



Federal Aviation  
Administration



ST. PETERSBURG-CLEARWATER ATCT

# Facility Orientation Guide





*TABLE OF CONTENTS*

<i>Welcome Letter</i>	<i>3</i>
<i>St. Petersburg-Clearwater International Today</i>	<i>4</i>
<i>St. Petersburg Tower Organizational Chart</i>	<i>5</i>
<i>St. Petersburg-Clearwater Tower Leadership Team</i>	<i>6</i>
<i>Our Expectations of All Employees</i>	<i>9</i>
<i>Policies</i>	<i>10</i>
<i>Local Area Information</i>	<i>12</i>
<i>Interesting Facts About St. Pete</i>	<i>13</i>
<i>10 Best Attractions &amp; Activities in St. Petersburg</i>	<i>15</i>
<i>Sporting and Special Events</i>	<i>15</i>
<i>RESTAURANTS – Voted Best of the City</i>	<i>16</i>
<i>Online Resources</i>	<i>18</i>
<i>St. Petersburg-Clearwater Airport Diagram</i>	<i>21</i>
<i>St. Petersburg-Clearwater Tower Directory</i>	<i>23</i>



*Welcome Letter*

**Dear New Employee:**

**Welcome to St. Petersburg-Clearwater Tower! Here you will have an opportunity to work with an outstanding team of professionals that help make us a great place to work and develop your skills. Your knowledge, abilities and positive attitude made you a highly regarded addition to our team, and I am certain that you will make a positive impact on our future.**

**All of us want to make your tenure at this facility as enjoyable and rewarding as possible. Please feel free to ask any questions and express your thoughts and ideas to the staff and senior leadership. Our aim is to create an informal atmosphere and involve everyone in the process of making our facility an exceptional place to work.**

**I look forward to working with you, and would like to welcome you again to our team!**

**Sincerely,**

**Russ Argus  
Air Traffic Manager  
St. Petersburg-Clearwater Tower**



### *St. Petersburg-Clearwater International Airport Today*

**St. Petersburg-Clearwater International Airport (PIE) is a joint civil-military airport located in unincorporated Pinellas County, Florida, six miles north of St. Petersburg, serving St. Petersburg, Clearwater, and the surrounding Tampa Bay area.**

**St. Petersburg-Clearwater remains a destination airport for low-cost and charter carriers, notably several from Canada. The airport now serves as a focus city for Las Vegas based carrier Allegiant Air, and as the gateway airport to Pinellas County. The airport is frequently used as a destination airport by pilots of private planes and executive jets for access to the bay area.**

