISTICS OF THE HURRICANE**

<table>
<thead>
<tr>
<th>PLANNING ETA OF EYE (HOURS)</th>
<th>(RESCUE/REMS)</th>
<th>SHERIFF</th>
<th>CHIEF FIRE SERVICES</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Call all registered infirm and handicapped. Determine status and place them on standby.</td>
<td>1. Review security measures for persons</td>
<td>1. Direct the calling of registered infirm and handicapped. Determine status and place them on standby</td>
<td></td>
</tr>
<tr>
<td>2. Prepare to secure facilities not required for emergency.</td>
<td>2. Review coordination plans among all law enforcement agencies.</td>
<td>2. Alert all auxiliary personnel.</td>
<td></td>
</tr>
<tr>
<td>3. Alert all personnel.</td>
<td>3. Alert all personnel to provide for emergency operation personnel.</td>
<td>3. Cancel all leaves of personnel assigned duty stations; allow time for securing their homes before returning to duty at pre-assigned times.</td>
<td></td>
</tr>
<tr>
<td>4. Cancel all leaves to EOC and hurricane shelters.</td>
<td>4. Cancel all leaves for personnel assigned duty stations; allow time for securing their homes before returning to duty at pre-assigned times.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| H-72 | 1. Continue normal operations but remain on standby. | 1. Place all auxiliary personnel on standby. | 1. Place all auxiliary personnel on standby. |
| H-48 | 2. Alert all personnel assigned to the EOC. | 2. Review emergency assignments of all personnel; review survival plans for their families. | 2. Review emergency assignments of all personnel; review survival plans for their families. |
| H-46 | 3. Telephone registered infirm and place on alert to be moved. | 3. Check facilities, supplies and equipment. | 3. Check facilities, supplies and equipment. |
| 1. Alert all personnel assigned to the EOC. | 2. Alert all personnel assigned to the EOC. | 2. Alert all personnel assigned to the EOC. |
| 3. Telephone registered infirm and place on alert to be moved. | 3. Continue preparations and remain on standby. | 3. Continue preparations and remain on standby. |

| H-46 | 1. Staff the EOC. | 1. Staff the EOC. | 1. Staff the EOC. |
| H-42 | 2. Review plans and procedures. | 2. Review plans and procedures. | 2. Review plans and procedures. |

| H-42 | 1. Transport registered infirm and handicapped to emergency special care center. | 1. Check all equipment and fuel vehicles. | 1. Check all equipment and fuel vehicles. |
| H-38 | 2. Staff hurricane shelters with appropriate EMS Staff. | 2. Test emergency generator. | 2. Test emergency generators. |
| H-30 | 3. Order vehicles to areas to implement evacuation orders. | 3. Check food and water. | 3. Brief personnel on disaster assignments. |
| H-16 | 4. Brief personnel on disaster assignments. | 4. Brief personnel on disaster assignments. | 4. Transport registered infirm and handicapped to emergency special care centers. |
| H-12 | 5. Man hurricane shelters. | 5. Continue transport of infirm and handicapped. | 5. Continue transport of infirm and handicapped. |

| H-12 | 1. Order all ambulances to safety at shelters. Ambulance runs to be made for dry emergencies only and road weather conditions permitting. | 1. Patrol evacuated areas as required by personnel. | 1. Standby for flood rescue. |
| 1. Order personnel and equipment to safety. | 2. On arrival permit evacuation. | 2. Assist Sheriff as required during evacuations. | 2. Assist Sheriff as required during evacuations. |
| 3. Order personnel and equipment to safety. | 4. Provide traffic control on evacuation routes. Direct evacuees to appropriate shelters. | 3. Complete transport of infirm and handicapped. | 3. Complete transport of infirm and handicapped. |

**LANDFALL ALL PERSONNEL TO REMAIN IN EOC AND OTHER SAFE STATIONS AND SHELTERS**

**RADIO AND TELEVISION STATIONS TO CONTINUE EMERGENCY BROADCASTING**

| RECOVERY | 1. Check personnel and equipment needs. | 1. Check personnel and equipment needs. | 1. Check personnel and equipment needs. |
| 3. Request outside assistance needed. | 3. Request outside assistance needed. | 3. Request outside assistance needed. |
| 4. Control access to desiganted area. | 4. Control access to designated area. | 4. Control access to designated area. |
| 5. Perform search and rescue operations. | 5. Perform search and rescue operations. | 5. Perform search and rescue operations. |
# INCREASED READINESS CHART

**PLANNING ETA OF EYE WILL DEPEND UPON THE CHARACTERISTICS OF THE HURRICANE**

<table>
<thead>
<tr>
<th>DIRECTOR HEALTH DEPARTMENT</th>
<th>EMS MEDICAL DIRECTOR</th>
<th>DIRECTOR TRANSPORTATION DEPARTMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ETA OF EYE (HOURS)</strong></td>
<td><strong>ETA OF EYE (HOURS)</strong></td>
<td><strong>ETA OF EYE (HOURS)</strong></td>
</tr>
<tr>
<td>H-72</td>
<td>H-72</td>
<td>H-72</td>
</tr>
<tr>
<td>1. Prepare to secure facilities not required for emergency.</td>
<td>1. Prepare to secure facilities not required for emergency.</td>
<td>1. Prepare to secure facilities not required for emergency.</td>
</tr>
<tr>
<td>2. Alert all personnel.</td>
<td>2. Alert all personnel.</td>
<td>2. Alert all personnel.</td>
</tr>
<tr>
<td>3. Cancel all leaves for personnel assigned duty stations; allow time for them to secure their homes before returning to duty at pre-assigned stations.</td>
<td>3. Cancel all leaves for personnel assigned duty stations; allow time for them to secure their homes before returning to duty at pre-assigned stations.</td>
<td>3. Cancel all leaves for personnel assigned duty stations; allow time for them to secure their homes before returning to duty at pre-assigned stations.</td>
</tr>
<tr>
<td>H-48</td>
<td>H-48</td>
<td>H-48</td>
</tr>
<tr>
<td>1. Continue preparations and remain on standby.</td>
<td>1. Continue preparations and remain on standby.</td>
<td>1. Continue normal operations and on standby.</td>
</tr>
<tr>
<td>2. Alert all personnel assigned to the EOC and hurricane shelters.</td>
<td>2. Alert all personnel assigned to the EOC and hurricane shelters.</td>
<td>2. Alert all personnel assigned to the EOC and hurricane shelters.</td>
</tr>
<tr>
<td>H-46</td>
<td>H-46</td>
<td>H-46</td>
</tr>
<tr>
<td>1. Staff the EOC.</td>
<td>1. Staff the EOC.</td>
<td>1. Staff the EOC.</td>
</tr>
<tr>
<td>2. Review plans and procedures.</td>
<td>2. Review plans and procedures.</td>
<td>2. Review plans and procedures.</td>
</tr>
<tr>
<td>H-42</td>
<td>H-42</td>
<td>H-42</td>
</tr>
<tr>
<td>1. Check all equipment and fuel vehicles.</td>
<td>1. Check all equipment and fuel vehicles.</td>
<td>1. Check all equipment and fuel vehicles.</td>
</tr>
<tr>
<td>2. Brief personnel on disaster assignments.</td>
<td>2. Brief personnel on disaster assignments.</td>
<td>2. Brief personnel on disaster assignments.</td>
</tr>
<tr>
<td>3. Set up field test kit for water tests.</td>
<td>3. Set up field test kit for water tests.</td>
<td>3. Set up field test kit for water tests.</td>
</tr>
<tr>
<td>H-30</td>
<td>H-30</td>
<td>H-30</td>
</tr>
<tr>
<td>2. Establish bed availability with hospitals for medical evacuees.</td>
<td>2. Establish bed availability with hospitals for medical evacuees.</td>
<td>2. Establish bed availability with hospitals for medical evacuees.</td>
</tr>
<tr>
<td><strong>LANDFALL ALL PERSONNEL TO REMAIN IN EOC AND OTHER SAFE STATIONS AND SHELTERS</strong></td>
<td><strong>LANDFALL ALL PERSONNEL TO REMAIN IN EOC AND OTHER SAFE STATIONS AND SHELTERS</strong></td>
<td><strong>LANDFALL ALL PERSONNEL TO REMAIN IN EOC AND OTHER SAFE STATIONS AND SHELTERS</strong></td>
</tr>
<tr>
<td><strong>RECOVERY</strong></td>
<td><strong>RECOVERY</strong></td>
<td><strong>RECOVERY</strong></td>
</tr>
<tr>
<td>1. Implement assistance as outlined in plan.</td>
<td>1. Implement assistance as outlined in plan.</td>
<td>1. Dispatch damage assessment teams.</td>
</tr>
<tr>
<td>2. Request outside assistance as needed.</td>
<td>2. Request outside assistance as needed.</td>
<td>2. Note priorities for emergency repairs.</td>
</tr>
<tr>
<td>3. Maintain central referral and information center.</td>
<td>3. Maintain central referral and information center.</td>
<td>3. Remove all debris.</td>
</tr>
<tr>
<td>4. Operate water testing lab.</td>
<td>4. Operate water testing lab.</td>
<td>4. Estimate damage to facilities.</td>
</tr>
<tr>
<td>5. Estimate damage to Health Department facilities and equipment.</td>
<td>5. Estimate damage to Health Department facilities and equipment.</td>
<td>5. Collect and report damages and monetary estimates to Director of Emergency Management.</td>
</tr>
</tbody>
</table>
## INCREASED READINESS CHART

ACTUAL ETA OF EYE WILL DEPEND UPON THE CHARACTERISTICS OF THE HURRICANE

<table>
<thead>
<tr>
<th>PLANNING DIRECTOR</th>
<th>DIRECTOR</th>
<th>DIRECTOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETA OF PARKS AND RECREATION</td>
<td>SOLID WASTE</td>
<td>BUILDING/ZONING DEPARTMENT</td>
</tr>
<tr>
<td><strong>EYE (HOURS)</strong></td>
<td><strong>DEPARTMENT</strong></td>
<td><strong>DEPARTMENT</strong></td>
</tr>
<tr>
<td><strong>N-72</strong></td>
<td>1. Prepare to secure facilities not required for emergency.</td>
<td>1. Prepare to secure facilities not required for emergency.</td>
</tr>
<tr>
<td></td>
<td>2. Alert all personnel.</td>
<td>2. Alert all personnel.</td>
</tr>
<tr>
<td></td>
<td>3. Cancel all leaves for personnel assigned duty stations; allow time for them to secure their homes before returning to duty at pre-assigned stations.</td>
<td>3. Cancel all leaves for personnel assigned duty stations; allow time for them to secure their homes before returning to duty at pre-assigned stations.</td>
</tr>
</tbody>
</table>

| **N-48** | 1. Review emergency assignments of all personnel. | 1. Review emergency assignments of all personnel. | 1. Review emergency assignments of all personnel. |
| | 2. Check facilities, supplies and equipment. | 2. Check facilities, supplies and equipment. | 2. Check facilities, supplies and equipment. |
| | 3. Prepare to send unassigned personnel home. | 3. Prepare to send unassigned personnel home. | 3. Prepare to send unassigned personnel home. |

| **N-46** | 1. Continue preparations and remain on standby. | 1. Continue preparations and remain on standby. | 1. Continue preparations and remain on standby. |
| | 2. Alert all personnel assigned to the EOC for telephone duty. | 2. Alert all personnel assigned to the EOC and people with special needs evacuation. | 2. Alert all personnel assigned to the EOC and people with special needs evacuation. |

| **N-42** | 1. Staff the EOC. | 1. Staff the EOC. | 1. Staff the EOC. |
| | 2. Review plans and procedures. | 2. Review plans and procedures. | 2. Review plans and procedures. |

| **N-40** | 1. Check all equipment and fuel vehicles. | 1. Check all equipment and fuel vehicles. | 1. Check all equipment and fuel vehicles. |
| | 2. Brief personnel on disaster assignments. | 2. Brief personnel on disaster assignments. | 2. Brief personnel on disaster assignments. |

| **N-38** | 1. Assist Director of Emergency Management as required. | 1. Assist Director of Emergency Management as required. | 1. Assist Director of Emergency Management as required. |
| | 2. Inspect personnel and equipment needs. | 2. Inspect personnel and equipment needs. | 2. Inspect personnel and equipment needs. |
| | 3. Reopen landfill. | 3. Reopen landfill. | 3. Reopen landfill. |
| | 5. Report damages and monetary estimates to Director of Transportation Department. | 5. Report damages and monetary estimates to Director of Transportation Department. | 5. Report damages and monetary estimates to Director of Transportation Department. |

### LANDFALL
ALL PERSONNEL TO REMAIN IN EOC AND OTHER SAFE STATIONS AND SHELTERS

### RADIO AND TELEVISION STATIONS TO CONTINUE EMERGENCY BROADCASTING

| **N-42** | 1. Check personnel and equipment needs. | 1. Check personnel and equipment needs. | 1. Check equipment and personnel needs. |
| | 2. Estimate damage to department facilities and equipment. | 2. Estimate damage to environmental facilities. | 2. Survey of public buildings. |
| | 4. Assist in the removal of debris. | 4. Report damaged and monetary estimates to Director of Transportation Department. | 4. Salvage unclaimed property. |
| | 5. Report damages and monetary estimates to Director of Transportation Department. | | 5. Estimate damage to department facilities and equipment. |

| **N-38** | 1. Secure landfill. | | 1. Deploy personnel and equipment. |
| | 2. Assist in the evacuation of people with special needs as required. | | 2. Check radio communications with field units. |
| | | | 3. Assign radio equipped vehicles to SCAT for people with special needs. |
| | | | 4. Send unassigned personnel home. |
| | | | 5. Send unassigned personnel home. |
INCREASED READINESS CHART

ACTUAL ETA OF EYE WILL DEPEND UPON THE CHARACTERISTICS OF THE HURRICANE

<table>
<thead>
<tr>
<th>PLANNING ETA OF EYE (HOURS)</th>
<th>LEGAL DEPARTMENT</th>
</tr>
</thead>
</table>
| H-72                        | 1. Alert all city attorneys.
|                             | 2. Review all City and County ordinances, State and Federal rules, statutes and public laws related to natural disasters, and review the Sarasota County Peace-time Emergency Plan. |

|                             | 2. Prepare to brief County Commissioners on legal responsibilities in disaster situations. |

|                             | 2. Prepare to brief the EOC.
|                             | 3. Recommend emergency ordinances as needed.
|                             | 4. Prepare evacuation order for BCC action. |

|                             | 2. Prepare to staff the EOC.

| H-46 to H-42                | 1. Provide legal counsel as required.
|                             | 2. Send unassigned personnel home. |

| H-42 to H-38                | 1. Provide legal counsel as required.
|                             | 2. Send unassigned personnel home. |

| H-36                        | Provide legal counsel as required. |
|                             | Assist Red Cross Disaster Chairman as required. |

| H-18 to H-12                | Provide legal counsel as required. |
|                             | Staff Red Cross EOC. |

<table>
<thead>
<tr>
<th>LANDFALL</th>
<th>ALL PERSONNEL TO REMAIN IN EOC AND OTHER SAFE STATIONS AND SHELTERS</th>
</tr>
</thead>
</table>

| RECOVERY                    | Provide legal counsel as required. |
|-----------------------------| 1. Check personnel and equipment.
|                             | 2. Survey needs of the homeless.
|                             | 3. Coordinate with appropriate agencies.
|                             | 4. Estimate damage to social service facilities.
|                             | 5. Report damages and monetary estimates to Director of Transportation Department. |

|                               | 1. Implement assistance as outlined in plan. |
|                               | 2. Prepare to discharge shelters upon orders from the County Commissioners. |
|                               | 3. Prepare to secure hurricane shelters. |
|                               | 4. Estimate damages to facilities and equipment. |
|                               | 5. Report damages and monetary estimates to Director of Emergency Management. |
INCREASED READINESS CHART

ACTUAL ETA OF EYE WILL DEPEND UPON THE CHARACTERISTICS OF THE HURRICANE

<table>
<thead>
<tr>
<th>PLANNING DIRECTOR</th>
<th>GENERAL SERVICES ADMINISTRATION</th>
<th>COUNTY PROPERTY APPRAISER</th>
<th>ALL DEPARTMENTS NOT SPECIFICALLY ASSIGNED</th>
</tr>
</thead>
<tbody>
<tr>
<td>ETA OF EYE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HOURS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Prepare to secure facilities not required for emergency.</td>
<td>1. Prepare to secure facilities not required for emergency.</td>
<td>1. Prepare to secure facilities not required for emergency.</td>
<td></td>
</tr>
<tr>
<td>2. Alert all personnel.</td>
<td>2. Alert all personnel.</td>
<td>2. Alert all personnel.</td>
<td></td>
</tr>
<tr>
<td>3. Cancel all leaves for personnel assigned duty stations; allow time for them to secure their homes before returning to duty at pre-assigned stations.</td>
<td>3. Cancel all leaves for personnel assigned duty stations; allow time for them to secure their homes before returning to duty at pre-assigned stations.</td>
<td></td>
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</tr>
<tr>
<td>4. Check emergency generator fuel supply.</td>
<td>4. Check emergency generator fuel supply.</td>
<td></td>
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</tr>
<tr>
<td>H-72</td>
<td>H-72</td>
<td>H-72</td>
<td>H-72</td>
</tr>
<tr>
<td>1. Review emergency assignments of all personnel.</td>
<td>1. Review emergency assignments of all personnel.</td>
<td>1. Continue normal operations.</td>
<td></td>
</tr>
<tr>
<td>2. Check facilities, supplies and equipment.</td>
<td>2. Check facilities, supplies and equipment.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Prepare to send unassigned personnel home.</td>
<td>3. Prepare to send unassigned personnel home.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Test run emergency generator.</td>
<td>4. Test run emergency generator.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>H-48</td>
<td>H-48</td>
<td>H-48</td>
<td>H-48</td>
</tr>
<tr>
<td>1. Continue preparations and remain on standby.</td>
<td>1. Continue preparations and remain on standby.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Alert all personnel assigned to the EOC; a) Purchasing Agent; b) Maintenance Staff.</td>
<td>2. Alert all personnel assigned to the EOC; a) Purchasing Agent; b) Maintenance Staff.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Prepare to send unassigned personnel home.</td>
<td>3. Prepare to send unassigned personnel home.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Test run emergency generator.</td>
<td>4. Test run emergency generator.</td>
<td></td>
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</tr>
<tr>
<td>H-48</td>
<td>H-48</td>
<td>H-48</td>
<td>H-48</td>
</tr>
<tr>
<td>1. Staff the EOC.</td>
<td>1. Staff the EOC.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Review plans and procedures.</td>
<td>2. Review plans and procedures.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Setup and maintain housekeeping in the EOC.</td>
<td>3. Setup and maintain housekeeping in the EOC.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Monitor EOC power and mechanical equipment.</td>
<td>4. Monitor EOC power and mechanical equipment.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>H-48</td>
<td>H-48</td>
<td>H-48</td>
<td>H-48</td>
</tr>
<tr>
<td>1. Review damage assessment plans and procedures.</td>
<td>1. Review damage assessment plans and procedures.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Assign all available radio equipped vehicles with drivers to SCAT and the School Board Transportation Department.</td>
<td>2. Assign all available radio equipped vehicles with drivers to SCAT and the School Board Transportation Department.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Continue normal operations.</td>
<td>3. Continue normal operations.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>H-46</td>
<td>H-46</td>
<td>H-46</td>
<td>H-46</td>
</tr>
<tr>
<td>2. Brief personnel on disaster assignments.</td>
<td>2. Brief personnel on disaster assignments.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Prepare cots for the EOC.</td>
<td>3. Prepare cots for the EOC.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>H-42</td>
<td>H-42</td>
<td>H-42</td>
<td>H-42</td>
</tr>
<tr>
<td>1. Send unassigned personnel home.</td>
<td>1. Send unassigned personnel home.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>H-38</td>
<td>H-38</td>
<td>H-38</td>
<td>H-38</td>
</tr>
<tr>
<td>1. Send unassigned personnel home.</td>
<td>1. Send unassigned personnel home.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Department Heads report to County Administrator for assignment.</td>
<td>2. Department Heads report to County Administrator for assignment.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>H-30</td>
<td>H-30</td>
<td>H-30</td>
<td>H-30</td>
</tr>
<tr>
<td>1. Maintain EOC in proper order.</td>
<td>1. Maintain EOC in proper order.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>H-16</td>
<td>H-16</td>
<td>H-16</td>
<td>H-16</td>
</tr>
<tr>
<td>1. Maintain EOC in proper order.</td>
<td>1. Maintain EOC in proper order.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Estimate damage to residential and commercial property.</td>
<td>2. Estimate damage to residential and commercial property.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Report damages and monetary estimates to Board of County Commissioners and Director of Emergency Management.</td>
<td>3. Report damages and monetary estimates to Board of County Commissioners and Director of Emergency Management.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Report damages and monetary estimates to Director of Transportation Department.</td>
<td>4. Report damages and monetary estimates to Director of Transportation Department.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
SEARCH AND RESCUE

I. AUTHORITIES

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan

B. STATE
2. Current Governor’s Executive Order (Emergency Management)

II. GENERAL

Emergency situations involving missing persons and downed aircraft require coordinated search and rescue (S&R) units. The Sheriff is the overall coordinator for S&R operations in the County. Assistance is provided by Federal, State, and/or volunteer organizations, depending upon requirements of the situation.

III. CONCEPT OF OPERATIONS

Conceptually, the Sheriff’s Department acts as a monitoring agency for all S&R operations in the County. In the event that (1) local government requests State coordination of S&R operations in the County; (2) S&R requirements are multi-County in nature; (3) S&R operations are in conjunction with other State emergency efforts, or (4) the Governor so directs, the Division of Emergency Management (DEM) will assume the primary responsibility for coordination.

A majority of County S&R requirements may be met by the Sheriff’s Department with some assistance from local offices of State law enforcement agencies. Requests for assistance should be submitted by the Sheriff’s Department through the State Division of Emergency Management (DEM) to ensure coordination of resource utilization. In life and death situations, requests for specific assets may be made directly to the appropriate State or Federal agency. In S&R operations not related to an emergency or major disaster declaration, these agencies will provide assistance at their discretion.

The Sheriff’s Department should request aid when it appears that their resources are inadequate or likely to become inadequate or that intense immediate response is necessary to protect life.

When it becomes apparent that an S&R operation is beyond the combined capabilities of local and State resources or that specific requirements so warrant, Federal agencies with S&R capability will be requested to provide supplementary assistance in close coordination with the State Division of Emergency Management. The United States Air Force, Coast Guard, and National Park Service can provide substantial S&R assistance under their own statutory authority. In case of a Presidentially declared emergency or major disaster, requests for Federal assistance will be automatically submitted by the State Division of Emergency Management to the Federal Emergency Management Agency (FEMA). As mentioned above, in life and death situations, requests for assistance may be made directly to the agency with the resource capability required.

IV. TASKS

A. Search and Rescue Operations
Search and Rescue Operations shall be directed as follows:
1. Water; Officer-in-charge, Cortez Station, U.S. Coast Guard
2. Air; Commander, Group II, Civil Air Patrol
3. Land; Sarasota County Sheriff

B. Primary and Alternate Operations Centers
Primary and alternate operations centers from which S&R activities will be conducted are the Sheriff’s office and the Emergency Operations Center.

