

**REGULAR MEETING
OF THE MADERA CITY COUNCIL**
205 W. 4th Street, Madera, California 93637

NOTICE AND AGENDA

**Wednesday, February 15, 2017
6:00 p.m.**

**Council Chambers
City Hall**

CALL TO ORDER

ROLL CALL: Mayor Andrew J. Medellin
Mayor Pro Tem Cece Foley Gallegos, District 1
Council Member Jose Rodriguez, District 2
Council Member Donald E. Holley, District 6
Council Member Derek O. Robinson Sr., District 4
Council Member William Oliver, District 3
Council Member Charles F. Rigby, District 5

INVOCATION: Pastor John Pursell, Believer's Church

PLEDGE OF ALLEGIANCE:

PUBLIC COMMENT:

The first fifteen minutes of the meeting are reserved for members of the public to address the Council on items which are within the subject matter jurisdiction of the Council. Speakers shall be limited to three minutes. Speakers will be asked to identify themselves and state the subject of their comment. If the subject is an item on the Agenda, the Mayor has the option of asking the speaker to hold the comment until that item is called. Comments on items listed as a Public Hearing on the Agenda should be held until the hearing is opened. The Council is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Council does not respond to public comment at this time.

A. WORKSHOP

- A-1 Discussion and Request for Direction Regarding the City of Madera Economic Development Program (Report by David Merchen)

B. CONSENT CALENDAR

- B-1 Minutes – 2/17/16, 7/6/16
- B-2 Information Only – Warrant Disbursement Report
- B-3 Bi-Weekly Water Conservation Report for 1/23/17-2/5/17 (Report by Dave Randall)
- B-4 Consideration of a Resolution of the City Council of the City of Madera Approving Award of Bid and Approving Agreement for RFP PWP201617-001 with Wastewater Solids Management, Inc. to Clean Anaerobic Waste Digester Number 1 at Madera Wastewater Treatment Plant and Authorizing the Mayor to Sign the Agreement on Behalf of the City of Madera; and
- Consideration of a Resolution of the City Council of the City of Madera Amending the FY 2016-17 Annual Budget to Increase Expenditure Allocations in the Sewer Fund to Increase the Allocation Necessary for Interior Cleaning of an Anaerobic Digester (Report by Dave Randall)
- B-5 Consideration of a Resolution Approving an Agreement with Provost & Pritchard Consulting Group for Professional Engineering Design Services for Water Main Installations at Various Locations, and Authorizing the Mayor to Execute the Agreement; and
- Consideration of a Resolution Approving Funding Amendments to the Fiscal Year 2016/17 Budget for Costs Associated with Professional Engineering Design Services for Water Main Installations at Various Locations (Report by Keith Helmuth)
- B-6 Consideration of a Resolution Authorizing Submittal of an Application to the California Department of Resources Recycling and Recovery for Beverage Container Recycling City/County Payment Programs and Authorizing the City Administrator to Execute All Grant Documents (Report by Dave Randall)
- B-7 Consideration of a Resolution Adopting the City of Madera Comprehensive Emergency Management Plan (Report by Eugene Haynes)
- B-8 Consideration of a Resolution of the City Council of the City of Madera Approving an Agreement with David P. Hamilton, MAI for Professional Appraisal Services for Street Right of Way Acquisition on the Olive Avenue Widening Between Gateway Drive and Knox Street Project and Authorizing the Mayor to Execute the Agreement (Report by Keith Helmuth)
- B-9 Consideration of a Resolution Approving an Amendment to the Lease Agreement with Greyhound Lines Inc. for the Lease of Property at the Madera Intermodal Facility and Authorizing the Mayor to Execute the Amendment on Behalf of the City of Madera (Report by Ivette Iraheta)
- B-10 Consideration of a Minute Order Approving and Accepting the City of Madera Investment Report for the Quarter Ending September 30, 2016 (Report by Tim Przybyla)
- B-11 Consideration of a Minute Order Approving and Accepting the City of Madera Investment Report for the Quarter Ending December 31, 2016 (Report by Tim Przybyla)

- B-12 Consideration of a Resolution of the City of Madera, California, Authorizing the Submittal of an Extension Request to the California State Department of Housing and Community Development for Extended Funding Under the CalHome 2011 Program; the Execution of a Standard Agreement if Selected for Extended Funding and Any Amendments Thereto; and Any Related Documents Necessary to Continue Participating in the CalHome 2011 Program and Authorizing the City Administrator or His Designee to Sign the Extension Request, Certifications, Funds Request and Any Related Grant Documents (Report by Ivette Iraheta)
- B-13 Consideration of a Resolution Appointing Ruben Mendoza, Eloise Rodriguez, Celeste Voyles, Brian Massetti and Shawn Griffin to the City of Madera Civil Service Commission (Report by Wendy Silva)
- B-14 Consideration of a Resolution Appointing Rosanne Bonilla, Kristy Anderson, Maxine Barnett and Rohi Zacharia to the City of Madera Beautification Committee (Report by Mary Anne Seay)

C. HEARINGS, PETITIONS, BIDS, RESOLUTIONS, ORDINANCES, AND AGREEMENTS

- C-1 Second Reading and Consideration of Adoption of an Ordinance Rezoning Approximately 2.15 Acres from the R3 (High Density Residential) Zone District to the PD 6000 (Planned Development) Zone District in Conjunction with the Riverwalk Single-Family Residential Development Project (Report by Chris Boyle)

D. WRITTEN COMMUNICATIONS

There are no items for this section.

E. ADMINISTRATIVE REPORTS

There are no items for this section.

F. COUNCIL REPORTS

G. CLOSED SESSION

There are no items for this section.

ADJOURNMENT – Next regular meeting March 1, 2017

[continued on next page]

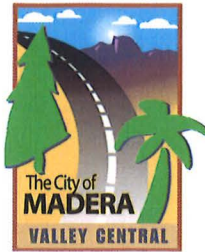
-
- Please silence or turn off cell phones and electronic devices while the meeting is in session.
 - Regular meetings of the Madera City Council are held the 1st and 3rd Wednesday of each month at 6:00 p.m. in the Council Chambers at City Hall.
 - Any writing related to an agenda item for the open session of this meeting distributed to the City Council less than 72 hours before this meeting is available for inspection at the City of Madera Office of the City Clerk, 205 W. 4th Street, Madera, California 93637 during normal business hours.
 - The meeting room is accessible to the physically disabled, and the services of a translator can be made available. Request for additional accommodations for the disabled, signers, assistive listening devices, or translators needed to assist participation in this public meeting should be made at least seventy two (72) hours prior to the meeting. Please call the Human Resources Office at (559) 661-5401. Those who are hearing impaired may call 711 or 1-800-735-2929 for TTY Relay Service.
 - Questions regarding the meeting agenda or conduct of the meeting, please contact the City Clerk's office at (559) 661-5405.
 - Para asistencia en Español sobre este aviso, por favor llame al (559) 661-5405.
-

I, Sonia Alvarez, City Clerk for the City of Madera, declare under penalty of perjury that I posted the above agenda for the regular meeting of the Madera City Council for February 15, 2017, near the front entrances of City Hall at 3:00 p.m. on February 10, 2017.



Sonia Alvarez, City Clerk

REPORT TO THE CITY COUNCIL



[Return to Agenda](#)

COUNCIL MEETING OF
February 15, 2017

AGENDA ITEM NUMBER:
A-1

Approved By:


COMMUNITY DEVELOPMENT DIRECTOR


CITY ADMINISTRATOR

WORKSHOP

SUBJECT: Discussion and Request for Direction Regarding the City of Madera Economic Development Program

RECOMMENDATION:

It is recommended that the City Council review and discuss the information provided in the attached report and provide direction to staff regarding the potential follow up actions related to the City's economic development program.

SUMMARY AND DISCUSSION:

The City collaborates with community partners to engage in economic development activities to help attract new businesses and retain and support existing businesses. The attached report describes existing activities and programs, and provides recommendations regarding actions the Council may have interest in taking to advance the City's overall efforts.

CONSISTENCY WITH THE VISION MADERA 2025 PLAN:

The discussion and recommendations regarding the City's economic development program are related to and consistent with the following elements of the Vision 2025 Action Plan:

112.1 Review Development Impact Fees (DIF) every 2 years or less. All other fees are evaluated as often as needed, but not less than three years.

207.3 Review use of incentives used to attract new industrial and retail development at least every three years. Evaluate whether the tools used are generating new development; evaluate whether the value received in new job generation meets or exceeds the value of incentives provided.

FINANCIAL IMPACT:

No immediate financial impact will result from the Council's consideration of the report or its direction to proceed with the recommended actions, if it chooses to do so. The probable financial impacts associated with any new or expanded economic development programs should be evaluated based on the specific elements of those programs when they are identified.

City of Madera Economic Development

February 15, 2017

EXECUTIVE SUMMARY

The City of Madera engages in economic development to attract new companies and to help retain and support the businesses that are currently here. Community partners work with the City to implement tools and programs that are likely to influence businesses to choose Madera. Defining which programs are most meaningful is a challenge, as businesses are influenced by many factors and they are inherently motivated to take advantage of all benefits which might be offered or available. The development of a

comprehensive strategy to identify goals and align tools and programs to achieve those goals may produce benefits, but should not be required before taking any actions where the Council is otherwise ready to proceed.

Economic Development Report Organization
SECTION 1 - INTRODUCTION
SECTION 2 - COMPREHENSIVE STRATEGY FOR ECONOMIC DEVELOPMENT
SECTION 3 - THE ROLE OF COMMUNITY PARTNERS
SECTION 4 - BUSINESS RETENTION AND ATTRACTION TOOLS
SECTION 5 - FREEDOM INDUSTRIAL PARK – INDUSTRIAL BUILDING PUBLIC PRIVATE PARTNERSHIP
SECTION 6 - DEVELOPMENT IMPACT FEE PROGRAM ADJUSTMENTS

The City actively engages in regulatory assistance activities when potential businesses express an interest in working with the City, helping to navigate and streamline the development process. Most recently, the City's economic development focus has been on removing barriers to development by facilitating the delivery of infrastructure to industrial and commercial properties, such as with the Freedom Industrial Park capital improvement project. Financial assistance to prospective companies has been provided on a limited and select basis; the City has not adopted widespread use of sales or property tax rebates, though strategic use of sales tax rebates to reimburse infrastructure costs fronted by developers has been employed, such as with the Madera Travel Center project.

This report provides a general discussion regarding economic development activities and programs within the City, and describes a variety of issues and opportunities regarding new tools and strategies the City may choose to embrace in the future. Staff has outlined three recommendations that the Council may wish to consider in advancing the City's overall economic development effort.

Recommendations:

1. Consider directing staff to work with the EDC and community partners to develop an overall economic development strategy for the City.
2. Direct staff to proceed with the distribution of a request for qualifications for a public private partnership to construct a spec industrial building on City owned property within the Freedom Industrial Park.
3. Direct staff to initiate an update to the development impact fee program, beginning with the selection of a consultant to prepare an updated cost study.

SECTION 1 - INTRODUCTION

The basic purpose of economic development programs is to enhance the financial well-being of the entities that engage in them. In Madera, economic development activities are intended to create employment opportunities and increase property and sales tax generation. As these immediate goals are realized, we trust that the local economy will be stimulated and the initial benefits will be multiplied as new disposable income is generated and more demand for personal goods and housing is created.

In simple terms, the economic development programs the City chooses to engage in should seek to influence businesses to *choose* Madera when making decisions about where they want to be. This includes businesses looking to establish a new presence in the region, as well as existing businesses that are making decisions about whether they wish to stay or expand. Businesses decisions are influenced by many factors, and a consistent challenge in defining and implementing successful economic development is determining which factors are truly meaningful to targeted businesses.

Commercial businesses, in general, are largely driven by market factors, including a range of demographic data points which help companies determine whether they are likely to be successful in a community. By comparison, industrial operations may have more flexibility to consider which city or county they want to locate in within a general region, and they may be more likely to make comparisons between the total value of development packages in various locales. Those generalizations notwithstanding, all businesses make decisions based on the criteria they feel are most important. The sidebar discussion to the right further describes the difficulty in understanding what factors are likely make a difference to potential businesses.