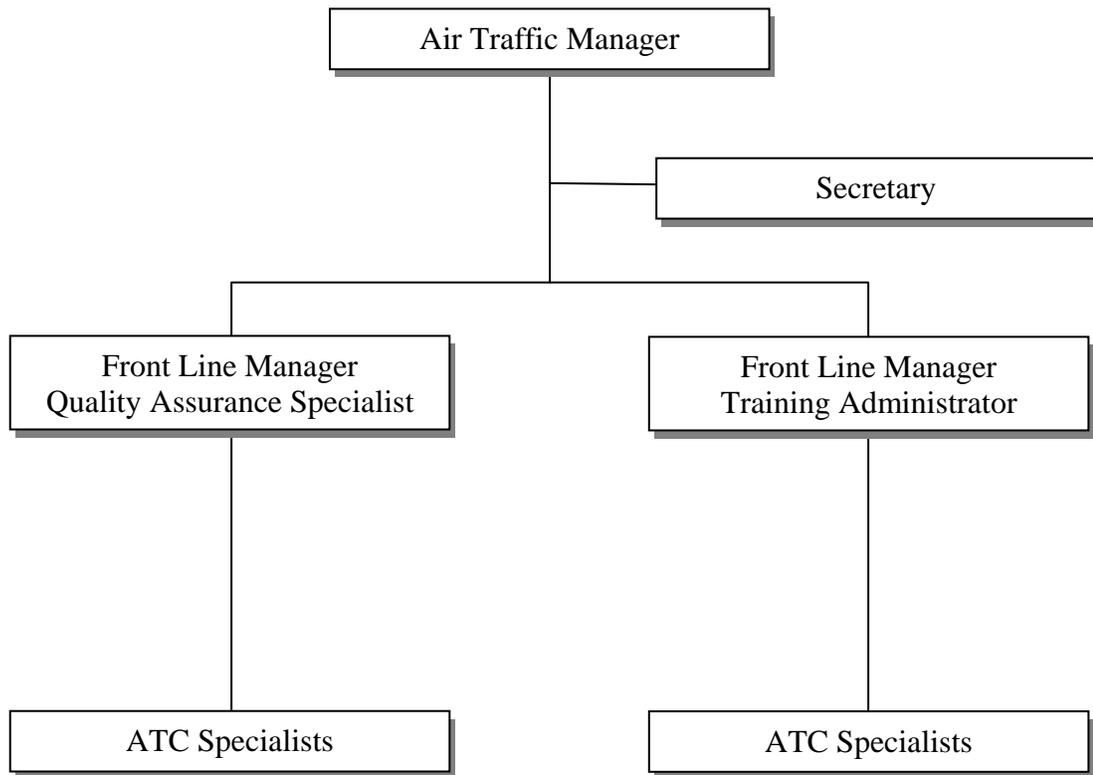
**Today, the St. Petersburg-Clearwater International Airport is a 1,900-acre fully-certified facility with an ILS-equipped 9,700 foot North/South CAT II runway, a 5,900 foot runway and a 4,725 foot runway. It is home of the Coast Guard Air Station Clearwater, the largest and busiest U.S. Coast Guard Air Station in the United States. The U.S. Army Reserve also maintains an Army Aviation Support Facility (AASF) at the airport.**

**The St. Petersburg-Clearwater Tower is a Level 6, LRAC facility, which was newly built in the early 1990's. The facility is staffed with 14 Certified Professional Controllers and three developmental employees. St. Petersburg-Clearwater Tower has state-of-the-art STARS equipment, and averages over 300 aircraft operations per day; 84% general aviation, 8% military, 5% scheduled commercial and 3% air taxi.**



## St. Petersburg Tower Organizational Chart

The following organizational chart depicts the structure of the St. Petersburg-Clearwater Tower Management Team.





*St. Petersburg-Clearwater Tower Leadership Team*



**Russ Argus, Air Traffic Manager, PIE Tower**

Russ Argus joined the FAA in 1982 as an Air Traffic Controller in Atlantic City, New Jersey. In 1988 he transferred to St. Pete Tower, and in 1993 transferred to Tampa ATCT. Then in 2006, he came back to St. Pete to serve as a Front Line Manager, assigned to Quality Assurance.

Russ was born and raised in Atlantic City, New Jersey, and was a professional pilot for years. Russ is currently a flight instructor and still flies his Beechcraft Bonanza around. Russ enjoys boating, golfing, and motorcycles.



**Sabrina Levcsik, Front Line Manager, PIE Tower**

Sabrina joined the FAA in 1992 as a Co-Op Student, and in 1995 became an Air Traffic Control Specialist at the Dayton Automated Flight Service Station. In 2000, she transferred to St. Petersburg-Clearwater Automated Flight Service Station. After four years there, she transferred options and became an Air Traffic Controller at Jackson ATCT. Sabrina returned to Florida and became an Air Traffic Controller at St. Petersburg-Clearwater ATCT in 2007. She was promoted to Front Line Manager in 2012 and works in the Quality Assurance Department.

Sabrina describes herself as outgoing and friendly. She was recently married and her passion outside of work includes melanoma awareness, biking, running, teaching spin classes and her dogs.



### **Ivan Walker, Front Line Manager, PIE Tower**

Ivan joined the Air Force in March 1988. He was initially trained as an Aircraft Mechanic. He attended Air Traffic Control Basics Course at Keesler Air Force Base in 1991. Ivan retired from the Air Force in June 2008. He then accepted employment with the FAA under the Retired Military Controller program in June 2008. In March 2012 Ivan became a Front Line Manager and assumed the responsibilities of Training Administrator.