C. Coordination with other S&R Agencies
The Department of Emergency Management’s office will maintain files of, and develop agreements with, volunteer and other agencies with S&R capabilities. These include the U.S. Coast Guard, the Civil Air Patrol, the Florida National Guard, and the National Association for Search and Rescue (NASAR), Search and Rescue (SAR) Dog Section.

D. The Sheriff’s Department
The Sheriff’s Department will develop mutual aid agreements with adjacent jurisdictions to include Manatee, Charlotte, and DeSoto Counties.

E. The Department of Emergency Management
The Department of Emergency Management will recruit and train S&R volunteers as needed.

F. The Sheriff’s Department
The Sheriff’s Department will notify the DEM Area Coordinator, State Division of Emergency Management of S&R operations and request assistance as necessary when the resources available to him are taxed to the limit.

G. The Sheriff’s Department
The Sheriff’s Department will maintain complete records of all S&R operations under his control and forward reports to the DEM Area Coordinator, State
Division of Emergency Management through the Director of the Department of Emergency Management after missions are completed. All records shall include the names, sex, ages, and condition of all people found, the location where found, and the disposition of the person found. Where deaths occur, the next of kin should be identified and notified.

Additionally, the County Coroner must be notified of the death and so noted for the record.

H. Search and Rescue Operations

Search and Rescue operations shall be conducted in accordance with the established procedures of the responding agency.
PUBLIC SAFETY

I. INTRODUCTION

A. PURPOSE
To provide the foundation for law enforcement service necessary to the organization and specialized training of law enforcement personnel in preparation for effective law enforcement operations during a natural disaster.

B. SCOPE
To enforce law and order, prevent crime, control traffic, safeguard property, gather intelligence, maintain checkpoints, and all other necessary or protective measures during a declared emergency.

1. Dissemination of evacuation warnings as indicated in the Evacuation Plan, Annex 5.
2. Preparation of Standard Operating Procedures and other plans as required, and the training and testing of programs to assure the effective use of the law enforcement services in a Countywide emergency.
3. Effecting the necessary mobilization build-up under his authority as the Chief of the Sarasota County Law Enforcement Services to adequately carry out the law and order functions during the emergency period.
4. Organizing the law enforcement officers of the County and preparing them for duty in:
   a. Expediting the traffic flow of Emergency Response forces and controlling the movement of the general public to shelter.
   b. Protecting essential installations and stocks of supplies and equipment needed for the survival effort.
   c. Providing appropriate law enforcement assistance to other services as required in the performance of their emergency functions.
   d. Conducting explosive ordinance reconnaissance.
5. Providing emergency communications for other services when need arises.
6. Arranging for technical guidance in Emergency Management matters with law enforcement agencies of Sarasota County, including volunteer organizations in this field.
7. Control re-entry into evacuated areas wherever practical and as manpower permits in accordance with the establishment procedures of the guarding agency and re-entry procedures set out in the Evacuation Annex of the Peacetime Plan. Prevent entry into evacuated areas if such entry becomes life threatening.

C. ASSUMPTIONS
It may be assumed that the situation will demand the utilization of all law enforcement, municipal, State, County, and private entities to maintain law and order, prevent looting, control traffic, and maintain communications.

D. SITUATION
- The normal everyday law enforcement functions may be interrupted as a result of a natural disaster.
- The effects of an extremely severe natural disaster could result in total utilization of all law enforcement to handle the emergency.

II. AUTHORITIES AND REFERENCES

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan

B. STATE
1. Chapter No. 252, Florida Statutes, "State Emergency Management Act"
2. Current Governor’s Executive Order (Emergency Management)

C. FEDERAL
   United States Public Law No. 100-107.

III. ORGANIZATION

A. NORMAL
Under normal conditions, each law enforcement unit conducts law enforcement functions in accordance with established procedures for those units.

B. EMERGENCY
1. The Sarasota County Sheriff is the Chief of Sarasota County Law Enforcement Service. He will coordinate law enforcement activities of all Sarasota County cities and incorporated municipalities, business and industrial law enforcement services, and private and volunteer forces, including deputized and special officers.
2. The Chief of Law Enforcement Services will operate in accordance with the procedures set forth in Florida Statutes No. 31, and Chapter No. 252.09, to assist and support the Department of Emergency Management organizational plans and programs of the County.
3. Chiefs of the municipal law enforcement departments in the County will serve as deputies for the law
enforcement services and will exercise command control over their own units.
4. The Sarasota County Sheriff shall assign a Liaison Officer who shall coordinate law enforcement activities between the Sheriff and the Florida Highway Patrol. The Liaison Officer, on direction from the Sheriff, shall request assistance from the Florida Highway Patrol for manpower and equipment as required.
5. Control levels:
   a. Florida Division of Emergency Management
   b. South Florida Area, Division of Emergency Management
   c. County
   d. Municipalities
6. Declension of Authority:
   a. Sheriff of Sarasota County
   b. Chief Deputy Sheriff of Sarasota County
   c. Chief of Sarasota Police Department
   d. Chief of Venice Police Department
   e. Chief of North Port Police Department
   f. Longboat Key Police Department
   g. Vacancies in command of organizations comprising the law enforcement services shall be filled in accordance with the already established line of command of those organizations.

IV. CONCEPT OF OPERATIONS

A. Increased Readiness
   During the increased readiness period, the Sarasota County Law Enforcement Service shall take the following actions to increase the services readiness to carry out its mission as required. Review and if necessary, update the following plan:
   1. The Law Enforcement Alerting List
   2. The Public Safety Annex
   3. The Emergency Plan for care of prisoners
   4. The plans for protection of vital facilities
   5. The plans for assignment of law enforcement personnel, including reserve or auxiliaries.

B. Other Actions
   The actions stated do not preclude the taking of any other actions that the Chief of Law Enforcement services shall deem necessary to carry out the mission assigned to the police service.

C. Adequate Inventory of Personnel & Equipment
   Law enforcement maintains an adequate inventory of emergency personnel and equipment such as firearms, ammunition, vehicles, communications equipment, blockades, etc. The law enforcement facilities, equipment and supplies should be checked for readiness
   1. Readiness of departmental and emergency headquarters and/or support EOC should be checked.
   2. Law enforcement emergency vehicles, communications, and all special equipment, such as crowd and traffic control devices

3. Check availability of gasoline and all other essential supplies.

D. Alert Law Enforcement Personnel
   1. Both on-duty and off-duty law enforcement personnel and auxiliary personnel should be alerted. All personnel should be briefed on their emergency assignments and departments. Personnel should also be briefed on shelters available.
   2. Cancel all leave for regular personnel and direct auxiliary personnel to standby for duty.
   3. All personnel should review shelter and survival plans for their families.

E. Facilitate Movement to Shelters
   Station uniformed law enforcement officers and preposition traffic control devices as required to facilitate movement to shelters, such as signs, barricades and cones along movement routes as necessary.

V. EXECUTION

A. Standby Notice to Personnel
   Inform all law enforcement personnel of the situation and put on standby notice consistent with everyday operations.

B. Alert Reserves and Auxiliaries.

C. Equipment Testing
   Test and check all equipment for operational readiness.


VI. RESPONSIBILITIES

A. The Sarasota County Sheriff
   The Sarasota County Sheriff, as head of the Sarasota County Law Enforcement services, will serve as a staff officer to the of the Department of Emergency Management stationed at the Sarasota County Emergency Operating Center or alternate control points.

B. Communications
   Communications for the law enforcement services shall be as outlined in the Communications Plan, Annex IV to Sarasota County Peacetime Emergency Plan.

C. Assignment of Transportation Units
   Transportation units normally assigned to components of law enforcement services will be retained by that service in execution of the mission.

D. Additional Transportation
   Additional transportation, including specialized vehicles, will be requisitioned through the Transportation Services.
PUBLIC HEALTH

I. AUTHORITY

A. LOCAL
1. Sarasota County Commission Resolution dated July 30, 1970
2. Current Sarasota County Peacetime Emergency Plan

B. STATE
1. Chapter No. 252, Florida Statutes “State Emergency Management Act”
2. Current Governor’s Executive Order (Emergency Management)

C. FEDERAL

II. GENERAL

A. PURPOSE
To provide safeguards for the health of the populace, provide needed immunization, restore a safe drinking water supply, protect consumers against contaminated foods and drugs, allay the threat of epidemics from rats and insects’ assaults, and turn over all dead bodies to the Sarasota County Medical Examiner for identification and disposition.

B. MISSION
To coordinate the local, state and non-governmental agencies’ plans and resources, in accordance with Health Department procedures, to provide the highest standards of health services that would prevent or control emergency public health problems.

C. SITUATION
(See Basic Plan)

D. ASSUMPTIONS
1. The major problem in a natural disaster, no matter what the magnitude of the disaster, will be the medical problems of the people. This problem will require the undivided attention of the members of all medical, health, and allied professions in the County and surrounding areas.

2. It should be assumed that in any emergency the loss among the medical ranks will occur in about the same ratio to the general population.

3. Hospitals and health facilities in the County and surrounding areas may be destroyed or damaged to the extent that they are unsafe to enter. Packaged Disaster Hospitals (PDH) may be required to replace the lost or damaged hospitals. Buildings that can be used as temporary hospitals will be selected and transformed into hospitals as soon as possible.

4. Water supplies and food supplies will be damaged or destroyed, necessitating the need for sanitary controls of the remaining food and water supplies.

5. Roads, airports, and railroads may be destroyed or damaged to such an extent that it may take quite some time before medical supplies can reach the County, and will make it mandatory that the utmost austerity in the consumption of available supplies be used.

6. With the advent of decaying bodies, there will be an increase in the insect and rodent population. This, in turn, will encourage the spread of disease. It will, therefore, be mandatory that necessary services be increased. In addition, added attention must be given to insect and rodent control so that disease will not be spread. This will be coordinated using available County resources provided by the Mosquito Control Division of the Department of Environmental Services.

7. Provisions for the collection and destruction of contaminated foodstuffs will be supervised by the Solid Waste Collection Department and the Director of the Sarasota County Landfill.

8. People who have been sick before the disaster will continue to need medicine and treatment. It will, therefore, be mandatory that some health and medical employees continue to run the normal operations of their institutions.

III. ORGANIZATION

A. The Director of the County Health Department

The Director of the County Health Department is the Director of Emergency Health Services composed of key health personnel and volunteer non-governmental personnel for the duration of the emergency period. He will also serve as a staff officer to the Director of the Emergency Management Department stationed at the Sarasota County Emergency Operations Center or alternate control points. As an officer, he will function in the capacity of a consultant to the governmental body. As a Service Director, he will control the operations of the Emergency Health Services. He will also serve to produce a working relationship between the two organizations.
### B. The County Health Officer

The County Health Officer shall exercise his authority as Director for the Emergency Health Services through Deputy Directors for Environmental Health, medical services, mortuary services, and administration services as needed by the County.

### C. The County Health Officer

The County Health Officer shall coordinate emergency medical services through the County Emergency Medical Services Director with Administrators of the area hospitals, Sarasota Memorial, Doctors, Venice, Englewood, and Sarasota Falls in Sarasota County and, if required, with Blake Memorial and Manatee Memorial Hospitals in Manatee County. He shall also coordinate emergency medical services with the Directors of Nursing at the Sarasota County Vocational Technical Center Special Care Facility and at the nursing homes throughout the County.

### D. Transportation of Disaster Victims

Transportation of disaster victims shall include the use of school buses equipped with Emergency Management Patient Transporters. Emergency medical personnel shall man these school buses. Disaster victims shall be transported to the nearest medical facility as directed by the Sarasota County Emergency Medical Service Medical Director. Blake Hospital in Manatee County and Hillsborough County facilities will be the back-up medical facilities.

### E. Requests for Aid from Adjoining Counties

Requests for aid from adjoining counties shall be made by the Sarasota County Health Officer in accordance with Mutual Aid Agreements among the signatory counties.

### F. The Director of the Emergency Mgmt. Dept.

The Director of the Emergency Management Department shall keep the Division of Emergency Management informed of all public health problems.

### IV. CONCEPT OF OPERATIONS

#### A. The Chief of the Health Services

The Chief of the Health Services has responsibility as listed in GSP 80, Par. 15 F and I.

#### B. The Deputy Chief of the Health Services will:

1. Coordinate all Health Service activities.
2. Perform duties as Executive Officer of the Service.
3. Relieve the Chief of the Health Services of routine decisions and operational details, issue instructions, exercise supervision of staff elements of the service based upon existing practice, precedents, and policies.
4. Ensure that adequate records are kept of private agency time, personnel equipment, and installations used for health service purposes, when compensation for such use is expected.

#### C. ENVIRONMENTAL ENGINEERING AND HEALTH DIRECTORS WILL:

- Formulate and prepare plans for handling problems arising in the areas of:
  1. Water supply and purification by:
     a. Making and maintaining a complete inventory of all possible sources of drinking water in Sarasota County.
     b. Designating possible water points throughout the County.
     c. Making arrangements, prior to the declaration of an emergency, for all necessary equipment and supplies needed in order to furnish possible drinking water to the various water points.
     d. Supervising, during a declared emergency, all public water supplies and the treatment and distribution of such water.
  2. Food Preparation and Handling by:
     a. Setting up detailed plans for conservation, preparation and distribution of food within the service.
     b. Serving as a consultant on Mass Feeding and Sanitation to the Welfare Service.
     c. Working closely with Red Cross, Salvation Army, hospitals, lunchroom and restaurant personnel in solving problems of sanitation and food preparation during disasters.
  3. Public Health (Communicable Diseases Prevention) by:
     a. Setting up standards and enforcing these standards for areas of mass feeding, housing, and sheltering.
     b. Determining the expected needs of the service for prolonged periods of emergency operations under conditions of restricted supply, or other conditions.

#### D. THE CHIEF OF MEDICAL SERVICE WILL:

1. Formulate and prepare plans for handling problems arising in the areas of:
   a. Medical Care
   b. Aid Stations and Aid Teams
   c. Casualty Evacuation
   d. Blood Bank
   e. Personnel
   f. Immunization
2. Coordinate with the appropriate services, section or group in the Health Services, to provide communication and transportation for the medical service personnel to the disaster area.
3. Coordinate with the Sanitation Section to make a plan for action for collecting and transporting all needed supplies to the locale where the supplies are needed.
4. Supervise the execution of the plans of the Medical Services in the field.
E. The Medical Director of Emergency Medical Services will:
   1. Exercise medical control of the Emergency Medical Service system.
   2. Formulate and prepare plans for handling problems arising in the areas of:
      a. Shelter Emergency Medical Service care.
      b. Emergency Medical Service supplies
      c. Pre-screen medical evacuated citizens and coordinate their appropriate shelter routing.

F. The Chief, Mortuary Section will:
   1. Formulate and prepare plans for handling problems arising in areas of:
      a. Vital Statistics
      b. Mass Burial
      c. Individual Burial
      d. Religious Services for Burials
   2. Coordinate with the appropriate service section or group in the Medical Service in supporting ambulance services for the Medical Service.
   3. Organize and coordinate all the funeral homes and services and related agencies in private operation within the plans of the Health Service.
   4. Supervise the execution of the plans of the Mortuary Section in the field.

G. The Chief, Administrative Section will:
   Formulate and prepare plans for handling problems arising in areas of:
   1. Correspondence
   2. Financial Accounting
   3. Disseminating of information within the service.
   4. Publishing and reproducing needed written materials
   5. Personnel

H. All Chiefs of the Sections will:
   1. Obtain and alert the personnel of their sections
   2. Prepare and organize Appendices and Standing Operating Procedures (SOP) to direct the routing work in their sections.
   3. Prepare and retain records of all property appropriated by or assigned to the Health Services appropriate to their section work, its use, and its disposition.

V. OPERATION
   The normal sites in the County will continue their normal operation until their safety is endangered. The employees will seek an available safe area along with the rest of the population when the situation becomes dangerous to their safety. The Emergency Health or Resource Management Personnel will report to their assigned emergency duty stations.

   Emergency Health Services Operations will go into effect immediately and will operate within the framework of the Basic County Plan.

VI. GOVERNMENT-OWNED RESOURCES
   All government and County-owned resources that are under the jurisdiction of the County Health Officer shall be used at his discretion as the situation requires. All additional material shall be requested through the Sarasota County Director of Emergency Management.

VII. DIRECTION AND CONTROL
   County Health Officer shall direct and control the Emergency Management Emergency Health Services under the guidance of the State Health Officer, and shall be under the control of the Board of County Commissioners, acting through the Director of the Emergency Management Department.

   Tactical tasks for medical programs will be under the control of the County Health Officer coordinating through the County Emergency Management Department Director.

VIII. MEDICAL SECTION
   A. County Health Officer Duties (pre-disaster):
      1. The County Health Officer will maintain close communication with the County Emergency Management Agency.
      2. The County Health Officer will put his organization into a state of adequate preparation in accordance with the Sarasota County Peacetime Emergency Plan.
      3. The County Health Officer will review and approve all plans, designate key staff personnel to certain positions, and conduct periodic drills or tests to check the efficiency of the various elements called for in this Annex.

   B. County Health Officer Duties (Disaster Period)
      1. The County Health Officer, will give counsel to the Director of the Emergency Management Department on current medical and health situations and to carry out directives of County Director of the Emergency Management.
      2. The County Health Officer will direct and coordinate all medical services and facilities in the County, in accordance with Health Department Standard Operating Procedures.

IX. WATER SUPPLY SECTION
   A. Environmental Engineering Director
      Duties (Pre-Disaster)
      1. Emphasis will be placed on locating all laboratories in the County capable of performing bacteriological and chemical tests on water and notifying their aid in cases of emergencies.
      2. Make a list of all public water supplies, wholesale supplies, and essential water treatment supplies in the County.
3. Provide assistance to local communities so that they can make necessary water supply plans and to provide training for water, laboratory, emergency water supply, and treatment plant operators.

B. Environmental Engineering Director Duties (Disaster Period)
1. Guard the safety of the water supply operation both public and private during a disaster.
2. Take water samples and have them analyzed for contaminants. Place warning signs on unsafe water sources to prevent public use and help in finding ways to remove the hazards found in the water supplies.
3. Regulate the rehabilitation of the damaged water systems in coordination with State Engineering.
4. To use the local communication media to warn the public of unsafe water conditions and locations.

C. Environmental Engineering Director Duties (Recovery Period)
1. Make a report to the Director, Emergency Health Services and Resource Management Agency on the amount of damage, material shortage, and manpower shortage.
2. Make a list of priorities for systems to be repaired.
3. Regulate the procedures used to repair the water system.
4. Recommend to the Board of County Commissioners the early opening and routing of equipment for the collection and disposal of contaminated food to the County Landfill.

X. MEDICAL SERVICE SECTION

A. DIRECTOR OF NURSING AND NURSING STAFF
1. Their emphasis will be to function as an assistance team in the Sarasota County Health Department (Ringling Boulevard) (Venice and Community Migrant Clinic as appropriate).
2. Locate all areas in the County where blood supplies and medical supplies are stored and formulate a plan to provide the utmost austerity in the consumption of available supplies.
3. To coordinate, with the State Division of Health, a plan by which the County can receive vaccine and air guns as soon as possible to prevent an epidemic.
4. To establish areas where a mobile laboratory can be set up. Environmental laboratory tests to be done at Cattleman Road (Environmental Engineering).

B. DUTIES - (Disaster Period)
1. Will assist in providing relief of staff at the Vocational Technical School shelter for disabled adults.

C. DUTIES - (Recovery)
1. Provide personnel to give needed immunization.

2. Keep all needed vaccines on hand so that any possible new outbreak of disease can be terminated immediately.
3. Help secure needed medical help for casualties during their recovery period.
4. Evaluate the services of the medical services and make recommendations for needed changes.

XI. MORTUARY SECTION
This section will need the following people:
Administrators
Assistants as necessary
Dentist
Police Officers skilled in identification
Red Cross Representatives or similar services for family assistance
Record Officers

A. DUTIES - (Pre-disaster)
1. Locate a suitable refrigerated facility for possible use as a morgue in Venice and Sarasota.
2. Make agreements with morticians and rescue squads in Venice and Sarasota.
3. Formulate a plan to protect possessions found on the dead.
4. Make up an operational plan for the two morgues and to conduct training programs for the people who will staff them.
5. Make maximum use of all existing facilities and skill in the County.

B. DUTIES - (Disaster Period)
1. Collect bodies and/or body parts.
2. Secure positive identification of the dead.
3. Establish legal proof of death for each body.
4. Turn body over to next of kin or make final disposal.
5. Each body and valuables will be photographed and fingerprinted and numbered in case of no identification for later possible identification after burial.
6. Death certificate for each body.
7. Try to arrange for the burial of bodies as soon as possible. In case of unidentified bodies, they will be buried and a marker bearing the corresponding number of the picture and valuables shall be placed at the burial site.

C. DUTIES - (Recovery)
1. Make report to the Director of Emergency Health Services on the number of dead and unidentified bodies.
2. Keep files on unidentified dead open so that possible identification might be carried out.
3. Evaluate the service provided by the mortuary section to the County and make recommendations for any needed changes.
### XII. MEDICAL FACILITIES

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Hospital Type</th>
<th>Total Beds</th>
<th>Average Daily Census</th>
<th>Available Beds</th>
<th>Use</th>
<th>Staff Available</th>
<th>Storm Risk</th>
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</thead>
<tbody>
<tr>
<td>Doctors Hospital</td>
<td>Sarasota</td>
<td>Private Acute Care</td>
<td>168</td>
<td>120</td>
<td>48</td>
<td>Secondary Medical Shelter</td>
<td>400</td>
<td>Minimum</td>
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<tr>
<td>Sarasota Memorial</td>
<td>Sarasota</td>
<td>Public Acute Care</td>
<td>788</td>
<td>500</td>
<td>596</td>
<td>Primary Medical Shelter</td>
<td>2,133</td>
<td>Minimum</td>
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<tr>
<td>Venice Hospital</td>
<td>Venice</td>
<td>Public Acute Care</td>
<td>300</td>
<td>100</td>
<td>160</td>
<td>Primary Medical Shelter</td>
<td>800</td>
<td>Category 4</td>
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<td>Englewood</td>
<td>Private Acute Care</td>
<td>100</td>
<td>30</td>
<td>20</td>
<td>Evacuated Facility</td>
<td>205</td>
<td>Category 1</td>
</tr>
</tbody>
</table>

*Note: Storm Risk categories range from Category 1 (most vulnerable) to Category 4 (least vulnerable).*
WATER AND WASTE WATER SYSTEMS

I. AUTHORITY

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
1. Florida Statutes, Chapter No. 252, "State Emergency Management Act"
2. Current Governor’s Executive Order (Emergency Management)

C. FEDERAL
1. Public Law No. 920 of 1950, as amended
2. Public Law No. 100-707
3. Code of Federal Regulations, Title No. 24, Part No. 2205

II. GENERAL
Problems with water and waste water systems are possible in almost any type of disaster, and may result in serious health hazards. Assuring a safe water supply and freedom from waste water contamination are two immediate needs in the aftermath of a disaster. This early contact with outside, intermediate supply sources is required although internal integrity is expected. (See also liaison with Health Department and County Engineer).

III. ORGANIZATION
The Director of the Sarasota County Utilities Department is a member of the County Emergency Management Staff and is responsible to the Director of the Department of Emergency Management for the coordination and control of the Water and Waste Water Systems and personnel in a disaster.