Factors Influencing Site Selection

What motivates a business to consider locating or expanding in a community? The Municipal Association of South Carolina describes it this way....“The business wants a place that offers strategic business advantages relative to its peers, a high quality of life for its employees and the lowest possible financial exposure. The bottom line is the business wants to use or put at risk as little of its own money as possible to expand business activity and maximize profits.”

“Firms consider dozens of factors during site selection, but government officials rarely know which factors are most important.” They may feel compelled to offer local financial incentives (taxes, fees) since they are some of the only criteria businesses consider that can be controlled at the local agency level. “Policy makers may think that such incentive offers are decisive, but this assumption is often wrong. When businesses lobby for tax breaks, for instance, they have a clear motive to exaggerate the importance of incentives, because otherwise they are unlikely to receive any breaks. In fact, evidence shows that in some cases businesses negotiate for incentives after they have already chosen a location.” (Lincoln Institute)

SECTION 2 - COMPREHENSIVE STRATEGY FOR ECONOMIC DEVELOPMENT

The bulk of the discussion presented in this report focuses on the tools and actions the City can take to attract and retain businesses. The foundation for employing such mechanisms, though, should ideally be set through the development of an integrated strategy which identifies what the City hopes to accomplish, and then tailors its use of available tools and programs to try and accomplish those goals. For instance, after considering its strengths and weaknesses, the City might begin by identifying which business sectors it has the best opportunity to attract. While bio and computer tech companies would understandably be

at the top of any city's list of preferred business sectors, the lack of a nearby research university and the absence of fiber optic data transmission capabilities in Madera are difficult obstacles to overcome. By comparison, a full range of businesses related to the San Joaquin Valley's agricultural economy are easily within the City's reach.

While the identification of one or more targeted business sectors would not close the door on efforts to attract or accommodate emerging sectors or targets of opportunity, it might help to narrow the focus of economic development activities so that they are focused on strategic areas. Marketing activities and potentially community branding, for instance, could be oriented towards those sectors where success is most likely, and incentives could be tailored to address the particular needs of those businesses. This discussion is not intended to suggest that the City and its community partners have not approached economic development strategically thus far, or that the development of a formal written policy document is essential before the City decides to take additional actions. Instead, it should be considered an observation that there may be value in clearly defining goals and then aligning tools and resources as closely as possible to achieve those goals.

SECTION 3 - THE ROLE OF COMMUNITY PARTNERS

Community partners play critical roles in the City's efforts to support, attract, and retain businesses. A wide range of stakeholders consisting of local and state agencies as well as quasi-public entities and private companies regularly contribute to efforts to bring new businesses into Madera and to support those that are currently here. Each partner introduces unique expertise and resources into the equation that would otherwise be missing. Three key community partners are highlighted below, though many more play important roles.

Madera County Economic Development Commission (EDC). The EDC is a Joint Powers Authority comprised of the City and County of Madera, and the City of Chowchilla. Its primary goals include business recruitment, expansion and retention with a particular focus on new job creation. Among the many programs it operates, the EDC administers a revolving small business loan program funded through

Community Development Block Grant dollars. The EDC maintains an emphasis on marketing the community and often serves as a first point of contact for companies considering sites within Madera County. It frequently coordinates the benefits offered to new businesses by community partners and provides information regarding the variety of State administered incentives that might apply. The EDC also coordinates the Greater Madera County Industrial Association (GMCIA), a collaborative group of industrial businesses that promotes common industrial and manufacturing interest affecting greater Madera County.

Madera County Workforce Development Board and Workforce Assistance Center. The Workforce Development Board (WDB) is a collaboration of private and public sector partners whose goal is to promote the economic prosperity and long term growth through the workforce development

Job Training and Employer Assistance
<p>Customized job training. Businesses are treated as clients under these programs, with training designed to meet the specifications of each firm. Research suggests that these programs are 10 to 25 times more cost effective in creating jobs than tax incentives. The most cost-effective programs cover the costs of training, but not salaries, and require firms to share training costs to ensure they are useful from their perspective.</p> <p>Labor market intermediaries. These programs focus on matching unemployed workers with firms looking to hire. "First-source" programs consult with businesses on their labor needs, and then train unemployed workers and screen them for local employers, so a larger share of new hires are productive. Businesses are encouraged to hire these individuals, but typically that is not mandatory. (Lincoln Institute).</p>

system in Madera County. The WDB administers the Madera County Workforce Assistance Center, a one-stop shop for workforce services. Employers can receive assistance in finding and hiring skilled workers, and job seekers can be assisted in obtaining employment and strengthening their skill sets.

Madera State Center Community College. The Madera Campus of the State Community College District and its Center for Advanced Manufacturing support a maintenance mechanic program as well as additional career technical courses that address local manufacturing business needs. State Center officials coordinate with local business interests to help ensure that students attending these programs gain skills and knowledge that are most needed to fill local labor market needs.

SECTION 4 - BUSINESS RETENTION AND ATTRACTION TOOLS

Economic development tools and programs can probably be categorized in an unlimited number of ways. For the sake of simplicity, this discussion groups city-based economic development tools into three categories: financial incentives, regulatory assistance, and direct physical assistance. At least one additional program category, workforce assistance, includes tools which are more likely to be administered by community partners, such as the Workforce Development Board.

Regulatory Assistance. Activities within the regulatory assistance category include permit fast-tracking, flexible permitting, and consolidated project management. As a rule, the City strives to provide regulatory assistance for all building and land development applications which might be viewed as economic development projects. The assignment of a City project manager and the use of flexible and expedited permitting are commonly employed to streamline the development process, particularly when a project is working against time constraints. Three examples where regulatory assistance was provided by the City for actual development projects are summarized below.

- The City proactively initiated the conditional use permit and site plan review process on behalf of a prospective business considering developing in Madera to ensure that land use approval and environmental clearance would be in place when and if the business decided to locate within the City.
- The City worked with a builder/developer to “stack” the approval of multiple site development permits together to expedite construction. Grading permits were issued within one business day of being requested, followed closely by a foundation permit. Full building plans were being developed as the building was going up, based on coordination between City plan reviewers and inspectors and the project architect and contractor.
- The City fast tracked a conditional use permit to the Planning Commission, facilitating a public hearing and project approval within 13 days of determining that a use permit was necessary. (Depending on complexity, conditional use permits are commonly processed within 5 to 20 weeks).

Financial Incentives. Examples of financial incentives that may be offered by cities to attract or retain business include fee adjustments and deferrals, tax rebates, and development cost reimbursements. The City has engaged in a limited degree of financial assistance, focused primarily on providing development cost reimbursement for off-site infrastructure. A recent example is the Love’s Travel Center Development Agreement. The City also makes development impact fee adjustments on a case by case basis where they can be supported under the municipal code. An expanded discussion of the development impact fee program and the potential for adjustments is included as Section 6 of this report.

Some cities have chosen to offer sales and/or property tax rebates to new or expanded businesses opening within their communities. The City has not engaged in widespread use of tax rebates as an economic development tool, though the City has agreed to utilize sales tax generated by projects to expedite the reimbursement of public infrastructure costs fronted by developers. Because property taxes flowing to the City from individual properties generally represent small amounts, meaningful tax rebates would necessarily come from sales tax and only projects generating taxable sales could benefit. The City has had reasonable success in growing retail development over the last 10 years, and the absence of tax rebate incentives has not been identified as a barrier in seeing additional retail growth. National trends away from big box retail, and local population and median income figures probably represent more limiting factors.

Tax rebates should be recognized as a potential tool, but usage should be reserved for large projects where a clear community benefit is achieved and the City is unable to successfully accommodate the project without it. The City Council may wish to consider incorporating written guidelines for the use tax rebates and similar mechanisms if it chooses to proceed with the establishment of an integrated economic development strategy in the future.

Direct Physical Assistance. Direct physical assistance programs include those activities which “set the table” for economic development projects. This is accomplished by providing infrastructure to commercial or industrial properties, increasing the inventory of development-ready properties, or adding to the supply of available building space. The City’s recent emphasis has been on actions which remove physical barriers to development and increase the inventory of available properties. This has been accomplished in two different ways. First, the City has entered into agreements with property owners and developers to construct key public improvements in conjunction with their projects, with the City providing customized reimbursement programs. The recent and most prominent example is the Love’s Travel Center project as noted above.

Infrastructure in Place is a hard asset that requires the application of direct investment to put in place. Funding infrastructure to attract or keep one business is the most frequent use of financial incentives. Through focused planning, communities can fund infrastructure that serves more than a single business. Putting in infrastructure without a specific user does imply a risk but careful and thoughtful planning will diminish that risk. Bill Shelton - CalEd

The second way that the City has contributed to the removal of barriers to development is through the construction of capital improvement projects which provide infrastructure that will serve commercial and industrial properties. The recent example of this strategy is the Freedom Industrial Park project, where the City and Span Engineering and Construction entered into a public private partnership which facilitated the development of a nearly 100 acre, 17 parcel industrial subdivision.

Part of City’s investment in the Freedom Industrial Park was made from an industrial development fund established by the City Council several years ago after consultation with the Greater Madera County Industrial Association (GMCIA). The GMCIA had noted that costs and delays associated with missing infrastructure sometimes constituted a barrier to industrial development, and recommended that the City establish a funding mechanism which could accelerate reimbursement or advance infrastructure

installation in strategic areas. A little over \$600,000 of the initial \$1 Million funding amount remains, with approximately \$200,000 - \$250,000 tentatively allocated to right of way purchases required in support of the Madera Travel Center. As City owned properties within the Freedom Industrial Park are sold and developed, staff anticipates that land sales revenues will be utilized re-capitalize the fund. Land values represent approximately \$1.2 to \$1.7 Million in today's dollars.

SECTION 5 - FREEDOM INDUSTRIAL PARK – INDUSTRIAL BUILDING PUBLIC PRIVATE PARTNERSHIP

The inventory of vacant industrial building space within the City has been extremely low for several years. While this reflects well on the industrial community's ability to fill those spaces, the lack of available space has proven to be a limiting factor in being able to accommodate new or growing industrial businesses that do not want to wait for new construction. Discussion with community partners revealed the potential to address the shortage of building space while taking advantage of City owned property within the Freedom Industrial park.

The proposal is that the City would engage in a new public private partnership to facilitate the construction of a spec building that would offer tenant space to new or expanded tenants. The City's role in this partnership, and its ability to stimulate the construction of a spec industrial building, would be focused on its ability to sell one or more parcels at fair market value while deferring payment of land sale costs and permitting costs until the building is occupied. With Council concurrence, staff is prepared to proceed with the initial elements of a public private partnership project with the following characteristics:

- City will release and distribute a request for qualifications (RFQ) to potential builders and developers.
- The RFQ will identify minimum development features including minimum square footage and technical specifications for the building and timelines for the commencement and completion of the building.
- A preferred development partner will be selected after responses are reviewed and ranked. Examples of evaluation criteria include:
 - Builder's experience in building similar industrial buildings
 - Builder's experience and track record on industrial leasing
 - Builder's ability to meet designated timelines
 - Builder's use of local resources in completing project
 - Proposed building design features
- City will enter into a purchase agreement or lease-purchase agreement which allows the builder to build the building with the City providing the following elements:
 - Property will be sold to builder at appraised fair market value
 - Payment of purchase price will be deferred until the first tenant space in the building is occupied. (City might consider allowing up to 6 months after initial occupancy to close escrow).
 - In order to allow builder to have an ownership interest in property while allowing sale price to be deferred, a lease-purchase arrangement or similar mechanism may be required.

- Payment of building permit fees and development impact fees will be deferred until the first building occupancy occurs. (City might consider allowing up to 6 months after initial occupancy to require payment of fees.)
- City will expedite land use approvals
- City will expedite building permit plan check and permit issuance

SECTION 6 - DEVELOPMENT IMPACT FEE PROGRAM ADJUSTMENTS

Because development impact fees represent a defined cost to development, and they are one of the few cost elements that can be controlled by a local agency, the potential to adjust or relax development impact fee schedules commonly emerges within the context of available economic development tools. Many cities experimented with fee schedule modifications during the economic recession which began around 2008 as local agencies looked for ways to jumpstart building activity. The discussion below reviews the City's current fee program and describes issues and opportunities related to potential fee system adjustments.

