



City of South Pasadena

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AGENDA

ADMINISTRATIVE WORKSHOP
SOUTH PASADENA, FLORIDA

TUESDAY, JUNE 19, 2018
COMMISSION CHAMBERS - 9:00 A.M.

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

DISCUSSION ITEMS

- Activity Center Analysis with Jared Austin of Forward Pinellas
- Community Rating System (CRS) Annual Review
- Emergency Action Guide Update
- EOC Technology Infrastructure
- Budget

ADJOURN

ADMINISTRATIVE WORKSHOP
SOUTH PASADENA, FLORIDA

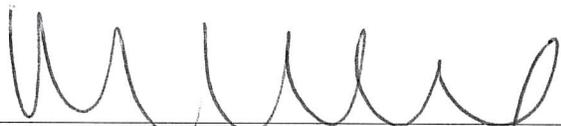
THURSDAY, JUNE 21, 2018
COMMISSION CHAMBERS - 9:00 A.M.

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

DISCUSSION ITEM

- Budget

ADJOURN



Brianna Wetherwax, Deputy City Clerk

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

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



South Pasadena Fire Department

911 Oleander Way South
South Pasadena, FL 33707-2150
PH: 727/344-1666 Fax: 727/381-4324

During the Annual EOC Activation Drill conducted the week of June 4, 2018, discussion took place among the three municipalities (South Pasadena, St. Pete Beach, and Treasure Island) regarding the current technology capabilities and our reliance on infrastructure provided by Pasadena Community Church. Last year during the EOC activation during Hurricane Irma and this year during our annual exercise, it was noted how reliant EOC operations are on the ability to obtain wireless internet services before, during, and after a storm event. The IT Department from Treasure Island has provided recommendations that would provide additional services (cable television) and increased reliability (dedicated IP address) at the alternate EOC location. These service upgrades would result in an additional \$500 (approximate) cost to each municipality on an annual basis. Please see the breakdown of proposed services and associate costs below including ways in which these enhancements may also benefit our community partners at Pasadena Community Church:

- Allow Spectrum Enterprises, to install a Broadband Network and Cable TV Modem, in the Communications Room. (i.e., Internet and TV Cable Service).
 - o This service is a separate service, not connected to or associated with the Church's current internet service.
 - o This service will be managed and paid by Treasure Island with cost being shared by Treasure Island, South Pasadena, and St Pete Beach.
 - o This service is to provide the EOC with needed communications resources.
 - There would be a network and cable TV jack installed in the room designated as the "Command Center." And,
 - A cable TV jack, located at/near the Stage. (the exact location to be determined by Church and EOC IT staff.)
 - o Also, the Cities would like to offer Pasadena Community Church the free use of the Cable TV service, at the two locations specified above.
 - In addition to the two locations above, the Cities would offer to install, up to, two additional jack locations that the Church choose.
 - o All work performed will be by Spectrum Enterprises and City Staff, with guidance and approval of Church Staff.
- Allow the Cities to install a communications board or rack, in the Churches communications room, to allow for the additions of the above equipment.
 - o All work will be performed by city staff with the approval and guidance of Church staff.
- Allow the Cities to add a Satellite Communications Antenna to the existing antenna array, currently located on the roof of the building.
 - o If needed, to modify the existing antenna mounts and perform any repairs or replacement of existing equipment.

I received the quote from Spectrum to provide Cable TV and Internet Service for our Joint EOC at PCC (Pasadena Community Church).

The monthly cost is \$113.94 (or \$114) per month, plus Tax and other charges.

This assumes that the Church would like the use of the Cable Service AND at the locations that we have the jacks installed. If they choose to have service in other locations, there would be an additional cost, for each at \$6.99 per location per month. I would suggest that we offer the Church 2 additional locations. This would add \$14 per month to our monthly cost or \$56 per City per Year.

Budget without the two additional jacks for the Church.

Monthly Service	\$114 Per Month
Estimated Tax and other Charges	\$10 Per Month
Total Monthly Cost	\$124
Total Yearly Cost	\$1488
Total Yearly Cost per City	\$496
Suggested yearly Budget Per City	\$500

Installation cost will be \$99.

My Suggestions are:

- Treasure Island will manage the Spectrum Service and add it to our Existing Government Account with Spectrum.
- **Treasure Island will cover the initial installation cost of \$99.**
- **Treasure Island will pay the monthly Spectrum Invoice.**
- **Each of the City's pay 1/3 of the monthly cost.**
 - o South Pasadena and St Pete Beach will pay their yearly percentage of \$500, to Treasure Island, the 1st month of their prospective fiscal year.
 - o The first payment would include their portion of the monthly cost, starting from the first Spectrum Invoice until the beginning of their fiscal year.
 - If your fiscal year starts in October, and the first billed month is August, your first yearly payment would be \$500 plus two months or \$583.
 - o Treasure Island will provide each City with a detailed yearly cost and a suggested budget amount, each year to correspond with each City's Fiscal Year.

I will email the Church's Board of Directors with our request. However, I will not start the actual project until I receive acceptance from both South Pasadena and St Pete Beach.

If the decision is positive, I will contact the technical staff/department of your Cities with the information they will need to utilize the network services.

I highly recommend that you agree and move forward with this project. It will greatly enhance our network and communication capabilities and at the EOC.

Fire Department recommends proceeded with the proposed upgrades immediately in preparation for the current Atlantic Hurricane Season.

Thank you

David C. Mixson

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