IV. CONCEPT OF OPERATIONS

A. PHASE I
The County Utility Department Director shall notify all utilities that a hurricane watch is in effect.

1. Deputy Director - Franchise Division
   a. Notify all municipal, County and franchise plant owner/operators of storm status. Advise to institute hurricane security plan, i.e. fill water tanks, draw sewage tanks, test pumps, recall personnel. Obtain barricade passes or window stickers, check and distribute radios to franchisees, and Utilities listed below:
   - Englewood Water District
   - Siesta Key Utilities Authority
   - Florida Cities Water Company
   - Manatee County Public Utilities
   - Casey Key Water Association
   - Sarasota Utilities
   - City of Sarasota
   - City of Venice
   - Health Department
   - Pollution Control
   - Road & Bridge
   b. Assign personnel to the Department of Emergency Management Command in the Administration Building (to be selected as volunteers from all Divisions).

2. Deputy Director - Administration Division
   a. Deposit all funds (except petty cash and cash drawer).
   b. Safety store all pertinent records into rear offices and vault.
   c. Clear all desks and window areas.
   d. Inventory Staff for availability to work in command centers.
   e. Provide Emergency Management file and utility annual inventory sheets to Director.

3. Deputy Director - Field Operations
   a. Service all vehicles and fill with gas.
   b. Close down all field work sites and barricade wherever possible.
   c. Assist in Pump Station safety procedures as needed.
   d. Assist outside plants as needed.
   e. Check and exercise essential valves.
   f. Park all equipment at Cattlemen Road.
   g. Fill all reservoirs to maximum level. Operators on standby.

4. Office Personnel
   a. Notify all plant owner/operators of storm status.
   b. Deposit all funds (except petty cash and cash drawer).
   c. Safety store all pertinent records into rear offices.
   d. Clear all desks and window areas.
   e. Turn off all power; draw all draperies.

5. Field Staff
   a. Service all vehicles
   b. Close down all field work sites and barricade wherever possible.
   c. Assist in Pump Station safety procedures as needed.
   d. Assist outside plants as needed.
e. Report to SCAT Transportation Dispatcher with fueled vehicles and drivers to assist in the evacuation of citizens at risk.

f. Vehicles to be taken home, unless otherwise needed, and kept on standby.

6. Notify Director of any non-functional vehicles and/or equipment.

7. Contact consultant for 4x4 vehicle standby assistance.

8. Report to the Transit Department Dispatcher (SCAT) with fueled, radio-equipped vehicles and drivers to assist in the evacuation of citizens at risk.

D. PHASE II

1. Manpower Station
   a. Director - To the Department of Emergency Management Emergency Operations Center.
   b. Administrative Assistant II - To the Department of Emergency Management Operations Center.
   c. Supervisor - To Pump Station No. 3 to direct field personnel and operations.
   d. Operator - To Pump Station No. 2
   e. Field personnel, all unmarried personnel, and any volunteers - to Pump Station No. 3.

2. Communications
   The County Utility Department Director shall notify all utilities that a hurricane warning is in effect.
   a. All Utilities Personnel are on frequency KUZ 873.
   b. Only emergency action necessary to prevent injury, loss of life or damage to property will be undertaken during this phase, and will require that certain essential functions be performed, i.e.:
   c. Administrative staff report to the Department of Emergency Management headquarters to coordinate all water and sewer activities.
   d. All assigned personnel to report to duty stations and establish radio communications. All other personnel dismissed to homes.
   e. Make necessary repairs to essential facilities as required.
   f. Work with County Health Department to insure potable water availability for public consumption.
   g. Contact National Guard for water to isolated and infirmed persons.

C. PHASE III - All Clear

The County Utilities Department Director shall notify all Utilities that an All Clear is in effect. All personnel report to duty stations.

1. Office Personnel:
   a. Call all franchisees to ascertain level of operation.
   b. Accept calls for restoration of services, damage reports, etc., and funnel to proper authority.

2. Inspection Staff
   a. Check all construction sites for damage status and report dollar estimate to office.
   b. Check all central water and sewer plants for operation and damage status. Report findings to Director.

3. SUD NO. 4: FIELD PERSONNEL
   a. Effect emergency repairs.
   b. Collect samples for water tests on system.
   c. Assist franchises back into normal operation.
   d. Refill reservoirs to capacity.
   e. Evaluate storm damage to water and waste water systems and institute appropriate corrective emergency procedures and equipment in accordance with established departmental policies. The Director of the Utilities Department will coordinate activities related to health with the Director of the Sarasota County Health Department. When the County resources are taxed to the limit, the Director of the Department of Emergency Management shall be asked to request State and Federal Assistance.
   f. Effect permanent repairs and return to normal operations ASAP.

V. EXECUTION

The Director of the Sarasota County Utilities Department will maintain close liaison with all utilities and assist them as required in formulating their emergency plans. When County resources are inadequate to assure safe water supplies and to correct water system problems, the Director of the Sarasota County Utilities Department shall notify the Director of the Sarasota County Department of Emergency Management who will request the Division of Emergency Management for State and/or Federal assistance.

The Director of the Sarasota County Utilities Department shall establish alternate potable water supplies which may include cleansed milk transporters or other suitable tankers filled with potable water, and delivery of bottled water. These alternate sources shall be used when the primary potable water systems fail or the water becomes contaminated.

The Director of the Sarasota County Utilities Department shall establish alternate sanitary facilities that may include portable units distributed as required.
WELFARE SERVICES

I. INTRODUCTION

A. PURPOSE
Plan and direct emergency welfare services under emergency conditions during a natural disaster, and to assist the American Red Cross as required.

B. SCOPE
Welfare services include provisions for some of the most immediate needs of people during and after a disaster: shelter, food, clothing, care of unaccompanied children, the aged, and others unable to care for themselves; registration of victims and information services to officials and to victims so that they may apply for the various types of assistance they need. All of these functions are carried out through coordinated efforts of government and voluntary agencies.

Following a catastrophic disaster in Sarasota County, there would most probably be a huge influx of resources coming into the area. Therefore, the Sarasota County Fair Association facilities at the Robarts Fair Arena will be used as a staging area for incoming relief items and for volunteer housing facilities following a major disaster. This 67 acre facility offers excellent access to Interstate 75 via Fruitville Road, security, underground drainage, paved asphalt parking areas, sewer pump-out stations, power and fresh water facilities, areas for warehousing of commodities, on-site forklift, as well as other useful features.

C. ASSUMPTIONS
The Director of the Department of Emergency Management has alerted the Director of Social Services of an impending natural disaster.

D. SITUATION
Impending natural disaster requires full utilization of Social Services under emergency conditions.

II. AUTHORITIES

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. FLORIDA
1. Chapter No. 251, Florida Statutes
   “State Emergency Management Act”
2. Current Governor’s Executive Order (Emergency Management)

C. FEDERAL
   United States Public Law No. 100-107.

III. ORGANIZATION

A. NORMAL
The Director of Social Services reports directly to the County Administrator under normal day-to-day operations.

B. EMERGENCY
1. The Director of Sarasota County Department of Social Services is a member of the Emergency Management Director’s staff and is designated as Director of County Emergency Welfare Services.
2. The Administrator, District 8, Florida Department of Health and Rehabilitative Services, will appoint a staff member as the Sarasota County Emergency Welfare Services Coordinator who will also be the Assistant Director of County Emergency Welfare Services.
3. These assignments of responsibility will be to provide and direct a welfare team organized in depth and with a flexibility to provide services under emergency conditions.
4. Specific personnel and facilities of the Emergency Welfare Services shall supplement those of the American Red Cross and utilized for:
   a. Providing housing and lodging facilities as required.
   b. Assisting with mass feeding, should such an emergency arise.
   c. The distribution of clothing to victims of the emergency.
   d. The registration and location of services, and to reunite families where at all possible.
   e. Providing specialized care for the aged and handicapped, and the care of children.
   f. Maintain plans for providing welfare services of all types.
   g. Develop and maintain aid agreements with non-governmental relief agencies and surrounding communities.
   h. Refer all persons in need of medical care to appropriate facilities and provide necessary transportation.
   i. Request assistance from the Division of Emergency Management through the Sarasota County Department of Emergency Management Director when local resources are inadequate to handle the situation.
VI. RESPONSIBILITIES

A. COUNTY

1. In a natural disaster situation where suitable shelters are available, Emergency Welfare Services personnel and other coordinating agencies shall be assigned to shelters with the general public to provide such emergency welfare services as the conditions and resources will allow.

2. The Emergency Welfare Services shall requisition the needed supplies for carrying out its mission in conformity with the procedures set forth in the Sarasota County Peacetime Emergency Plan, Annex 12, Disaster Assistance. These supplies include food, clothing, equipment, and other materials needed to alleviate the suffering and provide for the survival of the people of the county.

3. The Emergency Welfare Services shall, when taxed beyond its own capabilities, requisition the Transportation Services for the additional service needed.

4. Communications for the Emergency Welfare Service will, in the absence of landline facilities, utilize available Emergency Management communication systems and mobile units as are assigned to them.

5. The Sarasota County American Red Cross in conjunction with the Department of Emergency Management and Welfare Services has established a Sarasota County Chapter of The National Voluntary Organizations Active In Disaster (VOAD) to provide input and coordination of the activities of private relief organizations including area churches and members of the private sector.

B. STATE

1. The Department of Health and Rehabilitative Services (DHRS) has primary responsibility for all State-level welfare service functions and for coordination with non-governmental agencies such as the Red Cross and Salvation Army which assist in providing these services to disaster victims. DHRS will appoint Emergency Welfare Service (EWS) Coordinators for all districts. These EWS Coordinators will have overall responsibility for welfare services in their respective areas. In addition, other State agencies will provide assistance within their capabilities and the Department of Military Affairs will assist as directed by the Governor.

2. DHRS will assist DEM in preparing requests for Federal emergency or major disaster assistance related to welfare services. That Department will also provide State coordinating and implementation of such assistance when it is provided following a Presidential Declaration.

3. DHRS will administer the food stamp program under regular or emergency provisions. When the regular program is inadequate to supply the needs of disaster victims, DHRS will request from Food and Nutrition Service, U.S. Department of Agriculture, the implementation of the emergency program (with or without a Presidential Declaration).
AMERICAN RED CROSS  
HURRICANE SHELTERS – SARASOTA COUNTY  
LISTEN TO LOCAL RADIO & TV FOR ANNOUNCEMENTS OF SHELTER OPENINGS.  
NOT EVERY SHELTER WILL BE OPENED.

SARASOTA AREA
1. American Legion Post #30, 2040 8th Street
2. Ashton Elementary School, 5101 Ashton Road
3. Ashton Mennonite Church, 2895 Ashton Road
4. Bahia Vista Mennonite Church, 4042 Bahia Vista Street
5. Beneva Christian Church, 4635 S. Beneva Road
6. Booker High School, 3201 N. Orange Avenue
7. Brookside Middle School, 3636 S. Snade Avenue
8. Church of Incarnation, 2927 Bee Ridge Road
9. Canoe Ridge Church, 2185 Wood Street
10. Emma Booker Elementary School, 2350 Martin Luther King Jr. Way (27th St.)
11. First Christian Church, 122 S. Washington Blvd.
12. Fruitville Elementary School, 601 Honor Ave
13. Goda Elementary School, 3450 Gonda Rd.
14. Gulf Gate Elementary School, 6500 Lockwood Ridge Road
15. Knights of Columbus Lodge, 4880 Fruitville Road
16. Lakeview Elementary School, 7299 Proctor Road
17. McIntosh Middle School, 701 S. McIntosh Road
18. Riverview High School, One Ram Way
19. Sahib Temple, 600 N. Beneva Road
20. Sarasota Christian School, 5415 Bahia Vista
21. Sarasota Family YMCA, 1075 S. Euclid Avenue
22. Sarasota High School, 1400 S. Tamiami Trail
23. Sarasota Middle School, 1001 S. School Avenue
24. Suderhoff Conference Center, USF, 5700 N. Tamiami Trail
25. The Tabernacle, 4141 DeSoto Road
26. Tuttle Elementary School, 825 N. Britsh Avenue
27. VFW Post #3233, 124 S. Tuttle Avenue
28. Wilkinson Elementary School, 3400 Wilkinson Road

VENICE, OSPREY, NOKOMIS AREA
1. Christ United Methodist Church, 2525 Center Road, Venice
2. Garden Elementary School, 700 Center Rd., Venice
3. Taylor Ranch Elementary School, 2500 Taylor Ranch Tr.
4. Trinity United Presbyterian Church, 4385 S.R. 775, Venice
5. Venice United Church of Christ, 620 Shamrock Blvd., Venice
6. Venice Area Middle School, 1900 Center Road, Venice

ENGLEWOOD, NORTH PORT AREA
1. North Port Elementary School, 1000 Glenallen Blvd., North Port

EVACUATION PLANS FOR PETS  
(DOGS AND CATS ONLY)

Because of limited Sarasota County resources, SHELTERING OF ALL PETS during a hurricane evacuation is the RESPONSIBILITY OF THE PET OWNER. However, if you have been ordered to evacuate, the County is prepared to assist you in sheltering your dog or cat ONLY. Proof of a current rabies vaccination is mandatory. Sarasota County Animal Control Officers will be stationed in vehicles marked with Sarasota County Animal Control emblems and roof-mounted flashing amber lights at the following locations to accept DOGS AND CATS ONLY.

- Parking areas at the airport on west side of U.S. 41.
- Southwest corner of Siesta Drive and U.S. 41 in South Gate parking area at Brown Derby.
- Southwest corner of Stickney Pt. Rd. and U.S. 41 in Cruise Specialists Travel Agency parking area.
- South County Sheriff’s Dept. on S.R. 775 in South Venice.
- Other points as announced by the Dept. of Emergency Management.

Officers will remain at the above pick-up points until their vehicles are full. Owners will receive a certificate of ownership which they must show upon redemption of their pets. The officers will then transport the dogs and cats to the Humane Society or Animal Control and then return to their pick-up points.

Owners will be required to pay all boarding fees when redeeming their pets. The pets will be held a maximum of seven days after an urgent announcement from the Department of Emergency Management. If owners have any questions they should contact the Animal Control Office at 951-5550 before an emergency situation arises. NO PETS ALLOWED ON BUSES OR IN SHELTERS.

Do Not Call 9-1-1 for Hurricane Information. The 9-1-1 line is reserved for Life-Threatening Emergencies Only.

This advisory was prepared jointly by:
Southwest Florida Chapter of the American Red Cross  
(Sarasota 379-9300; South County 485-4662) and
Sarasota County Department of Emergency Management 951-5283  
(Englewood 484-9571)
HURRICANE EVACUATION MAP

Manatee County
Sarasota County

Legend

Wind Velocity (Mph)
- Category A: 74 to 85
- Category B: 86 to 110
- Category C: 111 to 130
- Category D: 131 to 155
- Category E: 156 and over

Tides Expected (Feet)
- Category A: 5 to 7
- Category B: 8 to 12
- Category C: 13 to 14
- Category D: 15 to 20
- Category E: over 21

Areas to be Evacuated
- All mobile homes, all key and other coastal areas at land elevation less than 7 feet.
- All mobile homes, all key and other coastal areas at land elevation less than 12 feet.
- All mobile homes, all key and other coastal areas at land elevation less than 14 feet.
- All mobile homes, all key and all other coastal areas at land elevation less than 20 feet.
- All mobile homes, all key and all other coastal areas at land elevation less than 21 feet.

These maps are effective as of July 6, 1991. They may be subject to future changes.

NOTE: Category 3(C) storm sometimes increases in intensity and become category 4 (D) or 5 (E) storms.

Listen to Sarasota and Manatee County radio and television stations for all official storm announcements issued by the Sarasota County Dept. of Emergency Management and the Manatee County Dept. of Emergency Management.

Please obey official orders to evacuate all threatened areas. It may save your life.
SITUATION AND DAMAGE ASSESSMENT
EXPENDITURE REPORTING

I. INTRODUCTION

A. PURPOSE
To provide a timely assessment of personal and property losses, injuries, and loss of life resulting from a natural disaster and to provide a timely report on actions taken to alleviate the situation and the expenditures committed to that effort.

B. SCOPE
The damage assessment will be made County wide and shall include assessment of damage to all public and private properties.

C. ASSUMPTIONS
It is assumed that a natural disaster has occurred which will warrant dispatching a part of or the entire damage assessment team to investigate and report the situation to the Director of the Department of Emergency Management.

D. SITUATION
The entire damage assessment team or portions thereof shall be dispatched by the Sarasota County Property Appraiser, the Sarasota County Director of the Transportation Department, and the Sarasota County Director of General Services immediately upon notification of the occurrence of a disaster by the Director of the Department of Emergency Management or his authorized designee. State and Federal involvement will be initiated as necessary. Initial reports are the necessary basis for the Governor's decision to declare a state of emergency disaster and to request a presidential emergency or a major disaster declaration.

II. AUTHORITIES AND REFERENCES

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. FLORIDA
1. Chapter No. 252, Florida Statutes
   "State Emergency Management Act"
2. Current Governor's Executive Order
   (Emergency Management)

C. FEDERAL
United States Public Law No. 100-707.

III. ORGANIZATION
Sarasota County Damage Assessment shall be the joint operational responsibility of the Sarasota County Property Appraiser, the Director of the Sarasota County Transportation Department, and the Director of the Sarasota County General Services Department.

The County Property Appraiser or his designee shall be the private and commercial property team leader and coordinate the management of the residential and commercial building damage assessment team.

The Sarasota County Director of Transportation shall be the public infrastructure team leader and coordinate the management of the damage assessment of all County roads, bridges, utilities, parks, etc. The Director of Transportation will also receive damage assessment reports from the municipalities. The Sarasota County Department of General Services Director shall be the public buildings team leader and coordinate the damage assessment for all buildings owned by the County.

The County Property Appraiser Team shall be comprised of:
Property Appraiser staff and officials.

The Transportation Department Team shall have the following membership:
City and County Engineering Personnel
City and County Roads and Bridges or Public Works Personnel
Law Enforcement and Fire Officials
County Agricultural Extension Agents
County Health Officials
Building Construction Inspectors
Social Services Officials
Parks and Recreation Officials
Solid Waste Officials

The Department of General Services Team shall be comprised of:
Physical Plant Services staff
Building and Zoning staff

Team leaders may select at their discretion additional staff from:
1. Red Cross Damage Assessment Teams
2. Real Estate Appraisers
3. Contractors
4. Insurance Agents

A. NORMAL
Under normal, day-to-day work conditions the Transportation Department Damage Assessment Team and the General Services Assessment Team have no assessment responsibilities.
responsibilities. The Property Appraiser Damage Assessment Team shall perform their assigned duties as directed by the Sarasota County Property Appraiser.

D. EMERGENCY

Anytime a natural disaster occurs, the damage assessment teams shall be mobilized to the extent required by the type and magnitude of the disaster. The teams shall be fully mobilized upon threat of an impending hurricane and upon the direction of the Director of the Department of Emergency Management. The teams shall assemble as directed by the team leaders through the Sarasota County Emergency Operations Communications Network Center and be dispatched therefrom by the Sarasota County Property Appraiser, the Director of the Sarasota County Transportation Department, and the Sarasota County Director of General Services, upon the order of the Director of the Department of Emergency Management.

IV. CONCEPT OF OPERATIONS

The damage assessment teams shall make an initial assessment of damages immediately following a natural disaster to assess the impacts of the disaster. The report will provide a rough estimate of the type and extent of the damage. The Director of the Department of Emergency Management shall consolidate the reports from the heads of the municipal damage assessment teams, the County Property Appraiser, the Director of the Sarasota County Transportation Department, and the Director of the Sarasota County Department of General Services using the General Emergency Incident Report Form. The report shall be submitted, via facsimile, to the Florida Division of Emergency Management (DEM) and the local Chapter of the American Red Cross through the established reporting network. If the facsimile service is not usable, the most expedient means available will be used for report transmission. The report shall be submitted as soon as possible following the disaster, and shall be as complete as possible. These reports form the basis for determining the extent of assistance needed in the disaster area.

The Director of Emergency Management will be responsible for filing and maintaining all damage assessment forms that will be submitted to the State DEM.

Briefings of team members concerning damage assessment procedures, including proper filing of reports, will be conducted by the appropriate team leaders.

Team members will collect data regarding types and severity of damage, injuries, and loss of life.

The Sarasota County Property Appraiser shall investigate all areas of private residential and commercial property damage in all incorporated and unincorporated areas of the County. The Director of the Sarasota County Transportation Department shall investigate all areas of public infrastructure damage within the unincorporated areas of the County. The Director of the Sarasota County Department of General Services shall investigate damage to all County-owned buildings. Team members will be provided with maps to assist in location of specific damage sites.

Each municipality will establish a municipal damage assessment team for the specific purpose of assessing all public damages within the municipal limits. The head of that team shall submit reports of injury and loss of life directly to the Director of Emergency Management and submit public damage reports directly to the Director of the Sarasota County Transportation Department.

The Director of the Sarasota County Health Department shall investigate and report on all injuries and loss of life sustained during the disaster, directly to the Director of the Department of Emergency Management.

Situation reports providing new developments and additional, more complete information, shall be made daily and forwarded in the most expeditious manner possible through established channels.

Each team member shall maintain an accurate log of the time he spends surveying the damaged areas, materials, supplies, and equipment used and estimate costs involved in making his investigation. All response efforts and expenditures will be documented and assigned to pay codes that are pre-established by the County Payroll Department.

The codes to be used are as follows:

- Emergency Regular Time (ET)
- Emergency Overtime (EO)
- Exempt Employees (EX)

Photographs, site sketches, or drawings of site specific areas shall be made a part of the damage report where necessary. Particular attention must be paid to obtaining names, dates, places, and time of occurrence of the disaster. Where possible existing records and automated systems should be utilized to record field data. Computer and video records of the damaged area before and after the disaster are appropriate but not required.

When no state assistance is requested, the final report of localized natural disaster will be forwarded to the DEM. Final reports shall provide detailed comprehensive data on all damages, injuries and loss of life sustained during the disaster as soon as it is reasonably certain that damage assessment has been completed thoroughly.

If the magnitude of the damage assessment is beyond the capability of the local officials, the Department of Emergency Management will request state assistance. This request will be preceded by a declaration of a local state of emergency.

V. EXECUTION

A. MUNICIPAL

The manager or mayor of each municipality shall appoint a head for the municipal damage assessment team which shall compile data on all damage to public infrastructure within the municipalities and on injuries and loss of life sustained therein. All reports shall be made on the forms attached hereto and shall be submitted directly to the Director of the Sarasota County Transportation Department in the most expeditious manner.
The manager or mayor of each municipality shall provide the Director of the Sarasota County Transportation Department with the names of the damage assessment team members and its head as well as their addresses and telephone numbers. This list shall be reviewed, updated, and submitted prior to June 1 of each year.

B. COUNTY

The Director of the Sarasota County Transportation Department, the Sarasota County Property Appraiser, and the Director of General Services shall appoint their respective team members. They shall provide the Director of the Department of Emergency Management with the names and telephone numbers of each team member. This list shall be reviewed, updated, and submitted prior to June 1 of each year.

The team leaders shall establish and maintain a training program for their respective municipal and County Damage Assessment Team members. The training program shall include the taking of applicable courses offered by FEMA and State of Florida DEM. Simulated disaster drills should be held to exercise the procedures contained herein and the filling out of the reporting forms.