Current City of Madera Development Impact Fee Program

Development impact fees are collected by local agencies to off-set the capital costs of public infrastructure and services that are required to serve new development. When used properly, development impact revenues are only used in one of two ways. First, they are applied to capital projects that are constructed by the City to support or guide new development. Second, they are used to reimburse private developers for the cost of master planned infrastructure that the developers construct in support of their projects. In Madera, development impact fees commonly fund the construction of sewer, water and storm drainage facilities; arterial and collector streets; and park and public works improvements. Fees are also collected for police and fire stations and equipment, and for a portion of the costs of a future City Hall.

City of Madera's Current Fee Structure

The City's current development impact fee structure was established by a fee study prepared and adopted in 2003. In conjunction with the initial adoption, the City Council chose to implement only a portion of the total fee structure for industrial development. For instance, fees for administration, general government, arterial and collector streets, and certain sewer and water improvements were not included within the industrial development fee schedule. Similar fee structure accommodations were not made for commercial development. The structure and scope of the 2003 fee schedule remain in place today.

In 2005, new costs associated with the City's wastewater treatment plant expansion were incorporated into the fee structure. This resulted in an across-the-board fee increase for all types of development. While all land use categories received an increase, a steep increase to the square footage-based fee for industrial development was made, presumably to account for the stronger wastewater discharge characteristics associated with industrial projects on average. After a cost of living adjustment in 2007, which is the only time it has been adjusted, the wastewater fee now stands at \$1.51 per square foot of industrial building space. For large buildings, this fee can be very significant. The wastewater treatment plant fee and alternative calculation methodologies factor into the discussion below regarding Potential Development Impact Fee Strategies.

Fee Reductions as an Economic Development Tool

The likelihood that an impact fee adjustment by itself will stimulate or incentivize a project to move forward that would not have otherwise occurred is probably small. This is because development impact fees represent a relatively small percentage of overall costs. For commercial projects, impact fees generally represent less than 1% of costs. Though for very large industrial projects, based primarily on the wastewater treatment plant fee, the percentage may grow to 6% or larger.

The importance of any cost element increases when margins are slim and it's possible that the difference between full fees and a reduced fee amount may enable a project to move forward. A less tangible benefit of development impact fee reductions and waivers that is commonly described includes enhancing the perception that the community is actively reaching out to new businesses and providing an incentive. While such efforts are less likely to kick start an otherwise infeasible project, they are sometimes viewed as an important part of overall economic development strategy.

The Downside of Fee Reductions

A primary consideration in impact fee adjustments is to identify what the unintended consequences of fee reductions might be. Because development impact fee revenue is intended to be used to support new development, by definition, reduced revenue in the long run might limit the City's ability to support the same development that it is trying to stimulate. All properties require infrastructure, and development impact fee revenue is responsible for major portions of infrastructure costs, whether the City or the developer installs the improvements. When a developer is required to front the costs of infrastructure, they may be reluctant if they cannot be assured that sufficient fee revenue will be available for a reimbursement. This concern can be addressed with a plan to backfill any reduced revenue amounts that are generated through a fee reduction program.

Potential Development Impact Fee Adjustment Strategies

The current development impact fee program is based on the 2003 fee study adopted by the City. The cost factors utilized in that study are significantly out of date, and are based on utility master plans that have since been updated and replaced. A 2011 development impact fee study was completed by the City but not adopted due to poor economic conditions. That study identified that costs in several categories were being under collected, but also identified several factors that could have a beneficial affect on economic development. For instance, the methodology for calculating wastewater treatment plant was recommended to be changed from a square footage multiplier to a fee based on water meter size. Sewer and storm water fees were also normalized across the utilities service area. The affect of both measures is to remove the high peaks for fees, particularly for larger industrial projects, that are most likely to affect how businesses perceive City costs overall.

City of Madera Development Impact Fee Examples	
1. 3200 s.f. Office & Storage Yard 3 Acre Site Total Project Cost: \$4.3 Million City DIF: \$15,000 (0.35% of total)	
2. Fuel & Miscellaneous Retail Sales Project 13 acres Total Project Cost: \$10.6 Million City DIF: \$67,500 (0.44% of total)	
2. 96,910 s.f. Industrial Building 20 Acres Total Cost 13.5 Million City DIF \$263,000 (1.96%)	
4. 225,000 s.f. Industrial Building 12 Acres Total Cost: \$11.8 Million City DIF: \$599,000 (5.09%)	

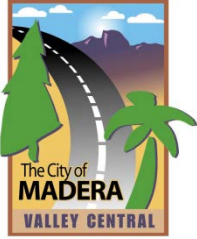
Staff's recommendation is to authorize staff to initiate an update to the development impact fee study to calculate current costs. This process would provide the opportunity to adjust the methodology for calculating the wastewater treatment plant fee and certain storm water fees that are primarily responsible for inflating the total fee amounts for industrial development. It's probable, however, that since the cost factors for all fees are at least 10 years old, a fee study update would produce a schedule resulting in a net increase in fees to cover actual costs. If the Council directs staff to proceed with an update, the analysis would compare new costs to the existing schedule and include an updated discussion regarding how development fees relate to overall project costs. At that point, if the information suggests that further adjustment is appropriate, the Council may discuss or direct targeted adjustments and the potential to backfill any revenues that would have otherwise been collected.

REFERENCES

Lincoln Institute of Land Policy. Daphne A. Kenyon, Adam H. Langley, and Bethany P. Paquin. 2012. Rethinking Property Tax Incentives for Business. Cambridge, MA.

Municipal Association of South Carolina. 2010. Municipal Economic Development Incentives. <http://docplayer.net/14239256-Municipal-economic-development-incentives.html>

Shelton, Bill R. CalEd. 2014. Three Community Assets That Trump Incentives



**MINUTES OF A REGULAR MEETING
OF THE MADERA CITY COUNCIL
CITY OF MADERA, CALIFORNIA**

**February 17, 2016
6:00 p.m.**

**Council Chambers
City Hall**

CALL TO ORDER

The regular meeting for 2/17/16 was called to order by Mayor Poythress at 6:00 p.m.

ROLL CALL:

Present: Mayor Robert L. Poythress
Mayor Pro Tem Charles F. Rigby
Council Member Andrew J. Medellin
Council Member Donald E. Holley
Council Member Derek O. Robinson Sr.
Council Member William Oliver

Others present were City Administrator David Tooley, City Attorney Brent Richardson, City Clerk Sonia Alvarez, Director of Community Development David Merchen, Director of Financial Services Tim Przybyla, City Engineer Keith Helmuth, Chief of Police Steve Frazier, Director of Parks and Community Services Mary Anne Seay, Director of Human Resources Wendy Silva, Chief Building Official Steve Woodworth, Information Services Manager Ted Uyesaka, Planning Manager Chris Boyle, Commander Dino Lawson, Fire Chief Nancy Koerperich and Fire Chief David Allen.

INVOCATION: Pastor Barry Benard, Westside Christian Fellowship

PLEDGE OF ALLEGIANCE: Mayor Poythress led in the Pledge of Allegiance.

PUBLIC COMMENT:

The first fifteen minutes of the meeting are reserved for members of the public to address the Council on items which are within the subject matter jurisdiction of the Council. Speakers shall be limited to three minutes. Speakers will be asked to identify themselves and state the subject of their comment. If the subject is an item on the Agenda, the Mayor has the option of asking the speaker to hold the comment until that item is called. Comments on items listed as a Public Hearing on the Agenda should be held until the hearing is opened. The Council is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Council does not respond to public comment at this time.

No comments were offered.

A. WORKSHOP

There are no items for this section.

B. CONSENT CALENDAR

B-1 Minutes – 8/05/15

- B-2 Information Only – Warrant Disbursement Report
- B-3 A. Weekly Water Conservation Report – 1/25/16-1/31/16
B. Weekly Water Conservation Report – 2/01/16-2/17/16 (Report by Dave Randall)
- B-4 Consideration of a Resolution Authorizing Submittal of an Application to the California Department of Resources Recycling and Recovery for Beverage Container Recycling City/County Payment Programs and Authorizing the City Administrator to Execute All Grant Documents (Report by Dave Randall)
- B-5 Consideration of a Minute Order Rejecting a Claim filed by Feliberto Cisneros (Report by Wendy Silva)
- B-6 Consideration of a Resolution Authorizing Submittal of an Application to the California Department of Resources Recycling and Recovery for Local Government Waste Tire Cleanup Grant Program and Authorizing the City Administrator to Execute all Grant Documents (Report by Dave Randall)
- B-7 Consideration of a Resolution Approving Award of Agreement for Revenue Measure Consulting Services to TBWB Strategies and Authorizing the Mayor to Sign the Agreement on Behalf of the City (Report by David Tooley)
- B-8 Consideration of a Resolution Amending the City of Madera Classification Plan (Report by Wendy Silva)

Mayor Poythress asked if there are any items on the consent calendar that a Councilperson would like to have pulled for further discussion. No requests were made and Mayor Poythress announced he would accept a motion for action.

ON MOTION BY MAYOR PRO TEM RIGBY, AND SECONDED BY COUNCIL MEMBER ROBINSON, THE CONSENT CALENDAR WAS ADOPTED UNANIMOUSLY BY A VOTE OF 6-0.

- RES. NO. 16-15 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA, CALIFORNIA, AUTHORIZING SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY FOR BEVERAGE CONTAINER RECYCLING CITY/COUNTY PAYMENT PROGRAMS AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE ALL GRANT DOCUMENTS**
- RES. NO. 16-16 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA, CALIFORNIA, AUTHORIZING SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY FOR LOCAL GOVERNMENT WASTE TIRE CLEANUP GRANT PROGRAM AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE ALL GRANT DOCUMENTS**
- RES. NO. 16-17 A RESOLUTION APPROVING AWARD OF AGREEMENT FOR REVENUE MEASURE CONSULTING SERVICES TO TBWB STRATEGIES AND AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT ON BEHALF OF THE CITY.**
- RES. NO. 16-18 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA AMENDING THE EMPLOYEE CLASSIFICATION PLAN ADOPTED BY RESOLUTION No. 00-13**

C. HEARINGS, PETITIONS, BIDS, RESOLUTIONS, ORDINANCES, AND AGREEMENT

**C-1 A Continued Public Hearing and Consideration of Introduction of an Ordinance
Prezoning Approximately 600 Properties Encompassing Approximately 490 Acres
of Land Located in and Near the Community of Parksdale (County Service Area #3)
Immediately East of the City**

And

**Consideration of Adoption of a Resolution Amending the General Plan on 86 Acres
of Parksdale Property in Order to Accurately Reflect Existing Land Uses**

Planning Manager Chris Boyle stated this is a continued public hearing as it relates to the prezoning of Parksdale and a General Plan amendment in support of that prezoning action. Mr. Boyle provided a brief refresher of last week's presentation. He noted that Parksdale is located in the southeast quadrant immediately abutting to the City and it is immediately north of the Southeast Madera or SMD annexation area. He advised that when they talk about the action that they are talking about tonight, they are not actually talking about an application for annexation. In fact, the reason for their applications for prezoning and for the General Plan amendment are a requirement on the part of LAFCO (Local Agency Formation Commission) that requires that prior to completing that SMD annexation, the City of Madera shall file an application for annexation of Parksdale. He added that in fact, the accompanying map within that directive identifies this map area as the annexation and in support of that and prior to any application for annexation, the City must prezone that property in the event that annexation occurs.

Mr. Boyle advised that the prezoning area, they might note, isn't exactly the same as the annexation area but that is done on purpose to provide LAFCO the opportunity to add parcels as they deem fit. He added that it is important to note that the prezoning does provide for, if annexation does occur, the smooth transition of a property from county zoning into city zoning. He noted that staff has spent much time in providing an analysis that would place the existing parcels in a situation most consistent between existing County zoning and proposed City zoning.

Mr. Boyle referred to the display and stated that most of the project area is in a rural residential light yellowish tone. He added that other areas acknowledge existing single family residential development in a bright yellow tone. He noted that there are a couple of commercial parcels in the City. The green indicates ponding basins or dedicated open space.

Mr. Boyle commented that the existing General Plan doesn't have any acknowledgement of those existing single family residential zones. It calls out either a medium density or a very low density or a rural residential type of characteristics within the zone. As a component of the prezoning, staff proposes a General Plan amendment to align the existing General Plan with the proposed zone districts that would be applied to these parcels as part of the prezoning.

