

CITY OF NEWBERRY

Utilities and Public Works

FILED 12/11/2017
DOCUMENT NO. 10502-2017
FPSC - COMMISSION CLERK

120 NW 260th Street
Newberry, Florida 32669
(352) 472-1537 • (352)472-4089

December 11, 2017

To: Whom It May Concern
State Florida Public Service Commission
(850)413-6199

Total 51 pages (Including Cover Letter)

Re: Docket No. 20170215-EU – Review of electric utility hurricane preparedness and restoration actions

Please do not hesitate to contact me for any questions or concerns.

Sincerely,

Jamie Jones
Director of Utilities and Public Works
City of Newberry
352-472-1537
Jamie.jones@ci.newberry.fl.us

Attached documents: Staff's First Data Request form, Mutual Aid for Hurricane Hermine, Storm Restoration, Power Outage Report, System Map, Photographs, Electric Emergency Response Plan

COMMISSIONERS:
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STATE OF FLORIDA



OFFICE OF THE GENERAL COUNSEL
KEITH C. HETRICK
GENERAL COUNSEL
(850) 413-6199

Public Service Commission

November 14, 2017

STAFF'S FIRST DATA REQUEST *via email*

To:

Duke Energy Florida, LLC (Matthew.Bernier@duke-energy.com, dianne.triplett@duke-energy.com)
Florida Power & Light Company (ken.hoffman@fpl.com)
Gulf Power Company (jastone@southernco.com, rab@beggslane.com)
Tampa Electric Company (jbeasley@ausley.com)
Municipal Group (AZubaly@publicpower.com)
Lee County (dennie.hamilton@lcec.net)
Cooperative Group (mhershel@feca.com)

Re: Docket No. 20170215-EU - Review of electric utility hurricane preparedness and restoration actions.

To Whom It May Concern:

By this letter, the Commission staff requests that each utility provide responses to the following data requests.

Staging for Utility Personnel and Mutual Aid

1. Please describe the pre-storm coordination process for Hurricanes Hermine, Matthew, Irma, Maria, and Nate. The description should include:
 - a. Dates and topics of internal meetings held after each storm was named. (Hermine – September 2, 2016 Matthew – October 5, 2016, Irma – September 11, 2017 Internal meetings held every day a week prior to Storm. Topics- preparation & restoration)
 - b. Dates and topics of external communication pertaining to mutual aid held after each storm was named. (N/A)
 - c. Date mutual aid was requested and nature of request. (Hermine – September 2, 2016 for distribution system restoration by City of Ocala)
2. Please provide a detailed description of the utility's allocation of storm duties for all personnel. This should include a description of each function and the number of utility personnel assigned. (See attached "Storm Restoration")

3. When did the costs for Hurricanes Hermine, Matthew, Irma, Maria, and Nate begin to accrue for receiving mutual aid? (Hermine – September 2, 2016, Matthew, Irma, Maria, Nate – N/A)

Damage Assessment Process

4. Please provide a detailed overview of the initial damage assessment process for Hurricanes Hermine, Matthew, Irma, Maria, and Nate, including the number of utility employees or contractors involved, their duties, and how initial damage assessment is disseminated within the utility to assist in restoration activities. Additionally, please provide photographs or other visual media that memorializes storm damage, which was documented during the initial damage assessment process. (See attached Emergency Response Plan, See attached photographs)
5. Please provide a description of how damage assessment data is updated and communicated internally. (FEMA damage assessment process by outage management system.)

Restoration Workload

6. Please provide a detailed description of how the utility determines when and where to start restoration efforts. (See attached "Storm Restoration")
7. For Hurricanes Hermine, Matthew, Irma, Maria, and Nate, please complete the following table on workload priority:

Personnel Responsible for Restoration Workload Assignments		
Title	Years of experience	Number of crews managed
Electric System Supervisor	3	5

8. Please provide a description of how restoration workload adjusts based on work completed and updates to damage assessments. (See attached "Storm Restoration")
9. If applicable, please describe how mutual aid was determined to be no longer needed following Hurricanes Hermine, Matthew, Irma, Maria, and Nate. (See attached "Storm Restoration")

Staffing Considerations

10. Regarding Hurricanes Hermine, Matthew, Irma, Maria, and Nate, please respond to the following, please provide the following:
 - a. Days of lodging provided for Utility personnel (Person-Days)
 - b. Days of lodging provided for mutual aid partners (Person-Days)
 - c. Number of meals provided for Utility personnel
 - d. Number of meals provided for mutual aid partners
 - e. Number of Utility personnel injuries
 - f. Number of mutual aid partner injuries
 - g. Number of Utility personnel fatalities
 - h. Number of mutual aid partner fatalities

Please note any delays in restoration associated with items e-h above. (N/A)

11. Please provide a detailed description of when your Utility was considered fully restored from each named storm event. (See attached Power outage report)

Customer Communication

12. Regarding Hurricanes Hermine, Matthew, Irma, Maria, and Nate, please respond to the following for each county in the Utility's service territory affected by the storms.
 - a. Total number of customer accounts 1,827
 - b. Peak number of outages (Hermine, Irma – total system, Matthew, Maria, Nate – 0)
13. Please provide how call center customer service representatives were utilized before, during and after Hurricanes Hermine, Matthew, Irma, Maria, and Nate. Before 3, During 16, after 3.
14. Please provide the number of customer service representatives the Utility had during Hurricanes Hermine, Matthew, Irma, Maria, and Nate. 3
 - a. Were there additional personal deployed or 3rd party entities utilized to help address customer contacts during each named storm event? If so, how many? Yes. 16.
15. Please provide the number of customer contacts received by the customer call center(s) during Hurricanes Hermine, Matthew, Irma, Maria, and Nate. Hermine 514, Irma 559
16. Please provide all methods (call centers, email, Utility website, etc.) utilized to submit and collect customer contacts before, during, and after Hurricanes Hermine, Matthew, Irma, Maria, and Nate. Call center, email, text message, customer call outs, website, Facebook, twitter, Instagram.
17. Please describe the step by step process(es) by which customer contacts are addressed before, during, and after a named storm event. If different during each timeframe, please describe the step by step process during each separately.

Customer information obtained through customer applications for service. Customers may also update information online through web portal. Emergency call outs, text messages, and emails may also be signed up for online separately from utility system. Each quarter and prior to each storm, a data dump from the utility system is given to our call out system to load current customers and contact information.

 - a. Did the Utility identify any delays in restoration as a result of addressing customer contacts related to Hurricanes Hermine, Matthew, Irma, Maria, and Nate? If so, please provide detail. No
18. Please provide whether or not customer contacts are categorized (by concern, complaint, information request, etc.) If so, how are they categorized? If not, why not?

Internally no due to lack of software. By our call center yes, categories are: Low Hanging Wire, No Lights, Other Emergency, Other, Service Order Dispatch,

Billing Inquiry, Other Streets, Tree in Line/Arching, Service Call Back, Momentary Outage, Flicking Lights, Tree Trim Request, Meter Request, Water & Wastewater Call, Payment, PA Request, Turn On, Turn Off.