C. STATE

When State assistance is required:

1. The Director of the Sarasota County Transportation Department, the Property Appraiser, and the Director of General Services will cooperate with the State Damage Assessment Team in the completion of the Damage Assessment Report, as soon as possible without compromising life or property. Specifically, they shall furnish the State Damage Assessment Team through the Director of Emergency Management with the most recent and accurate assessment of damage available, including maps of the damage sites. The 9-1-1 Dispatch Grid Book will be provided to the teams as necessary. They shall further provide a guide who is knowledgeable of the disaster area and local damage assessment activities. During joint damage assessment activities involving state/federal entities, the County will provide a team member to accompany each state/federal team.

2. All of the forms used for damage assessment reporting are maintained in the Department of Emergency Management. Public damage assessment results are recorded on Form A, Preliminary Damage Assessment Estimate for public property. This form is used to report the damage done on each individual site. Form B is then used to summarize all public damages within the municipalities and unincorporated areas of the County.

3. Form C is used to report preliminary housing damage assessment estimates. Form D is used to report business and industry damages. The Sarasota County 9-1-1 data-based damage assessment work sheet will also be used to gather data for the damage assessment.

4. The Director of the Department of Emergency Management will receive reports from municipalities and consolidate these with data from unincorporated areas, ensuring non-duplication of data. Consolidated reports will be submitted to the Division of Emergency Management (DEM). When the original is transmitted electronically, the written report should be forwarded through normal channels as soon as possible.

5. Reports will be updated as necessary to report additional and more accurate data as it becomes available. Major updates will conform to the format of the original report. Situation summaries and minor report updates will be submitted at least daily using the Situation Report format until notification from (DEM) that daily reports are no longer necessary.

REPORTS FLOW

Governor
State Damage Assessment Team
Division of Emergency Management
Local Government

REPORTS REQUIREMENTS

I. Disasters requiring no request for State assistance:

1. City/County General Emergency Incident Report Form
   Situation Reports
   Updates of all Reports
   Final Report

   When Submitted
   Immediately
   At least daily
   As necessary
   As soon as emergency actions are complete

II. Disasters requiring requests for State assistance:

1. City/County General Emergency Incident Report Form
   Situation Reports
   Damage Assessment Report State
   Updates of all Reports

   When Submitted
   Immediately
   With request for Assistance
   As necessary

III. State Damage Assessment Team:

1. City/County Damage Assessment Report
   Updates of all Reports

   When Submitted
   As soon as possible
   Following request for State Assistance
   As necessary
DISASTER ASSISTANCE CENTERS

I. AUTHORITIES

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
2. Current Governor’s Executive Order (Emergency Management)

C. FEDERAL
1. United States Public Law No. 100-707.
2. Code of Federal Regulations, Title 24, Part 2205
3. Handbook for Disaster Assistance Center Managers (HUD Publication No. 3300.3 Revised).
4. Handbook for Disaster Assistance Center Staff (HUD Publication No. 3300.7 Revised).

II. GENERAL
Disaster Assistance Centers (DAC’s) may be established by the Federal Emergency Management Agency (FEMA) following a Presidential declaration of a major disaster. Each center will provide a single location where disaster victims may apply for all types of assistance available to individuals and private businesses.

III. CONCEPT OF OPERATIONS
In the event of a major disaster proclaimed by the President, FEMA will establish Disaster Assistance Centers as needed to administer aid and assistance to disaster victims. The FEMA Administrator will appoint a Federal Coordinating Officer (FCO) as his representative in the disaster area. In this capacity, the FCO is responsible for the coordination of all Federal disaster assistance efforts in the affected area. He will normally appoint an Individual Assistance Officer (IAO), a Public Information Officer (PIO), a Civil Rights Compliance Officer, a Reports Officer, and Center Managers. The FCO and his staff will work in cooperation with the State Coordinating Officer (SCO) and his staff. During operations, the IAO is directly responsible to the FCO for all matters relating to individual assistance, including the establishment, location, and operation of DAC’s and mobile teams.

IV. TASKS
A. The Director of the Department of Emergency Management will provide recommendations and assistance for selection of a DAC site.

B. The Director of the Department of Emergency Management will provide personnel in obtaining logistics support for the DAC.

C. The Director of the Department of Emergency Management will provide personnel in obtaining logistics support for the DAC.

D. The Sarasota County Sheriff shall coordinate the establishment of adequate parking facilities in the vicinity of the DAC.

E. The Director of the Department of Emergency Management will provide personnel to staff the DAC and take applications for debris removal on private land.

F. The Sarasota County Sheriff shall coordinate the establishment of adequate parking facilities in the vicinity of the DAC.

G. The Director of the Department of Emergency Management shall send notices of the opening of the DAC’s and a description of the assistance that will be provided to the public, to all local newspapers for publication. He shall also send notices to all local radio and television stations for broadcasting the information to the public.

V. DISASTER ASSISTANCE CENTERS
Potential Disaster Assistance Center Sites Include:
1. The Sarasota County Administration Center
   101 S. Washington Boulevard
   Sarasota, FL 33577
2. Sarasota City Community Center
   717 N. Tamiami Trail
   Sarasota, FL 33577
3. Venice Community Center
   326 Nokomis Avenue S.
   Venice, FL 33595
4. North Port Community Center
   301 North Port Boulevard
   North Port, FL 33956
5. Longboat Key City Hall
   501 Bay Isles Road
   Longboat Key, FL 33750

Personnel from the County and/or from each of the four City/Town governments may provide personnel and supplies to staff these potential facilities, and to take applications for debris removal on private lands.
TEMPORARY HOUSING

I. AUTHORITIES

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
1. Chapter No. 252, Florida Statutes, "State Emergency Management Act"
2. Current Governor's Executive Order (Emergency Management)

C. FEDERAL
1. United States Public Law No. 100-707.
2. Code of Federal Regulations, Title No. 24, Part No. 2205

II. GENERAL
Following a disaster, temporary housing in the form of rental units, mobile homes, etc., may be needed beyond the period of emergency shelter to accommodate those individuals and families made homeless by the disaster. Local governments and non-governmental relief agencies provide the first response to housing needs, within the limits of their capabilities. Depending upon the magnitude of the disaster, additional resources may be required from higher levels of government.

Temporary housing accommodations may include, but are not limited to:
1. Unoccupied, available government-owned housing.
2. Unoccupied, available housing units financed totally or in part with government funds.
3. Privately-owned rental properties.
4. Mobile homes or other readily fabricated dwellings.
5. Minimal repairs to the victims' homes to make them habitable until permanent restoration can be made.
6. Mortgage and rental payments to or on behalf of individuals or families who have received written notice of eviction or dispossession due to financial hardship caused by major disaster.

No one otherwise eligible for any kind of replacement housing payment under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (Public Law No. 91-646) will be denied such eligibility as a result of being unable to meet the occupancy requirements due to a major disaster declared by the President.

Eligibility for temporary housing shall be determined on the basis of need. Each occupant shall endeavor to locate adequate alternative housing at the earliest possible time. Eligibility will be recertified no less frequently than every 90 days.

All phases of temporary housing program will be administered in a manner which assures equitable treatment for disaster victims without discrimination based on race, color, religion, nationality, sex, age, or economic status.

III. CONCEPT OF OPERATIONS
The provision of temporary housing may involve operations by non-governmental relief agencies and local, State, and Federal government agencies. The provision of resources is conceptually progressive, with approval of requests for higher level assistance contingent upon:

A. The requirement for temporary housing being beyond the capabilities of the requesting level.
B. The provision by the requesting level for the coordination and administrative structures necessary for effective utilization of resources provided by higher levels.

The main capability of State and local governments is the provision of short-term shelter for disaster victims. A more extensive State or local housing program will be contingent upon the availability of funds following the disaster.

The Sarasota County Property Appraiser will identify the need for temporary housing following a disaster and will assist the victims to the limits of his capabilities in coordination with non-governmental relief agencies. When additional assistance is needed, the County Assessor will notify the State Division of Emergency Management (DEM) through the Director of the Department of Emergency Management.

The Sarasota County Social Services Director will assure that the housing units will only be used for disaster victims in future temporary housing programs, without discrimination based on race, color, religion, nationality, sex, age, or economic status.

IV. TASKS

A. BEFORE A DISASTER:
1. The Sarasota County Social Services Director shall develop and maintain plans for providing temporary housing assistance within the capabilities of the County. Conduct initial assessments and periodic reassessments of available resources including funds, housing units, mobile homes, personnel, and non-governmental relief agencies and organizations.
2. The Sarasota County Social Services Director shall establish and maintain procedures for working with the State Division of Emergency Management in determining the need for State and Federal assistance, identifying local housing resources, identifying and preparing sites for mobile and other readily fabricated housing. Requests for State or Federal Assistance shall be made by the Director of the Department of Emergency Management when he determines that such assistance is needed.

B. FOLLOWING A DISASTER:
1. Determine the need for temporary housing assistance in accordance with Social Services Department procedures.
2. Coordinate with non-governmental agencies to provide assistance within the capabilities of the local area in accordance with Social Services Department procedures. Such agencies may include the American Red Cross and real estate firms.
3. Request assistance through DEM (South Florida Area Coordinator) when local resources are inadequate to meet the needs of the disaster victims.

C. WHEN STATE AND/OR FEDERAL ASSISTANCE IS PROVIDED:
1. Aid the State Department of Community Affairs, Division of Emergency Management, in the collection of data regarding housing needs and resources. Provide facilities, equipment, supplies, and manpower as required. For a list of Disaster Assistance Center Considerations — operational supplies and site criteria, see Figure XIII-1.
2. When necessary, help the State Department of Community Affairs, Division of Emergency Management manage the temporary housing program.
3. When mobile or other readily fabricated housing is to be provided, prepare sites, complete with utility connections, using sites provided either by the applicants or by the County. Provide equipment, supplies, and manpower as required to assist the State Department of Community Affairs, Division of Emergency Management.

Figure XIII-1

DISASTER ASSISTANCE CENTER CONSIDERATIONS

A. OPERATIONAL SUPPLIES:
- Registration forms
- State road map
- Telephone directories
- Masking tape
- Cellophane tape/dispenser
- Rubber bands
- Marking pens
- Paper clips
- Ash trays
- Stapler, staples
- Masking tape

B. SITE CRITERIA:
- Central location
- Parking facilities
- Security
- Tables/chairs
- Auxiliary child care facilities
- Ground floor location with adequate ventilation (both heating and cooling).

A mobile radio on the Emergency Management frequency and a radio operator shall be installed at each DAC for emergency communications with the Emergency Operations Center.
UNEMPLOYMENT ASSISTANCE

I. AUTHORITIES

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
1. Chapter No. 252, Florida Statutes, "State Emergency Management Act"
2. Current Governor's Executive Order (Emergency management)
3. Current Florida Peacetime Emergency Plan

C. FEDERAL
Unemployment Compensation and State Employment Services are provided through the Department of Labor and Employment Security. If a major disaster is declared, additional employment assistance, including unemployment compensation and re-employment assistance may be made available to disaster victims unemployed as a result of the disaster. Benefits may continue as long as the period of unemployment caused by the disaster, but will not exceed one year. Sarasota County government bears no direct responsibility for administration of this Annex.

An applicant's unemployment benefits will be limited by compensation received or which would have been received had the applicant appropriately applied for any of the following:
1. Unemployment Compensation
2. Any compensation or insurance from any source for loss of wages due to illness or disability.
3. A supplemental unemployment benefit pursuant to a collective bargaining agreement.
4. Private income protection insurance.
5. Any workmen's compensation received due to the disaster related death of the head of the household, prorated by weeks.

III. CONCEPT OF OPERATIONS
Unemployment and re-employment assistance under regular programs and under Public Law No. 100-707 will be handled by the Department of Commerce according to normal operating procedures, with the addition of extra staffing as required by the increased need for services. Personnel from that department will staff Disaster Assistance Centers (DAC's) to explain available assistance and accept applications as outlined below.

Indirect assistance to persons unemployed as a result of a major disaster may be provided through loans to major employers to allow reopening of damaged businesses. Such loans may be available from the Farmers Home Administration and the Small Business Administration.

IV. TASKS
A. The Sarasota County Personnel Director will serve as County liaison officer to the State Department of Labor and Employment Security which assumes full operational responsibilities for citizens within Sarasota County.

B. The Sarasota County Personnel Director will provide any office support requested by the State Department of Commerce. He will be authorized by the County Administrator to assign personnel from throughout the County to perform these tasks.
INDIVIDUAL AND FAMILY GRANT PROGRAM

I. AUTHORITIES

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. FLORIDA
2. Current Governor’s Executive Order (Emergency management)

C. FEDERAL
1. United States Public Law No. 100-707.

II. GENERAL
The Individual and Family Grant Program (75 percent Federally funded and 25 percent State funded), authorizes the State to make grants of up to $10,000 to individuals or families who are major disaster victims. This program is intended to provide funds to disaster victims to permit them to meet those necessary expenses or serious needs for which other assistance is either unavailable or inadequate. The Grant Program is not intended to reimburse all disaster losses nor to purchase items or services that may be generally characterized as non-essential, luxury, or decorative.

III. CONCEPT OF OPERATIONS
The State Department of Health and Rehabilitative Services (DHRS) will maintain the State Administrative Plan for Individual and Family Grants and will submit that plan to the Federal Emergency Management Agency (FEMA) Regional Director annually for review.

When State assistance is requested following a disaster, the State Division of Emergency Management (DEM) will organize a team to assess the extent of damages and the assistance needed. As a part of this effort, DHRS will provide to DEM an estimate of the number and average amount of Individual and Family Grants which would be needed if the program were implemented.

When a major disaster declaration is requested and Individual and Family Grants are needed, the Governor will request the Implementation of the Individual and Family Grant program (Public law No. 100-707, Section No. 411) in the initial request to the President or in a separate request to be made no later than seven days following the President’s Declaration.
LEGAL SERVICES

I. AUTHORITY

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
4. Agreement between the Young Lawyers' Section (Florida Bar Association) and the Division of Emergency Management.

C. FEDERAL
1. Public Law No. 92 of 1950, as amended.
2. Public Law No. 100-707.
4. Agreement between the Young Lawyers' Section (American Bar Association) and the Federal Emergency Management Agency concerning Disaster Legal Services.

II. GENERAL

A. PURPOSE
To provide adequate Legal services for Sarasota County during emergencies caused by natural disasters.

B. MISSION
1. To provide advice to the Board of County Commissioners and County Departments on all legal problems arising during the emergency.
2. To prepare, or to review and pass on, all contracts entered into or promulgated by Sarasota County as a result of necessary emergency actions.
3. To investigate, review, and recommend action to be taken on any claims against Sarasota County or its agents, resulting from the emergency.
4. To insure that Sarasota County is properly represented in any civil litigation resulting from the emergency.

III. ORGANIZATION

A. PHASE I - (Normal Operations)
1. Under normal conditions, the Director of the Sarasota County Legal Department (herein called the "Legal Officer") will act as the legal advisor to the Sarasota County Commission and the Director of the Department of Emergency Management.
2. When the Director is absent or incapacitated, the next ranking attorney on his staff shall immediately assume the title and duties of Legal Officer until such time as the Director returns, or the County Commission has appointed a qualified volunteer with legal training, to act as interim Legal Officer.

B. PHASE II
(Immediate Readiness and Emergency Operations)
The Legal Officer will organize his section to such strength as is required to accomplish the mission outlined above.

C. PHASE III - (Post Shelter Recovery Period)
The workload for the Legal Department will be heaviest during this period. For this reason, the Legal Department may be expanded by hiring additional legal personnel and/or recruiting volunteers. Any decision to expand the Legal Department or staff during the Recovery Period, shall be made by the Sarasota County Commission.

IV. CONCEPT OF OPERATIONS

A. The Legal Officer is responsible for all activities relating to his office. Where necessary, he will train the personnel required to operate the office.

B. The Governor's Executive Order No. 80-29 provides that the governing bodies of counties and municipalities may, in the event of an emergency resulting from accident or natural phenomenon, take such actions as are determined necessary and appropriate for the protection of life, health, and property, the alleviation of suffering and rapid restoration of public facilities and services. This includes the authority to compel and direct a timely evacuation when necessary, in the absence of the Governor's directive.

C. Section No. 252.36 (2), Florida Statutes, deals with the procedures and duration of a state of disaster as declared by Executive Order or proclamation.

D. Section No. 252.36 (3), Florida Statutes, discusses the activation of state, local, and interjurisdictional disaster response and recovery plans.

E. Provisions are made in Section No. 252.38 (6), Florida Statutes, for each political subdivision to appropriate and expend funds, make contracts, obtain and distribute equipment, materials and supplies for Emergency Management purposes and provide for the health
and safety of persons and property, including emergency assistance to the victims of any disaster.

V. EXECUTION

A. ADMINISTRATION

All administrative functions such as records, reports, files, supply, and transportation will be performed by the administrative unit of the Legal Department.

B. COMMUNICATIONS

1. Under normal conditions, all communication facilities or organizations, including, but not limited to, television and radio stations, newspapers and wire services, will be available for use of the Legal Department.

2. In the event of immediate readiness, emergency, or recovery periods, all communications facilities, including, but not limited to, television and radio stations, wire services and newspapers, may be required to furnish information or instructions pertaining to the disaster emergency, and to transmit or print public service messages about same.

VI. REVISION, REVISION OF CHANGES

A. Changes in this plan will not become effective until promulgated and/or approved by the Sarasota Board of County Commissioners. Deviation from the policies, principles, and procedures prescribed herein is not authorized.

B. The existence of errors, need for revision and/or revision will be brought to the attention of the Legal Officer and the Director of the Department of Emergency Management.
CRISIS COUNSELING

I. AUTHORITY

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan

B. STATE

C. FEDERAL
1. Public Law No. 92-0 of 1950, as amended.
2. Public Law No. 100-707.

II. GENERAL
The psychological stress of a disaster situation may produce mental or emotional shock of varying duration for some disaster victims. Since recovery from a disaster includes the return to mental normality as well as restoration of physical well-being, plans must provide for short-term crisis counseling as well as longer term out-patient and even in-patient care. When resources of the disaster area are inadequate to provide the needed services, the State will give assistance and, if necessary, will request Federal assistance.

III. ORGANIZATION
The Subdistrict Administrator office of the Department of Health and Rehabilitative Services is a member of the County Emergency Management Staff and is responsible to the County Executive Director of Emergency Management for the coordination and control of crisis counseling and personnel from the Community Mental Health Centers and Clinics in a disaster.

IV. CONCEPT OF OPERATIONS
County facilities, both public and private, will provide the initial assistance to alleviate mental health problems resulting from a disaster. The Department of Health and Rehabilitative Services district office will assist in transferring patients who need services which are not available in Sarasota County. Affected community mental health centers and clinics will collect data regarding numbers and types of disaster-related cases for use in the event outside assistance is needed later.

When County facilities are inadequate to handle the additional caseload, the subdistrict Administrator of the Sarasota County office of the Department of Health and Rehabilitative Services will request aid through its district office to arrange temporary transfer of trained personnel, equipment, and supplies into the disaster area and to arrange transfer of patients to other facilities if necessary.

V. EXECUTION

A. HEALTH AND REHABILITATIVE SERVICES
   SUBDISTRICT ADMINISTRATOR
1. Plan in advance for the utilization of local public and private mental health facilities following a disaster. Identify all local public and private mental health facilities and establish agreements.
2. Develop procedures for referring disaster victims to appropriate mental health facilities as necessary. Interview each victim to determine the need for referral to a mental health facility.
3. Include mental health facilities in priorities for utility service restoration.

B. DIRECTORS OF COMMUNITY MENTAL HEALTH CENTERS AND CLINICS
1. Develop, procedures in advance for providing crisis counseling and more extensive mental health services as needed following a disaster, including coordination with private facilities in the area. Interview each victim to determine the need for referral to a mental health facility or crisis counseling.
2. Develop, in advance, procedures for utilization of State and Federal assistance. Determine the number of victims requiring mental health care or crisis counseling. Determine the need for transporting these victims. Request State or Federal assistance if required.
3. Provide crisis counseling and other mental health services following a disaster.
4. Maintain data on the numbers and types of disaster related cases and on services provided at the local level for use in requesting State and Federal assistance if aid becomes necessary.
5. Request needed assistance from the Department of Health and Rehabilitative Services through its Sarasota office.
APPLICATION PROCEDURES
FOR FEDERAL PUBLIC ASSISTANCE

I. AUTHORITY

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
1. Chapter No. 252, Florida Statutes, "State Emergency Management Act"
2. Current Governor's Executive Order (Emergency Management)

C. FEDERAL
1. Public Law No. 920 of 1950, as amended
2. Public Law No. 100-707.
4. Handbook for Applicants (HUD Publication 3300.5 Revised)
5. Eligibility Handbook (HUD Publication 3300.6)
6. Environmental Review Handbook (HUD Publication 3300.10)
7. OMB Circulars: A-87, A-102, A-128

II. GENERAL
Federal public assistance is that part of emergency or major disaster relief through which the Federal government supplements the efforts of State and local governments to return the disaster area to pre-disaster conditions, including repair and restoration of public facilities or services which have been damaged or destroyed. Two types of assistance are authorized, emergency and permanent. Emergency work includes efforts to save lives, protect property and maintain operation of essential facilities until permanent restoration can be made. Permanent work involves actions necessary to repair, restore, reconstruct or replace public and certain private non-profit facilities damaged or destroyed by the disaster.

Another aspect of applying for public assistance is choosing the method of funding most appropriate to the applicant's needs. Large project grants are based on the estimated cost of restoring facilities to their predisaster condition subject to current standards on a project-by-project basis: (1) for all debris clearance and emergency work on project applications for which the approved amount is over $35,000; (2) for all federal facilities damaged or destroyed, including those under construction; and (3) for all private non-profit facilities (for which applications must be submitted by an eligible applicant, i.e., a State or political subdivision of a state. Reimbursement is through the "eligible applicant" except for debris removal, in which case reimbursement is made directly to the private non-profit organization). When the total estimated cost to repair or replace eligible damage is less than $35,000, a small project grant is offered, and approved funds are dispersed in total at the beginning of the project. The applicant certifies the completion of the work and a final inspection is performed.
III. ORGANIZATION

The Director of the Department of Emergency Management is responsible for the coordination and control of Federal Public Assistance with the State of Florida in a natural disaster.

IV. CONCEPT OF OPERATIONS

As soon as possible after the President's declaration of an emergency of a major disaster, the State Coordinating Officer (SCO) and the State Public Assistance Officer will coordinate with the Federal Coordinating Officer (FCO) and the Federal Public Assistance Officer to arrange a Public Officer's briefing. At this briefing the types of public assistance will be explained. “Notice of Interest” forms will be provided at the briefing; applicants will use them to indicate types of damages caused by the disaster and the programs for which they wish to apply. Damage surveys of projects listed on the Notice of Interest forms will be made in accordance with Appendix I. A Damage Survey Report defining project scope and cost estimates will be completed for each damaged facility/site. These DSRS are included in one basic grant application, which is submitted by the Governor's Authorized Representative and managed by the State, who is the grantee. The State will then approve subgrants to the individual applicants on the basis of the FEMA approved DSRS.

Grant applications are submitted with recommendations of the Department of Insurance for insurance coverage under Section No. 311 Public Law No. 100-707 and his own analysis and recommendations for project approval or disapproval. An appeal procedure is described in the Handbook for Applicants (HUD Publication No. 3300.5 Revised) for cases in which the State or local government feels that the decision is not justified.

Interim and final inspections of projects will be conducted in accordance with procedures in Appendix I. After projects are completed, the applicant will submit to DEM a Summary of Documentation and blanket certification. When all documentation is in order, the Governor's authorized representative will forward to FEMA the request for final payment. All audits in accordance with the Single Audit Act of 1984 must be performed.