Ivan likes long walks and spring rains. He loves his dogs, Magnus VerMagnison and Chance DeLeon. They are Yorkie poopies with Rottweiler attitude. He “currently” has a fiancé (fingers crossed), and considers himself a Tri-Athlete (mostly thinking about how difficult it would be to actually be an athlete).



*Our Expectations of All Employees*

**St. Petersburg-Clearwater Tower leadership team expects all employees to:**

- **Come to work, be on time**
- **Be prepared – mentally and physically**
- **Understand leave policy and manage your leave appropriately**
- **Be cooperative and professional**
- **Treat people with respect and dignity**
- **Take initiative**
- **Be accountable**
- **Lead by example – be a good role model**
- **Do not tolerate or engage in any form of harassment or discrimination**
- **Actively participate in training**
- **Know your airspace and systems, know your equipment**
- **Use prescribed phraseology/correct facility and equipment names**
- **Follow rules and procedures**
- **Be open to feedback – provide honest information**
- **Be an effective team member**



## *Policies*

The section below presents a sampling of policies and procedures for St. Petersburg-Clearwater Tower:

### **Reporting for Duty**

Employees are to report for their assigned shift on time. Any situations that would prevent arriving on time must be coordinated and approved in advance of the shift with a Front Line Manager.

### **Hours of Duty**

Operational personnel are assigned 8-hour shifts, unless assigned an AWS schedule, for reasons determined and approved by management. Operational personnel may not leave the facility during an assigned shift unless on leave or approved by management.

### **Parking and Building Access**

Parking is provided within the fenced lot in front of and on the side of the building. An electronic access card will be issued to employees to gain entry through the security gate and the exterior facility doors.

### **Security**

The electronic access card, FAA Photo ID badge and facility keys are considered accountable property and any loss, theft, or damage must be reported to your Front Line Manager or the Secretary for replacement processing through the FAA Security Division. The electronic access card and facility keys must be returned upon transfer or separation. Loaning an electronic access card to anyone is prohibited.

### **FAA ID Cards**

An FAA ID badge will be issued to all employees, and shall be worn above the waist and visible at all times while working at or visiting an FAA facility. Any loss, theft, or damage must be reported to your Front Line Manager or Secretary for replacement processing through the FAA Security Division.



## **Guests and Visitors**

Guests and visitors to the facility will be required to show a photo ID card for entry, must sign FAA Form 1600-8, DOT/FAA Visitor Register, and will be issued a temporary visitor badge. Any foreign/national visitors must have prior approval before their scheduled visit. All guests and visitors must be escorted at all times while in the facility.

## **Cell Phones**

Cell phones must be turned off while working in the Tower cab. Electronic devices are prohibited while working in the operations.



## *Local Area Information*

Aside from Native American Timucuan who lived in the area, the first explorers to touch Florida's western coast were 16<sup>th</sup> Century Spanish explorers. In search of gold, new territory, and the elusive Fountain of Youth, they stayed only long enough to realize that nothing lucrative could be easily had and then moved on.

In the 19<sup>th</sup> Century, settlers came to farm, to extend the railroad to the Gulf coast, and to benefit physically from the climate. Among them were John C. Williams, a former Union Army General, and Peter Demens, a native Russian involved in land speculation. The two collaborated on linking the railroad to the peninsula and then competed to title the region. Ultimately Demens won, naming the town after his Russian birthplace.

In successive years, St. Petersburg gained a reputation for its healthful environment, and vacationers began to flock to the area and its developing beaches. Early in the 20<sup>th</sup> Century, passenger airline service originated in St. Petersburg and helped spur the area's growth. Today, the city...considered Florida's fourth largest...still builds on that impulse and makes much of its revenue from tourism. In fact, visitors find plenty to compete for their attention. Resorts and museums, sunsets and sailing, concerts and spring training, golf courses and beaches – tourists and residents alike.

Whether you come for business with Lucent Technologies, Raymond James Financial, Danka Business Systems, or the Home Shopping Network, or whether you just want to spot a dolphin and feed a pelican, St. Petersburg can make it happen. And lest you not experience all the city has to offer, don't forget to catch a Rays game at Tropicana Field, spend some time at The Pier, and indulge in the city's incomparable claim to fame.....the grouper sandwich.