19. Please provide a detailed description of how customer service representatives are informed of restoration progress. **Email and/or call to Customer Service Supervisor**
 - a. Is there a script provided to each customer service representative to relay restoration progress to customers? If so, what is the process by which the script is created? **No.**

20. Please describe the process the Utility uses to notify customers of approximate restoration times. The response should include at a minimum:
 - a. How restoration time estimates were determined. **By filed enclosure**
 - b. How customers are notified. **Facebook, text, email, website, call.**
 - c. How restoration time estimates are updated. **Facebook, test, email, website, call.**
 - d. How restoration time estimates are disseminated internally, to the county and state Emergency Operations Centers, and to the public. **By Public Emergency Information Officer, FMPA, FEMA**

Material Considerations

21. Regarding Hurricanes Hermine, Matthew, Irma, Maria, and Nate, please provide a description of how vehicle fuel was procured for Utility personnel and mutual aid partners. As part of the response, please answer the following:
 - a. Whether or not the Utility has fuel stored for these types of events **Yes**
 - b. Whether or not fuel shortage was an issue during these events **No**
 - c. Whether or not there were any delays due to fuel shortage **No**
 - d. Whether or not there were enough vehicles available during these events/any issues mobilizing crews **No**

22. Please detail any complications or delays such as shortage or delayed delivery of materials for Hurricanes Hermine, Matthew, Irma, Maria, and Nate. **(N/A)**

Restoration Process

23. Please provide a summary timeline of the utility's restoration process for each hurricane: Hermine, Matthew, Irma, Maria, and Nate. The timeline should include, but not limited to, staging, stand-down, deployment, re-deployment, allocation, mutual aid, release of mutual aid, and date last outage was restored. **(See the outage reports for Hermine, Matthew, Irma, Mutual Aid info)**

24. Please explain how the Utility validates adherences and departures from its storm preparation plan.
 - a. If the Utility does not assess departures from its storm plan, explain why not. **(N/A)**
 - b. If the Utility does not document or otherwise memorialize departures from its storm plan, explain why not. **(N/A)**

- c. Have departures from the Utility's storm preparation plan resulted in modification of the storm preparation plan during 2015 through 2017? If so, please explain how with examples. (No)

25. Please explain how the Utility validates adherences and departures from its storm restoration plan.
 - a. If the Utility does not assess departures from its storm restoration plan, explain why not. (N/A)
 - b. If the Utility does not document or otherwise memorialize departures from its restoration storm plan, explain why not. (N/A)
 - c. Have departures from the Utility's storm restoration plan resulted in modification of the storm restoration plan during 2015 through 2017? If so, please explain how with examples. (N/A)

Outages

- 26. Please identify all counties, including reporting regions/division for each county if applicable, that were impacted (had outages or damage) due to Hurricanes Matthew, Hermine, Irma, Maria, and Nate. *Alachua County*

- 27. Please complete the table below summarizing the wind speed and flooding impacts by county in the utility's service area. If the requested information is not available by county, please provide the information on a system basis. Please provide this information for Hurricanes Matthew, Hermine, Irma, Maria, and Nate. *(City of Newberry did not track this data)*

Weather Impact				
County	Maximum Sustained Winds (MPH)	Maximum Gusts (MPH)	Maximum Rainfall (inches)	Maximum Storm Surge (Feet)

Hardened and Non-Hardened Structures

- 28. Please provide a county map or graphic indicating the geographic locations where the Utility's infrastructure was storm hardened after 2006. For purposes of this question, do not include vegetation management. *(See attached map)*

29. Please complete the table below summarizing hardened facilities that required repair or replacement as a result of Hurricanes Matthew, Hermine, Irma, Maria, and Nate. (N/A)

Hardened Facilities		
Hurricane	Number of Facilities Requiring	
	Repair	Replacement
<i>Transmission</i>		
Structures		
Substations		
Total		
<i>Distribution</i>		
Poles		
Substation		
Feeder OH		
Feeder UG		
Feeder Combined		
Lateral OH		
Lateral UG		
Lateral Combined		
Total		
<i>Service</i>		
Service OH		
Service UG		
Service Combined		
Total		

30. Please complete the table below summarizing non-hardened facilities that required repair or replacement as a result of Hurricanes Matthew, Hermine, Irma, Maria, and Nate. (N/A)

Non-Hardened Facilities		
Hurricane	Number of Facilities Requiring	
	Repair	Replacement
<i>Transmission</i>		
Structures		
Substations		
Total		
<i>Distribution</i>		
Poles		
Substation		
Feeder OH		
Feeder UG		
Feeder Combined		
Lateral OH		
Lateral UG		
Lateral Combined		
Total		
<i>Service</i>		
Service OH		
Service UG		
Service Combined		
Total		

31. For Hurricanes Matthew, Hermine, Irma, Maria, and Nate, please provide a ranking of the five highest volume of outage causation that impacted the Utility's service area. (Hermine – transmission service provider, Irma)
32. For Hurricanes Matthew, Hermine, Irma, Maria, and Nate, please provide a ranking of the top five drivers that protracted service restoration time. (Hermine – transmission service provider, Irma – overhead distribution damage)
33. If applicable, please describe any damage prevented by flood monitors during Hurricanes Matthew, Hermine, Irma, Maria, and Nate. (N/A)
34. How many outages were avoided by automated feeder switches during Hurricanes Matthew, Hermine, Irma, Maria, and Nate? Please explain how the data for each event was collected. (N/A)

Critical Infrastructure Restoration

35. Please complete the table below for all critical infrastructure facilities (CIFs), by location (city/county) and facility type, which lost power, the restoration time for the CIFs and the cause of the outage (such as wind, storm-surge, flooding, debris, etc.) and facilities structure type that required replacement and/or repair. Please provide this information for Hurricanes Matthew, Hermine, Irma, Maria, and Nate. See “Storm Restoration”

Hurricane (Name) – CIF						
CIF Name/Type (i.e. Hospital)	County/ Location	Restoration Time	Outage Cause	Number of Facilities Requiring		
					Repair	Replace
				<i>Transmission</i>		
				Structures		
				Substations		
				Total		
				<i>Distribution</i>		
				Poles		
				Substation		
				Feeder OH		
				Feeder UG		
				Feeder Combined		
				Lateral OH		
				Lateral UG		
				Lateral Combined		
				Total		
				<i>Service</i>		
				Service OH		
				Service UG		
				Service Combined		
				Total		

Underground Facilities

36. Please provide an assessment of the performance of underground facilities during Hurricanes Matthew, Hermine, Irma, Maria, and Nate. As part of this assessment please summarize the number of underground facilities that required repair or replacement for each event. (0)

37. Please provide a discussion what programs/tariffs the utility has in place to promote

- a. Undergrounding of new construction (e.g., subdivisions) (are required)
- b. Conversion of overhead to underground (City of Newberry Electric Department converts overhead to underground as funding as available)

Staff's First Data Request
Docket No. 20170215-EU
Page 11

Please file all responses electronically no later than December 15, 2017 from the Commission's website at www.floridapsc.com, by selecting the Clerk's Office tab and Electronic Filing Web Form. Please contact me at wtaylor@psc.state.fl.us or at 850.413.6175 if you have any legal questions, or contact Emily Knoblauch for technical questions at eknoblau@psc.state.fl.us or at 850.413.6632.

Sincerely,

/s/Wesley Taylor

Wesley Taylor
Attorney

WDT/as

cc: Office of Commission Clerk
Office of Public Counsel (kelly.jr@leg.state.fl.us, sayler.erik@leg.state.fl.us)



ACCOUNTS RECEIVABLE
 201 SE 3RD STREET
 OCALA, FL 34471-2172
 (352) 629-8369

INVOICE

oth-00802

Page 1 of 1

CITY OF NEWBERRY
 ATTN: UTILITIES DIVISION
 PO BOX 369
 NEWBERRY, FL 32669

DATE	09/28/2016
ACCOUNT	07883
AMT DUE	3,336.22

AMOUNT PAID _____



MAKE CHECKS PAYABLE TO CITY OF OCALA, FLORIDA
 PLEASE DETACH AND RETURN WITH YOUR REMITTANCE

CITY OF OCALA, FLORIDA

CONTRACT #

DESCRIPTION	AMOUNT
OTHER MISCELLANEOUS INVOICES	3,336.22
Hurrican Hermine mutual aid response on 9/02/16. 1600 hours - 0015 hours. 4 employees and 2 - 50' constructin bucket trucks. Labor - \$2251.34 Vehicles/Equipment - \$1084.88	
Total Amount Due	3,336.22

9/11/16 *mp* *[Signature]* 10/16/16

ACCOUNT NO. 07883

PAYABLE UPON RECEIPT

3,336.22

Please Remit to: **ACCOUNTS RECEIVABLE**
 201 SE 3RD STREET
 OCALA, FL 34471-2172

SOLE SOURCE JUSTIFICATION

Vendor Name: City of Ocala

Check all appropriate category below that apply to the proposed purchase. Attach additional data or supporting documentation if necessary (more than one category will apply to most sole sourced products or services). All sole source purchases and justification must be in compliance with the City's Purchasing Policy.