V. EXECUTION

A. COUNTY

1. The Director of the Sarasota County Transportation Department shall train personnel in appropriate techniques for damage surveys and record maintenance prior to any disturbance. Personnel are to take appropriate FEMA courses as funding permits. Provide instructions on the proper completion of damage survey forms.
2. Designate appropriate public officials to attend applicant briefings and complete Notice of Interest forms. These officials shall include the Personnel.
Directors of the County, Sarasota, Venice, North Port, and Longboat Key.

3. Designate local inspectors who have knowledge helpful for estimating damage to participate on damage survey teams.

4. Personnel from the City and County Personnel Departments shall complete project applications including designation of funding method desired, according to guidelines in the Handbook for Applicants (HUD Publication No. 3300.5 Revised). Follow instructions given and fill in applications completely.

5. Request advance funding or partial payment through the DEM Area Coordinator, if needed. Complete the appropriate forms and submit them to the Director of the Department of Emergency Management for processing.

6. Ensure that all projects are carried out in a manner consistent with acceptable health and safety codes and environmental standards, including special requirements regarding effects on historical properties.

7. Notify the DEM Area Coordinator when all work in one category is complete so that final inspections can be scheduled.

8. Complete the Summary of Documentation and Blanket Certificate to request final payments.

9. Maintain a system of complete documentation for all activities and expenditures so that each can be identified by date and by exact facility-site being restored. Provide all documentation for State and Federal audits when requested. Fill out the forms completely and maintain a log of expenditures in surveying the damage and reporting same. Log is to include type of disaster, time, date, place identity of damaged site, names of injured and types of injuries and the names of the dead.

B. STATE GOVERNMENT

1. Division of Emergency Management
   a. Appoint a State Public Assistance Officer to coordinate all State public assistance activities and to act as liaison with the Federal Public Assistance Officer.
   b. Coordinate all joint activities among FEMA, State agencies, and local governments.
   c. With FEMA, set up separate briefings for applicants and for damage survey team members. Notify all affected parties of the times and locations of these briefings.
   d. Assist local governments, other State agencies and private non-profit organizations in identifying potential projects.
   e. Organize and coordinate damage surveys.
   f. Notify the State Historic Preservation Officer to identify at the earliest possible date all properties within the disaster area which are included or eligible for the National Register of Historic Places and to see that appropriate measures are taken to ensure their maximum protection in accordance with the provisions of the Environmental Review Handbook (HUD Publication No. 3300.10).
   g. Notify the Department of Environmental Regulation when special environmental studies are needed.
   h. Advise and assist local governments and State agencies in completing project applications, including scheduling and conducting briefings on project application drafts.
   i. Review all project applications, assure that all requirements for Federal assistance have been satisfied according to the Eligibility Handbook (HUD Publication No. 3300.6), recommend approval or disapproval and forward to FEMA.
   j. Notify appropriate agencies when interim and final inspections are needed. (Appendix 1).
   k. Review Final Inspection Reports for completeness and provide copies to FEMA.

2. Other State Agencies
   a. Train personnel in appropriate techniques for damage surveys and record keeping prior to any disaster.
   b. Provide trained inspectors for damage surveys and project inspections in accordance with Appendix 1.
   c. When State property under the agency's jurisdiction is damaged by the disaster:
      1. Report damages to State property to DEM and have a representative attend the applicant's briefing and complete a Notice of Interest form.
      2. Participate in damage surveys and project inspections.
      3. Prepare Project Application, including designation of funding option desired, for damage to State property under the Agency's jurisdiction in accordance with the Handbook for Applicants (HUD Publication No. 3300.5 Revised).
      4. Request advance funding or partial payment through DEM, if needed.
      5. Ensure that all projects are carried out in a manner consistent with acceptable health and safety codes and environmental standards, including special requirements regarding effects on historical properties.
      6. Notify DEM when all work in one category is complete so final inspections can be scheduled.
7. Complete the Summary of Documentation and Blanket Statement to request final payment.

8. Maintain a system of complete documentation for all activities and expenditures in order that each can be identified by date and by exact facility/site restored. Provide all documentation for State and Federal audits when requested.

3. Department of State
   a. Appoint a State Historic Preservation Officer.
   b. When notified by DEM, identify as quickly as possible all properties within the disaster area which are listed in or eligible for the National Register of Historic Places.
   c. Coordinate with Federal officials to assure that historic properties in the disaster area are considered with regard to requirements outlined in the Environmental Review Handbook (HUD Publication No. 3300.10) to protect those properties from undesirable impacts from restoration projects.

4. Department of Environmental Regulation
   a. Coordinate with appropriate Federal agencies for the conduct of environmental impact studies as required by guidelines in the Environmental Review Handbook (HUD Publication No. 3300.10).
   b. Ensure that projects are carried out in a manner which does not cause additional damage to the environment.

5. Office of the Auditor General
   Conduct an audit of each project before request for final payment is made to FEMA (except for small projects approved for 100 percent in lieu contributions under Public Law No. 100-707).
DEBRIS REMOVAL

I. INTRODUCTION

A. PURPOSE
Maintain clear roadways for the orderly movement of civilian traffic, Emergency Management forces, equipment and supplies and to maintain drainage systems clear of debris to minimize flooding.

B. SCOPE
1. Train and test personnel to ensure their ability to perform effectively during emergencies.
2. Make emergency repairs to County-owned roads, bridges, buildings, traffic control devices, drainage systems and other public facilities.
3. Remove debris from canals and drainage ditches to assure proper flow of excess water.
4. Remove debris from roadways.
5. Organize contractor personnel supplying heavy equipment for emergency use and brief them on Standard Operating Procedures and Emergency Plans.

C. ASSUMPTIONS
It is assumed that the Director of the Sarasota County Transportation Department is advised of an impending natural disaster and that he mobilizes his forces and equipment to meet the emergency.

D. SITUATION
An impending natural disaster threatens Sarasota County.

II. AUTHORITIES AND REFERENCES

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
1. Chapter No. 252, Florida Statutes, "State Emergency Management Act"
2. Current Governor's Executive Order (Emergency Management)

C. FEDERAL
United States Public Law No. 100-707

III. ORGANIZATION

A. The Director of the Sarasota County Transportation Department will be the head of all public works departments during the emergency conditions. The public works departments shall include key personnel from County Engineering, Roads and Bridges, Parks and Recreation, Solid Waste, contractors, and from Public Utilities Organizations. He will coordinate public works activities of all Sarasota County municipal Departments, private and volunteer forces, business and industrial engineering and construction forces, and public utilities forces.

B. All operations of the public works departments will be in accordance with the latest Florida Statutes and they will assist and support the County Department of Emergency Management organizations, plans, and programs.

C. The heads of the municipal Public Works Departments, construction companies, and of Public Utilities Organizations in the County will serve as assistants and exercise control over their own units.

D. The Director of the Sarasota County Department of Transportation shall maintain an inventory of non-governmental agencies or organizations which have debris removal capabilities along with an inventory of the equipment they can make available for debris removal. He shall also coordinate all debris removal capabilities along with an inventory of the equipment that they can make available for debris removal. He shall also coordinate all debris removal activities. All debris shall be transported to Sarasota County landfill sites.

E. The Director of the Sarasota County Solid Waste Department will coordinate activities regarding the establishment of depositories of storm debris which must be processed, i.e. reduced in volume prior to disposal. County parks and parks in municipalities operated by the County Parks and Recreation Department will be made available as disposal sites. Potential staging sites are the Siesta Key parks and the City of Venice parks and the City of Venice Airport. The Solid Waste Department will coordinate with solid waste franchises for clean and hauling of debris. The Solid Waste Department will utilize tub grinders for reduction processing of all vegetative debris and other wood construction debris.

F. CONTROL LEVELS
1. Florida Division of Emergency Management (DEM)
2. South Florida Area, DEM
3. County
4. Municipalities
G. DECLARATION OF AUTHORITY
   1. Director of the Sarasota County Department of Transportation
   2. Assistant County Engineer, Sarasota County
   3. City Engineer, City of Sarasota
   4. Head of Roads and Bridges, Sarasota County
   5. City Engineer, City of Venice

IV. CONCEPT OF OPERATIONS
   During the increased readiness period, the Sarasota County Director of the Department of Transportation shall take the following actions:

A. PHASE I OPERATIONS - INITIAL ACTIONS
   1. Reviews and, if necessary, updates the following plans, but in no case do less than the plans specify:
      a. Peacetime Emergency Plan
      b. Annex 19, Debris Removal Annex to the Sarasota County Peacetime Emergency Plan
   2. Coordinate and direct the removal of all debris and essential equipment, essential supplies including shoring, sand bags, gasoline, spare tires, and communication equipment for all vehicles.
   3. Check all supporting agencies for readiness including proper communication.
   4. Alert all personnel and brief them on conditions and on their emergency assignments. All personnel should review shelter and survival plans for their families.
   5. Cancel all leaves for regular personnel and direct auxiliary personnel to standby for duty.
   6. Position people and equipment at critical places along the evacuation routes.
   7. Advise the County Sheriff and the Chief of Fire Services of all roads suitable for evacuation routes.
   8. Have standby emergency generators in operational readiness.
   9. Have all heavy equipment in operational readiness.
   10. Coordinate and direct the removal of all debris and incapacitated private vehicles blocking the evacuation routes and coordinate and direct other emergency actions required of emergency vehicle routes.
   11. Check placement of all Evacuation/Directional signs.
   12. Perform all other duties as specified in the Sarasota County Peacetime Emergency Plan.

B. PHASE II OPERATIONS - EMERGENCY ACTIONS REQUIRED TO PREVENT INJURY, LOSS OF LIFE, OR DAMAGE TO PROPERTY
   1. Make necessary repairs to essential facilities, roads and bridges as required.
   2. Provide auxiliary power units to critical installations as required.
   3. If disaster scene Command Post is activated, complement Command Post with senior department official having local radio communications capability. He will coordinate and direct clearing of all debris blocking critical emergency vehicle routes, heavy rescue missions, and other emergency functions requiring heavy equipment.
   4. Inform the Director of the Department of Emergency Management of estimated or known damages and of emergency actions being taken.

C. PHASE III OPERATIONS - RESTORATION OF ESSENTIAL SERVICES
   1. Provide emergency assistance to disaster victims.
   2. Complete emergency repairs of county-owned buildings, roads, bridges, traffic control devices, drainage systems, and other public facilities.
   3. Provide auxiliary electrical power to county-owned installations as required.
   4. Expedite clearance of all public roads and right-of-ways, canals, and drainage ditches.
   5. Begin permanent restoration of services following the emergency restorations.
   6. Restore County-owned beaches, parks, and other recreational facilities.
   7. Reset, brace, and prune all salvable trees located on County-owned properties.
   8. Acquire rights-of-way permits for entry onto private property involved in debris clearance in accordance with established County policy.
   9. Prior to any debris removal on private property by government owned or leased equipment or personnel, right-of-entry permits will be obtained by the field supervisor assigned to the area (Annex 19). This original signed right-of-way permit will be forwarded to the Legal Department and a copy forwarded by the Director of the Transportation Department to Emergency Management with the Damage Survey Report.
   10. Obtain the necessary environmental permits in accordance with established policy.
   11. Maintain a complete log of manpower, equipment, and supplies used in removal of debris. Estimate costs. Take photographs and attach to the description of damaged sites or property.
   12. The Director of the Sarasota County Department of Transportation shall coordinate debris removal assistance with the State Department of Transportation if State assistance is provided.

V. EXECUTION
   When Emergency Management conditions are warranted due to a natural disaster in Sarasota County, the Director of the Sarasota County Department of Transportation shall put this plan into effect.

VI. RESPONSIBILITIES
A. COUNTY
   The Director of the Sarasota County Department of Transportation shall serve as Staff Officer to the Director of the Department of Emergency Management. He shall be stationed at the Sarasota County Emergency Operations
Center or alternate command and control point. He shall coordinate the emergency functions of all County and municipal public works units and private contractors.

B. MUNICIPAL

The heads of all municipal public works units shall take direction from the Director of the Sarasota County Department of Transportation and shall exercise control over their own units.

C. PRIVATE CONTRACTORS

Private contractors shall take direction from the Director of the Sarasota County Department of Transportation and shall exercise control over their own units.
EMERGENCY TRANSPORTATION

I. AUTHORITY

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Emergency Management Emergency Operations Plan for the School Board of Sarasota County

B. STATE
1. Florida Statutes, Chapter No. 252, "State Emergency Management Act"
2. Current Governor's Executive Order (Emergency Management)

C. FEDERAL
1. Public Law No. 92-0 of 1950, as amended
2. Public Law No. 100-707
3. Code of Federal Regulations Title No. 44, Part No. 205

II. GENERAL
Supplementary transportation resources may be needed following a disaster as a result of both increased transportation needs and disruption of normal transportation systems. Transportation may be required for bringing emergency equipment and supplies into the disaster area. Further emergency transportation will be necessary to provide access to assistance centers for disaster victims and access to places essential to the resumption of normal community life such as stores, schools, government offices and major employment centers. The provision of emergency transportation may involve establishment of usage priorities as well as the provision of additional resources while normal systems are being restored.

III. ORGANIZATION
The Director of the Sarasota County Area Transit Department (SCAT) is a member of the County Emergency Management Staff and is responsible to the County Director of the Department of Emergency Management for the coordination with the School Board Director of Transportation for the coordinated dispatch and control of emergency transportation in a disaster.

IV. CONCEPT OF OPERATIONS
The Director of the Sarasota County Area Transit Department (SCAT) has primary responsibility for County emergency transportation assistance. He shall establish agreement for provision of emergency transportation services by municipal and private carrier companies and will coordinate use of all County Transportation resources during an emergency.

The Director of the Sarasota County Area Transit Department shall:
1. Develop and maintain plans for providing emergency transportation services as needed. These plans shall include the identity of all organizations which can provide vehicles, and a list of vehicles available.
2. Develop agreements with local school boards and voluntary agencies with emergency transportation capabilities.
3. Plan for the use of private commercial transportation if required. Private commercial transportation will be used only when government resources are taxed to the limit.
4. Coordinate emergency evacuation transportation resources with the School Board Director of Transportation and Communication for maximum efficiency of resources.
5. Provide needed emergency transportation services using all available local resources. Maintain a complete log of services provided to include names, addresses, description of injuries and where taken for treatment, mileage, fuel consumed, driver’s name, addresses, dates, and times of each trip. Emergency transportation shall be performed as specified in Annex 5, Hurricane Evacuation Plan.
6. Keep complete records of all resources used in providing emergency transportation services.
7. Request the Director of the Sarasota County Department of Emergency Management for State assistance through DEM Area Coordinator when County resources are inadequate to cope with the emergency.
8. The Sarasota County Department of Emergency Management maintains a contact list of special needs citizens residing in Sarasota. This log is purged yearly with each citizen being telephonically contacted each year. Transportation needs are determined through this contact.
9. The following vehicles are available for utilization:
   a. School buses ................. 29
   b. SCAT buses ................. 30
   c. Liftgate buses ............... 10
   d. Private ambulances ........... 6
   e. Government ambulances ...... 3
10. Alerting of all drivers is the responsibility of their respective department heads and is in the form of a pyramid call-out system.
11. All vehicles are radio equipped and will be dispatched and coordinated through the Emergency Operations Center on one of three networks:
    a. School Board radio
b. Sarasota County Area Transit Department (SCAT) radio

c. Emergency Management Radio Network

12. Drivers are dispatched to specific pickup areas to pick up known citizens. They are also directed to pickup individuals if flagged down enroute. Busses are routed to known risk areas, such as mobile home communities, and to pre-staging areas at specified fire department dispatch centers for emergency use.

13. All emergency vehicles carry appropriate government agency markings.

14. Emergency vehicles will be fueled at existing government facilities. Major facilities have provisions for generator provided power.

15. Public fuel suppliers will be utilized to provide emergency vehicle fuel if necessary by action of the Sarasota County Board of County Commissioners.

V. EXECUTION

When Emergency Management conditions are warranted due to a natural disaster in Sarasota County, the Director of the Sarasota County Area Transit Department shall place this plan into operation.
COMMUNITY DISASTER LOANS

I. AUTHORITIES

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
1. Florida Statutes, Chapter No. 252
   "State Emergency Management Act"
2. Current Governor's Executive Order
   (Emergency management)

C. FEDERAL
1. Public Law No. 920 of 1950, as amended
2. Public Law No. 100-707
3. Code of Federal Regulations, Title No. 24, Part No. 2205

II. GENERAL
The Federal Government may make a Community Disaster Loan under Section No. 417 of Public Law No. 100-707 to any local government which may suffer a substantial loss of property, tax base, or other revenues as a result of a major disaster, providing such government demonstrates a need for this assistance in order to perform its governmental functions.

Under Public law No. 100-707, the following stipulations apply:
A. Only one such loan per local government may be applied.
B. The loan may be approved in either the fiscal year in which the disaster occurred or the fiscal year immediately following that year.
C. Loans will be based on the actual and projected losses of revenue and disaster related expenses for the fiscal year in which the disaster occurred and for the three succeeding fiscal years. The loan will not exceed 28 percent of the annual operating budget for the fiscal year in which the disaster occurred.
D. Interest rates and other charges will be set by the U.S. Secretary of the Treasury and the Administrator of the Federal Emergency Management Agency (FEMA).
E. Loans are approved for no more than three years unless otherwise stipulated by the FEMA Administrator. When requested by the applicant and warranted by the applicant's financial condition, the FEMA Administrator may extend the term of the loan; however, the total term will not exceed ten years.
F. In cases where local revenues during three full fiscal years following the disaster are insufficient to meet the operating budget, repayment of all or part of the loan may be cancelled by the FEMA Administrator.
G. Any community disaster loans, including cancellations, made under provisions of Section No. 414 shall not reduce or affect any grants or other assistance under other provisions of Public Law No. 100-707.

III. ORGANIZATION
The Director of the Sarasota County Management Control Department is responsible for the Coordination and Control of Community Disaster Loans at the County level.

IV. CONCEPT OF OPERATIONS
Application for a Community Disaster Loan may be made only following a Presidential declaration of a major disaster. To obtain such a loan, the local government will submit a loan request through the Area Coordinator to the Director, Division of Emergency Management (DEM). DEM will forward the request to the Department of Revenue which will validate the loan request and return it to DEM. Upon approval, the request will then be sent to the Governor or his authorized representative. Upon approval, the loan request will then be forwarded to FEMA for final determination.

V. EXECUTION

A. COUNTY
1. Upon the issuance of a Presidential declaration of a major disaster, review the local government's financial condition considering the effects of the major disaster.
2. If financial assistance is warranted, prepare a disaster loan request based upon actual and projected losses of revenues and disaster related expenses for the current fiscal year and for three succeeding fiscal years. Compare this total with 28 percent of the current fiscal year's operating budget. The monetary amount of the loan request cannot exceed the lesser of the two totals previously mentioned. Follow established County policy in preparing requests.
3. Submit the request through the Area Coordinator to the Director, DEM.
4. Submit any request for loan repayment cancellation with complete documentation through the Area Coordinator to the Director, DEM.
B. STATE GOVERNMENT

1. Department of Revenue
   a. Provide technical assistance to local governments.
   b. Review requests for each community disaster loan under Section No. 417 of Public Law No. 100-707, and ensure that the total request does not violate the provisions of applicable regulations.
   c. Upon completion of this review, forward loan requests to the Director, DEM.
   d. Review any request for loan cancellation and forward the request with recommendations to the Director, DEM.

2. Division of Emergency Management
   a. Check loan requests for completeness and content by comparing it with the damage assessment report.
   b. Forward application to the Department of Revenue, which will check the validity of the amount requested.
   c. Obtain Governor’s Certification of Legality for loan request and forward request to FEMA.
   d. Examine and forward requests for loan cancellation to FEMA.
   e. Notify the local government of FEMA’s approval or disapproval of each loan request.
FI RE SUPPRESSION

I. INTRODUCTION

A. PURPOSE
   To form an organization for the specific purpose of
   preventing loss of life and property from fire and other
   emergencies during natural disasters. To furnish such
   specialized training as necessary to all personnel in the
   organization that will enable them to satisfactorily com-
   plete their assigned responsibilities.

B. SCOPE
   The Sarasota Municipal and County Fire Services are
   responsible for prevention of fires, suppressing all fire
   emergencies and performing rescue operations
   Countywide.
   1. Prepare standard operating procedures and plans as
      necessary.
   2. Train and test personnel to ensure their ability to
      perform effectively in time of emergency.
   3. Organize an effective communications system to be
      used during any area emergency. This system is to
      encompass all forces including municipal, volunteer,
      and others that would be involved, to receive notice
      of impending potential disaster and to initiate
      necessary action.

C. ASSUMPTIONS
   It is assumed that the Chief of Fire Services receives
   notice of impending disaster so that fire forces and equip­
   ment can be mobilized.

D. SITUATION
   A severe natural disaster is threatening Sarasota County
   requiring the mobilization of fire forces and equipment.

III. ORGANIZATION

A. NORMAL
   Under normal day-to-day operations, the Chief of each
   fire district is responsible for local emergencies within that
   district.

B. EMERGENCY
   Under normal day-to-day operations, the Chief of each
   fire district is responsible for local emergencies within that
   district.

C. FEDERAL
   United States Public Law No. 100-707.

C. FEDERAL
   United States Public Law No. 100-707.
VI. RESPONSIBILITIES

The Sarasota County Fire Chief, as Chief of the Sarasota County Fire and Rescue Service, will serve as a staff officer to the Executive Director of the Department of Emergency Management. During emergencies, he will be assigned to the Sarasota County Emergency Operating Center, an alternate communications center designated as the Sarasota County Fire Department Communications Center, or an alternate center designated by the Director.

A. All fire-fighting and rescue units normally assigned to a department will remain under the control of that department whether it be the Fire Control District, Volunteer, Forestry Service, part-paid or full-paid municipal. The actual assignment of responsibilities within each department will be determined by the Chief or officer in charge of that department.

B. Communications during any emergency affecting Sarasota County Fire Rescue Service will be via telephone connections between all stations, hot line between the City of Sarasota Fire Stations and the Department of Emergency Management's Communications Center, and City and County Fire Emergency Radio Network.

C. Warning of all involved divisions of the Fire Rescue Service in Sarasota County will be via all mobile warning facilities available and emergency Countywide radio network, commercial radio broadcasting station and telephones.

D. Supplies will be tightly controlled during any emergency and issued as needed. Personnel will be assigned this responsibility. Additional supplies will be obtained when needed, if possible.

E. Assistance from neighboring counties shall be requested in accordance with the Mutual Aid Agreement of the signatory counties.
TIMBER REMOVAL

I. AUTHORITY

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
1. Florida Statutes, Chapter No. 252, "State Emergency Management Act"
2. Current Governor’s Executive Order (Emergency Management)

C. FEDERAL
1. Public Law No. 920 of 1950, as amended
2. Public Law No. 100-707
3. Code of Federal Regulations, Title No. 24, Part No. 2205

II. GENERAL
Funding is available for timber removal programs only after a Presidential declaration of a major disaster. Under Section No. 421 (d) of Public Law No. 100-707, when the President determines it to be in the public interest, it is authorized to reimburse qualified applicants from such grants for expenses incurred in removing damaged timber. Such payments shall not exceed the actual cost of removal less the salvage of the timber.

III. ORGANIZATION
The Director of the Sarasota County Cooperative Extension Service is a member of the County Emergency Management Staff and is responsible to the Director of the Department of Emergency Management for the coordination and control of timber removal in conjunction with the State of Florida.