Mr. Boyle commented on where they are in the annexation process. He advised that tonight they are still at the prezoning public hearing which was continued from February 3rd noting that they are not in an annexation application at this point and juncture. He stated that the City Council, if they act positively tonight, would then move to a prezoning second reading on March 2, 2016 and then the Council would have to facilitate a property tax exchange agreement prior to a formal application for annexation. He added that the County would have to receive the complete application from the City including that tax agreement then LAFCO would conduct public hearings and make an initial decision as it relates to annexation. Mr. Boyle stated that again, the Council's action tonight is not to act on an annexation of property. That particular process is done through the Local Agency Formation Commission. Mr. Boyle explained that then there is a process that is followed if the initial decision for annexation is yes. If it is no, no vote is required and the annexation would fail. He restated that ultimately, the community has the ability to stop annexation if desired. He stated that tonight is not an application for annexation; it instead is the prezoning in General Plan amendment.

Mr. Boyle stated that per the Council's direction, staff, in the last two weeks, has prepared and sent out a second frequently asked questions document that answered the questions that were raised at their last public hearing. He advised that after the meeting, he had an opportunity to meet with several of the citizens of the area, pass out business cards and the like, encouraged them to reach out to him. They also provided as part of that frequently asked questions document, additional contact information from the members of LAFCO so that they could take their concerns directly to LAFCO as it is expressed per the annexation. Ultimately in the last two weeks, after this outreach, they have not had a telephone call or an extension for dialogue with them at all; not one.

Mr. Boyle stated to conclude, tonight's hearing is not a vote on the application for annexation. They have not filed an application for annexation at this point and juncture but it is a General Plan amendment to provide for consistency between the General Plan and the proposed rezoning, and at the same time to acknowledge the land uses of the community as it is now in its present form. With that said, the Planning Commission and staff would continue to recommend that the Council, after considering public testimony, adopt a resolution approving the General Plan amendment and introduce the ordinance rezoning the subject properties. Mr. Boyle advised that concludes his presentation and stated he would be happy to answer any questions they might have.

Mayor Poythress asked if there are any questions of Mr. Boyle.

Mayor Pro Tem Rigby referred to the commercial lots shown in Exhibit A and asked if those are currently commercial lots.

Mr. Boyle replied that they are not; two of them are. He advised that the C2 Heavy Commercial is currently operated as Ochoa's, an automotive repair, but the two lots across the street from Ochoa's those are a former store and a former recycling center. He added that in light of the fact that their last established use was commercial, staff opted to leave those in a commercial setting.

Mayor Pro Tem Rigby stated he knew the empty lots across the street. He was curious.

Mayor Poythress asked if there are any other questions of Mr. Boyle and added that he thinks one of the concerns or direction that Council gave Mr. Boyle last time was to reach out and he thinks Mr. Boyle answered that question as far as those types of efforts. Mayor Poythress commended Mr. Boyle.

Mayor Poythress stated this is a continuation of the public hearing and he would like to open it up at this time. Mayor Poythress directed his comment to the City Clerk and stated he believes they have a couple of individuals who have signed in to speak.

City Clerk Sonia Alvarez replied that they have four signed. She advised that she would call them up a couple at a time and then they can invite the others up after that.

Ms. Alvarez called for Lester Moore and Richard Ray.

Mayor Poythress asked, when they come up, that they give their name and address.

Richard Ray, Parksdale resident in Madera, California, stated the letter that he did receive didn't answer any of the questions that he heard people ask at least to his knowledge. One thing that he wanted to ask also is, if it was to get passed because he pays water and sewage and part of his water and sewage on his sewage, not only is he paying County taxes, he is also paying City taxes. He asked, if it was to turn over to City, is that going to deplete where he would just be paying City taxes.

Mayor Poythress asked if somebody from staff can answer that question now.

City Administrator David Tooley stated he would begin and answer, and the City attorney will help him if he misses anything that is important. Mr. Tooley replied that water and sewer rates are generally paid based on rates as opposed to taxes but that is just a very minor difference. At such time as an annexation were

to take place, reminding that an annexation is not taking place this evening, but at such time, he would then be paying just the City rates. Mr. Tooley asked the City Attorney if he wants to add anything to that. The City Attorney did not have anything to add.

Mr. Tooley asked Mr. Ray if that is clear.

Mr. Ray replied sure. He added, not trying to be rude, but he finds it very, he guesses he would say irritating to himself that the people that live in the County, they don't even have the right to vote the City Council in. They only vote in the County people. They don't have the opportunity of voting in the City people. He would like to know how the City feels that they have the right to come out into an area that is owned mostly by a lot of elderly people that are on disability or on social security that are just barely getting by right now and if was to get switched over, how much would their property taxes go up, how much are they going to have to pay for sidewalks and gutters and all that. They are talking about families that have been out there for many, many years. His family has been out there since 1943. He stated that it is devastating all of them out there. That is why a lot of them moved out there. They wanted to live in the country. They didn't want the City. He doesn't see hardly any crime rate out there compared to what the City is. He just has a real strong feeling, if the City was to go out there, are they going to start patrolling out there. He stated that it is hard enough on the Sheriff's Department and then the City would be taking on a bigger bite. He asked if they are going to have better protection because he just has a funny feeling, if this goes on, it is going to make it even worse.

Mayor Poythress replied that they don't have any parts of their City that they consider second class. If they are annexed into the City of Madera, they receive the whole level of services that any other part of the City of Madera receives. They don't have little subsidiaries that say you get less services. The other thing, he would like to remind everybody here, is that they have the right to vote whether or not they are going to be annexed or not. So there are processes that this has happened. They have asked the question about what gives the City the right to annex. He replied that the City does not have the right to annex unless you let us annex and that is an entire process that the City works together with the County to move forward with. He advised that they (residents) have every right, and Council Member Holley mentioned that at their last meeting, that in this country, they have the opportunity to vote yes or no. He encouraged them to do what they are doing tonight, come together as a community and when it gets to that point for the annexation, let us know, yes vote it in or vote it down. They have that right.

Lester Moore, Parksdale resident in Madera, California, stated someone *[unable to understand name stated]* asked most of the questions but noted that the question is still unanswered about all the new improvements that will have to be made if it becomes City. He asked if the landowner is going to have to be responsible for all this or not and again as was talked about, is their Madera Police Department going to be able to service Parksdale. He commented that every time they hear someone on TV, we have all we can stand now. He means financially, he is sure they do. They don't have enough people. They work overtime. He is in no way putting the Sheriff's Department down or the Police Department but every time they hear something, we have all we can stand. He asked what is going to happen when they take on another 600 residents/family places.

Mayor Poythress stated that is a great question and if he noticed in the presentation, that is all part of the tax sharing agreement that would have to be agreed upon between the County and the City before it could even move forward for LAFCO annexation. He advised that when it goes to annexation, there has to be something called revenue neutrality meaning that the County would have to come up with certain amount of money and whatever the agreement is to help the City to provide those types of services. He stated that would all be part of the agreement. He reemphasized, whatever happens, if Parksdale is annexed into the City, it would be patrolled by the City Police Department the same way any other part of the City. He noted that the residents are going to demand and he is going to demand good quality service because they are all residents of the City and they don't want to see their police services compromised because of an annexation of Parksdale nor would they put up with Parksdale being considered a second class community.

Mr. Moore stated he understands that but also, they hear, every time they turn the news on or something that they have all they can stand now.

Mayor Poythress suggested they stay tuned because there might be an opportunity to help out their Police Department in that regard.

Mr. Moore stated he is sure the City Police Department is wonderful but they have had good service through the Sheriff's Department. As far as he knows they have very little crime rate. He has been out there since '71. He has had one thing missing.

Mayor Poythress stated they appreciate that and that is a great part of the community of Parksdale the fact that they do work together, that they do have good patrols out there and good folks. They don't want to see crime increase.

Mayor Poythress stated that the other question Mr. Moore had was in regards to improvements. He asked staff to correct him if he makes an incorrect statement. He noted that the City does not have the money for capital improvements just to say they need to go out and do certain things. The City does not have the money nor would they require them (residents), if they were to come into the City to start making, ok, you need to put a sidewalk in, you need to put a streetlight up, you need to do that. He advised that is not something the City would require... He asked Mr. Tooley if he spoke out of turn.

Mr. Tooley replied he did not. He explained that at such time that an annexation actually takes place, the responsibility for the public improvements are transferred from the County to the City. He added that the City and County have already done a study to determine what the needs are out there and there are some significant deficiencies in their area. He noted that there are some very significant deferred maintenance items that if the City does an annexation, the City is going to have to take on over time.

Mr. Moore asked why they don't have any County people here at these meetings.

Mayor Poythress explained that there will be a process to meet County folks as it is introduced to the County when it goes to the County. There will be that opportunity as far as the process but it is a City public hearing. He stated that there will again be an opportunity to meet with County folks.

Mr. Moore thanked the Council.

Mayor Poythress asked if there are any more folks.

Ms. Alvarez advised they have two more signed in and called Jose Solis and Enrique Renteria.

Jose Solis, Parksdale resident in Madera, California, stated what he wants to say is his English is short and what he is going to tell them he will try to do in a few words. He asked, in case this plan is going through votes, if legal residents can do that. He clarified the owner of the property but is not a citizen. He asked if they can vote.

Jim Glynn, Parksdale resident in Madera, California, stated he thinks the gentleman is basically asking as a landowner could he vote. Mr. Glynn commented that according to the paperwork here, it indicates that 50% or more of registered voters. He noted that might have an effect on some people.

Mr. Solis stated ok and added that probably between 30% or 40% of the people that live in Parksdale are legal residents. He asked how come you have to be a citizen to vote if the owners of Parksdale are 30% or 40%. It is close to 50% and then...

City Attorney Brent Richardson commented that it is actually State law is set up that way. He believes it does use the term registered voters.

Mayor Poythress asked Mr. Richardson to restate that.

Mr. Richardson restated that State law actually requires it to be the majority of registered voters.

Mayor Poythress noted not necessarily property owners.

Mr. Richardson agreed.

Mayor Poythress stated to Mr. Solis that is the State law.

Mr. Solis stated he has lived in Parksdale almost 20 years. He moved from the City there because it better. No gas, no nothing and they can take care of the neighbors. If somebody goes out of town that neighbor watches the house or something; not in the City. He protests. He doesn't want to be in the City. He is a retired man and it will be more money to pay taxes or water service, whatever. He stated his appreciation.

Enrique Renteria, Parksdale resident in Madera California, stated he came here to urge the Council to vote no on the rezoning. This is his community. They want to preserve the way they live; be in the County. As he mentioned last time, he lived in Parksdale for three years now. He used to be a Madera County resident for the other 12 years. He loves that lifestyle. He is raising his kids. He wants to preserve that and just, this is America, they have choices and he chose to live in the County. He loves the amenities that they have but he also loves the freedom. They have large lots. He asked who the City Council Member is that is neighboring the proposed rezoning area.

Mayor Poythress stated it is Council Member Holley perhaps.

Council Member Holley agreed.

Mr. Renteria stated he was just curious. He directed his comment to Council Member Holley and stated that he knows what it is like since he is neighboring their boundaries and he urged Council Member Holley to urge no on the rezoning. He understands it is a process but they would like to have this process finished soon with a no. He thanked the Council.

Mayor Poythress asked if there are any other folks on the...

Ms. Alvarez stated that because someone put down the initials M.A. she doesn't know...

Maura Solis, Parksdale resident in Madera, California, came up. She stated just a recap of everyone, there is no budget obviously to fix things out there as fast as they think they want it to be done but yet they want to make this move to City by those dates, March or so forth. She doesn't think the community wants that. She doesn't want that. She doesn't want it rezoned. She doesn't want it to be part of the City. They moved out there for reasons and the gangs and a lot of issues of traffic, cars coming in and out of your neighborhood when she was living in the City. So her choice, her family, her children, they want to be out there for a reason. She noted that the neighbors look out for each other. They also have their space in between where she doesn't see their faces when she wakes up. She commented that it is as simple as that. It is those little things that benefit them every day, every morning. Like they said, this is a democracy. They continue to persuade others on what they want and they vote for that. For herself, her neighbors, and the ones that couldn't make it that are either at work or Spanish speaking, they don't want that. They don't want it to be the City. They want to continue to be County. Like her father Jose Solis had said, that the registered voters, there are a lot of people out there that are just residents. They are not legally here or able to vote but they would like to stay the way they are and nothing is going to change fast enough for them whether it is curbs, lights, etc. The list can go on and on but that is what she would like to tell the Council. She thanked the Council.

