

Evacuation Plan for Flood Events for City Buildings in the Municipal Campus

During a flood emergency, all downtown city employees are required to evacuate when the city moves into Threat Level Red / Flooding Will Occur. Employees should prepare for and get ready to evacuate during the Threat Level Yellow / Flooding is Possible.

When evacuating city and public buildings and facilities along Boulder Creek (Justice Center, Library, New Britain Building, Park Central Building, City Hall, Atrium, Central Park, Facilities & Asset Management Maintenance Building, parking lots, etc), immediately leave and seek higher ground away from the flood source.

Do not cross Boulder Creek. Move immediately to higher ground away from a flooding source and flooded areas. Do not cross flooded roadways, lands or any flooded waterways. Even if a bridge surface is dry, high flood flows may have damaged the bridge foundation and the bridge may collapse because of the additional weight.

Evacuation Destinations

All Buildings South of Boulder Creek (Includes New Britain and, Park Central, Library South): Head up the hill on Broadway or 11th Street. Initial meeting place for all staff south of Boulder Creek at evacuation is the University Memorial Center in the Grill Area.

All Buildings North of Boulder Creek (Includes Municipal Building, Library North, Justice Center, Atrium, Risk Management, FAM, Energy Futures, 13th St. Conference Room): Head north to Pearl Street and possibly farther should flood waters continue to rise. Initial meeting place for all staff North of Boulder Creek at the time of evacuation is the City Parking Garage at 11th and Spruce.

Each work group should have a plan such as a phone tree or radio check in, to ensure that all employees are safe. Work groups may find themselves separated by the creek at time of evacuation and should NOT attempt to cross the creek to rejoin their work group. Then, in a safe location, employees and first responders can find members of their work group and make decisions about their next step based upon their information and assessment of the magnitude and severity of the flood.

The best action to take to protect family and friends is to have an emergency plan and communication strategy in place before a flood occurs.

Some employees may be tempted to cross Boulder Creek or other flooded waterways during an emergency in order to respond to family or other personal concerns. It is important that employees realize the danger and risks in which they could place themselves or others. Taking such risks may not improve the safety or welfare of loved ones if the employee is harmed or injured. Your family and friends want you home safely, even if that means you're late.

Some employees are first responders who will be vital in supporting emergency operations during major flood events. It is critical that these employees have an emergency plan for their families before an event occurs so that they can do their jobs and not worry about their families.

Unfortunately, during an emergency, well-intentioned people make poor decisions because of lack of preparation, training or experience. Employees should review the "Emergency Operations Manual"

and “Vehicle Relocation Policy for Flood Events” each season to keep the appropriate procedures fresh in their minds. A large-scale attempt to drive vehicles from parking lots and streets in an emergency situation will cause gridlock and place vehicle drivers and passengers at risk of being caught in flood waters. Given that more than half of flood related deaths occur to people in vehicles, the risk of attempting to save the vehicle is not worth it.