IV. CONCEPT OF OPERATIONS
Administration of timber removal programs in the State of Florida is a primary responsibility at State level, of the Department of Agriculture and Consumer Services.
Following a major declaration by the President, local governments may request assistance for timber removal through their respective Area Coordinators, Division of Emergency Management (DEM). DEM will notify the Department of Agriculture and Consumer Services which, with the assistance of local governments, will initiate the identification of damaged areas and the preparation of applications for assistance under Section No. 421 (d) of Public Law No. 100-707.

An action plan tailored to the existing situation, will be developed by the Department of Agriculture and Consumer Services under the guidelines presented in the Department’s Forest Disaster Plan for Florida. The primary source of data for both the action plan and grant applications will be the inspection reports of a joint State/Federal team. The team, composed of a Federal designee(s) and an individual(s) appointed by the Department of Agriculture and Consumer Services, will make inspections of damages in areas requesting assistance. Inspection reports will include descriptions of eligible work, estimates of work costs, salvage values of timber, and detailed locations of damaged areas. In addition to appointing team members, the Department of Agriculture and Consumer Services will provide qualified personnel to schedule and monitor the performance of the joint team. In the event a team cannot agree on a particular salvage value, the Region IV Director, Federal Emergency Management Agency (FEMA), will make a final determination. Completed applications for assistance will be submitted by the Department of Agriculture and Consumer Services to DEM, which will forward them to FEMA.

Approved applications may result in grants to either State or local governments, or both. Disbursement of funds will be based on the inspection reports submitted by the joint team. When grants are provided to local governments, the local government will have primary responsibility for acceptance of applications from individuals, processing of applications and disbursement of grant funds. The Department of Agriculture and Consumer Services will provide assistance to local governments as requested.
Grants provided to State government will be administered by the Department of Agriculture and Consumer Services.

Utilization of grants is subject to inspection of work and audits of the utilization of funds. DEM will monitor the utilization of grants by local governments and the Department of Agriculture and Consumer Services to ensure proper utilization of funds and acceptable work completion.

V. EXECUTION

A. COUNTY
1. Identify, with assistance from the Department of Agriculture and Consumer Services, damaged timber areas that qualify under provisions of Section No. 421(d).
2. Assist in the preparation of Applications for grant assistance for submission through DEM to FEMA as requested by the Department of Agriculture and Consumer Services.
3. When grants are provided to the local government, take necessary steps to accept and process individual applications and disburse funds.

**B. STATE GOVERNMENT**

1. Department of Agriculture and Consumer Services
   b. Assist local governments in identifying damaged timber problems.
   c. Prepare and forward applications for grant assistance through DEM to FEMA.
   d. Prepare an action plan as outlined in the Department's A Forest Disaster Plan for Florida which tailors action to fit the existing situation, including:
      1. Priorities in the approval of work to guide efforts to areas where fire, pest, and wildlife hazards are concentrated.
      2. An appropriate limitation on the degree of cleanup to be approved.
      3. Approved work practices and a scale of acceptable unit costs (per acre or otherwise), if feasible.
   e. Provide a representative for the joint State/Federal team for inspection of damaged areas.
   f. Provide sufficient additional personnel to schedule activities for the joint State/Federal team and monitor its performance.
   g. Assist in preparing cost estimates for cleanup and salvage operations for use in requesting funds.
   h. When grants are provided to State government, take necessary steps to accept and disburse funds.
   i. When requested to do so, assist the Sarasota County Transportation Department in the clearing of access roads to damaged timber areas.
   j. Maintain close liaison with U.S. Forestry Service in order to assure mutual awareness of conditions and of funds, manpower, or equipment available if needed.

2. Division of Emergency Management
   a. Receive requests for timber removal assistance and forward them to the Department of Agriculture and Consumer Services.
   b. Monitor the disbursement of funds by the Department of Agriculture and Consumer Services from timber removal grants made to State government.
   c. Monitor the expenditures of grants provided to local governments.

**C. JOINT STATE/FEDERAL TEAM**

1. Act as joint assessor team under the supervision of the Department of Agriculture and Consumer Services.
2. Inspect damaged areas to provide a valid basis for approval of timber removal.

3. In cases where removal is underway or complete, determine through inspection a reasonable basis for approving or disapproving reimbursement for work.
4. Inspection Reports will include:
   a. Complete description of land to be cleared.
   b. Description of eligible work.
   c. An estimate of the cost of timber removal work.
   d. An estimate of the salvage value of timber removed.
INSURANCE SERVICES

I. AUTHORITY

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
1. Chapter No. 252, Florida Statutes, "State Emergency Management Act"
2. Current Governor’s Executive Order (Emergency Management)
4. Florida Statutes Chapter No. 284

C. FEDERAL
1. Public law No. 920 of 1950, as amended
2. Public law No. 100-707
3. Code of Federal Regulations, Title No. 24, Part No. 2205

II. GENERAL
Natural disasters may occur in the County at any time causing damage to public or private property which will involve insurance claims. Following a disaster, various insurance services may be needed, including advice and assistance to both individuals and local governments regarding the settlement of insurance claims. The State Insurance Commissioner is responsible for establishing procedures to assist disaster victims in handling insurance matters related to the disaster, coordinating actions as required in the adjudication or administration of insurance claims, determining and certifying the adequacy of State and local insurance of public facilities which are to be restored under Federal public assistance projects, and coordinating public information relative to insurance coverage. In addition, damages to county property may be adjusted under the County Self-Insurance program. The Flood Disaster Protection Act of 1973 and Robert T. Stafford Disaster Relief and Emergency Assistance Act prescribe certain flood insurance requirements for the State and local governments, businesses, and individuals, in order to be eligible for Federal disaster assistance. The requirements include participation in the flood insurance program which requires local government to adopt and administer measures which will protect lives and safeguard new construction from future flooding. The Department of Community Affairs, Division of Local Resource Management, will assist local governments in qualifying for the program.

III. ORGANIZATION
The Sarasota County Risk Manager is responsible for the coordination and control of Insurance Services with the State of Florida in a natural disaster.

IV. CONCEPT OF OPERATIONS
Individual and local government insurance claims will ordinarily be handled through normal channels. In the event of a Presidential declaration of a major disaster, Disaster Assistance Centers (DAC's) will be established. The Department of Insurance will have a representative at each DAC (Annex A-XH) to answer inquiries regarding policy provisions and problems with claim settlements. Additional adjusters may be licensed temporarily by the Department of Insurance if needed to expedite handling of claims.

The Robert T. Stafford Disaster Relief and Emergency Assistance Act requires that an applicant for assistance for repair or restoration of damaged public or private non-profit facilities purchase and maintain such insurance as may be reasonably available, adequate and necessary to protect such facilities against future loss by the type or types of hazards included in the declaration of the major disaster in which the damages occurred. The Department of Insurance will certify to the Federal Emergency Management Agency (FEMA) the type and extent of insurance that is reasonably available, adequate, and necessary as a qualification for Federal disaster assistance for any insurable property. This certification will be provided to the Division of Emergency Management (DEM) for use in advising applicants for repair and restoration projects.

Damage to County property will be handled through the County’s Self-Insurance Program.

The Department of Community Affairs, Division of Emergency Management, will coordinate the activities of the Flood Insurance Program, assist communities in adopting the required Flood Plain Management Regulations and in qualifying for the Flood Insurance Program.

V. EXECUTION

A. COUNTY
1. Provide DEM with copies of insurance policies required under Section 311 of Public Law No. 100-707 along with applications for Repair and Restoration assistance.
2. Apply for participation in the National Flood Insurance Program as a condition of future Federal financial assistance.
B. STATE GOVERNMENT
1. Department of Insurance
   a. Provide advice and assistance to individuals and organizations with insurance problems relating to a disaster.
   b. Establish procedures to assist in reporting claims and making adjustments in cases where insurance is in effect.
   c. Provide upon request of DEM qualified individuals to staff DAC's to assist people inquiring about policy provisions and claims handling.
   d. Work with insurance companies to facilitate the expeditious handling of multiple claims.
   e. Issue temporary licenses to insurance adjusters if needed to assure prompt settlement of claims.
   f. Certify the types and amounts of insurance which are reasonably available to protect properties repaired or restored under Public Law No. 100-707, Section No. 311, or under Section No. 803 of Public Works, and Economic Development Act of 1965, as required in Section No. 311 of Public Law No. 100-707.
   g. Provide copies of the above certification to DEM for use in advising applicants for Repair and Restoration projects.
   h. The Commissioner will determine the adequacy of the County Self-Insurance Plan to qualify for approval by the Administrator of FEMA.
   i. Administer the State Self-Insurance Plan.
2. Department of Community Affairs, Division of Emergency Management
   a. Coordinate the activities of the Flood Insurance Program.
   b. Assist communities in qualifying for the Flood Insurance Program, including adoption of required Flood Plain Management Regulations
3. Division of Emergency Management
   a. Request that the Department of Insurance certify the limits of insurance which are reasonably available for facilities included in project applications under Sections Nos. 311 of Public Law No. 100-707.
HAZARDOUS MATERIALS

I. AUTHORITY

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current Sarasota Municipal and County Fire Department Hazardous Materials Response Plans
4. Current Sarasota County Hazardous Materials Plan

B. STATE
1. Florida Statutes, Chapter No. 252, “State Emergency Management Act”, Part II
2. Current Governor’s Executive Order (Emergency Management)

C. FEDERAL
Public Law No. 920 of 1950, as amended
Emergency Planning and Community Right-to-Know Act (EPCRA), Title III of the Superfund Amendments and Reauthorization Act

II. GENERAL

A. PURPOSE
To establish emergency procedures with which to cope with any accidents involving radioactive materials, chemicals, pesticides, and explosives. The carrier of these materials could be aircraft, rail, or motor freight lines.

B. SITUATION
The Division of Emergency Management has informed Sarasota County officials of an ever increasing amount of radioactive material being transported by air, rail, and motor freight lines in the County. With the increasing density on the streets and through highways in Sarasota County, the possibility of an accident is always present. Therefore serious consequences could result particularly without the prompt application of proper emergency procedures.

C. For any hazardous materials accident the first senior level emergency force’s person shall become the on-scene Commander and coordinate all on-scene activities until relieved by the appropriate emergency service’s Commander, which will in most instances be the jurisdiction’s Fire Department Hazmat Team.

D. The Director of the Department of Emergency Management shall report all hazardous materials accidents to the Division of Emergency Management. Initial reports shall be submitted in writing.

E. The on-scene Commander shall coordinate all activities of private entities that may be called upon to provide their expertise and assistance. He shall have the responsibility of determining if the hazardous materials involved pose a threat to public health by consulting with experts on the scene. He shall also deal with all State and Federal representatives at the accident site.

F. The on-scene Commander shall request assistance from adjoining counties in accordance with the Mutual Aid Agreement of the signatory counties.

III. ORGANIZATION
The Florida Highway Patrol, Sarasota County Sheriff, Sarasota County Department of Emergency Management, all County and municipal fire services, and all municipal police shall respond as specified in Section IV, Concept of Operations, below.

IV. CONCEPT OF OPERATIONS

A. RADIOACTIVE MATERIALS
1. Identification
   a. In accordance with Federal Regulations each package of radioactive materials in all shipments must have one of the three (3) special labels that designate the level of hazard.

<table>
<thead>
<tr>
<th>Rate Limit</th>
<th>Rate Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surface of Package</td>
<td>at 3 Feet Away</td>
</tr>
<tr>
<td>Radioactive White I</td>
<td>.5 MR/HR</td>
</tr>
<tr>
<td>Radioactive yellow II</td>
<td>10 MR/HR</td>
</tr>
<tr>
<td>Radioactive yellow III</td>
<td>200 MR/HR</td>
</tr>
</tbody>
</table>

   b. Limits
      1. One package may not exceed 10 MR/HR at three (3) feet away.
      2. Single shipment of more than one (1) package must not exceed 50 MR/HR at three (3) feet away.
      3. Truck or vehicle labels are required for Radioactive Yellow III, only. For shipments labeled Radioactive III, the transport truck (or vehicle) must have this special sign posted on all four (4) sides, (front, rear, and both sides): 6" high, 26" long

   c. Responsibility

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Sarasota County, Florida

Peacetime Emergency Plan

3. Sequence of Emergency Procedures

a. When it is determined that a radiological incident exists, the following actions should be taken by the Sarasota County 9-1-1 Center, who will notify the appropriate fire department Hazmat Team.

b. The Florida Highway Patrol (Bradenton); Telephone: 758-6431

c. The Sarasota County Department of Emergency Management; Telephone: 951-5283 or 366-6000

Give the following information in a calm and distinct voice:

WHO: Telephone number, address, your name, and significant identification

WHAT: Type of incident (e.g., overexposure, radiation specialists and physicians, assist as
rectangular, magnitude and any possible in order to cope with the expected consequences.

b. The Department of Transportation Regulations requires the use of a (diamond) shaped placard

1. Identification

a. Due to the many chemicals with different properties and characteristics being transported, it is imperative that all chemicals involved in an accident, be properly identified as soon as possible in order to cope with the expected consequences.

b. The Department of Transportation Regulations requires the use of a (diamond) shaped placard (10-3/4" x 10-3/4") with the words DANGER-OUlS in red together with other precautions on all cars and transports containing shipments of Class B explosives, flammable liquids, flammable solids, oxidizing materials, corrosive liquids, poisonous liquids and solids and compressed gases. Tank cars containing non-flammable

Take any necessary actions to save human life, but carry out minimal first aid and other procedures until help is obtained from radiological team physicians familiar with radiation medicine. Whenever recommended by a doctor, an injured person should be moved to a hospital or doctor’s office for treatment; however, the hospital and doctor should be informed that there is reason to suspect the injured person has radioactive contamination on their body or clothing.

i. Fire-fighting

If fire has started as a result of the accident, fight the fire from upwind as far as possible, keeping out of any smoke, fumes, or dust arising from the accident.

This type of fire should be treated in the same manner as a fire involving toxic chemicals. Do not handle suspected materials until such materials have been monitored and released by monitoring personnel.

j. Traffic Control

In a radiological incident involving a vehicle, detour all traffic around the scene of the accident. If this is not possible, move the vehicle just enough to clear the right-of-way.

If radioactive material spilled, prevent any passage through that area. If the right-of-way must be cleared before the arrival of the State Radiological Response Team, have the spillage washed to the shoulder of the right-of-way with a minimum dispersal of water.

k. Food, Water, and Smoking

Do not eat, drink, or smoke in the area. Do not use food or drinking water that may have come in contact with material from the accident.

l. Limit Actions

Do not do more than stated above. Upon arrival of radiation specialists and physicians, assist as requested.

B. CHEMICALS

1. Identification

a. Due to the many chemicals with different properties and characteristics being transported, it is imperative that all chemicals involved in an accident, be properly identified as soon as possible in order to cope with the expected consequences.

b. The Department of Transportation Regulations requires the use of a (diamond) shaped placard (10-3/4" x 10-3/4") with the words DANGER-OUlS in red together with other precautions on all cars and transports containing shipments of Class B explosives, flammable liquids, flammable solids, oxidizing materials, corrosive liquids, poisonous liquids and solids and compressed gases. Tank cars containing non-flammable
2. Responsibility

a. Responsibility of determining the details of a chemical emergency and the start of emergency measures rests with the municipality in which the incident occurs. The Florida Highway Patrol and the Sheriff should be notified and any additional fire-fighting equipment needed should be requested immediately.

b. In order to assist organizations concerned in chemical transportation emergencies the following organization operates on a 24-hour, 7-day/week basis with a nationwide telephone; it is:

Chemical Transportation Emergency Center
Emergency Telephone: (800) 424-9300

3. Sequence of Emergency Procedures

When it is determined that an accident has occurred involving chemicals, the following procedures should be taken:

a. Call 9-1-1 who will determine the law enforcement agency, fire agency, and hazardous materials team having jurisdiction should be notified of the scene of the accident. If the jurisdiction cannot be readily determined, notify the Florida Highway Patrol, telephone number:

(813) 758-6431
and the Sarasota County Sheriff's Department:
9-1-1
The Sarasota County Department of Emergency Management should also be notified at:
(813) 366-6000.
Give the Who, What, Where, and When information listed in Part A, No. 3, b, this report.

b. Trapped Persons

If any person or persons are alive and trapped in the wreckage, every effort should be made to rescue them. Depending on the chemicals involved, take every precaution against gases and fires.

c. Restrict Area of Accident

The public should be kept as far away from the scene as possible (at least 500 feet), except in cases of fire and escaping gases. In such cases, no one should be allowed downwind, and the public should be restricted to several thousand feet of the scene.

d. Removal of Injured from Accident

If more than two (2) ambulances are required to remove injured persons from the scene, the emergency capabilities of hospitals in the area should be checked and removal of injured to hospitals should proceed in accordance with existing procedures.

e. Fire-fighting

Compressed gases (Green Label) are not required to carry a placard.

c. The name of the chemical involved can be identified from the placard, waybill, or bill of lading.

C. PESTICIDES

Most accidents involving poison pesticides, chemicals (Class B) do not reach disaster proportions; there have been instances including warehouse fires which resulted in severe peacetime emergencies. In a nine-month period survey, 47 pesticide spill accidents and other emergencies were reported nationwide, occurring usually in shipping season (spring and summer). Some of these accidents...
Peacetime Emergency Plan
Sarasota County, Florida

Annex XXV: Hazardous Materials
October 1, 1991

included: truck accidents, fire in laboratory, loading dock, leak, personal injury, fire in warehouse, poisoning accident involving children and just plain spill accidents.

The Class B poison pesticides involved are primarily organophosphates but also include cyanides, hydrochloric acid, carbonates and other chemicals.

1. Identification
   The same Department of Transportation regulations that apply to chemicals also apply to Class B pesticides.
   The identification of the type of pesticide can be ascertained in the same manner as with chemicals; see Part IV, B, 1, this Plan.

2. Responsibility
   a. As with chemicals, the responsibility of determining details of a pesticide emergency and the start of emergency procedures rests with the municipality in which the accident occurs. Again, the Florida Highway Patrol, Sheriff's Department, and the Sarasota County Department of Emergency Management should also be notified.
   b. The National Agricultural Chemicals Ass'n has formed a network of safety teams designed to minimize the risk of injury arising from the accidental spillage or leakage of Class B poison pesticides.

Association members, Chevron, Shell, Stauffer, Chemagro, Diamond, Shamrock, Velsicol, Niagara, Union Carbide, Monsanto, Dow, Hercules, and Kerr-McGee are now participating in the program by cooperatively furnishing personnel, equipment, and expertise for the prompt and efficient cleanup and decontamination of Class B poison pesticides involved in a major accident. There are more than 40 Safety Teams that make up an effective network.

In major emergencies of this type telephone:
Pesticide Safety Team Network
Cincinnati, Ohio (24-hour operation)
Telephone: (800) 424-9300

3. Sequence of Emergency Procedures
   a. Notify 9-1-1 who will:
      Notify local law enforcement agency.
      Notify Florida Highway Patrol: 758-6431
      Notify appropriate Hazmat team.
      Notify Sarasota County Department of Emergency Management: 366-6000

   If it is determined by competent authorities that the pesticides involved in the accident is a major one, then immediately telephone the:

Pesticide Safety Team Network:
(800) 424-9300

D. EXPLOSIVES

1. Identification
   Categories of explosives to be discussed are Class A, Class B, and Military (either Class A or B).
   a. Class A explosives can be identified by EXPLOSIVES Red letters (rectangle) placards 14" x 11" labeled EXPLOSIVES in red letters with cautions including HANDLE CAREFULLY and KEEP FIRE AWAY.
   b. Class B explosives can be identified by (diamond) placards labeled DANGEROUS described in Part IV, B, 1, B in this Plan.
   c. Military explosives will carry the Class A or Class B placards and can further be identified by waybills or bills of lading.

2. Responsibility
   a. Again, the responsibility of determining details of an explosive emergency and the start of emergency measures rests with the municipality in which the accident occurs. The Florida Highway Patrol and the Sheriff's Department should be notified and if necessary any additional fire-fighting equipment needed should be requested.
   b. To assist local organizations, particularly when the incident has not resulted in complete destruction of the explosives, and always when a military cargo is involved, there is the following organization available on a 24-hour-per-day basis capable of responding anywhere in Florida within 2 hours:
      Explosive Ordnance Disposal
      Group Two Detachment
      Cecil Field, FL 32215
      Telephone: (904) 778-5773 (24-hour station)

3. Sequence of Emergency Procedures
   Are the same as mentioned in this plan for chemicals and pesticides.
   If military explosives, call
   Explosive Detachment in Jacksonville.
   Class A Explosives:
   a. If case explosion occurs as an immediate result of the accident, the only thing that can be done is to care for any injured, and to prevent, if possible, the spread of fire sometimes caused by explosives.
   b. In case fire has started near the explosives, every effort should be made to put out the fire or to remove the explosives to a safer place. Some explosives explode immediately on ignition, others may burn for some time before exploding, or may even be completely consumed without explosion. Owing to the extreme likelihood of the
Detonation of burning explosives, efforts to extinguish such fires are not warranted. Moreover, the application of water to such material when burning may precipitate an explosion. All efforts should be made to move everyone to a safe distance.

c. In case the accident does not cause the immediate ignition or explosion of the explosives, the first and foremost important precaution is to prevent fire. The entire area should be restricted to authorized personnel only. Before clearing the wreckage, all unbroken packages should be moved to a place of safety and as much of the broken packages and contents as possible gathered up and moved to another location for destruction or repackaging as their conditions may warrant. The remainder should be saturated with water. Many types of explosives are readily fired by a blow or by a spark produced when two pieces of metal or a piece of metal and stone come violently together. All necessary precautions should be taken.

With most explosives, thorough wetting with water practically removes all danger of explosion by spark or impact; but with dynamite, wetting does not make it safe from impacts. If initiating explosives such as fulminates or azides have been scattered by the wreck and the area has been wet down, the following procedure should be followed:
1. After the wreck has been cleared, the wet surface of the ground should be removed.
2. Saturate the cleared area with fuel or lubricating oil.
3. Cover the whole area with fresh dirt.
   a. Such explosives, normally propellant, may be in the form of fine grains or in the form of extremely large solid pieces weighing several tons.
   b. Materials properly classified as Class B explosives will not be liable to explode due to impacts or friction, although ignition of such explosives by extreme friction is possible. Therefore, care must be exercised in handling broken or damaged packages.
   c. Every precaution must be made to keep Class B explosives away from sparks or flames, since many such explosives will burn with a rapidity approaching explosive violence when ignited.
   d. Care should also be exercised to avoid unnecessary inhalation of smoke since the products are poisonous.

In all cases where explosives are involved in fires or serious accidents, the Department of Transportation Regulations requires that the Bureau of Explosives be notified. The Bureau of Explosives representative will assist in determining whether the particular kind of explosive involved in the accident may have caused contamination of the area with either explosive or toxic materials so that necessary procedures for decontamination may be started.

Bureau of Explosives
Telephone Number: (203) 293-4048, all-coming...
HAZARD MITIGATION

I. AUTHORITY

A. LOCAL
2. Current Sarasota County Peacetime Emergency Plan
3. Current adopting Resolution

B. STATE
1. Chapter No. 257, Florida Statutes, "State Emergency Management Act"
2. Current Governor’s Executive Order (Emergency Management)

C. FEDERAL
1. Public law No. 920 of 1950, as amended
2. Public law No. 100-707
3. Code of Federal Regulations, Title No. 44, Part No. 205

II. GENERAL
Hazard mitigation plans are designed to reduce or avoid the probability of occurrence of a natural or man-made disaster. Man-made disaster mitigation addressed in this plan excludes nuclear bombs (see the Sarasota County Nuclear Civil Protection Plan). Reduction of disaster losses in property and reduction in injury and death are the two immediate requirements in hazard mitigation.