SOLE SOURCE JUSTIFICATION

- Parts/equipment can only be obtained from original manufacturer – not available through distributors.
- Only authorized area distributor of the original manufacturer.
- Proprietary item/service (Explain below).
- Required to match existing piece or brand of equipment and available from only one vendor (Explain below).
- Available from only one vendor and there is no comparable product (explain below).
- Parts/Equipment are required from this vendor to provide standardization (explain below).
- Used Equipment.
- Vendor is uniquely qualified to perform (explain below).
- Services are covered under F.S. 287.055, the Consultants' Competitive Negotiation Act. Select covered service: architecture, professional engineering, landscape architecture, registered surveying and mapping.
- None of the above apply. Explanation for sole source request is detailed below:

COMMENTS/EXPLANATIONS (Attach additional documentation if needed)

FEMA Pre-negotiated Mutual Aid

Signed:  Date: _____
Department Head

STORM RESTORATION

Storm Crews

David Sykes – Crew (1)

Freddie Lee – Crew (1)

Rance Green – Crew (2)

Vince Holt - Crew (2)

Objective

Restoration of Newberry Power System

- 1) Assessment of Main Line Feeder. Our main feeder beginning from 29800 block traveling East on State Road 26 to County Road 337 (266 Street) is the only distribution feed to Newberry therefore all restoration efforts will be concentrated in this area in the beginning.

- a) **Pre-Storm Preparedness - 12 hours prior to event**

1. Important contacts: Duke Energy (for outage reports at breaker operations).

- b) **Pre-Storm Equipment - 12 hours prior to event**

1. Take Regulators off line.
2. Take Capacitors off line.

- c) **Pre-Storm Material Readiness – 12 hours prior to event**

1. Stock all trucks to the limit with needed material.
2. Fill all trucks with fuel including mix cans for chain saws.
3. Confirm all radio frequencies and operations (Cell phones will not work.)
4. Check all trouble lights for proper operation.

5. Load 2 - 45' poles on pole trailer
6. Operate and sharpen all chain

Restoration

1. Jamie Jones will oversee restoration efforts and communicate with Emergency Management Services and City Manager.
2. David Sykes will direct restoration efforts and report to Jamie Jones on progress and assist field employees.
3. David Sykes or Rance Green will operate field Reclosures. Document all operations to include date, time and employee authorizing.
4. The **ONLY** Employee's authorized to operate field Reclosures are:
 - a. David Sykes
 - b. Rance Green
 - c. Freddie Lee
 - d. Vince Holt

Before any operation, David Sykes or Jamie Jones shall contact all the above and confirm there isolation from any and all contacts of the Electric Distribution System.

Dispatcher –

1. Receive customer calls and report them to Utilities Dept.
2. Organize all electric trouble tickets with either NW section or SW section of town. Colors (NW Section yellow) and (SW Section green) for later confirmation of restoration.

Outage Data Coordinator – Isabel Smith

1. Document all calls with electric trouble ticket (and complete all information with call back number).
2. As power is restored confirm with customer using call back number.

Restoration Efforts Phase One

1. Assess Main Feeder Line from Duke Energy Substation to City of Newberry Main Reclosure.
 - a) If damage is located on Duke Energy's Line contact Duke Energy Emergency Control about Restoration Efforts.
 - b) Once Duke Energy is notified open main Recloser until Duke Energy confirms there Restoration Efforts are complete.
2. If after accessing Duke Energy's Feed to the main reclosure no damage is found, any damage to our feeder from the Main Recloser (29800 Block State Road 26) to our network reclosures will become our first priority. All restoration efforts will be concentrated to this area.

Main Feeder Restored

1. After Main Feeder is restored an assessment period of our network feeders will follow, the following personnel will be responsible for these assessments.

David Sykes – Central Feeder

Vince Holt – North Feeder

Rance Green & Freddie Lee – South Feeder

- a) Assessments will be reported to Electric Superintendent and the Electric Supervisor and restoration crews will conduct emergency switching to restore as many customers as possible.

b) With Emergency switching complete, the Central Feeder will become the priority feeder for restoration. Priority locations on this feeder will consist of the following:

1. Downtown Water Supply.
2. City Hall.
3. Oakview Middle School (Alachua County Shelter).

c) With power restored to the above locations the North Feeder will become the next priority feeder with the following locations to be prioritized for restoration.

1. Fire Station.
2. Hitchcock's (Local Food Supply) Plaza.

2. With the above locations restored, restoration effects will be concentrated on service areas with the largest area of customers.
3. Work shifts will consist of 16 hours from 6:00 a.m. to 10:00 p.m. until all electrical service is restored.

MONTH: September 2016

Hurricane Hermine

CITY OF NEWBERRY OUTAGE REPORT	
DATE: <u>9-2-16</u>	
TIME OF OUTAGE:	NOTIFIED: <u>1:38</u> (<input checked="" type="checkbox"/> am <input type="checkbox"/> pm) RESTORED: <u>2:00</u> (<input type="checkbox"/> am <input checked="" type="checkbox"/> pm) TOTAL MINUTE OF INTERRUPTION : <u>12 hr. 22 m</u>
LOCATION/ADDRESS:	POLE/TX #: _____
FEEDER CIRCUIT:	<input checked="" type="checkbox"/> MAIN (88 Customers) <input type="checkbox"/> CENTRAL (408 Customers) <input type="checkbox"/> NORTH (609 Customers) <input type="checkbox"/> SOUTH (750 Customers)
TOTAL NUMBER OF CUSTOMER INTERRUPTED/AFFECTED:	_____(CI)
CAUSE OF OUTAGE:	<input checked="" type="checkbox"/> Weather <input type="checkbox"/> Vegetation <input type="checkbox"/> Animal <input type="checkbox"/> Foreign Interference <input type="checkbox"/> Human Cause <input type="checkbox"/> Equip Failure <input type="checkbox"/> Undertermined <input type="checkbox"/> All Remaining Outages
TYPE:	<input type="checkbox"/> OH <input type="checkbox"/> UG <input checked="" type="checkbox"/> Both
Comments:	<u>Hurricane Hermine</u>

CITY OF NEWBERRY OUTAGE REPORT	
DATE: <u>9-2-16</u>	
TIME OF OUTAGE:	NOTIFIED: <u>1:38</u> (<input checked="" type="checkbox"/> am <input type="checkbox"/> pm) RESTORED: <u>2:10</u> (<input type="checkbox"/> am <input checked="" type="checkbox"/> pm) TOTAL MINUTE OF INTERRUPTION : <u>12 hr. 32 min.</u>
LOCATION/ADDRESS:	POLE/TX #: _____
FEEDER CIRCUIT:	<input type="checkbox"/> MAIN (88 Customers) <input type="checkbox"/> CENTRAL (408 Customers) <input type="checkbox"/> NORTH (609 Customers) <input checked="" type="checkbox"/> SOUTH (750 Customers)
TOTAL NUMBER OF CUSTOMER INTERRUPTED/AFFECTED:	_____(CI)
CAUSE OF OUTAGE:	<input checked="" type="checkbox"/> Weather <input type="checkbox"/> Vegetation <input type="checkbox"/> Animal <input type="checkbox"/> Foreign Interference <input type="checkbox"/> Human Cause <input type="checkbox"/> Equip Failure <input type="checkbox"/> Undertermined <input type="checkbox"/> All Remaining Outages
TYPE:	<input type="checkbox"/> OH <input type="checkbox"/> UG <input checked="" type="checkbox"/> Both
Comments:	<u>Hurricane Hermine</u>

CITY OF NEWBERRY OUTAGE REPORT	
DATE: <u>9-2-16</u>	
TIME OF OUTAGE:	NOTIFIED: <u>12:30</u> (<input checked="" type="checkbox"/> am <input type="checkbox"/> pm) RESTORED: <u>4:07</u> (<input type="checkbox"/> am <input checked="" type="checkbox"/> pm) TOTAL MINUTE OF INTERRUPTION : <u>15 hr. 37 min.</u>
LOCATION/ADDRESS:	POLE/TX #: _____
FEEDER CIRCUIT:	<input type="checkbox"/> MAIN (88 Customers) <input type="checkbox"/> CENTRAL (408 Customers) <input checked="" type="checkbox"/> NORTH (609 Customers) <input type="checkbox"/> SOUTH (750 Customers)
TOTAL NUMBER OF CUSTOMER INTERRUPTED/AFFECTED:	_____(CI)
CAUSE OF OUTAGE:	<input checked="" type="checkbox"/> Weather <input type="checkbox"/> Vegetation <input type="checkbox"/> Animal <input type="checkbox"/> Foreign Interference <input type="checkbox"/> Human Cause <input type="checkbox"/> Equip Failure <input type="checkbox"/> Undertermined <input type="checkbox"/> All Remaining Outages
TYPE:	<input type="checkbox"/> OH <input type="checkbox"/> UG <input checked="" type="checkbox"/> Both
Comments:	<u>Hurricane Hermine</u>

TOTAL MOMENTARY INTERRUPTION EVENTS (CME): _____
 DATE: _____ Min: _____ DATE: _____ Min: _____ DATE: _____ Min: _____ DATE: _____ Min: _____

MONTH: Sept.