Mayor Poythress asked if there is anybody else.

Ms. Alvarez replied she does not have anyone else signed up.

Bernice Jackson Hyatt, Parksdale resident in Madera, California, directed her question to the City Administrator David Tooley. She noted that he said there is a significant need in their County that the

County hasn't addressed. She stated that if there is such a significant need in their County, why hasn't the City gone to the County to address that to them (residents) instead of turning them over to the City because what is going to happen, if the City does take over, yes the residents are going to have to foot the bill. Right now they can say oh it is going to be a long road out but no, their taxes are going to go up. Everything is going to go up and it is going to hit a lot of people. By the City Administrator saying there is a significant need out there so he is telling her, the City is trying to clean them up out there because the City sees a significant need for their area which nobody else has. She noted that the County hasn't addressed that with them and they are County so if the City feels there is a significant need, what is that significant need for them.

Mr. Tooley replied he would be happy to address her question if she would like to wait. Mr. Tooley asked that she please understand that he represents the City. He stated there has been an ongoing discussion about annexation between the City and County for some time. In preparation for that discussion, the City and County agreed to jointly fund an infrastructure study where they look at water, sewer, streets, street lighting; all of the kinds of things that cities or counties are normally required to provide. That joint study demonstrated that there was a very large degree of deferred maintenance so they wanted to make sure they were going in with their eyes open that if in fact annexation took place, they wanted to know what that cost was going to look like. Mr. Tooley added that the City will have to absorb that cost. The City will have to absorb the cost of maintenance. They will have to absorb the cost of repair. They will have to absorb the cost of police and fire service and that is part of that tax sharing negotiation that takes place between the City and County. He added that the tax sharing agreement is a requisite element before LAFCO considers the annexation. He advised that the City has its own problems in the City. They make do the best they can with resources they have but typically where they make some headway is that they aggressively pursue grants and other kinds of opportunities where they bring State and Federal money back into the community. Their first choice is to find solutions before they ask for tax or rate increases. In each of those cases, as a tax or ratepayer, residents have due process rights. They have the ability to say no.

Ms. Jackson Hyatt directed her comment to the residents to get out and get their neighbors because when LAFCO has their meeting, they have to vote this down if they choose not to because they are going to have to be their voice because right now, they were told if you were a property owner and not a registered voter, you have the right to vote now. By law, if you are not a registered voter but you own your property and your home, you cannot vote so she is urging all of them to make sure that their neighbors are aware of this because they don't really know what they have to lose because there is going to be a lot to lose once the City takes over if it happens.

Jim Glynn, Parksdale resident in Madera, California, stated he noticed on one of the answers for zoning on animals, it says he can have two sheep or whatever but if for whatever reason he does not have those animals on his property for six months, the grandfathered portion will no longer apply. He can longer have animals period. He advised that a lot of people here do have animals on their property. If he so chooses to put a different type of animal on his property, he thinks it is his right. It is his property and this is just one other example that he can't agree with this. He thanked the Council.

Mark Duvall, Parksdale resident in Madera, California, urged the Council to vote no on this. As everybody else, they love living there. They like it how it is. They want it to stay that way. He asked, if it does get rezoned, if it does end up in the City eventually, how does the City envision Parksdale in 10 or 15 years. He wondered if they can answer that for him.

Mayor Poythress stated that from a service level they would probably have a different level of services. They would probably have more law enforcement coverage. They would have, noting that he hasn't studied it enough to know, but he knows that they would have availability of whatever water resource the City has within City limits. They have 19 wells, or something. He noted that a few may be down but they have redundancy within the City system so if there are some wells that are down, the other wells pick it up so you are not out of water unlike some places that don't have redundancy in the County. He added that the City has Public Works. They have a system where they go around systematically and chip seal their roads so he thinks they would see more of a consistency of services being delivered. He noted that as far as

what it would look like from a structure standpoint and commercial, that all depends on the market. Just like today, if there was going to be some commercial development, retail or whatever, and if somebody saw an opportunity to invest, then they would not only have the opportunity to do that today in the County but they could do that in the City under the rezoned areas that they talked about.

Mr. Duvall asked if there is anybody interested in buying some of that property as of now.

Mayor Poythress asked in term of...you know commercial.

Mr. Duvall clarified if there is anybody, any corporation, or anybody like that that wants to buy some property in Parksdale.

Mayor Poythress stated that is a good question. If they haven't bought it yet they are probably not interested.

Mr. Duvall stated this all has to do with the SMD Project. They are thrown in the middle of it. They just don't like it. Why should they have to change their way of life just because somebody wants to make some money on the other side of the street.

Mayor Poythress reminded them that they will have a chance to voice their concerns with the County and also with the vote at LAFCO as Ms. Jackson Hyatt mentioned. There will be that opportunity to gather together but there will be processes before then to address these concerns with the County and perhaps they could be led to go down the road of perhaps omitting the requirement for Parksdale to be annexed. He stated that is a possibility.

Mr. Duvall referred to the letter they received with the questions answering and stated, with all due respect to the Council, it was a joke. He commented that they didn't answer any of the questions that these people asked and if they did, it is in legal mumble jumble that they have no idea what it is. He thanked the Council.

Mayor Poythress asked if there is anybody else who would like to address the Council at this time.

Lester Moore, Parksdale resident in Madera, California, stated he had some questions that were brought. He wants to make sure he understands it right. Even though residents out there have owned their property for 20-30 years, if they're not registered voters, they have no say in this.

Mayor Poythress replied that is the way it is worded.

Community Development Director Dave Merchen clarified that as has been provided in multiple handouts to the community, there is a two-step process so to speak, or a sort of a two tiered protest process. If it goes to a protest hearing at LAFCO, 50% of registered voters can kill the application by protesting but, 25% of the landowners containing 25% of the land can create the need for an election, or require an election, in order to determine the outcome of the annexation proposal. If the question is can a landowner just by being a landowner have an impact, yes they can file a protest as a landowner and if 25% of the landowners with 25% of the land protest, there will be an election and then the election laws would kick in registered voters would only be able to participate in that election. He restated that there is a role for landowners.

Mr. Moore stated they have a lot of landowners out there he is sure are not registered and they own the place, they need to vote so that is what he was wondering about is whether they would have a vote and they will. He thanked the Council.

Mayor Poythress asked if there is anybody else who would like to address the Council at this time.

Ed McIntyre, residing in Madera, California, stated he has a couple of comments he'd like to make. One is to just give some context to this whole proceeding. He has been doing land use consulting for 30 years. He is a real estate agent. He asked that they forgive him for addressing the residents but he thinks these are comments that he would like to direct toward them. He stated that 25 years or so ago there was an

annexation west of town. He thinks it was called the Venturi annexation and it was stalled by a group of people that lived in an unincorporated subdivision just like Parkwood called the Groves. He asked if anybody is familiar with the Groves. He noted that this was a small community that was a long way from Madera when they got settled just like Parksdale. He got to be part of the annexation in that he was hired to do outreach to the owners in that area. He talked to every one of them. He went door to door and he said, you're property taxes won't go up. That only way that goes up is through a reassessment generally through a change of ownership. He noted that really nothing is going to happen to their property if they don't want it to happen. He added that if they go out to the Groves right now, they will see on the Gray property, he doesn't know if anybody remembers the Gray's. He thinks "Bobby" does because they played Babe Ruth with them. They had a donkey on that property for 30 some odd years after the annexation. There are goats out there right now and it hasn't really changed that much. He added that there has been a few new houses built and the City put a new road in there which is nice. The people he talked to, he said, if you want to keep your house, your property the way you have it right now, that is how it is going to be. He noted that theoretically, if your animals leave the property for six months, you could lose the right to have them but he thinks that donkey is gone, there are goats there now; was it six months, two months, one month. He noted that the City is not going out there looking every day to see if the animals are still there. He stated, just as a practical matter, they probably can kill the annexation and the City is just going to do what they have to do to maintain their obligation to LAFCO in attempting to file an annexation for zoning but to have orderly development, they have all of the City of Madera on the other side on 28. He noted there is a great big sewer line that goes all the way up Tozer, all the way up to 145. He stated that there will be a lot of urbanization there and he doesn't think there is anybody looking right now at the moment to build any subdivisions because still on the other side there are tons of lots in KB, all those subdivisions on the eastside if you drive through. He just drove through them last week doing an inventory. He noted there are still a lot of houses to build so he wouldn't anticipate any subdivision maps by any big developers coming into Madera but he will say they are going to build a new elementary school just up the road there on Sunrise and Tozer and there could be even more educational facilities on that site. He added that there might even be a new high school out there on the eastside because there is a potential for a lot more people there and nobody is going to ask them to change the way they are living right now. He noted there are still tons of big lots north and south of them that can be used for development and it is more economical to do that. He anticipates that happening.

Mr. McIntyre noted that his second comment is, and he is a little confused, on 14 are they rezoning all the way up to the south side of 14. What he sees in the annexation, and he has seen three or four different maps, noting that his question in the context of an orderly development, that the City would then have maybe 200 more acres to develop that is open land which has access to sewer. He pointed out to Mr. Boyle the properties he is referring to. Mr. Boyle pointed out the area.

Mr. McIntyre stated that if they are not including these parcels, he would encourage them to. He doesn't know how far along they are in the process, but these parcels here would be much more. He pointed out some other parcels where sewer is available, the open parcels, those would be much more inclined to do urban development; not what Parksdale is right now.

Mr. Boyle stated that staff did consult with LAFCO in advance of their application for rezoning and it was LAFCO's recommendation that the City kept their rezoning areas only to those areas that are proposed. He advised that they did actually have a dialogue about squaring off and expanding the borders. It was recommended that they did not. Mr. Boyle stated he is not sure if there is a specific rationale other than to maintain the nature of the requirement within the current requirement per the SMD application to maintain these boundaries as required per that annexation agreement.

Mr. McIntyre recommended that they look at doing that in a more holistic manner just for the purposes of more economy of orderly development as it occurs. If they are not going to be annexed now and there is an application for annexation, staff would just have to back it up and do it all over again. He would suggest that we, noting that he lives in the City, look at that whole corridor of Tozer where the sewer line already exists. He added that it is already in the sphere of urban development and have the City go in and start the process of urban development there. He thinks that would be important for the City for a number of reasons he won't get into now.

Mr. McIntyre stated that his last comment is the Sheriff's Department, tonight, they have one unit that is responsible for Parksdale, Firebaugh and Rolling Hills whereas the City of Madera, they are adjacent so there is much more economy and there would be a better law enforcement presence there. He thanked the Council.

Mayor Poythress asked if there is anybody else that would like to address the Council during the public hearing. No other requests were made and Mayor Poythress closed the public hearing and brought the item back to Council for any other comments or discussions.

Council Member Oliver stated as a follow up to Mr. Solis' daughter. He believes she mentioned the opportunity to persuade others and provide input. He is curious, before this process even began, if folks of Parksdale, noting that he doesn't know who this question should go to whether it is with staff or a representative of LAFCO but before it began, were folks ever given the opportunity to weigh in before they were applied as a condition of approval on this application.

Community Development Director David Merchen replied that the short answer is no; not that they are aware of.

Council Member Oliver stated that is unfortunate as they should have.

Council Member Holley stated the City is just doing what LAFCO required the City to do. He advised that they have the right out there to make the final decision. As the Council sits here and makes decisions because development is going that way whether it is tomorrow or next year or years down the road. They can prolong it as long as they (residents) want to but it is up to them to prolong it. The City is only doing what is required for us as a City to go that way. He added that when the college was built, a lot of folks didn't realize that there is a sphere of influence that was done out there. He noted that the City did not have any thoughts about going that way during that time but that was in that zone so as they were talking over the years, noting that he was a Planning Commissioner for the City then he became a Planning Commissioner for the County, and those steps kept coming up. He noted that this has not just happened yesterday. This has been going on for several years, probably 9 to 10 years. As they continue to go forward it is starting to bring some people out of the woodwork but these meetings have been happening for quite a while. He stated that it is up to them as landowners or registered voters, if they are not registered get registered. He added that this is an election year and their vote counts. He advised that they tell their constituents out there to start doing what they need to do to stop things like this if they don't want to see it happen.