III. ORGANIZATION
The Director of the Department of Emergency Management is responsible for the coordination of all emergency services, city and county, in hazard mitigation activities. He shall also coordinate the activities of State and Federal forces that may be brought in to support the local forces. He shall request such support through the South Florida Area Coordinator, Division of Emergency Management, when the Chiefs of the Sarasota County Emergency forces need additional manpower, equipment, and supplies in mitigating the hazard. He shall notify the DEM of any problems that may arise with existing Land Use and Development regulations in Sarasota County.

IV. CONCEPT OF OPERATIONS

A. GENERAL
The Director of the Department of Emergency Management shall review current subdivision regulations and land use plans to determine the effectiveness of these regulations and plans in reducing or avoiding damage potential of natural or man-made disasters. The Director shall make appropriate recommendations for changes to the regulations and plans as required to mitigate hazards. And shall also review State rules, regulations, and statutes and make appropriate recommendations for changes through the South Florida Area Coordinator to the Division of Emergency Management.

All reviews shall include the effectiveness of local and state rules, regulations, ordinances and statutes as applied to hurricanes, storms, tornadoes, flooding, fires, high winds, chemical bombs, chemical spills, radioactive materials, airborne pollutants, water borne pollutants, aircraft crashes and multiple car crashes on major highways.

All reviews shall include the effectiveness of local and state rules, regulations, ordinances and statutes as applied to hurricanes, storms, tornadoes, flooding, fires, high winds, chemical bombs, chemical spills, radioactive materials, airborne pollutants, water borne pollutants, aircraft crashes and multiple car crashes on major highways.

Concurrent reviews shall also be conducted by the Directors of the Sarasota County Planning, Building and Zoning, Transportation, Utilities, Environmental, and Health Departments. Appropriate recommendations for changes to local rules, regulations, and ordinances shall be reviewed by the Staff Attorney, who in turn will make the appropriate recommendations to the Board of County Commissioners through the County Administrator.

The corresponding Departmental Directors of each municipality shall review their city rules, regulations, and ordinances and make appropriate recommendations for changes to their City Attorneys, who in turn will make the appropriate recommendations to the municipal governing bodies through their City Manager or Mayor.

B. ON-GOING HAZARD MITIGATION
1. The Directors of each City and County Department and the Chiefs of each fire station, the Sheriff, and each City Police Chief shall be responsible for identifying sites within their jurisdiction and area of expertise that pose a risk to people and their activities due to the natural or man-made hazards. Corrective action in the form of physical changes should be instituted as soon as practical by the cognizant Department Director. Changes to rules, regulations, and ordinances shall be recommended to the City/County Attorney when the need for such change is determined.

2. The Directors of each City and County Department shall review all elements of the Sarasota County Peacetime Emergency Plan (Annexes 1 through 26) to assure that hazard mitigation considerations are effective for his area of expertise and responsibility. Appropriate changes to these elements shall be given to the Sarasota County Director of the Department of Emergency Management for incorporation.
Recommendations concerning the Comprehensive Planning process shall be given to the Director of the Sarasota County Planning Department for incorporation in the Comprehensive Plan.

3. The Directors of each cognizant City and County Department shall review existing Building Codes, Zoning and Subdivision Regulations, ordinances, permit requirements and rules pertaining to land use, design, construction and maintenance of buildings, roads, structures, and water management systems for promoting hazard mitigation programs. Recommendations for changes to the rules, regulations, ordinances and statutes that would enhance hazard mitigation should be sent to the Director of the Sarasota County Planning Department. Changes to regulations should be brought to the attention of the Director of the Sarasota County Planning Department. Changes to building codes should be brought to the attention of the Director of the Sarasota County Building Department. The Director of the Sarasota County Planning Department and the Director of the Sarasota County Building Department shall review the recommended changes and take the necessary steps to incorporate the changes in the appropriate documents.

4. Each City and County Department Director who identified hazard prone sites shall notify the Sarasota County Executive Director of the Department of Emergency Management, who in turn shall notify the public through the news media specifically pointing out the potential threat to life and property and advising the public of appropriate precautionary measures to be taken.

5. The Director of the Sarasota County Planning Department shall review State and regional hazard mitigation policies and programs that affect local growth and development and make appropriate recommendations to the Board of County Commissioners through the County Administrator for inclusion of such state policies in the local policies and programs regarding growth and development.

6. Local inputs including those of non-governmental agencies or organizations, to the State hazard mitigation programs and policies shall be forwarded to the Division of Emergency Management through the South Florida Area Coordinator by the Sarasota County Director of the Department of Emergency Management.

C. SITE-SPECIFIC HAZARD MITIGATION STUDIES

1. Any site deemed to be hazardous to life and property shall be identified by the cognizant City or County Director, and a detailed report shall be submitted to the Director of the Department of Emergency Management, who in turn shall advise the public.

The affected department director shall take the necessary steps to correct the hazardous conditions.

2. The Director of the Department of Emergency Management shall act as the Hazard Mitigation Coordinator in federally required post-disaster hazard mitigation studies. He shall also coordinate the activities of all local agencies, City and County, that are providing inputs to the hazard mitigation studies.

a. Inputs concerning land use management shall be provided by the City and County Planning Department Directors.

b. Inputs concerning construction practices shall be provided by the City and County Building Department Directors.

c. Inputs concerning warning, evacuation, and disaster mitigation plans and adjust the plans or make recommendations to strengthen the resources and training of personnel as required.

V. EXECUTION

A. Hazard Mitigation shall be an ongoing activity, and the Director of the Department of Emergency Management shall maintain continuous coordination with all City and County Emergency Forces. He shall also maintain continuous coordination with the Division of Emergency Management through the South Florida Area Coordinator and with the Emergency Management Directors of counties that have Mutual Aid Agreements with Sarasota County. He shall provide hazard mitigation information to the general public via newspapers, radio, television, and personal appearances at public meetings, or as guest lecturer at civic functions.

B. All City and County Department Directors and Police and Fire Chiefs and the Sheriff shall provide an annually updated list of Departmental resources to the Sarasota County Director of Emergency Management.

1. First aid vehicles
2. Fire-fighting vehicles
3. Rescue vehicles
5. Acid/Chemical Suits
6. Emergency Communications, base stations and mobile units.
7. Chemical treatments
8. Hazardous Materials Handling and Disposal Equipment
9. Portable Emergency Medical Equipment
10. Portable Breathing units
11. Containment Equipment for compressed gases
12. Trained Personnel in the handling of Hazardous Materials and in the use of protective clothing and equipment.
A.9 Incident Responses
<table>
<thead>
<tr>
<th>Log No.</th>
<th>Grid No.</th>
<th>Date</th>
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<th>Description</th>
<th>Resolution Date</th>
<th>Enforcement</th>
<th>Reported By</th>
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<tbody>
<tr>
<td>2051</td>
<td>4N</td>
<td>1/3/96</td>
<td>Lake Geraldine, East River Rd., North Port</td>
<td>Silty discharge from construction site to storm water ditch</td>
<td>2/6/96</td>
<td>yes; DEP</td>
<td>citizen</td>
</tr>
<tr>
<td>1207</td>
<td>1A</td>
<td>1/16/96</td>
<td>South County Complex, 4671 State Road 776, Venice</td>
<td>Vehicle and equipment washing procedures</td>
<td>5/7/96</td>
<td>referred to DEP</td>
<td>County</td>
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<tr>
<td>1188</td>
<td>61</td>
<td>1/9/96</td>
<td>Mason Enterprises, 222 S. Grove St., Venice</td>
<td>Drainage to storm water from washing and degreasing engines</td>
<td>3/28/96</td>
<td>yes; DEP</td>
<td>County</td>
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<tr>
<td>1070</td>
<td>41</td>
<td>1/23/96</td>
<td>US Hwy 41 and Alligator Creek, Venice</td>
<td>Oil discharge from road construction to storm water</td>
<td>2/16/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>2062</td>
<td>211</td>
<td>1/24/96</td>
<td>1625 Lodge Drive, Cherokee Park</td>
<td>Oil discharge from storm water pipe to canal; leaking oil tank</td>
<td>2/26/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1072</td>
<td>307</td>
<td>1/26/96</td>
<td>28th Street, east of US Hwy 301</td>
<td>55-gallon drum of waste oil discharged to storm drain</td>
<td>2/16/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1196</td>
<td>203</td>
<td>1/30/96</td>
<td>Bennett Furniture Restoration, 2390 Interstate Blvd</td>
<td>Discharge of furniture stripper to ground</td>
<td>4/16/96</td>
<td>yes; DEP</td>
<td>County</td>
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<tr>
<td>1077</td>
<td>195</td>
<td>1/31/96</td>
<td>Longwood Run, behind Tabernacle Church property</td>
<td>Possible leaching from effluent disposal ponds to storm water</td>
<td>3/25/96</td>
<td>yes; citizen</td>
<td>County</td>
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<tr>
<td>1169</td>
<td>106N</td>
<td>2/6/96</td>
<td>I-TS Southbound and Salt Creek</td>
<td>Truck accident; diesel discharge to creek</td>
<td>2/8/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1089</td>
<td>126</td>
<td>2/6/96</td>
<td>Cedar Cove Bayou behind Lincoln dealership on US 41</td>
<td>Oil discharge from storm water pipe</td>
<td>2/13/96</td>
<td>no</td>
<td>citizen</td>
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<td>1143</td>
<td>95</td>
<td>2/9/96</td>
<td>DiVinci Dr., Sorrento East</td>
<td>Oil discharge from construction site</td>
<td>2/9/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1080</td>
<td>185</td>
<td>2/12/96</td>
<td>1705 Cattlemen Rd (reinspection)</td>
<td>Pipes discharging unknown liquid</td>
<td>2/12/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>1195</td>
<td>203</td>
<td>2/15/96</td>
<td>AAA Parking Lot and Street Sweeping, 2309</td>
<td>Caustic solution discharge to ground and driveway</td>
<td>3/28/96</td>
<td>no</td>
<td>City of Sarasota</td>
</tr>
<tr>
<td>1188</td>
<td>203</td>
<td>2/15/96</td>
<td>Fred's Warehouse, 2309 Industrial Blvd</td>
<td>Caustic degreaser discharge to ground</td>
<td>3/28/96</td>
<td>no</td>
<td>County</td>
</tr>
</tbody>
</table>

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<th>Enforcement</th>
<th>Reported By</th>
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<tbody>
<tr>
<td>1194</td>
<td>51</td>
<td>2/15/96</td>
<td>Finer Detailing, 257 Seaboard Ave., S., Venice</td>
<td>engine degreasing discharge to ground and storm drain</td>
<td>3/28/96</td>
<td>yes</td>
<td>DEP</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>manhole overflow, contained in street gutter</td>
<td>2/15/96</td>
<td>no</td>
<td>Facility</td>
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<tr>
<td>1179</td>
<td>157</td>
<td>2/16/96</td>
<td>ditch to the south of 2812 Warren Ridge St</td>
<td>laundry discharge to storm water</td>
<td>6/17/96</td>
<td>no</td>
<td>Facility</td>
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<tr>
<td>1180</td>
<td>143</td>
<td>2/16/96</td>
<td>1145 Lakeshore Drive, N.</td>
<td>discharge pipe through seawall; septic</td>
<td>6/27/96</td>
<td>yes</td>
<td>citizen</td>
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<tr>
<td>1178</td>
<td>104</td>
<td>2/19/96</td>
<td>Wilderness Lane</td>
<td>three 55-gal drums of hydraulic fluid leaking to creek</td>
<td>2/19/96</td>
<td>no</td>
<td>City of Venice</td>
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<tr>
<td>1096</td>
<td>177</td>
<td>2/22/96</td>
<td>4470 Diamond Circle S., Emerald Gardens</td>
<td>discharge of pressure-washing wastewater to storm drain</td>
<td>4/30/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1190</td>
<td>96</td>
<td>2/24/96</td>
<td>312 Yacht Harbor Drive</td>
<td>sewage flowing from manhole to storm drain</td>
<td>6/11/96</td>
<td>yes</td>
<td>citizen</td>
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<tr>
<td>1193</td>
<td>177</td>
<td>2/26/96</td>
<td>4470 Diamond Circle S., Emerald Gardens</td>
<td>discharge of pressure-washing wastewater to storm drain</td>
<td>4/33/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1154</td>
<td>395</td>
<td>3/1/96</td>
<td>265 W. Seminole Ave., Venice</td>
<td>laundry discharge to storm water</td>
<td>6/19/96</td>
<td>yes</td>
<td>Health Dept</td>
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<tr>
<td>1233</td>
<td>59</td>
<td>3/1/96</td>
<td>Venice</td>
<td>daylas waste discharge to storm water system</td>
<td>6/19/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1205</td>
<td>70</td>
<td>3/15/96</td>
<td>Chick's Banquet, 455 US Hwy 41 By Pass N., Venice</td>
<td>grease trap discharging to storm water system</td>
<td>3/15/96</td>
<td>yes</td>
<td>City of Venice</td>
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<tr>
<td>1188</td>
<td>104</td>
<td>3/11/96</td>
<td>Venice</td>
<td>detailing dept wastewater discharges to underground</td>
<td>3/20/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1199</td>
<td>70</td>
<td>3/11/96</td>
<td>Venice</td>
<td>floor drains to unknown discharge point</td>
<td>3/28/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1197</td>
<td>197</td>
<td>3/11/96</td>
<td>Venice</td>
<td>spray masking rinsed to floor drain</td>
<td>3/28/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1210</td>
<td>18</td>
<td>3/15/96</td>
<td>Firestone 2201 Stickney Point Rd</td>
<td>spill to pavement then to retention ditch</td>
<td>3/13/96</td>
<td>no</td>
<td>Facility</td>
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<tr>
<td>1213</td>
<td>102</td>
<td>3/15/96</td>
<td>Oaks, 301 MacEwan Drive, Osprey</td>
<td>sewer system overflow to parking lot and storm water system</td>
<td>3/23/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1209</td>
<td>31</td>
<td>3/19/96</td>
<td>425 Flamingo Drive, Venice</td>
<td>laundry discharge piped to storm water discharge system</td>
<td>1/31/97</td>
<td>yes</td>
<td>County</td>
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<tr>
<td>1217</td>
<td>204</td>
<td>3/20/96</td>
<td>Venice</td>
<td>manhole overflow to storm water system</td>
<td>3/19/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>manhole overflow to storm water system</td>
<td>3/20/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>1218</td>
<td>290</td>
<td>3/22/96</td>
<td>1400 Industrial Court</td>
<td>fire; industrial waste discharge to storm water</td>
<td>3/22/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1717</td>
<td>114W</td>
<td>3/27/96</td>
<td>Palmer Road, east of I-75</td>
<td>petroleum products spilled to storm water</td>
<td>3/27/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1662</td>
<td>42</td>
<td>4/1/96</td>
<td>Gallina Plaza, 2085 Tamiami Trail S., Venice</td>
<td>grease discharging to storm drain</td>
<td>4/3/96</td>
<td>no</td>
<td>citizen</td>
</tr>
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### 1996 NPDES Incidents and Abnormal Events

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<thead>
<tr>
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<tbody>
<tr>
<td>1658</td>
<td>158</td>
<td>4/10/96</td>
<td>4441 Meadow Creek Circle</td>
<td>GTE dewatering to storm water</td>
<td>4/30/96</td>
<td>no</td>
<td>citizen</td>
</tr>
<tr>
<td>1659</td>
<td>145</td>
<td>4/10/96</td>
<td>2104 Mill Terrace</td>
<td>septic system discharge to storm water</td>
<td>4/30/96</td>
<td>yes; Health Dept.</td>
<td>citizen</td>
</tr>
<tr>
<td>1691</td>
<td>314</td>
<td>4/11/96</td>
<td>706 Indian Beach Circle</td>
<td>storm water pipe discharge of sewage to bay</td>
<td>5/2/96</td>
<td>no</td>
<td>citizen</td>
</tr>
<tr>
<td>1759</td>
<td>109N</td>
<td>4/11/96</td>
<td>American Transmissions, 6060 Decon Road</td>
<td>washing of parts; runoff into ditch</td>
<td>10/30/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1740</td>
<td>325</td>
<td>4/13/96</td>
<td>327 Beach Rd., Siesta Key</td>
<td>sewage discharge to Grand Canal</td>
<td>4/11/96</td>
<td>no</td>
<td>citizen</td>
</tr>
<tr>
<td>1891</td>
<td>601</td>
<td>4/13/96</td>
<td>Riverwalk MHP, North Port</td>
<td>Lift station overflow to ground</td>
<td>4/11/96</td>
<td>no</td>
<td>City of North Port</td>
</tr>
<tr>
<td>1827</td>
<td>101</td>
<td>5/3/96</td>
<td>1242 Webb Street</td>
<td>black water discharge from large storm water pipe to bay</td>
<td>5/28/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1701</td>
<td>331</td>
<td>5/9/96</td>
<td>340 Bayou Louise Lane</td>
<td>odor complaint from lift station, no discharge</td>
<td>5/10/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1828</td>
<td>180</td>
<td>5/9/96</td>
<td>4350 Bee Ridge Road, Mobil Station</td>
<td>gas spill; hosed into storm drain for cleanup</td>
<td>5/15/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1739</td>
<td>150</td>
<td>5/9/96</td>
<td>706 Indian Beach Circle</td>
<td>storm water pipe discharge of sewage to bay</td>
<td>5/2/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1899</td>
<td>311S</td>
<td>5/3/96</td>
<td>Banana Place</td>
<td>lift station overflow to bay</td>
<td>5/2/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1900</td>
<td>144</td>
<td>5/9/96</td>
<td>3571 Tamiami Trail S</td>
<td>lift station overflow to storm water pond</td>
<td>5/2/96</td>
<td>no</td>
<td>citizen</td>
</tr>
<tr>
<td>1901</td>
<td>158</td>
<td>5/10/96</td>
<td>1242 Webb Street</td>
<td>lift station overflow to storm water</td>
<td>5/10/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1911</td>
<td>600</td>
<td>5/11/96</td>
<td>Venice</td>
<td>car wash discharge to storm water</td>
<td>not resolved yet</td>
<td>yes</td>
<td>citizen</td>
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<tr>
<td>1704</td>
<td>111</td>
<td>5/23/96</td>
<td>6000 Napa Loe Blvd, Venice</td>
<td>water containing concrete, marble and pool water</td>
<td>6/2/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1830</td>
<td>316</td>
<td>6/5/96</td>
<td>US Hwy 41 just south of University</td>
<td>diesel spill from truck into storm drain</td>
<td>6/1/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1850</td>
<td>311</td>
<td>6/6/96</td>
<td>765 Madison Lake</td>
<td>force main break; sewage overflow to bay</td>
<td>6/1/96</td>
<td>no</td>
<td>County</td>
</tr>
</tbody>
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<tr>
<td>1702</td>
<td>15W</td>
<td>6/19/96</td>
<td>Aventura</td>
<td>pump dewatering for new pool, discharge to storm water</td>
<td>6/20/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1917</td>
<td>300</td>
<td>6/20/96</td>
<td>Talham Auto Sales, 2050 17th Street</td>
<td>degreasing vehicles, discharge to ground/aspalt</td>
<td>not resolved yet</td>
<td>yes</td>
<td>County</td>
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<tr>
<td>1916</td>
<td>197</td>
<td>6/20/96</td>
<td>Balaz Auto Sales and Henson Auto Sales, 2221 A &amp; B 17th Street</td>
<td>vehicle washing, discharge to ground</td>
<td>12/24/96</td>
<td>yes</td>
<td>County</td>
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<tr>
<td>1919</td>
<td>97</td>
<td>6/20/96</td>
<td>Recycle Import Auto Repair, Inc., 2205 17th St</td>
<td>discharge of washing sink to ground</td>
<td>7/9/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1816</td>
<td>145</td>
<td>6/24/96</td>
<td>Chili's Restaurant, US Hwy 41 and Robinhood</td>
<td>discharge pipe to storm water drain</td>
<td>7/15/96</td>
<td>no</td>
<td>State</td>
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<tr>
<td>1925</td>
<td>107S</td>
<td>6/25/96</td>
<td>Laurel Woodlands, Laurel Woodlands Blvd. and</td>
<td>sewage discharge from manhole to storm water pond</td>
<td>7/19/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1365</td>
<td>42</td>
<td>7/2/96</td>
<td>Pine View Drive &amp; Bell Air Drive, Venice</td>
<td>force main ruptured by contractor, split contained in construction area</td>
<td>7/1/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1369</td>
<td>152</td>
<td>7/2/96</td>
<td>3251 Austin Street</td>
<td>discharge from pump truck to storm water pond</td>
<td>2/21/97</td>
<td>yes</td>
<td>citizen</td>
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<tr>
<td>1728</td>
<td>250</td>
<td>7/10/96</td>
<td>2080 Aspinwall</td>
<td>yellow water in ditch</td>
<td>7/1/96</td>
<td>no</td>
<td>citizen</td>
</tr>
<tr>
<td>1877</td>
<td>203</td>
<td>7/11/96</td>
<td>Vico Technologies, 2363 Industrial Blvd.</td>
<td>industrial discharge to storm water ditch</td>
<td>7/31/96</td>
<td>yes</td>
<td>citizen</td>
</tr>
<tr>
<td>1921</td>
<td>105</td>
<td>7/11/96</td>
<td>5501 Colonial Oaks Blvd.</td>
<td>homeowner washed paint brushes into storm water drain</td>
<td>7/15/96</td>
<td>no</td>
<td>citizen</td>
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<tr>
<td>1920</td>
<td>303</td>
<td>7/16/96</td>
<td>Yoder Auto Sales, 2101 Washington Blvd</td>
<td>floor drains to unknown system</td>
<td>7/19/96</td>
<td>no</td>
<td>citizen</td>
</tr>
<tr>
<td>1891</td>
<td>84</td>
<td>7/15/96</td>
<td>416 Citrus Ave., Nokomis</td>
<td>unidentified PVC pipe discharging to storm water ditch</td>
<td>8/22/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1727</td>
<td>130</td>
<td>7/16/96</td>
<td>The Brass Knocker, 2611 Mall Drive</td>
<td>discharge to ground and storm water</td>
<td>7/16/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1378</td>
<td>162</td>
<td>7/24/96</td>
<td>Autoama, 4000 Bee Ridge Road</td>
<td>washing car engines and washing machine discharge to ditch</td>
<td>7/24/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>Ab Event</td>
<td>CCU</td>
<td>7/24/96</td>
<td>6044 Approach Way</td>
<td>lift station failure; discharge to storm water pond</td>
<td>7/24/96</td>
<td>no</td>
<td>County</td>
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<tr>
<td>1979</td>
<td>162</td>
<td>7/25/96</td>
<td>Wendy's Hamburger, 4091 Bee Ridge Road</td>
<td>possible septic drainfield discharge to storm water pond</td>
<td>9/1/96</td>
<td>no</td>
<td>citizen</td>
</tr>
<tr>
<td>1880</td>
<td>162</td>
<td>7/25/96</td>
<td>Sarasota Investment Center, 4023 Sawyer Road</td>
<td>auto detailing discharge to storm water pond</td>
<td>pending</td>
<td>yes, DEP</td>
<td>citizen</td>
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<tr>
<td>1883</td>
<td>26</td>
<td>7/25/96</td>
<td>Royal Palm Marina, 779 W. Wetherill Street,</td>
<td>runoff and discharges from marina</td>
<td>2/25/97</td>
<td>yes</td>
<td>County</td>
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<tr>
<td>1832</td>
<td>139</td>
<td>7/25/96</td>
<td>708 Serave Road</td>
<td>discharge to buried drum, discharge to creek</td>
<td>7/31/96</td>
<td>yes</td>
<td>County</td>
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<tr>
<td>1354</td>
<td>103</td>
<td>8/1/96</td>
<td>3425 Brookline Drive</td>
<td>discharge of tile refinishing waste to street gutter</td>
<td>10/3/96</td>
<td>yes</td>
<td>citizen</td>
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<tr>
<td>1884</td>
<td>80</td>
<td>8/5/96</td>
<td>Oaks 301 MacEwen Drive, Osprey</td>
<td>overflow to storm water ponds</td>
<td>8/5/96</td>
<td>no</td>
<td>citizen</td>
</tr>
<tr>
<td>Ab Event</td>
<td>CCU</td>
<td>8/9/96</td>
<td>Bayhouse Dr</td>
<td>manhole discharge to bay</td>
<td>8/6/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>1841</td>
<td>114W</td>
<td>8/7/96</td>
<td>Main C Canal, Welsh and Porter Roads</td>
<td>excessive turbidity</td>
<td>6/7/96</td>
<td>no</td>
<td>County</td>
</tr>
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</table>