Hurricane, Matthew

CITY OF NEWBERRY OUTAGE REPORT

DATE: 9-2-16

TIME OF OUTAGE: NOTIFIED: 1:03 (am pm) RESTORED: 3:40 (am pm)
 TOTAL MINUTE OF INTERRUPTION: 14hr-37min.

LOCATION/ADDRESS: _____ POLE/TX #: _____

FEEDER CIRCUIT: MAIN CENTRAL NORTH SOUTH
 (88 Customers) (408 Customers) (609 Customers) (750 Customers)

TOTAL NUMBER OF CUSTOMER INTERRUPTED/AFFECTED: _____ (CI)

CAUSE OF OUTAGE: Weather Vegetation Animal Foreign Interference Human Cause
 Equip Failure Undertermined All Remaining Outages

TYPE: OH UG Both

Comments: Hurricane Herminie

CITY OF NEWBERRY OUTAGE REPORT

DATE: 10-7-16

TIME OF OUTAGE: NOTIFIED: 4:35 (am pm) RESTORED: 6:02 (am pm)
 TOTAL MINUTE OF INTERRUPTION: 1hr-27min.

LOCATION/ADDRESS: 110 SW 255 St POLE/TX #: _____

FEEDER CIRCUIT: MAIN CENTRAL NORTH SOUTH
 (88 Customers) (408 Customers) (609 Customers) (750 Customers)

TOTAL NUMBER OF CUSTOMER INTERRUPTED/AFFECTED: 100 (CI)

CAUSE OF OUTAGE: Weather Vegetation Animal Foreign Interference Human Cause
 Equip Failure Undertermined All Remaining Outages

TYPE: OH UG Both

Comments: Hurricane Matthew Tree fell on line Blower fuse had to cut and Remove tree

CITY OF NEWBERRY OUTAGE REPORT

DATE: 10-13-16

TIME OF OUTAGE: NOTIFIED: 7:35 (am pm) RESTORED: 11:00 (am pm)
 TOTAL MINUTE OF INTERRUPTION: 3hr-41min

LOCATION/ADDRESS: 400 SW 258 St POLE/TX #: _____

FEEDER CIRCUIT: MAIN CENTRAL NORTH SOUTH
 (88 Customers) (408 Customers) (609 Customers) (750 Customers)

TOTAL NUMBER OF CUSTOMER INTERRUPTED/AFFECTED: _____ (CI)

CAUSE OF OUTAGE: Weather Vegetation Animal Foreign Interference Human Cause
 Equip Failure Undertermined All Remaining Outages

TYPE: OH UG Both

Comments: Oak Tree split in half Do to Hurricane Matthew fell and Broken primary lines down feeder locked out

TOTAL MOMENTARY INTERRUPTION EVENTS (CME): _____

DATE: _____ Min: _____ DATE: _____ Min: _____ DATE: _____ Min: _____ DATE: _____ Min: _____

MONTH: September 2017

Irma

CITY OF NEWBERRY OUTAGE REPORT

DATE: 9-11-17

TIME OF OUTAGE: NOTIFIED: 2:39 (am pm) RESTORED: 10:12 (am pm)

TOTAL MINUTE OF INTERRUPTION : 453 min. x 750 =

LOCATION/ADDRESS: South circuit POLE/TX #: _____

FEEDER CIRCUIT: MAIN CENTRAL NORTH SOUTH
(88 Customers) (408 Customers) (609 Customers) (750 Customers)

TOTAL NUMBER OF CUSTOMER INTERRUPTED/AFFECTED: _____ (CI)

CAUSE OF OUTAGE: Weather Vegetation Animal Foreign Interference Human Cause
 Equip Failure Undertermined All Remaining Outages

TYPE: OH UG Both

Comments: Hurricane Irma

CITY OF NEWBERRY OUTAGE REPORT

DATE: 9-11-17

TIME OF OUTAGE: NOTIFIED: 12:59 (am pm) RESTORED: 10:00 (am pm)

TOTAL MINUTE OF INTERRUPTION : 540 min. x 470 =

LOCATION/ADDRESS: Central circuit POLE/TX #: _____

FEEDER CIRCUIT: MAIN CENTRAL NORTH SOUTH
(88 Customers) (408 Customers) (609 Customers) (750 Customers)

TOTAL NUMBER OF CUSTOMER INTERRUPTED/AFFECTED: _____ (CI)

CAUSE OF OUTAGE: Weather Vegetation Animal Foreign Interference Human Cause
 Equip Failure Undertermined All Remaining Outages

TYPE: OH UG Both

Comments: Hurricane Irma

CITY OF NEWBERRY OUTAGE REPORT

DATE: 9-11-17

TIME OF OUTAGE: NOTIFIED: 2:39 (am pm) RESTORED: 11:15 (am pm)

TOTAL MINUTE OF INTERRUPTION : 525 x 609 =

LOCATION/ADDRESS: North circuit POLE/TX #: _____

FEEDER CIRCUIT: MAIN CENTRAL NORTH SOUTH
(88 Customers) (408 Customers) (609 Customers) (750 Customers)

TOTAL NUMBER OF CUSTOMER INTERRUPTED/AFFECTED: _____ (CI)

CAUSE OF OUTAGE: Weather Vegetation Animal Foreign Interference Human Cause
 Equip Failure Undertermined All Remaining Outages

TYPE: OH UG Both

Comments: Hurricane Irma

TOTAL MOMENTARY INTERRUPTION EVENTS (CME): _____

DATE: _____ Min: _____ DATE: _____ Min: _____ DATE: _____ Min: _____ DATE: _____ Min: _____

Rebecca
~~_____~~

MONTH: September 2017

Imma

CITY OF NEWBERRY OUTAGE REPORT

DATE: 9-10-17
 TIME OF OUTAGE: NOTIFIED: 8:14 (am pm) RESTORED: 9:14 (am pm)
 TOTAL MINUTE OF INTERRUPTION : 60 min x 609 =
 LOCATION/ADDRESS: North circuit | POLE/TX #: _____
 FEEDER CIRCUIT: ___ MAIN ___ CENTRAL NORTH ___ SOUTH
 (88 Customers) (408 Customers) (609 Customers) (750 Customers)
 TOTAL NUMBER OF CUSTOMER INTERRUPTED/AFFECTED: _____ (CI)
 CAUSE OF OUTAGE: Weather ___ Vegetation ___ Animal ___ Foreign Interference ___ Human Cause
 ___ Equip Failure ___ Undertermined ___ All Remaining Outages
 TYPE: ___ OH ___ UG Both
 Comments: Hurricane Irma