Mayor Poythress asked if there are any other comments from members of the Council.

Council Member Rigby stated he empathizes with the Parksdale community. He grew up on Cronin Street. His grandparents lived there for years; 50 years if not more. His grandfather was an illegal alien until he realized his voice counted, he became a legal citizen and registered voter. He feels responsible to be prepared as a City in case annexation does get passed, that they need to be ready to move forward with a rezoning plan. He has complete confidence in the Parksdale community that they will come together and make the decision that they feel is best for them be it through LAFCO. He cannot echo his colleagues' comments enough; if you are not registered to vote, now is the time. If you are a landowner, then there is a process that you can go through to push the vote. He advised that growth is inevitable. Madera is growing on all sides north, south, east and west and he looks forward to the opportunity to grow Madera collectively and to make it a great City, not neglecting anybody but giving everyone the opportunity to live life the way that they so choose but if they can help make it better, he thinks that is what he would like to do.

Mayor Poythress stated if there are no other comments...

A gentleman from the audience stated he has a question.

Mayor Poythress stated that we are done with public comment but so they can move forward, asked if there is anybody else who wants to do comment. Mayor Poythress advised this is the last comment. He told the gentleman to go ahead and come up to the microphone.

Julian Martinez, Parksdale resident in Madera, California, asked where do they go to vote. He has asked this question before and it wasn't answered. He asked who do they contact to vote this out. A lot of them don't want that. He asked who do they need to contact to make a petition or where do they go to vote this out.

Mayor Poythress replied that they will be contacted just like they were contacted about this meeting through the processes. They will be contacted in regards to whatever meetings are going to occur with the County as well as LAFCO.

Someone else wanted to speak and Mayor Poythress advised that they were done with public comment. They had the public comment period. It was a public hearing and they've got to move on. He advised that they will be contacted. It is not going to be a secret vote; no secret ballot. Mayor Poythress stated they would love to have them keep Parksdale anyway they want it. They've got that right to do it and they will be contacted.

Mayor Poythress called for title.

Council Member Medellin apologized for the interruption but they have a representative from LAFCO here, their Executive Director Dave Braun who might be able to help out with a lot of their questions.

Dave Braun with Madera LAFCO stated he just wanted to mention that there has been some sort of confusion about the process and who gets to vote. He advised that in the process they will have two meetings. They will have one meeting to discuss the annexation; to discuss the merits of it and then there will be a second meeting which is what they call the protest hearing. At that hearing, all registered voters will have the opportunity to protest and all landowners will have the opportunity to protest and as Mr. Merchen mentioned, there are two different thresholds of 50% or more of registered voters are opposed to it, it kills it; and 25% or more of the landowners protesting will require that it be put on for an election. He noted that is the process. The other thing he would like to mention is there was talk about the fact that Parksdale is being required to be annexed because of this other project by SMD and State law requires as it was mentioned by City staff that any, what is determined to be a disadvantaged community that is adjacent to an annexation, that property has to be considered for annexation but it doesn't say that the property has to be approved, that it has to be annexed. They just have to consider it for annexation and whether it is annexed or not, once it is considered then the SMD annexation can proceed. He just wanted to make that clear.

Mayor Poythress asked if it is ok to move on with title.

The introduction of an ordinance was read by title by the City Clerk.

ON MOTION BY COUNCIL MEMBER MEDELLIN, AND SECONDED BY COUNCIL MEMBER OLIVER, FURTHER READING WAS WAIVED AND THE INTRODUCTION OF AN ORDINANCE WAS ADOPTED UNANIMOUSLY BY A VOTE OF 6-0.

INTRO. ORD. INTRODUCTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MADERA AMENDING THE OFFICIAL CITY OF MADERA ZONING MAP PREZONING THE SPECIFIC PARCELS IDENTIFIED WITHIN EXHIBIT "A"

Mayor Poythress moved on to the resolution and announced that he would accept a motion for action.

ON MOTION BY COUNCIL MEMBER RIGBY, AND SECONDED BY COUNCIL MEMBER HOLLEY, RES. NO. 16-19 WAS ADOPTED UNANIMOUSLY BY A VOTE OF 6-0.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA
APPROVING AN AMENDMENT OF THE GENERAL PLAN CHANGING THE
LAND USE DESIGNATION OF APPROXIMATELY 86 ACRES OF LAND
LOCATED WITHIN THE UNINCORPORATED COMMUNITY OF PARKSDALE**

Mayor Poythress called on the City Clerk for a late distribution announcement.

City Clerk Sonia Alvarez announced that pursuant to Government Code Section 54957, members of the public are advised that documents related to the following agenda item were distributed to the Council less than 72 hours before this meeting. Under Section D, Written Communications, item D-1, subject matter written request from the Madera County Economic Development Commission for funding toward the High Speed Rail Heavy Maintenance Facility location, the report was distributed to the Council this evening. Ms. Alvarez advised that extra copies are available at the podium for members of the public wishing a copy.

**C-2 Public Hearing and Consideration of Introduction of an Ordinance Amending
Section 1310 of Chapter 3 of Title X of the Madera Municipal Code Pertaining to
Action of Appeals of Planning Commission Denials**

Planning Manager Chris Boyle stated that their second item is an application for an ordinance amendment to Section 1310 of Chapter 3 of Title X of the Madera Municipal Code as it relates to actions of appeals of Planning Commission actions. He advised that it really is in response to their current ordinance which comes out of their 1961 ordinance which called out that four-fifths vote would be required to overturn an action of the Planning Commission. He noted that in 2012 they moved to a seven member Council and this requested ordinance would better reflect the current composition of the Council as a seven member body. He advised that staff looked at whether a five-sevenths or six-sevenths vote would be applicable noting that 80% was required in the past; a five-sevenths vote would be a 71% whereas a six-seventh vote would be 86%. In light of that, staff recommends that a five-sevenths vote be selected by the Council in that it is less egregious than the 80% currently required. He commented that in sum, the five-seventh vote of the whole of the Council would then be more reflective of the seven member body that the Council has been since 2012. Mr. Boyle advised that the Planning Commission and staff recommend that the Council, after considering public testimony, introduce the ordinance amending Section 1310 of Chapter 3 of Title X of the Madera Municipal Code. Mr. Boyle offered to answer any questions.

Mayor Poythress asked if there are any questions of Mr. Boyle before they open up the public hearing. No questions were asked.

Mayor Poythress opened the public hearing and asked if there are any members of the public who would like to discuss this particular item.

Ed McIntyre, residing in Madera, California, asked if they are in the process of amending this ordinance, why wouldn't they just allow as a matter of course an appeal from an applicant who was denied an application at the Planning Commission to come before the Council. He asked why would it require noting that many municipalities do this. He is wondering why they would require their body to vote on whether or not to hear the appeal.

City Attorney Brent Richardson replied that is not what it is. It is the threshold to overturn a decision of the Planning Commission. He explained that it is not actually whether to let the person appeal. Anybody can appeal; it is just where the threshold lies to overturn a decision of the Planning Commission. That is what they are changing.

Mr. McIntyre thanked the City Attorney.

Mayor Poythress asked if any other members of the public wish to comment on this item. No one else came forward and Mayor Poythress brought the item back to Council.

Mayor Poythress stated if there is no other discussion then title.

The introduction of an ordinance was read by title by the City Clerk.

ON MOTION BY MAYOR PRO TEM RIGBY, AND SECONDED BY COUNCIL MEMBER ROBINSON, FURTHER READING WAS WAIVED AND THE INTRODUCTION OF AN ORDINANCE WAS ADOPTED UNANIMOUSLY BY A VOTE OF 6-0.

INTRO. ORD. INTRODUCTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MADERA, CALIFORNIA, AMENDING SECTION 1310 OF CHAPTER 3 OF TITLE X OF THE MADERA MUNICIPAL CODE PERTAINING TO ACTION ON APPEAL OF PLANNING COMMISSION DECISIONS

C-3 Second Reading and Consideration of Adoption of an Ordinance Rezoning Property Located at 1006 and 1010 West Yosemite Avenue from the R1 (Low Density Residential) Zone District to the WY (West Yosemite Professional Office) Zone District

Planning Manager Chris Boyle stated that the Planning Commission and staff continue to recommend approval of the ordinance rezoning subject properties to the West Yosemite Professional Office Zone District. Mr. Boyle offered to answer any questions.

The ordinance was read by title by the City Clerk.

On motion by Council Member Oliver, and seconded by Council Member Holley, further reading was waived and Ord. No. 929 C.S. was adopted unanimously by a vote of 6-0.

ORD. NO. 929 C.S. AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MADERA AMENDING THE OFFICIAL CITY OF MADERA ZONING MAP TO REZONE APPROXIMATELY 12,500 SQUARE FEET OF PROPERTY LOCATED AT 1006 AND 1010 WEST YOSEMITE AVENUE IN PROXIMITY TO THE INTERSECTION OF WEST YOSEMITE AVENUE AND O STREET FROM THE R1 (LOW DENSITY RESIDENTIAL) ZONE DISTRICT TO THE WY (WEST YOSEMITE PROFESSIONAL OFFICE) ZONE DISTRICT.

D. WRITTEN COMMUNICATIONS

D-1 Written Request from the Madera County Economic Development Commission for Funding of a Media Outreach and Education Campaign Targeting Madera County as the Site for the High Speed Rail Heavy Maintenance Facility

Bobby Kahn with the Madera County Economic Development Commission stated that as the Council is aware, both the County Board of Supervisors, the City Council along with agencies such as his own and the Madera County Transportation Commission have adopted similar resolutions supporting the heavy maintenance facility site in Madera County. Mr. Kahn advised that since that time, there has been a formation of a coalition between the cities and the County to put on an aggressive marketing plan to promote a Madera County site to the High Speed Rail Authority. He noted that they are leaving it as a generic site at this time but a site in Madera County. He added that with this, they have discussed a strategy of what they would do and how this program will take place. He advised that with that, it is going to require a certain level of funds of which the Economic Development Commission (EDC) obviously does not have. He explained that they are before the Council tonight because the EDC has been asked to be the lead agency that moves this marketing program forward.

Mr. Kahn stated that there are several other items of interest that they could also include with this as far as headquarters, command centers, light maintenance facilities and so forth but their main focus at this time will be on the heavy maintenance facility. Mr. Kahn offered to answer any questions.

Mayor Pro Tem Rigby asked what the media outreach plan is and what type of media does he foresee. He wondered what kinds of things Mr. Kahn sees the EDC doing with the allotted money.

Mr. Kahn replied that the Economic Development Commission is going to be the lead agency but there is going to be a coalition of leaders so there is not mistake between the County and the cities. Mr. Kahn advised that the EDC will be taking direction basically from those folks. It won't be the EDC dictating to the Council. What they have discussed is the formation of webpage, social media outreach, a media blitz as far as working with the press, working with local and regional press, and a multitude of other things such as flyers, campaigns that have been put together. He added that at this time, the strategy has been discussed not in perfect detail and that is why he was a little hesitant. He explained that it was not hesitant about what they are doing but because he does not like to come before the Council without an exact plan laid out because he knows that those are the kinds of questions he is going to get. Mr. Kahn stated that the money that would be put forward would be expended and they can work out an approval process. If they can hold the money separately. He advised that they have a 501(c)(3) account that they hold monies for different agencies so they can have a separate accounting. He noted that is kind of the extent of what they are looking for. He is sorry they do not have the exact plan but through discussions, it was easily determined that there is going to be a need for funding beyond what the EDC would have in its budget. He advised that the EDC's budget is very tight and basically all of their marketing dollars are 100% expended every year so to place a \$10,000 or \$20,000 program on them is something that they can't absorb.

Mayor Pro Tem Rigby stated he understands and thanked Mr. Kahn.