Please note: This information is based on a file review and may not reflect complete information.
<table>
<thead>
<tr>
<th>Log No.</th>
<th>Grid No.</th>
<th>Date</th>
<th>Location</th>
<th>Description</th>
<th>Resolution Date</th>
<th>Enforcement</th>
<th>Reported By</th>
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<tbody>
<tr>
<td>1841</td>
<td>114W</td>
<td>8/8/96</td>
<td>Main C Canal, Welsh and Porter Roads</td>
<td>petroleum products discharged to storm water canal</td>
<td>9/5/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>Ab Event</td>
<td>ROBI</td>
<td>8/8/96</td>
<td>Applebees, US Hwy 41</td>
<td>lift station overflow; possible discharge to storm water</td>
<td>9/16/96</td>
<td>yes</td>
<td>Facility</td>
</tr>
<tr>
<td>1905</td>
<td>393</td>
<td>8/13/96</td>
<td>2925 Siesta Drive S., Venice</td>
<td>possible washing machine discharge; no discharge to surface water</td>
<td>8/15/96</td>
<td>referred to Health</td>
<td></td>
</tr>
<tr>
<td>1415</td>
<td>200</td>
<td>8/15/96</td>
<td>Queen Palm Nurseries</td>
<td>organic odor due to recent ditch maintenance</td>
<td>12/6/96</td>
<td>no</td>
<td>State</td>
</tr>
<tr>
<td>1390</td>
<td>95</td>
<td>8/23/96</td>
<td>South Bay Yacht Club, 1400 S. Bay Drive, Osprey</td>
<td>swimming pool discharge to bay</td>
<td>8/27/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>Ab Event</td>
<td>CCU</td>
<td>8/27/96</td>
<td>Schooner Bay</td>
<td>sediment discharge from construction site into canal</td>
<td>8/30/96</td>
<td>yes</td>
<td>County</td>
</tr>
<tr>
<td>1936</td>
<td>393</td>
<td>8/13/96</td>
<td>2925 Siesta Drive S., Venice</td>
<td>lift station overflow; possible discharge to storm water</td>
<td>9/16/96</td>
<td>yes</td>
<td>Facility</td>
</tr>
<tr>
<td>1415</td>
<td>200</td>
<td>8/15/96</td>
<td>Queen Palm Nurseries</td>
<td>organic odor due to recent ditch maintenance</td>
<td>12/6/96</td>
<td>no</td>
<td>State</td>
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<tr>
<td>1949</td>
<td>307</td>
<td>8/27/96</td>
<td>Schooner Bay Circle, Schooner Bay</td>
<td>lift station overflow; possible discharge to storm water</td>
<td>9/2/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>Ab Event</td>
<td>CCU</td>
<td>8/27/96</td>
<td>Palmer Ranch Plaza, 8409 S. Tamiami Trail</td>
<td>lift station overflow; possible discharge to storm water</td>
<td>9/4/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>1945</td>
<td>273</td>
<td>9/8/96</td>
<td>Dept. of Military Affairs, 2890 Ringling Blvd.</td>
<td>lift station overflow; possible discharge to storm water</td>
<td>9/9/96</td>
<td>yes</td>
<td>citizen</td>
</tr>
<tr>
<td>Ab Event</td>
<td>SKUA</td>
<td>9/13/96</td>
<td>6201 Midnight Pass Rd.</td>
<td>lift station overflow; possible discharge to storm water</td>
<td>9/17/96</td>
<td>no</td>
<td>Facility</td>
</tr>
<tr>
<td>1956</td>
<td>143</td>
<td>9/19/96</td>
<td>Renial Mall, 3614 Swift Road</td>
<td>lift station overflow; possible discharge to storm water</td>
<td>12/3/96</td>
<td>yes</td>
<td>citizen</td>
</tr>
<tr>
<td>1457</td>
<td>307</td>
<td>9/20/96</td>
<td>US Hwy 301 between 27th and 28th</td>
<td>lift station overflow; possible discharge to storm water</td>
<td>9/20/96</td>
<td>no</td>
<td>State</td>
</tr>
<tr>
<td>1460</td>
<td>127</td>
<td>9/25/96</td>
<td>Schooner Bay Circle, Schooner Bay</td>
<td>lift station overflow; possible discharge to storm water</td>
<td>11/1/96</td>
<td>no</td>
<td>citizen</td>
</tr>
<tr>
<td>Ab Event</td>
<td>CCU</td>
<td>9/25/6</td>
<td>2165 Linwood Drive</td>
<td>lift station overflow; possible discharge to storm water</td>
<td>9/25/6</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>1511</td>
<td>138</td>
<td>10/1/96</td>
<td>Stinnet Pontiac, 5005 S. Tamiami Trail</td>
<td>lift station overflow; possible discharge to storm water</td>
<td>2/4/97</td>
<td>yes</td>
<td>County</td>
</tr>
<tr>
<td>1514</td>
<td>143</td>
<td>10/8/96</td>
<td>Field Club Marina, 1400 Field Road</td>
<td>lift station overflow; possible discharge to storm water</td>
<td>10/9/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>1856</td>
<td>331</td>
<td>10/8/96</td>
<td>617 Siesta Drive</td>
<td>sewage overflow; odor</td>
<td>2/4/97</td>
<td>yes</td>
<td>Citizen</td>
</tr>
<tr>
<td>Ab Event</td>
<td>SKUA</td>
<td>10/8/96</td>
<td>6426 Midnight Pass Rd.</td>
<td>sewage overflow; contained along property line</td>
<td>10/8/96</td>
<td>no</td>
<td>Facility</td>
</tr>
<tr>
<td>Ab Event</td>
<td>CCU</td>
<td>10/11/96</td>
<td>Osprey</td>
<td>sewage overflow; contained along property line</td>
<td>10/11/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>1509</td>
<td>117</td>
<td>10/15/96</td>
<td>4683 Allame Ave.</td>
<td>sewage overflow; contained along property line</td>
<td>10/11/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>1479</td>
<td>185</td>
<td>10/18/96</td>
<td>Oak Court, 1/2 mile west of Honore</td>
<td>sewage overflow; contained along property line</td>
<td>11/5/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>Ab Event</td>
<td>CCU</td>
<td>10/26/96</td>
<td>Oaks II, MacEwen Drive, tennis courts</td>
<td>sewage overflow; contained along property line</td>
<td>10/26/96</td>
<td>no</td>
<td>County</td>
</tr>
<tr>
<td>Ab Event</td>
<td>SACI</td>
<td>10/28/96</td>
<td>John Ringing Causeway, Har's Landing</td>
<td>sewage overflow; contained along property line</td>
<td>10/26/96</td>
<td>no</td>
<td>City of Sarasota</td>
</tr>
<tr>
<td>1373</td>
<td>127</td>
<td>10/30/96</td>
<td>8800 Curtiss Ave</td>
<td>sewage overflow; contained along property line</td>
<td>11/2/96</td>
<td>no</td>
<td>Citizen</td>
</tr>
<tr>
<td>Ab Event</td>
<td>SACI</td>
<td>10/30/96</td>
<td>Bird Key</td>
<td>sewage overflow; contained along property line</td>
<td>11/2/96</td>
<td>no</td>
<td>City of Sarasota</td>
</tr>
<tr>
<td>1977</td>
<td>109N</td>
<td>10/31/96</td>
<td>Energy Mizer, 6003 Clark Center Avenue, Sarasota</td>
<td>sewage overflow; contained along property line</td>
<td>not resolved yet</td>
<td>yes</td>
<td>County</td>
</tr>
</tbody>
</table>

Please note: This information is based on a file review and may not reflect complete information.
<table>
<thead>
<tr>
<th>Log No.</th>
<th>Grid No.</th>
<th>Date</th>
<th>Location</th>
<th>Description</th>
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<tbody>
<tr>
<td>1677</td>
<td>127</td>
<td>10/31/96</td>
<td>Schooner Bay Circle</td>
<td>dry weather discharge from storm water pipe; chlorine residual</td>
</tr>
<tr>
<td>2275</td>
<td>61</td>
<td>10/31/96</td>
<td>521 Spur Street, Industrial Park</td>
<td>auto repair business in rental unit washing gas and oil on pavement</td>
</tr>
<tr>
<td>2037</td>
<td>111</td>
<td>11/8/96</td>
<td>4163 Berkshire Drive</td>
<td>force main ruptured; sewage spill to holding area and wetland</td>
</tr>
<tr>
<td>Ab. Event</td>
<td>BRWRF</td>
<td>11/12/96</td>
<td>626 Road</td>
<td>turbidity problems; no lift screens</td>
</tr>
<tr>
<td>Ab. Event</td>
<td>BRWRF</td>
<td>11/12/96</td>
<td>4126 Road</td>
<td>manhole overflow; sewage discharge to ground</td>
</tr>
<tr>
<td>2042</td>
<td>149</td>
<td>11/14/96</td>
<td>Sarasota Car Co., 5750 Brooklyn Ave</td>
<td>car wash discharge to storm water drain</td>
</tr>
<tr>
<td>2043</td>
<td>210</td>
<td>11/14/96</td>
<td>Sparkle Spot-Free Car Wash, 2215 Bee Ridge Road</td>
<td>sudsy discharge to storm water drain</td>
</tr>
<tr>
<td>2044</td>
<td>210</td>
<td>11/14/96</td>
<td>Sarasota Ford, 707 Washington Blvd</td>
<td>vehicle washing discharge to ground</td>
</tr>
<tr>
<td>2050</td>
<td>165</td>
<td>11/15/96</td>
<td>981 Dixon Road</td>
<td>auto fluid discharged to storm water drain</td>
</tr>
<tr>
<td>2054</td>
<td>233</td>
<td>11/18/96</td>
<td>500 &amp; 742 Beneva Road</td>
<td>complaint of sewer pipe from trailer to river; inspection did not confirm this</td>
</tr>
<tr>
<td>2055</td>
<td>253</td>
<td>11/25/96</td>
<td>Sarasota Ford, 707 Washington Blvd</td>
<td>rinse water draining to domestic waste collection system, no discharge to surface waters</td>
</tr>
<tr>
<td>2056</td>
<td>253</td>
<td>11/25/96</td>
<td>9161 S. 742 Beneva Road</td>
<td>discharge to surface waters</td>
</tr>
<tr>
<td>2057</td>
<td>253</td>
<td>11/25/96</td>
<td>Sarasota Ford, 707 Washington Blvd</td>
<td>rinse water draining to domestic waste collection system, no discharge to surface waters</td>
</tr>
<tr>
<td>2061</td>
<td>4W</td>
<td>12/5/96</td>
<td>Englewood</td>
<td>laundry truck discharging to storm drain</td>
</tr>
<tr>
<td>2062</td>
<td>147</td>
<td>12/14/96</td>
<td>5522 Dixie Avenue</td>
<td>red discharge (household water system) to storm water pond</td>
</tr>
<tr>
<td>2152</td>
<td>253</td>
<td>12/16/96</td>
<td>Publix Shopping Center, School Ave and Ringling</td>
<td>sewage discharge to storm water</td>
</tr>
<tr>
<td>2153</td>
<td>253</td>
<td>12/17/96</td>
<td>795 School Ave</td>
<td>car washing/detailing wastewater discharge to storm drain</td>
</tr>
<tr>
<td>2165</td>
<td>271</td>
<td>12/23/96</td>
<td>Designer Marble and Granite Inc., 1227 Mango Ave</td>
<td>discharge of ground marble waste to storm water swale</td>
</tr>
<tr>
<td>1992</td>
<td>303</td>
<td>12/31/96</td>
<td>Fred's Warehouse, 2309 Industrial Blvd</td>
<td>trucks being washed; discharge to ground</td>
</tr>
</tbody>
</table>

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1996 INCIDENT RESPONSE SUMMARY
POLLUTION CONTROL DIVISION
WATER QUALITY SECTION

<table>
<thead>
<tr>
<th>TYPE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Quality (General)</td>
<td>232</td>
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<tr>
<td>Petroleum</td>
<td>73</td>
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<tr>
<td>Wastewater Treatment Facilities</td>
<td>49</td>
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<tr>
<td>Fish Kills</td>
<td>27</td>
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<tr>
<td>Hazardous Materials</td>
<td>14</td>
</tr>
<tr>
<td>Septic System Discharges</td>
<td>11</td>
</tr>
<tr>
<td>Buried and Surface Waste</td>
<td>33</td>
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<tr>
<td>Pesticides</td>
<td>5</td>
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<tr>
<td>Sewage</td>
<td>57</td>
</tr>
<tr>
<td><strong>Total Incidents</strong></td>
<td><strong>501</strong></td>
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A.10 Hazardous Waste Collections
PURPOSE AND SCOPE

The purpose of this sewage spill protocol for the (facility name) WWTF is to ensure timely and appropriate response by the staff of the (facility name) WWTF to spills of sewage, residuals, or partially treated wastewater (or chemicals as related to environmental impacts). This sewage spill protocol has three primary goals:

1. to prevent or limit discharges to surface water or, if chemical or petroleum products are involved, to ground water;
2. to prevent public contact with the spill; and
3. to assess impacts on the environment that may be the result of the spill and to track the effectiveness of the clean-up activities.

This protocol is not designed to meet requirements for emergency plans as required by the Clean Air Act or hazardous materials regulations.

SEWAGE SPILLS AT THE WWTF

In the event of a spill at the WWTF the operator on duty will proceed as follows:

1. The operator will immediately attempt to correct the cause of the spill to prevent further discharge.

2. As soon as possible after the discovery and correction of the malfunction, the operator will estimate the duration of the spill, the number of gallons released, and extent and location of the spill. These estimates and the time of the spill will be communicated to the WWTF Superintendent and recorded in the WWTF log book. The Spill Response Team Supervisor will also be notified.

3. If immediate correction of the malfunction and containment/cleanup of the spill cannot be accomplished, the operator will call for assistance and emergency procedures to correct the situation will be implemented. Emergency procedures may include:

   a. Containment. Efforts must be made to contain the spill within the boundaries of the WWTF. The construction of earthen dikes may be necessary.
b. **Disinfection.** As soon as possible and practical, disinfection of the affected area will be implemented. Powdered, granular, or liquid chlorine may be spread over the area of the sewage spill where there is no possibility of discharge to surface water. Lime may be used in grassy areas to minimize any damage to the grass. Lime will be used to disinfect any sewage entering or that has entered surface water.

c. **Access.** Barricades will be used to prevent public contact with wetted roadways, ponded fluids, chlorinated or limed areas, and sewage debris until all clean-up activities are completed.

d. **Posting.** All areas affected by the sewage spill that may have public contact will be posted with a sign indicating that a sewage spill has occurred recently in the area, a warning to avoid contact, and a contact phone number for the responsible utility.

e. **Sampling.** Representative samples will be collected by the Spill Response Team for any sewage spill that enters surface water.

**SPILL RESPONSE TEAM**

The Spill Response Team will consist of (designate appropriate staff and management). When notified of a sewage spill the Spill Response Team will proceed as follows:

1. The Spill Response Team Supervisor will determine the extent of response necessary. In the event of a small, contained spill, the Spill Response Supervisor may communicate instructions to the on-duty personnel. With increased spill size or affected area, it may be necessary for the Supervisor to mobilize the Spill Response Team, assist with containment and disinfection, provide sampling expertise, and interface with County, State, and Federal officials as necessary.

2. The Spill Response Team Supervisor will make the determination for the types and locations of sampling that will be required. If the sewage spill has entered surface water, at least three representative samples will be collected. A minimum of one sample each from upstream of the spill, downstream of the spill, and of the actual sewage discharge will be collected. The sampling points will be dependent on the size of the spill and the decision will rest with the Spill Response Team Supervisor. If there are questions concerning the proper sampling of the spill, the Spill Response Team Supervisor will attempt to contact Sarasota County Pollution Control Division personnel for assistance.

3. Collected samples will be analyzed for fecal coliform, total coliform, and fecal strep by a certified testing laboratory within the time limits specified for the analyses (within 6 hours for coliform tests). The Sarasota County Pollution Control Division may require
Disinfection provisions in use or planned
Description of spill
Abatement actions underway or planned
Assistance required
Surface water or WWTF sampling underway or planned.

OTHER TYPES OF SPILLS

While we tend to think of sewage in connection with the word spill in relation to a WWTF or utility, there are many other chemicals and products that are harmful to the environment or may affect public health and safety. It is the responsibility of all WWTF employees to be familiar with the chemicals or products in use and to know the location of the Material Safety Data Sheets (MSDS) on site. Items of particular interest in this category are caustics, acids, oxidants, and petroleum products. As in sewage spills, the Spill Response Team will be notified in the event of any potentially harmful spill at the WWTF or in the field.

SPILL RESPONSE TEAM

Supervisor:
Alternate Supervisor:
Sampling Personnel:
A.12 Erosion Control Checklist
STORMWATER MANAGEMENT INSPECTION REPORT

DATE INSPECTED: ________________________________

PROJECT NAME: ________________________________

INSPECTED BY: ________________________________

POSITION: ________________________________

TYPE OF PROJECT: __________________ SIZE _______ acres

CONSTRUCTION PHOTOGRAPHS ATTACHED? Yes_____ No____

Is this a multi-phased project? If so which phase(s) were inspected:

******************************************************************************

THE FOLLOWING CATEGORIES IDENTIFY VARIOUS COMPONENTS GENERALLY COMPROMISING A SURFACE WATER MANAGEMENT SYSTEM. IF A PROBLEM EXISTS WITH ANY OF THE FACILITIES LISTED, INDICATE SO BY CHECKING THE APPROPRIATE BOX NEXT TO THE CATEGORY. EXPLAIN THE PROBLEM AND WHAT ACTION WAS OR IS TO BE TAKEN AT THE END OF THE FORM.

EROSION AND SEDIMENT CONTROLS IN PLACE

Were there any erosion or sediment problems noticed? Yes____ No____

Were controls in place (hay bales, silt screens, etc) Yes____ No____

WATER QUALITY TREATMENT FACILITIES

Were all ponds inspected? Yes____ No____

Were dry bottom ponds dry? Yes____ No____

Were underdrains properly installed on effluent filtration systems? Yes____ No____

Was proper fencing in place for wet detention ponds, if required? Yes____ No____
Were orifices and weirs properly sized and at the proper elevations? Yes__ No__

OFF-SITE CONTRIBUTING AREAS

Any blockage of pipes or ditches or sheet flow entering site? Yes__ No__

CONTROL STRUCTURES AND PONDS

Are all structures, pipes, weirs, orifices, swales, ditch blocks, properly sized? Yes__ No__

Were pond sizes in accordance with plans; length, width and depth? Yes__ No__

Were side slopes sodded, seeded and mulched? Yes__ No__

STORMWATER POLLUTION PREVENTION PLAN (SWP³)

Is a copy of the SWP³ available to the contractor on site? Yes__ No__

Are all applicable components of the SWP³ being implemented as required? Yes__ No__

CONSTRUCTION FOREMAN/ASSISTANT ON SITE

Name and company: _______________________________________________________

Items discussed with contractor/owner: _______________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

RECOMMENDED FOLLOW-UP (contact owner, check with Legal, send NOV, etc.)

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
A.13 Construction Site Inspection Reports
FIELD SURVEY LOG SHEET

DATE: J-17, 71.

PARTICIPANTS: 

PROJECT NAME: The Week

LOCATION: 

NOTES: Cleaning procedures only - no excavating left

3.30.71. Cleaned a lot of the dirt. No more

4.30.71. Served on burnt on equipment

3.4.71. Poised some questions with problems

boring and so on.
SITE VISIT NARRATIVE

PROJECT NAME: Hidden Bury

INVESTIGATOR: Matt

DATE: 12-5-95

Construction inspection reveals no salt screens or
wappoles bordering preserve area. I also
noted that they were set up for dewatening
into the preserve. I talked to foreman (Herb)
and told him they needed salt screens and to
stop dewatening. I said if they had an
approved dewatening plan they need to implement it.
I told him I will reinspect terraces on

12-11-95

DIAGRAM:
A.14 Existing Ambient Water-Quality Monitoring
The Sarasota County permittees shall perform the following monitoring program during the permit term from December 31, 1996, to December 31, 1999:

1. **Existing Monthly Bay and Stream Runs.** This monitoring program component consists of long term ambient water quality monitoring.

   **Stations**

   a) The existing County long term monitoring program consists of a total of 40 stations segmented in Sarasota Bay (25 stations), Lemon Bay (5 stations), Upper Myakka River (5 stations), and Lower Myakka River (5 stations).

   b) There are two "monthly" sites: one located at the northern inflow point and one at the southern outflow point of the former "North Port Water Control District" boundaries, and two "quarterly" sites: one at the former water utility intake and one at an inflow point at the extreme portion of the former District.

**Parameters and Frequency**

   a) Each of the 40 stations is monitored monthly for water temperature, pH, dissolved oxygen, salinity, specific conductance, biological oxygen demand, color, turbidity, total suspended solids, dissolved nitrate, dissolved nitrite, total nitrite + nitrate, dissolved ammonia, total ammonia, dissolved inorganic nitrogen, TKN, total nitrogen, orthophosphate, total phosphorus, chlorophyll, and secchi depth. In addition, all stations are measured during one early morning per month for the following in-situ parameters: water temperature, pH, dissolved oxygen, salinity, and specific conductance. Light readings and light extinction coefficients are also determined monthly. Two hydrolabs are deployed per month to record continuous in-situ readings during a 24-hour period for the following parameters: water temperature, pH, specific conductance, salinity, and dissolved oxygen.

   b) For Stations b) above, the monthly and quarterly parameters include: dissolved oxygen, pH, specific conductance, turbidity, total phosphorus, orthophosphate, nitrate, total alkalinity, chloride, copper, iron, ammonia, TKN, sodium, lead, and temperature. In addition to the monthly parameters, twice during the rainy season (April-September), a pesticide and herbicide scan shall be conducted.