CITY OF NEWBERRY OUTAGE REPORT

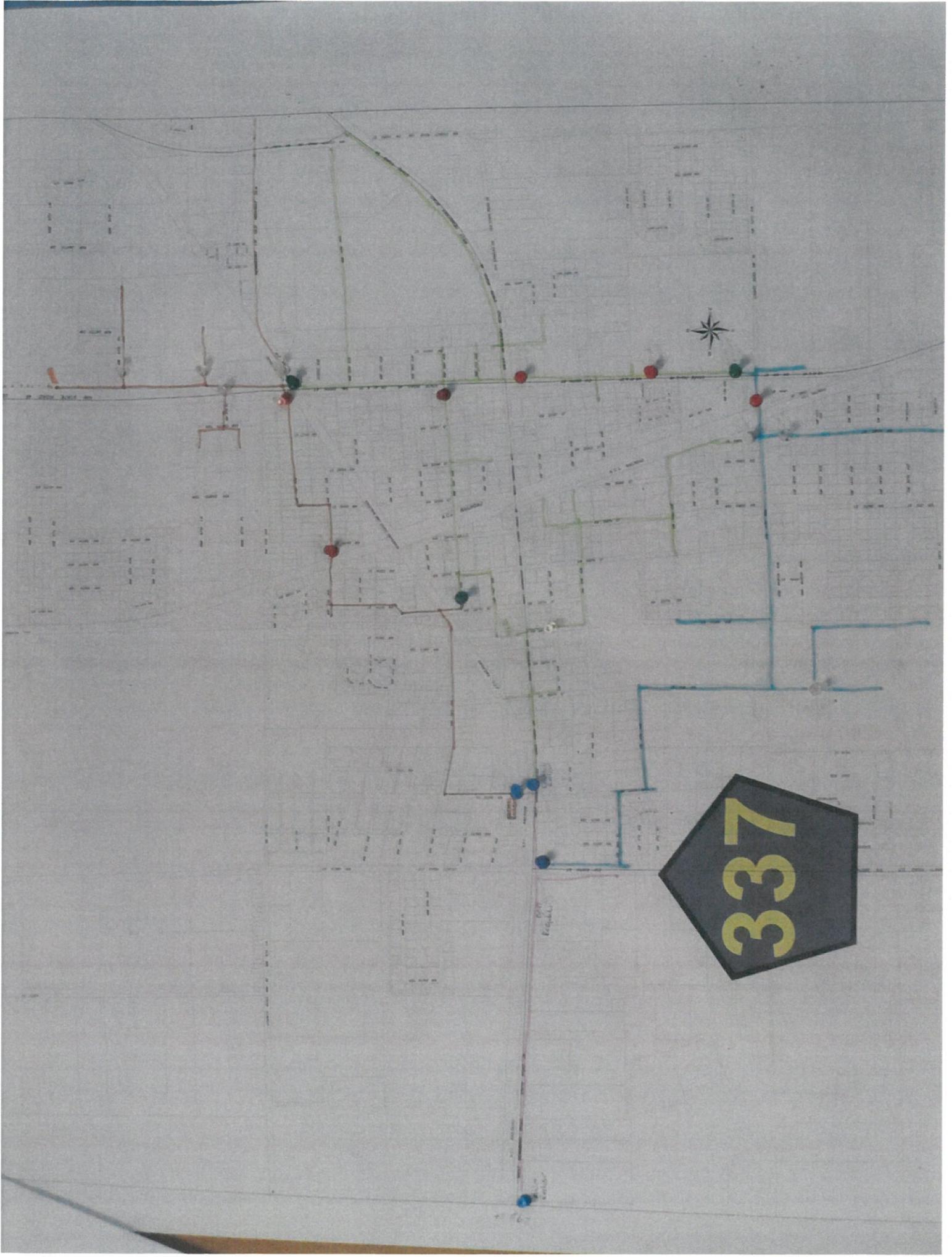
DATE: 9-10-17
 TIME OF OUTAGE: NOTIFIED: 8:11 (am ___ pm) RESTORED: 10:56 (am ___ pm)
 TOTAL MINUTE OF INTERRUPTION : 165 min x 609 =
 LOCATION/ADDRESS: North circuit | POLE/TX #: _____
 FEEDER CIRCUIT: ___ MAIN ___ CENTRAL NORTH ___ SOUTH
 (88 Customers) (408 Customers) (609 Customers) (750 Customers)
 TOTAL NUMBER OF CUSTOMER INTERRUPTED/AFFECTED: _____ (CI)
 CAUSE OF OUTAGE: Weather ___ Vegetation ___ Animal ___ Foreign Interference ___ Human Cause
 ___ Equip Failure ___ Undertermined ___ All Remaining Outages
 TYPE: ___ OH ___ UG Both
 Comments: Hurricane Irma

CITY OF NEWBERRY OUTAGE REPORT

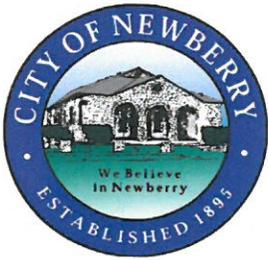
DATE: _____
 TIME OF OUTAGE: NOTIFIED: _____ (___ am ___ pm) RESTORED: _____ (___ am ___ pm)
 TOTAL MINUTE OF INTERRUPTION : _____
 LOCATION/ADDRESS: _____ | POLE/TX #: _____
 FEEDER CIRCUIT: ___ MAIN ___ CENTRAL ___ NORTH ___ SOUTH
 (88 Customers) (408 Customers) (609 Customers) (750 Customers)
 TOTAL NUMBER OF CUSTOMER INTERRUPTED/AFFECTED: _____ (CI)
 CAUSE OF OUTAGE: ___ Weather ___ Vegetation ___ Animal ___ Foreign Interference ___ Human Cause
 ___ Equip Failure ___ Undertermined ___ All Remaining Outages
 TYPE: ___ OH ___ UG ___ Both
 Comments: _____

TOTAL MOMENTARY INTERRUPTION EVENTS (CME): _____

DATE: _____ Min: _____ DATE: _____ Min: _____ DATE: _____ Min: _____ DATE: _____ Min: _____



337



City of Newberry

**Electric System
Emergency
Response Plan**

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Section 1

Communication Charts

The first response step in any emergency is to inform the person at the top of this list, who is responsible for managing the emergency and making key decisions. List the electric system chain of command in order of contact.

Electric System Chain of Command – Lines of Authority

Order	Name & Title	Responsibilities During an Emergency	Telephone
1	Mike New City Manager	Responsible for overall management and decision making. The CM is the lead for managing the emergency, coordinating with support agencies, and providing information to regulatory agencies, the public and news media. All communications to external parties are to be approved by the CM.	Phone: 352-472-2161 Cell: 352-258-6373 Email: mike.new@ci.newberry.fl.us.com
	Bill Conrad Mayor		Phone: 352-472-2161 Cell: 352-215-1737 Email: bill.conrad@ci.newberry.fl.us.com
2	Jamie Jones Utilities Director	Responsible for media control and functions as the director of operations.	Phone: 352-472-1537 Cell: 352-258-4486 Email: jamie.jones@ci.newberry.fl.us.com
3	David Sykes	Responsible for performing inspections, maintenance and repairs and relaying critical information, assessing facilities, and providing recommendations to the Utilities Director.	Phone: 352-472-2161 Cell: 352-443-4831 Email: david.sykes@ci.newberry.fl.us
4	Office Staff Assistant	Responsible for administrative functions in the office including receiving phone calls and keeping a log of events. This person will provide a standard pre-scripted message to those who call with general questions. Additional information will be released through the WSM.	Phone: 352-472-1537 Cell: 352-318-7829 Email: Isabel.smith@ci.newberry.fl.us

Emergency Notification

Notification call-up lists - Use these lists to notify important parties of an emergency.