## ***INTERESTING FACTS About St. Pete***

- 1. Downtown St. Petersburg, home to the museum district, boasts the Florida International Museum, Salvador Dali Museum, Museum of Fine Arts, and Museum of History. Works housed in the Salvador Dali Museum make up the world's largest collection of his masterpieces and are worth more than \$125 million. For economical transport, hop on one of St. Pete's teal-colored trolleys, which make stops at each museum.**
- 2. It's gonna be a bright sun-shiny day! The Guinness Book of World's Records ranks St. Pete as having the longest run of consecutive sunny days. From February 9, 1967 to March 17, 1969, St. Petersburg had 768 days of uninterrupted sunshine!**
- 3. That's some kind of hotel! The Renaissance Vinoy Hotel opened in 1925 and was the first hotel in the country to pamper guests with steam heat! Many famous figures have patronized the property, including Jimmy Stewart, Bill Clinton and George Bush.**
- 4. When in St. Pete, a trip to the Sunken Gardens is a must! An area of lush tropical vegetation nourishing more than 50,000 varieties of plants and flowers, the Sunken Gardens is one of Florida's original attractions. While the gardens capture the interest of green thumbs, alligator wrestling shows enthrall the children.**
- 5. St. Pete is Florida's fourth largest city and has the largest city marina in the United States. Takamatsu, Japan has been the Sister City since 1961 and the two cities participate in cultural exchange programs.**
- 6. One of the best places to catch a glimpse of the endangered wood stork and the bright pink roseate spoonbill is adjacent to the Pinellas County incinerator. Yes, the incinerator! Along with the storm water storage area are numerous insects and fish.....food for the birds!**
- 7. Whoever said you can't get something for nothing had never been to Weedon Island. Once home to the Timucuan tribe, a movie studio, and airport, this area had been transformed into a 1000-acre reserve on Tampa Bay. Complete with all varieties of nature, the reserve is home to fish, snakes, raccoons, and dolphins.**
- 8. To get a real feel for the city, there are walking tours available that visit 25 historical buildings and when the night shadows arrive, there are**



- ghost tours that tell a history of people and places where strange activities exist such as the Detroit Hotel, Blocker Mansion, Vinoy Resort and Williams Park.
9. **Life's a beach...in St. Pete!** Beautiful sunsets and fun activities abound at beaches in the St. Petersburg area. Why not try a little fishing, swimming, boating, scuba diving, snorkeling, or even relaxing on the warm sands. Just a reminder.....fishing licenses are required for anyone who fishes in Florida's fresh or salt waters, unless they do so from a ridge, pier, or chartered boat.
  10. **Bridge over troubled waters? No, just a connector between St. Pete and Tampa.** The Sunshine Skyway was Florida's first suspension bridge and cost \$244 million. This 4-mile-long bridge was built in 1987 and was modeled after the Bretonne Bridge spanning France's Seine River. It's one of the longest cable-stayed bridges in the western hemisphere.



## *10 Best Attractions & Activities in St. Petersburg*

1. **St. Petersburg Museum of History**
2. **Sunken Gardens**
3. **Palm Arboretum**
4. **Museum of Fine Arts**
5. **The Pier Aquarium**
6. **Anclote Key**
7. **Caladesi Island and Honeymoon Island State Parks**
8. **Fort Desoto Park**
9. **Clearwater Public Beach**
10. **Treasure Island**

### *Sporting and Special Events*

**St. Pete/Tampa Bay area boasts professional teams in major sports, including The Buccaneers, Tampa Bay Rays and the Lightning. Raymond James Stadium, located minutes outside the heart of downtown, is readily accessible by public transportation and offers incredible views of the skyline.**



**From sporting events to special events, the St. Petersburg-Clearwater area hosts a variety. In January 2009, St. Petersburg/Tampa hosted the Super Bowl XLIII, which drew thousands of visitors to the city to not only enjoy a great football game, but also benefit from the vast amenities around our exciting town.**



*RESTAURANTS - Voted Best of the City*

Mazzaro's Italian Market

\$ Grand Central- Italian, Sandwiches/Subs  
2909 22<sup>nd</sup> Ave N

Red Mesa Cantina

\$\$ Downtown St. Petersburg- Latin American, Mexican, Southwestern  
128 Third Street S.