Council Member Medellin stated he thinks this is a golden opportunity. They have been in discussion with the High Speed Rail for a number of years and just so they are clear, this is not necessarily a pro or anti-high speed rail move but a 1,500 job in Madera County move. He stated that this is something they cannot pass up. They are competing, if you will, with Merced County, Fresno County, and even further south for the heavy maintenance facility. He thinks they as a Council, and he knows that the Board of Supervisors are also considering this money as well as the City of Chowchilla, to band together and put this media blitz to put Madera on the map and show Sacramento and the High Speed Rail Authority why that maintenance facility should be here in Madera County. He added that they have the most miles of track than anybody else and they will be impacted more than anybody else and asked why wouldn't they receive the heavy maintenance facility and employ Madera County residents. He reminded them that that number is 1,500. He added that Supervisor Rodriguez is here and he has been talking about 1,500 for a long time now. If they can sit at the table and map out this media blitz whether it is print, ad, social media, whatever they can do to bring awareness to Madera County, he thinks this is a small price to pay to put them ahead of everybody else.

Council Member Oliver agreed with Council Member Medellin and added that he would also like to acknowledge Mr. McIntyre in the audience. He noted that Mr. McIntyre has been a loud proponent for locating the maintenance facility in Madera County as well. He asked Mr. Kahn to confirm that this would not be for site specific rather for Madera County in general.

Mr. Kahn agreed and explained that this would be for sites that have been submitted. He added that there has also been discussion, noting that it is not for sure, that the High Speed Rail Authority (Authority) may consider alternative sites. At the time that the Authority asked for the sites to be submitted in 2009, there were a lot of alternatives still on the map so there is that opportunity. He emphasized that it is a marketing campaign for Madera County. They are not marketing any specific site.

Council Member Oliver commented that time is of the essence. He knows that yesterday at the High Speed Rail Board meeting, Kern County put on quite a presentation. He noted that Kern County is certainly a little late to the game.

Council Member Oliver agreed that they should certainly move forward with this. He added that this is a unified effort and whether folks like it or not, they are the back bone of this project and they do bear some of the most land acquisitions of any other community and he thinks it would make an indelible economic impact on their City and County. He would certainly support this and he might even make the

recommendation to look at, in the event that they have a match or a commitment, to increase that amount of funding to \$15,000 and insure that it doesn't exceed that amount, so long as they have a matching commitment whether it be from the County or from a partner like Chowchilla.

Council Member Robinson commented that you can't get in the game unless you buy a ticket and the \$10,000 or more would be beneficial to their City and County.

Mr. Kahn advised that he has one last comment. He referred to Council Member Medellin's comment that this also means 1,500 jobs and added that if they have the heavy maintenance facility located in their County, they are also going to have other businesses that are going to locate close by that are going to be supporting that. They can leverage those jobs into even more. He added that the surrounding manufacturers might even be more of a plum than even the maintenance facilities themselves.

Mayor Poythress asked if there are any other comments. No other comments were made and Mayor Poythress announced that he would accept a motion for action.

Council Member Holley made a motion to approve. The motion was seconded by Council Member Robinson. *[A vote was not taken on this motion. After further clarification, a new motion was presented by Council Member Oliver. See below.]*

Mr. Tooley asked for clarity before they vote on what they are approving. He knows there is an interest in engaging in this activity. He needs some clarity on whether it is \$10,000 or \$15,000 because next meeting he will be bringing back a mid-year budget adjustment.

Council Member Oliver stated he would like to make a motion to fund the EDC's media outreach and education campaign not to exceed \$15,000. The motion was seconded by Council Member Robinson and the motion was passed unanimously by a vote of 6-0.

Mr. Kahn thanked the Council and added he is sure they will be back with more information as this develops.

D-2 Presentation by the Madera County Behavioral Health Services on Mental Health Services Act Community Planning Process

David Weikel, Behavioral Health Program Supervisor, stated he is going to give a very brief presentation of part of their services. He explained that every year they have a planning process and anybody and everybody from any part of the community is able to come to it. He is really glad that Council Member Holley invited him to come to this. He advised that they have five big meetings coming up and the presentations there will be much longer.

Mr. Weikel advised that he works in the managed care area. He has also worked as a therapist and as a case worker. He has worked in public policy. He has done a lot of outreach so he has really covered a lot of ground and he can answer and field most questions. If he doesn't feel comfortable fielding the questions, he is just going to say he will get back to them when he can give them some solid answers.

Mr. Weikel stated they do both mental health as well as substance abuse. On the mental health side they serve around 2,000 per year. On the substance abuse side they serve about 500 and that is of course far fewer than are out there that could benefit from their services but being an optional benefit, they are funded as a federal option. He added that although their caseloads are three to four times the recommended they are still getting good outcomes and those are some of the things he wants to show the Council today; some of the good outcomes they are getting. He offered to answer any questions before he starts. No questions were asked.

Mr. Weikel stated this part will only be about the Mental Health Services Act portion of their services. He referred to the PowerPoint presentation and stated that what they see is the types of people that they serve by race and ethnicity. One of the things that they will notice is that the Hispanic and Non-White Other category will be just about the same. He noted that anybody who has worked for the Federal government

will let them know that people have to choose race first which is a separate category from ethnicity and that is why the Hispanic and Non-White Other is almost exactly the same because the people that are Hispanic have to pick Non-White Other so they can pick Hispanic. Mr. Weikel advised that their requirement is the requirement of the Federal government so they have to report this out and make their form thusly.

Mr. Weikel commented that they also have a lot of new prevention services which allows them to really go out to the community to provide education, to provide information about one of the number one things that community members have a question on is, what can I do as a citizen, not wanting to be a therapist or a doctor or anything like that, what can I do to help people dealing with this to do well. They have lots of training and education opportunities for them and because they go out into the community, they see a lot more people from the Hispanic community because often they do not want to come in for their services for various reasons; part of which is also stigma. They can see that they serve quite a few people and the numbers he gave the Council is on the treatment side; not on the prevention side. He advised that on the prevention side they serve a lot more people but, the depth of the intervention is a little bit less.

Mr. Weikel referred to their general values. They like to communicate with their partner agencies both City, County, any of the non-profits, any other agency to really provide services and help people to live well in the community. They try to provide services that are culturally appropriate. They like the community and the people that attend their services to help them, to advise them about how they can improve them. They try to help people to the best of their ability to overcome the disability from mental illness so that they can get back to work, back to school and such.

Mr. Weikel stated that some of the big things that they have continuously been wanting to reduce for the past 20-30 years is the reduction in these seven core outcomes if people don't get the right services. They include suicide, incarcerations, school failure/dropout, unemployment, basic prolonged suffering, homelessness and removal of children from their homes. He noted that those aren't necessarily a given; those are usually things when people don't get the appropriate services, some of those things may happen. He restated that it is not like a given if these things automatically happen if you have a mental illness because it is not.

Mr. Weikel referred to the display and advised that when they see the green part of the pie or the yellow part of the pie, that is about how large the Mental Health Services Act funding is in their budget. Why that is important is not because it grew so much, it is because they lost a lot in the downturn so it became a bigger part. They lost a lot of the funding streams.

Mr. Weikel advised that FSP stands for Full Service Partnership. He explained that those are intensive outpatient services that are usually two to three years to people who have serious persistent monthly illnesses that really cause them a lot of trouble and they want to provide intensive services. The other one is called Expansion and it is regular outpatient services funded by the Mental Health Services Act. That is another reason why it is so important because it is a big part of their budget.

Mr. Weikel stated that the referrals that they get are primarily internally when somebody comes to them and they see that they need intensive services. He noted that this is for children and because they are smaller, they had to combine the number of people across age groups. He advised that this age group is technically zero to 25 and depending how old you are in the room, 25 is still probably not fully adult yet. He stated that most referrals come from internally, then Social Services, and then family members.

Mr. Weikel displayed the race/ethnicity breakdown. He noted that it is the same as he just mentioned. He referred to the right hand side and that is the ethnic breakdown which is primarily Hispanic, quite a bit of Caucasian, then African American and then a few of the Others.

Mr. Weikel moved to the next slide. He advised that he is showing this because somebody asked him last year in a stakeholder process on what it looks like over several years. He noted this is over three fiscal years' worth of information on five different things. What it shows is the reduction in crisis events which is going to the ER (emergency room), reduction in psychiatric hospitalization, reduction in arrests, and reduction in incarceration. He added that once people stay and stick in the full service partnership, noting

that sometimes it takes a few times for them to stick and to actually stay in treatment but once they do, they will see a lot of these negative experiences be reduced.

Mr. Weikel stated that one of the things that is really important to educators is what does that do for grades. He explained that for grades not only does school attendance improve but good grades also improve because they are helping the children to really perform better in school and really get the resources and support that they need to do well.

Mr. Weikel referred to the Adult/Older Adult Full Service Partnership and advised that the age there is from basically age 26 and on. He advised that most referrals come from internally but they do have some from Social Services. He noted that they will see other counties there because sometimes they get people that are placed here that are from other counties that they still have to serve because they are placed in a juvenile home here.

Mr. Weikel explained that the next slide shows a breakdown of race/ethnicity. He noted it is similar except they get more White and Caucasian than Hispanic. What they see on the adult side is when somebody stays in a Full Service Partnership for three years, the amount of these negative outcomes, negative behaviors drop dramatically because they are able to go out there and see them two/three times or more. They are really able to get out there and teach and help them to overcome the disability that causes them to find themselves in these negative behaviors and situations.

Mr. Weikel moved to the next slide which shows that their revenues are increasing. He noted he would skip this one because it is mostly for community members.

Mr. Weikel explained that the next slide shows what they really started to do. They got money to do prevention and outreach services but they didn't know how to count them to look at: what are we doing, why are we doing it, what is the purpose of it. He referred to the six items and explained that the general strategies that they have in prevention and outreach are getting as much information that they can out to the community in a community friendly way so that they know, if they see somebody with a mental illness, how can they support them. Also, if they need services, how do they refer into their services.

Mr. Weikel explained that the second one is primarily groups. They can be community groups. They can be formal trainings. They have done some training for law enforcement and other folks. The other one is when they see somebody out in the community that has not come in to them, they refer them in to them. They make sure that they get there. He stated they have two wellness centers noting that this is a really important thing. They have one place called Hope House and one called Mountain Wellness Center because sometimes when you find someone in the community and you say why don't you go to Behavioral Health, they are like that is the last place I want to go, I'm not crazy, I don't want to go there. What this provides is an opportunity for them to go there and do things like get a meal, get a shower if they are homeless, do their laundry. Doing those kinds of things gives them an opportunity to engage them, to be around other people that have the same issues and say it is really ok to go over there. He noted that it really provides an opportunity that they don't have if you just send them to them because 9 times out of 10 when somebody refers somebody to them, they don't make it. Mr. Weikel advised this is an option. If you know somebody you can say well how about if you go check out this community center, they can give you a meal, if you need to wash your clothes because you are homeless, and that is another way to engage them.

Mr. Weikel referred to the other two things. The environmental is policy changes which they are not there yet for that and the community based process is basically talking about doing the best they can to work with their partner agencies to serve the community. For example, their outreach workers are now going out with Public Health, community nurses and it allows them a way to get in to talk to people that wouldn't otherwise come to their doors. They can provide them with services and other information.

Mr. Weikel stated that their first fiscal year 13/14 was a partial year so they didn't really jump up quite that much but they did increase a little bit. What they were trying to do during that year was to really perfect how they are going to count things so they are not just endlessly serving a lot of people. They really have

a purpose behind that. They can see that they served thousands and thousands of people but it is not therapy, it is education, it is giving people information. He noted that it is outreach that is needed so that when people find other people that maybe have a mental health issue, they know what to do to refer in to them and to support them while they are still in the community.

Mr. Weikel advised that shown are the general age groups that have been served in the prevention outreach. The numbers there are the numbers of groups not numbers of individuals.

Mr. Weikel explained that the slide shows the long list of the different types of services they provide in prevention. He will not go over all of them because this is a 10 minute presentation. He noted that basic needs is one of them, groups, 1 to 1, a lot of outreach, and everything from MHFA Adult to Promotores de Salud. He advised that these are all research practices that when you implement them you get the results that you want because they have been proven to be effective.

Mr. Weikel stated that they have one project that they are currently doing now. He advised that the focus of the project is to learn how to better collaborate with their partner agencies. The service that they are providing involving the agencies in this is an outreach and education program for mothers that experience what is called perinatal mood and anxiety disorder. He explained that it is a mental health condition that is specific to pregnancy. He added that not every woman gets it but it is a short term thing. It is probably about three to six months. Once a mother has given birth, her body readjusts and the condition goes away. He stated that it is a really important thing to understand if somebody is experiencing that they are not necessarily going to be coming in to their services forever; it is just short term.