Emergency Notification List				
Organization or Department	Name	Telephone	Alternate Phone Number	Mailing Address or E-mail
Local Law Enforcement	ASO	911	352-367-4000	N/A
Newberry Fire Department	Chief Ben Buckner	352-472-2150	352-642-2707	Ben.Buckner@ci.newberry.fl.us.com
Emergency Medical Services	North Florida Regional Medical Center	352-333-4000	352-333-4800	6500 Newberry Road Gainesville, FL 32605
FMEA Mutual Aid	Barry Moline	850-224-3314 850-251-5060	407-251-5060	Barry.moline@publicpower.com
Duke Power	George Denny Subst Brian Smith Trenton	727-409-4166 352-322-1801		
Alachua County Emergency Management Dept.	Chief Ed Bailey. Emergency Services Director	352-264-6500	Fax: 352-264-6565	1100 SE 27 th Street Gainesville, FL 32601
Local Leader (City Mgr., Mayor, Chair. Co. Comm., etc.)	Mike New/ City Manager	352-472-2161	352-258-6373	Mike.New@ci.newberry.fl.us.com
FMPA	Sharon Smeenk	1-888-774-7606	407-355-5796	8553 Commodity Cir Orlando FL 32819
Neighboring Electric System (not connected)	City of Alachua Marcus Collins Ken Simmons	386-418-6100	386-418-6100	15100 NW 142 Ter. Alachua, FL 32615
	Gainesville Regional Utility-Dispatch	352-334-2893	352-334-3400	301- SE 4 th Ave Gainesville, FL
	Clay Elect –D Williams	352-354-5056		
	Todd Martin	352-494-9314	352-337-8103	Gainesville, FL
	Central Fla-R.	352-535-5518		Chiefland, FL
	Beech/Dawson ECG/J Adam KWA/Thompson	352-949-0373 706-523-0925 407-301-4688	352-493-6903	Georgia
Telephone Co.	Cox Communications AT& T-Johnson	866-783-5645 352-371-5280	352-377-1741 352-538-6329	6020 NW 43 Street, Gainesville Gainesville Office
Cable Co	Cox Cable- Gause GRU-Fibr-Chapman	352-318-9558 352-339-2916		Gainesville FL
Florida Transformer		850-892-2711		9820 Westpoint Dr Indianapolis In 46256
Gresco		800-504-2534	352-748-9550	PO BOX 932918 Atlanta Ga 31193

Service / Repair Notifications				
Organization Or Department	Name	Telephone	Cell Phone	Mailing Address or E-mail
Anixter	Chris Therien	1 407-893-9120		3671 Old Winter Garden Rd Orlando Fl 32805
Tri State	Brad Barnes	1 800-782-3161	1-800-782-3161	PO BOX 369 Atlanta Ga 30384
Stuart Irby	Joey McDonald Mark Kelly	800-330-2051	321-354-1563	PO BOX 11407 Birmingham Al 35246
Ace Poles		912-449-4011		P O Box 1323 Waycross GA 31501

Priority Customers				
Organization Or Department	Name	Telephone	Cell Phone	Mailing Address or E-mail
Public Schools	Oakview Middle Elementary School High School 	352-472-1102 352-472-1100 352-472-1101	--	1203 SW 250 th P.O. 499 Newberry, FL 32669
Water System	City of Newberry	352-472-2161		P O Box 369 Newberry, FL 32669
Sewer System	City of Newberry	352-472-2161		P O Box 369 Newberry, FL 32669
Fire Department	City of Newberry	352-472-2150		P O Box 369 Newberry, FL 32669
City Hall	City of Newberry	352-472-2161		P O Box 369 Newberry, FL 32669

Designated Public Spokesperson and Alternates

Designate a spokesperson (alternates) for delivering messages to the news media & public

Public Spokesperson	Name & Position	Telephone	Cell Phone
Spokesperson	Mike New	352-472-2161	352-258-6373

Alternate 1	Bill Conrad	352-472-2161	352-215-1737
Alternate 2	Jamie Jones	352-472-2161	352-258-4486

Key Messages

Below are messages that have been developed in advance, and will be update as the emergency develops

- We are taking this incident seriously and doing everything we can to resolve it.
- Our primary concern is protecting our customers' health.
- Another important concern is keeping the system operational and preventing damage.
- What we know right now is _____
- The information we have is incomplete. We will keep you informed as soon as we know more.
- We have contacted state and local officials to help us respond effectively.

Section 2 Written Agreements With Other Agencies, Utilities, or Response Organizations

Mutual Aid Agreements

Organization	
Summary of Understanding	In the event of an emergency situation at the City of Newberry, other utilities participating in the Mutual Aid will assist if possible. List is attached.

Section 3

Disaster-Specific Preparedness/Response Plan

In any event there are a series of general steps to take:

1. Confirm and analyze the type and severity of the emergency.
2. Take immediate actions to save lives.
3. Take action to reduce injuries and system damage.
4. Make repairs based on priority demand.
5. Return the system to normal operation.

A. Vandalism or Sabotage Response Procedures

1. Utility staff first aware of incident:
 - a) Calls Utilities Director (UD).
 - b) Calls 9-1-1/Local Law Enforcement
2. Utilities Director (UD) determines severity of incident, and calls:
 - a) City Manager, who also informs city commissioners, and if necessary, calls for emergency meeting of City Commission.
3. City Commission determines level of emergency and need to contact others:
If level I: City Manager instructs UD to handle as needed.
If level II or higher: City Manager calls:
 - a) County Emergency Management Director.
 - b) County Health Department.
 - c) Others as needed.
4. UD assesses damage and directs repairs as needed:
 - a) Isolate components (if necessary)
 - b) Minimize damage
 - c) Repair facilities
5. Upon completion of repairs, UD returns system to normal:
 - a) Reports findings to City Manager and others as needed.
 - b) Updates ERP as needed.

B. Hurricane Preparedness & Response Procedures

<p>Pre- Hurricane</p>	<p>In preparation for the hurricane, the following general steps are to be followed, as per the US EPA's Water Security Division:</p> <p>General:</p> <ol style="list-style-type: none">1. Line up and schedule emergency operations and clean up crews.2. Notify State and Federal Agencies (FEMA and others) of location and telephone numbers of the emergency operating center or command post for the utility.3. Notify media where to access information and press advisories.4. Arrange for food and water for the crews.5. Notify and set up clear lines of communication with local authorities, such as police and fire in case of an injury or other emergency.6. Make arrangement with local companies to purchase materials and supplies and to borrow/lease heavy equipment needed to make repairs to the plant.7. Make arrangement with local companies to have materials and chemicals delivered to the yard as soon as it is safe.
	<p>Grounds and Common Areas:</p> <ol style="list-style-type: none">1. Check inventory of emergency repair equipment and supplies (i.e., sand and sand bags, hand shovels, power equipment, fuel, batteries, flashlights, portable radio, first aid kits, etc.). Resupply if possible.2. Stock service vehicles with equipment and supplies.3. Fuel all vehicles and emergency generators.4. Move service vehicles to high ground (above expected flood crest).5. Check all communications equipment and charge or replace batteries (i.e., two way radios, cell phones, walkie-talkies, pagers, etc.).6. Sand bag critical areas.7. Board up critical windows and doors to prevent wind damage.
	<p>Administration and Laboratory Buildings:</p> <ol style="list-style-type: none">1. Remove portable electrical equipment and small motors from the flood zone.2. Remove or store computers in a safe area.3. Remove or store all important records in a safe area.4. Move vital records such as built drawings, wiring diagrams, etc. to the emergency operations center or command post.

	<ol style="list-style-type: none">5. Remove or store furnishings in a safe place, when practical.6. Disconnect electrical power to the building, if it is evacuated.
Recovery Procedures	<p>In the aftermath of the hurricane, the following general steps are to be followed:</p> <p>General:</p> <ol style="list-style-type: none">1. For electric utilities, the first priority should be restoring service to priority customers.2. Line up and schedule emergency operations and clean up crews3. Inspect service vehicles for damage and operation.4. Assess damage, disconnect power if danger is eminent.5. The Utilities Director is to notify the media where to access information and press advisories, and other public instructions.6. Make arrangements with local companies to deliver materials and supplies.
	<p>Administration and Laboratory Building:</p> <ol style="list-style-type: none">1. Check windows and doors for wind damage. Replace and repair as needed to prevent further damage and to provide security.2. Check roofs for water and wind damage. Make repairs as needed to prevent further damage.3. Clean and disinfect masonry walls with bleach solution to prevent the growth of mold and mildew.4. Remove all plasterboard, wallboard, and sheet rock that is wet or shows signs of water damage. Clean and disinfect all the interior studs and other support structures behind the damaged walls with bleach solution to prevent the growth of mold and mildew.5. Inspect all switchgear, motor control centers, electrical boxes, junction boxes, and other electrical equipment in flooded areas for silt and sand or loose connections. Boxes should be cleaned and dried with portable or hand held dryers before the electrical power is restored.6. Thoroughly clean all wet carpets. It is advisable to remove carpets for cleaning. If removing the carpets is not practical, carpets should be steam cleaned, disinfected and mechanically dried. The carpets also should be treated with an anti-bacterial agent to prevent the growth of mold and mildew.7. Check and reset fire alarms, door alarms, clocks and other control and measurement devices.8. Inspect and clean debris from all air intakes and vents.9. Check and refuel emergency generators in the event of

	<p>future power outages. If generators and diesel engines have been flooded, they will need to be overhauled or engines rebuilt. Getting emergency power capability resorted, should be a high priority. Renting portable generators or pumps should also be considered.</p>
--	--

C. Structure Fire Response Procedures

1. Utility staff discovering fire:
 - a.) Order evacuation of the building.
 - b.) Calls 911 to notify the fire department and local Law Enforcement
 - c.) Calls Utilities Director
2. Utilities Director determines severity of incident, and calls:
 - a.) City Manager, who also informs city commissioners, and if necessary, calls for emergency meeting of City Commission.
3. City Manager determines need to contact others:
 - a.) Media for temporary location of offices damaged
 - b.) Others as needed
4. Utilities Director instructs staff to support Fire Department and other emergency staff, if needed.
5. Utilities Director and staff assess damage when fire is extinguished
6. Utilities Director and staff repair facilities as needed.
7. Request assistance from outside contractors if needed to help repair the damage.
8. Repair damage to critical equipment and facilities as soon as possible.
9. Determine and mitigate effects on other system components.
10. Resume normal operations
11. Assess need for additional protection/security measures.