Red Mesa Restaurant

\$\$\$ Northeast St. Petersburg- Breakfast/Brunch, Mexican, Spanish  
4912 4<sup>th</sup> Street N

Nitally's Thai-Mex Cuisine

\$\$ Grand Central- Asian, Tacos, Vegetarian  
2462 Central Ave

Conch Republic Grill

\$\$\$ Maderia Beach/Redington Beach- Sandwiches/Subs, Seafood,  
Steakhouse  
16699 Gulf Blvd

The Moon Under Water

\$\$ Downtown St. Petersburg- English/Irish, Indian  
332 Beach Dr NE

Ceviche

\$\$ Downtown St. Petersburg- Spanish, Tapas  
10 Beach Dr SE



Ted Peter's Famous Smoked Fish  
\$\$ South Pasadena/Gulfport- American, Burgers, Seafood  
1350 Pasadena Ave S

Tsunami Japanese Steak House  
\$\$ The Jungle- Tyrone- Asian, Japanese, Sushi  
2176 Tyrone Blvd

Cajun Cafe on the Bayou  
\$\$ Pinellas Park- Pub Food, Sandwiches/Subs, Cajun/Creole  
8101 Park Blvd N

St Pete Brasserie  
\$\$ Downtown St. Petersburg- European, French  
539 Central Ave

Zeko's Mediterranean Grill  
\$ Kenneth City- Greek, Mediterranean, Middle Eastern  
4880 54<sup>th</sup> Ave N

Paciugo  
\$ Downtown St. Petersburg- Coffee, Desserts/Ice Cream  
300 Beach Dr NE

9 Bangkok  
\$\$ Downtown St. Petersburg- Asian, Sushi, Thai  
571 Central Ave

Acropolis Greek Taverna  
\$\$ Downtown St. Petersburg- European, Greek, Pub Food  
515 Central Ave

Frenchy's Rockaway Grill  
\$\$ Clearwater, American Fare, Seafood  
7 Rockaway Street



*Online Resources*

***St. Petersburg-Clearwater Airport***

[www.fly2pie.com](http://www.fly2pie.com)

***Local Area Resources***

[www.pinellascountry.org](http://www.pinellascountry.org)

[www.stpete.org](http://www.stpete.org)

***Community Volunteering***

[www.VolunteerMatch.org](http://www.VolunteerMatch.org)

***Chamber of Commerce***

[www.stpete.com](http://www.stpete.com)

***Housing and Relocating Assistance***

[www.stpeteha.org](http://www.stpeteha.org)

[www.stpeteshines.stpete.org](http://www.stpeteshines.stpete.org)

***Local News***

[www.tampabay.com](http://www.tampabay.com)

***Pinellas County School District***

[www.pcsb.org](http://www.pcsb.org)

***Local Sports Teams***

[www.tampabay.com/sports](http://www.tampabay.com/sports)



## *Sports Leagues*

Football League: Buccaneers [www.buccaneers.com](http://www.buccaneers.com)

Major League Baseball League: Tampa Bay Rays [www.tampabay.rays.mlb.com](http://www.tampabay.rays.mlb.com)

