TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER DEPARTMENTS: CITY MANAGER’S OFFICE
       FIRE DEPARTMENT
       POLICE DEPARTMENT

DATE: JULY 16, 2007 CMR:307:07

SUBJECT: RECOMMENDATION FROM POLICY AND SERVICES COMMITTEE
TO ADOPT EMERGENCY OPERATIONS PLAN

RECOMMENDATION

The Policy & Services Committee and staff recommend that the City Council adopt the City’s revised Emergency Operations Plan as presented with this report (Attachment A) and direct staff to return by December 2007 with amendments to the plan to incorporate additional information addressing community notification and neighborhood preparedness.

BACKGROUND

On May 8 and June 26, the Policy & Services Committee reviewed drafts of the City’s Emergency Operations Plan and received comments from members of the public. The two reports to the Committee and the minutes are attached to this report (Attachments B and C).

DISCUSSION

The Committee discussed the draft plan at the May 8 and June 26 meetings and voted 4-0 on June 26 to recommend the plan to the Council for adoption. Staff responded to public comments made during the meetings and incorporated additional information into the plan, as appropriate. Staff has specifically identified some areas that will require additional work with the community over the next few months to address concerns that have arisen. These issues include: work with Palo Alto Neighborhoods on neighborhood preparedness and incorporation of the Block/Neighborhood Preparedness Coordinator concepts into the City’s response plans; community notification procedures resulting from implementation of the new Community Alerting System and future discussions with the Barron Park neighborhood; and response to any recommendations stemming from the work of the Palo Alto/Stanford Red Ribbon Task Force on Disaster Planning.
It is important for the City to adopt this revised emergency plan because it meets new requirements put into place after 2001. The City’s current plan is almost ten years old. Without an adopted and updated plan, the City will not be eligible for federal funding should a major earthquake or other disaster occur. The plan presented in Attachment A addresses the key federal and state requirements for local emergency plans and is tailored to Palo Alto’s unique conditions and circumstances.

**RESOURCE IMPACT**

Resource impacts associated with emergency preparedness and updating/maintaining the City’s Emergency Operations Plan were identified in the May 8, 2007 Policy & Services Committee report on this topic.

**POLICY IMPLICATIONS**

This report is consistent with existing City policies and with the Council’s designation of emergency preparedness/planning as a top priority for FY2007/08.

**ENVIRONMENTAL REVIEW**

This is not a project requiring environmental review under the California Environmental Quality Act (CEQA).

Attachment A: April 24, 2007 Policy & Services Committee Report and draft May 8, 2007 Minutes (April 24 meeting cancelled – item continued to May 8, 2007 meeting)

Attachment B: June 26, 2007 Policy & Services Committee Report

Attachment C: Draft City of Palo Alto Emergency Operations Plan – June 2007 (CD-ROM only; hard copies available in the City Clerk’s Office)

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