D. Flood Preparedness & Response Procedures

This AP should be initiated upon official notification of either a flood “watch” (a flood is possible in your area), or a flood “warning” (flooding is already occurring or will occur soon in your area). Such information will almost certainly be issued in the form of forecasts from the National Weather Service (NWS) and other governmental agencies. Also initiate if actual flooding is discovered.

Notify:

- Utilities Director
- Water/Wastewater Superintendent

The Utilities Director will make the decision to contact local response authorities to request possible assistance

If a Flood Watch or Warning is received:

1. Contact local representative of NWS for additional information on exact location and probable extent (stage) of flooding, relative to utility facilities.
2. Use site maps or other available information to assess location of all facilities for location in flood plain
3. Prioritize pre-flooding activities on basis of flooding potential (in part, based on location)
4. If flooding has already occurred:
5. Conduct site assessment from nearest safe location
6. Based on peak flood stage, predict and build inventory of equipment likely to be most affected.

The following steps should be taken in preparation for the event:

1. Activate Emergency Operations Center (EOC).
2. Assemble essential personnel and designate duties, such as:
 - Elevate in-place or remove water-sensitive equipment within structures to prevent flood damage.
 - Anchor fuel tanks.
 - Elevate electrical system components.
 - Take appropriate flood-proofing steps (sandbags or other).
 - Install sewer backflow valves.
 - Flood-proof or elevate heating, cooling, and ventilating equipment.
 - Assemble and stage mobile stand-by generators and auxiliary water pumps.
3. Notify neighboring utilities or other sources of emergency response support if manpower or equipment will be needed.
4. The Utilities Director is to notify customers, media, and state and local authorities that service may be disrupted and/or that demand reductions may be necessary.
5. Pre-test and/or initiate emergency communications plan
 - Consider shut-down if flooding appears imminent.
 - Observe the following recommended practices during the flood event:
 - Take pictures of the damage, both of buildings and their contents, for insurance claims.
 - Instruct Utility personnel to avoid floodwaters whenever possible.
 - If a vehicle stalls in rapidly rising waters, abandon it immediately and climb to higher ground. Vehicles can be swept away in two feet of water.
 - Stay out of any building if floodwaters remain around the building.
 - Avoid smoking inside buildings. Smoking in confined areas can cause fires.
 - Wear sturdy shoes. The most common injury following a disaster is cut feet.
 - Use battery-powered lanterns or flashlights when examining buildings. Battery-powered lighting is the safest and easiest, preventing fire hazard for the user, occupants, and building.
 - Look for fire hazards. There may be broken or leaking gas lines, flooded electrical circuits, or submerged furnaces or electrical appliances. Flammable or explosive materials may travel from upstream. Fire is the most frequent hazard following floods.
 - The Utilities Director or Utilities Director is to communicate with customers and the Local Emergency Planning Committee (LEPC) as to current conditions

Once floodwaters recede, the following may be of relevance:

- Check insurance policy for procedures to recover losses, including the national Flood Insurance Program.
- Inspect foundations for cracks or other damage.
- Check power lines for damages
- Arrange for alternate source of electrical power or fuel for diesel generators, sufficient for period of outage following flood. See AP-7 Power Outage.
- Throw away all food that has come into contact with floodwaters.
- Inspect, clean, rebuild, replace all affected equipment as necessary
- Contact state and local authorities to determine if there are any restrictions on disposal of materials and debris removed from the site or if a temporary discharge permit (NPDES or other) is needed for the water pumped from tanks and other flooded structures.

E. Other Disaster Response Procedures

Structural Damage from an Intentional Act

1. Utility staff first aware of incident
 - a.) Calls 911 / Local Law Enforcement
 - b.) Calls Utilities Director
2. Utilities Director determines severity of incident, and calls:
 - a.) City Manager, who also informs city commissioners, and if necessary, calls for emergency meeting of City Commission.
3. City Manager determines need to contact others:
 - a.) County Emergency Management Director
 - b.) County Health Department
 - c.) Others as needed
4. Utilities Director should direct repairs as needed:
 - a.) Isolate components (if necessary).
 - b.) Physically secure water system facilities and implement heightened security procedures throughout the system.
 - b.) Minimize damage
 - c.) Request assistance from outside contractors or if needed to help repair the damage.
5. Repair damage to critical equipment and facilities as soon as possible.
6. Determine and mitigate effects on other system components.
7. Resume normal operations
8. Assess need for additional protection/security measures.

Section 4 Standby Power Requirements

Standby Power Needed for Admin & Communication

Standby Generator (kW) Needed	1. City Hall 25 kW 2. Utilities Dir Office 15 KW 3. Municipal Building 15 KW 4. Shop 25 KW
Generator Fuel Consumption	TBD
Recommended On-Site Fuel Storage (gallons)	TBD
Reserve Fuel by Supplier Contract	One diesel tank = 1000 gallons United Fuels 352-463-2666

Appendix A

Basic System information

Keep this basic information readily available for when you need it for emergency responders, repair people, the news media and potentially, an emergency operator.

Basic System Information

System identification number (PWS ID)		
System name and address	City of Newberry 120 NW 260 th Street Newberry, FL 32669	
Basic description and location of system facilities	The City is fed from a single feeder from Progress Energy substation located approximately 3 miles west on SR 26. The feeder is then split into three circuits. One is the south circuit at SW 266 th St, a center circuit at NW 264 th St and a north circuit at NW 264 th St.. All circuits have the capability of being tied through switching. Reclosers are a head of each circuit and each lateral feeding off the circuits is fused protected.	
Population served and service connections.	Population = 3803	Connections = 1874
System Owner	City of Newberry	
Management Authority	City of Newberry Officials	
Name, title, and phone numbers of person responsible for maintaining and implementing the ERP.	Jamie Jones, Utility Director David Sykes	Phone: 352-472-1537 Cell: 352-258-4486 Email: Jamie.Jones@ci.newberry.fl.us.com Phone: 352-472-8613 Cell: 352 443-4831 Email: David.Sykea@ci.newberry.fl.us.com

Location of Pertinent Information

Item	Location
Distribution System Map	Located in the Electric Dept office
O&M Manual(s)	Located in the Electric Dept office
Start-Up / Shut-Down Procedures	Located in the Electric Dept office

Training and Rehearsals

Training

Identify staff position training needs and expectations.

Position	Training needs and expectations
Water System Manager	Emergency response communications, emergency response planning, issuing health advisories. Incident Command System roles and responsibilities.
Water System Operator	Emergency response communications, emergency response planning, suspicious activity training. Incident Command System roles and responsibilities.
Field support	Emergency response communications, suspicious activity training
Administrative Support	Emergency response communications, emergency response planning,
City of Newberry residents	Look into community emergency response to get the community involved.