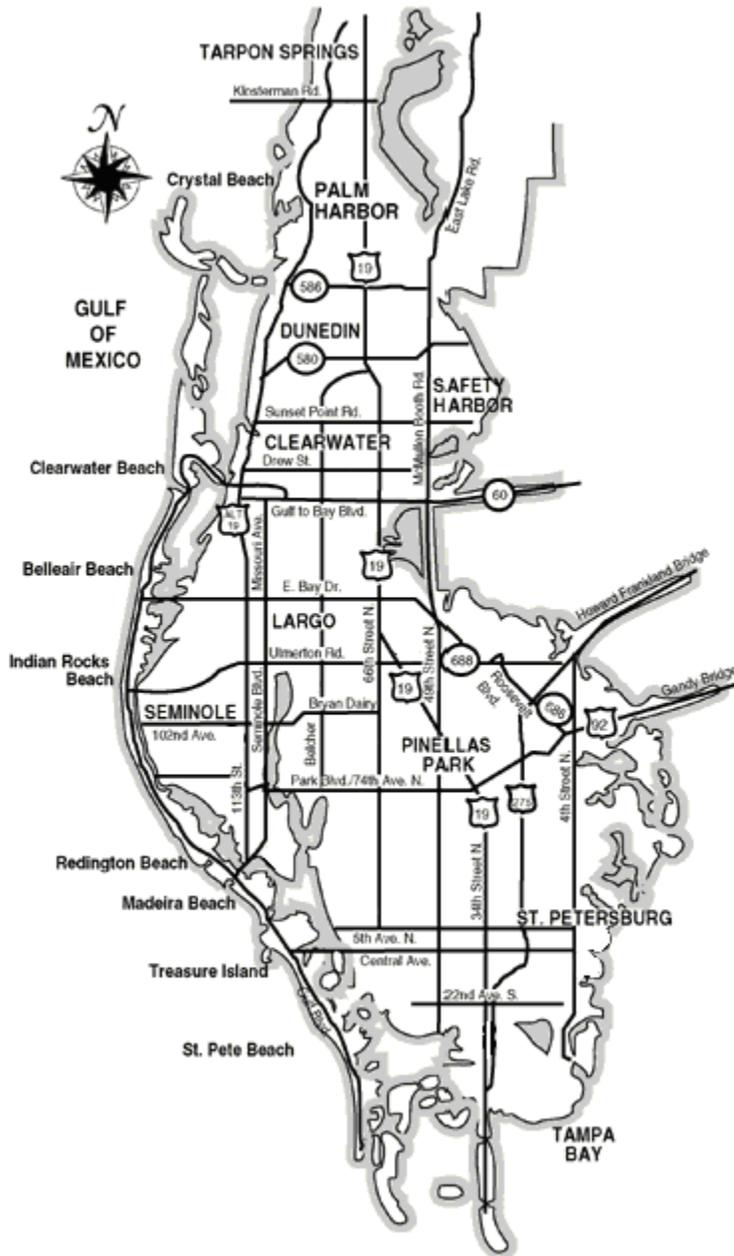
Arena Football League: Tampa Bay Storm [www.tampabaystorm.com/](http://www.tampabaystorm.com/)

Hockey League: Tampa Bay Lightning [www.lightning.nhl.com/](http://www.lightning.nhl.com/)

Minor League Baseball: Clearwater Threshers  
[http://web.minorleaguebaseball.com/team1/page.jsp?ymd=20090319&content\\_id=526706&vkey=team1\\_t566&fext=.jsp&sid=t566](http://web.minorleaguebaseball.com/team1/page.jsp?ymd=20090319&content_id=526706&vkey=team1_t566&fext=.jsp&sid=t566)



*St. Petersburg-Clearwater Area Map*





Notes The map below depicts the St. Petersburg-Clearwater Airport diagram and its immediate surroundings.





Federal Aviation  
Administration

*Most Recent Airport Area Map – [www.airnav.com](http://www.airnav.com)*

*Noise Complainer*





*St. Petersburg-Clearwater Tower Directory*

**The following list provides the most commonly used phone numbers within the St. Petersburg-Clearwater Tower facility:**

>> <b>Administrative [7:00 a.m. to 3:30 p.m.]</b>	<b>(727) 539-6867</b>
>> <b>Facility</b>	<b>(727) 893-3878</b>
>> <b>Tower Cab</b>	<b>(727) 536-8712</b>
>> <b>Air Traffic Manager</b>	<b>(727) 539-6867</b>
>> <b>Facility Fax</b>	<b>(727) 536-2793</b>



– END –

*[Please do not delete the “end page” section, as it is required to maintain section definitions within the document. You may discard this page once the document is printed.]*