Emergency Rehearsals

Schedule for drills, tabletop exercises, and other ways to practice emergency response:

Event	Description	People & Organizations Involved	Date
Rehearsal	Conduct actual emergency drill	Water system staff	TBD
On-site training drills	Conduct specific drills, i.e, communications, water line breaks, sampling with a professional trainer	Water system staff and professional trainer	TBD

Appendix D Plan Approval

Plan Approval

This plan is officially in effect when reviewed, approved, and signed by the following people:

Name / Title	Signature	Date



Hurricane Hermine

Hurricane Hermine



Hurricane Hermine



**550 S.W. 257th Street.
Service drop damaged as
well.**

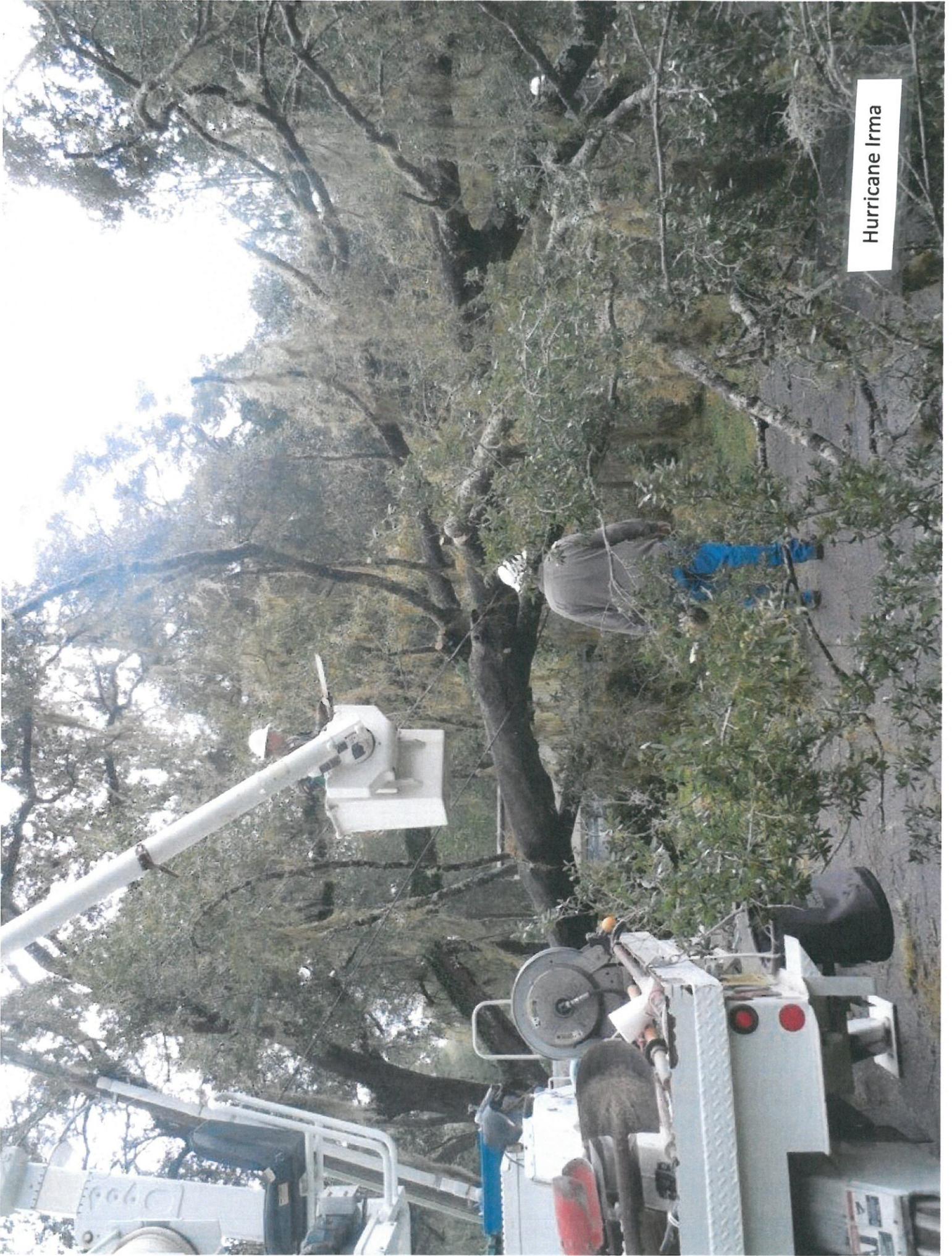
Hurricane Hermine



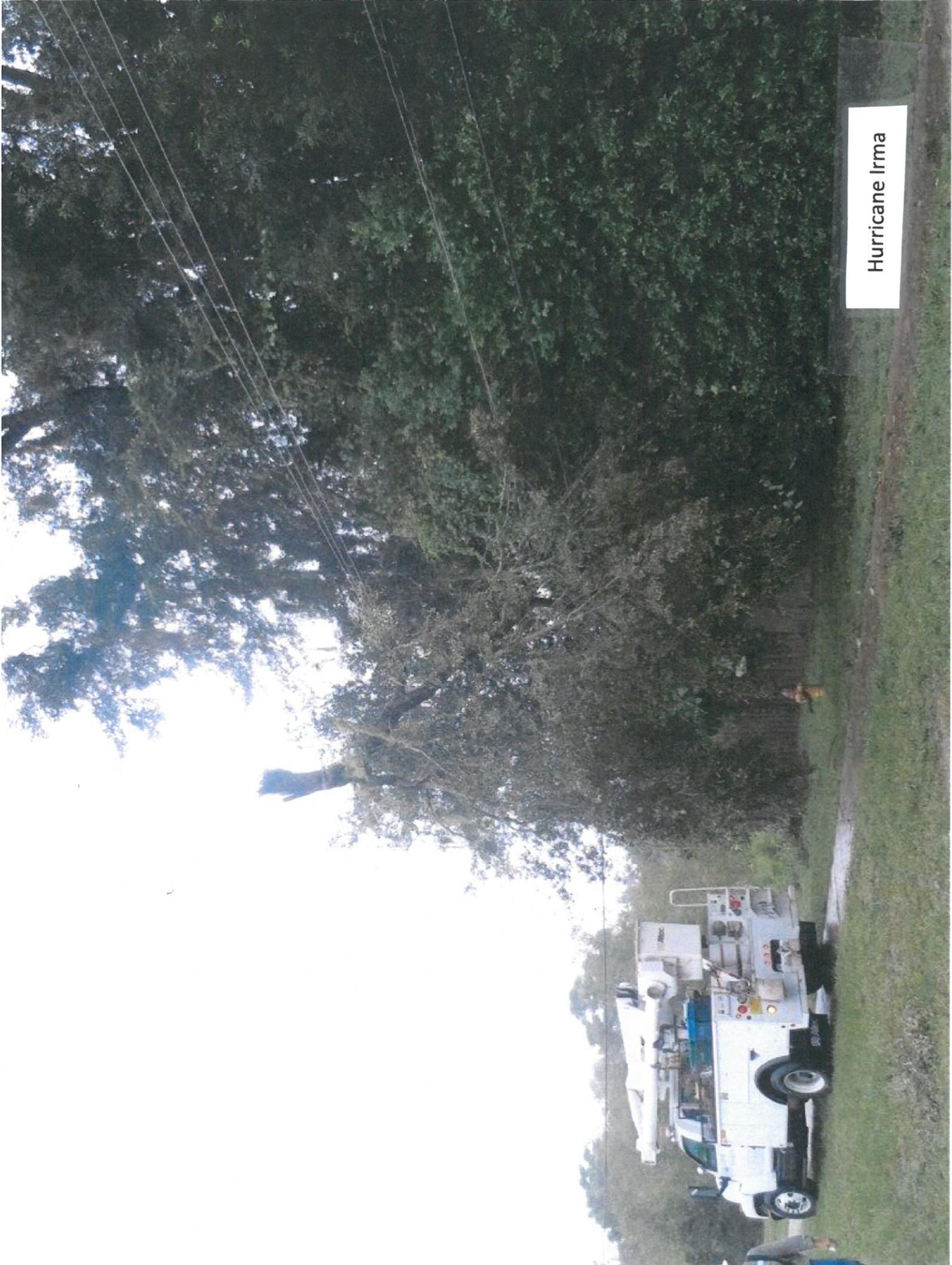
Hurricane Hermine



Hurricane Irma



Hurricane Irma





Hurricane Irma



Hurricane Irma

Hurricane Irma