Mr. Weikel commented on two other things they are trying to do. He explained that they get several people going to the locked institutions and when they come back they don't always follow up with them (Behavioral Health) so one of the ideas is to connect with them via video-conferencing while they are in the institution, develop the relationship and when they come back there is somebody there to help them get to the resources they need.

Mr. Weikel stated that they could be serving a lot more of the Hispanic/Latino population. He noted this addresses cultural appropriateness. They know that many Latinos will not just come to their services, not because of the stigma but because they don't know what it is, they don't know who you are and if they don't know who you are and you're not recommended by somebody they know, they are not going to come. One of the ways to get around that is to do what Migrant Health has been doing for 30 years is going out and doing educational groups. That is what that project would do is to go out into the community, provide educational groups as a means of facilitating access to their services; another way of getting people into their services.

Mr. Weikel advised that they have three housing projects. He is not sure if they all new that. He stated that these are all specifically for people that have serious mental illness but have gotten to the point where they are stable and they're first step is to get stable housing so they can move into employment and whatnot. They have a four bedroom house here in Madera, a four-plex in Chowchilla and they just opened a seven bedroom apartment project with a contract through Turning Point of California in the Oakhurst area.

Mr. Weikel stated one of the things they have been trying to do over the past four years is try to increase the number of Hispanic and Spanish speaking staff. He noted that these numbers are basically telling them that they have done that. They have increased the number of Hispanic clinicians which are the professional staff, 50% of Hispanic general staff, increased the peer support staff. He explained that peer support are people that have gone through services and come out the other side and they are doing well so they try to be peers to others to help them overcome their disability. Overall Hispanic employees increased 9% and an increase in overall Spanish speaking employees. They have managed to do that over the past three years despite the economic downturn. They have really made a concerted effort to include those folks in their staffing pattern.

Mr. Weikel stated that is the shortest presentation he can give, about 10 minutes. He advised that if they come to one of these presentations he will give them a lot more about other parts of their outpatient services.

They will have a lot more opportunities to ask questions. He noted that whatever the questions are he can answer most people's questions. Also, they can learn a lot more about their substance abuse. One of the things he is trying to do this year, and the last couple of years, is that they actually have outcomes as they have seen that show that their services work like they have reduced incarceration, things like that. They also have that on the substance abuse side. When people come to their substance abuse services and they stay and they stick, they get better. Rather than just reporting how many people did we serve and how much did it cost, they are actually trying to get out the actual behavioral differences that people want to see that are stakeholders and people want to experience that come to their services. Mr. Weikel offered to answer any questions.

Mayor Poythress asked if there are any questions.

Council Member Holley thanked Mr. Weikel for bringing that presentation to them. He sat on this board with him and a lot of things were going through his mind on how they can get this out to the public. Knowing this is a County thing but it sits right in their City limits so he thinks they needed to be more supportive of trying to get folks to help them to make this happen. He knows they work with a lot of the City's agencies here. He thanked Mr. Weikel for this presentation and is glad he had the opportunity to come out and share this with them.

Council Member Medellin stated he noticed that the contractor used the Housing Authority. He asked Mr. Weikel if Madera County owns the property.

Mr. Weikel replied that the one in Oakhurst is contracted to Turning Point of California but they also have worked for the Housing Authority.

Council Member Medellin referred to the ones in Madera and Chowchilla and asked if they use them for background checks or services, things like that.

Mr. Weikel replied that they do background checks. They try to work with people. When you develop a mental illness sometimes it sets you sideways for about 20 years. It is hard to get back in the employment arena when you come back and say, you know I've been off the grid for 20 years, can you give me a job. So they really try and work with them. When they refer people to employment they really try to make sure that they are actually ready for that. One of the ways they do that is providing them with volunteer opportunities first, see how they do with that, partially paid positions they do that. He noted that one of the most important things about those things is sometimes that's better than therapy because you can see what their challenges are like trying to do what they are doing because it is a real job rather than having to sit across the room from you as a therapist trying to guess what their experiences are on the outside.

Council Member Robinson asked if they work with a lot of veterans.

Mr. Weikel replied that they actually do work with veterans. They sort of have to jockey between the actual VA (Veteran's Administration) because they actually cover the County but they do serve veterans.

Council Member Robinson referred to some of the problems that people have such as mental problems like bipolar and schizophrenic and asked if they just recommend that they go to a doctor or clinic or pills.

Mr. Weikel stated he would give a two part response. He added that believe it or not, there are people out there with serious bipolar and schizophrenia and some of the other things, that have learned to adapt to their illness and they have great jobs and they are like CEO's and things like that. He advised that doesn't happen frequently but it does happen because they have learned how to manage their illnesses. What they are talking about is people qualify for their services have those. Their income has to be under 200% of Federal poverty line. That is a really important one because they get people who have jobs, like you don't qualify for Medi-Cal so yes they do that and they provide services. When they get people who have productive jobs they have to basically serve them with their prevention and outreach education just because they don't qualify for the funding streams.

Mayor Poythress thanked Mr. Weikel and stated his appreciation.

E. ADMINISTRATIVE REPORTS

There are no items for this section.

F. COUNCIL REPORTS

Council Member Robinson reported that on January 22, 2016 he attended the Administrative Services Policy Committee meeting. He wanted to highlight the League's 2016 Three Strategic Goals which prioritize: number one, improving funding for transportation infrastructure; securing additional affordable housing resources; and developing policies on local revenue modernization. He advised that the Governor's proposed 2016/17 budget contained good fiscal news for cities overall. He added that the proposed budget of \$170.7 billion stresses fiscal prudence with a focus on planning for a future recession.

Council Member Robinson reported that at the last general meeting in Visalia held on February 11, 2016, the Executive Director Randall Winston gave a speech on how to capture cap and trade funding to use for affordable housing in disadvantaged areas.

Council Member Holley reported that he attended his first prison meeting. He was sitting there with all the folks from the CCWF (Central California Women's Facility) at the prison. He advised that it was very productive. He thinks Council Member Robinson is really going to enjoy sitting up there across from those guys noting that they aren't all women. He thinks their partnership will really play an important part in working with them.

Council Member Medellin reported that he took the opportunity to take advantage of the invitation from Council Member Oliver to tour downtown Fresno, their Fulton Mall area, and some of the immediate changes that they have. He stated that it was very fascinating. He will let Council Member Oliver speak a little bit more about that. He added that the growth they had there was kind of an eye opener. He thinks it gave them some real good ideas. They had about a dozen of them from the Downtown Association.

Council Member Medellin reported that he is sure they will get a couple of calls tomorrow because there are a couple of downed trees on Westberry just north of Sunset if they haven't gotten calls already.

City Administrator David Tooley reported that City crews are already on that.

Council Member Holley commented that he has one in his yard and wondered if they are over there too.

Council Member Oliver added to Council Member Medellin's comments. They organized a group of folks from business owners to MDA (Madera Downtown Association) members and other community leaders to tour downtown Fresno. He has worked there for 10 years and he would say over the last three years there truly has been evidence of revitalization both generated from the private side as well as the public sector. They toured some new mixed use developments as well as examples in areas where private industry was blending the arts into their businesses and into their lobby ways, and also how Housing Authority, for example, was incorporating the city's vision for downtown revitalization into some of their new units as well. He thinks the goal out of that wasn't necessarily to pick one or two or three ideas that they can run with but really is to kind of plant the seed and change the mentality. He kind of saw two comparisons with Fulton Mall. One, for many years, folks pegged that as a reason for lack of true revitalization and investment in the area. He thinks that they can, in some way shape or form, make a similar comparison to Yosemite Avenue but with a change in mentality, with being creative, with getting new folks to the table, he thinks they have seen a lot of progress there in Fresno and it was just very eye opening to bring some folks from our town.

Council Member Oliver reported that he attended a neighborhood watch meeting for the Sonora team. He advised that this is actually their fifth gathering in the past year. They had their first neighborhood watch almost a year ago to the day. They had over 40 people in attendance, a lot of new attendees, a lot of

children. He added that there were a lot of concerns with regard to vehicle theft that has obviously been on a lot of folk's minds in recent days but it was a really great discussion. He stated that it was good to see leaders like Leticia Vargas step up and take on additional roles and responsibilities in the neighborhood. He added that it has been a productive week.

Mayor Poythress reported that he attended a neighborhood watch meeting on "L" Street at the Fourth Street Church of God. He stated that it was a really good turnout as usual and a lot of neighbors brought a lot of concerns. They took the information and they were able to answer some of the questions. He noted that it sounds very similar to all the other neighborhood watch meetings and moving along really well.

G. CLOSED SESSION

G-1 Closed Session Announcement – City Attorney

City Attorney Brent Richardson announced that the Council will adjourn to closed session in two matters, pursuant to Government Code §54956.9(d)(2) to discuss anticipated litigation as described under item G-2; and pursuant to Government Code §54956.9(d)(1) to discuss pending litigation as described under item G-3.

The Council adjourned to closed session at 7:41 p.m.

G-2 Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to Government Code §54956.9(d)(2): 3 case

G-3 Conference with Legal Counsel – Pending Litigation pursuant to Government Code §54956.9(d)(1):

1 case: Jeremy Harlow WCAB No. ADJ 8687619

G-4 Closed Session Report – City Attorney

The Council returned from closed session at 7:54 p.m. with all members present.

City Attorney Brent Richardson announced that the Council met in closed session in two matters: pursuant to Government Code §54956.9(d)(2) to discuss anticipated litigation as described under item G-2 and reported that no reportable action was taken; and

Pursuant to Government Code §54956.9(d)(1) to discuss pending litigation as described under item G-3, Mr. Richardson noted that Council Member Rigby recused himself due to a social relationship with the claimant, and reported that no reportable action was taken.

ADJOURNMENT

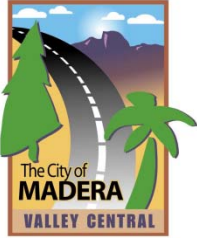
The meeting was adjourned by Mayor Poythress at 7:55 p.m.

CONSISTENCY WITH THE VISION MADERA 2025 PLAN

Approval of the minutes is not addressed in the vision or action plans; the requested action is also not in conflict with any of the actions or goals contained in that plan.

SONIA ALVAREZ, City Clerk

ANDREW J. MEDELLIN, Mayor



**MINUTES OF A REGULAR MEETING
OF THE MADERA CITY COUNCIL
CITY OF MADERA, CALIFORNIA**

**July 6, 2016
6:00 p.m.**

**Council Chambers
City Hall**

CALL TO ORDER

The regular meeting for 07/06/16 was called to order by Mayor Pro Tem Rigby at 6:05 p.m.

ROLL CALL:

Present: Mayor Pro Tem Charles F. Rigby
Council Member Andrew J. Medellin
Council Member Donald E. Holley
Council Member Derek O. Robinson Sr.
Council Member William Oliver
Council Member Elect Cece Foley Gallegos

Absent: Mayor Robert L. Poythress

Others present were City Administrator David Tooley, City Attorney Brent Richardson, City Clerk Sonia Alvarez, City Engineer Keith Helmuth, Human Resources Technician II Robin Bravo, Director of Financial Services Tim Przybyla, Chief of Police Steve Frazier, Director of Parks and Community Services Mary Anne Seay, Public Works Operations Director David Randall, Grants Administrator Ivette Iraheta, Chief Building Official Steve Woodworth, Information Services Manager Ted Uyesaka and Police Commander Dino Lawson.

INVOCATION: Pastor Tim Echevarria, New Harvest Christian Harvest Fellowship

Invocation was given by Pastor Steve Estrada of New Harvest Christian Fellowship due to the absence of Pastor Tim Echevarria.

PLEDGE OF ALLEGIANCE: Mayor Pro Tem Rigby led in the Pledge of Allegiance.

ANNOUNCEMENT

Mayor Pro Tem Rigby stated that tonight they have a very special night. Several of them [in the audience] were there to celebrate not only a championship softball team but also the swearing in of their newest Council Member.

Mayor Pro Tem Rigby stated that none of the microphones are currently working; they are experiencing technical difficulties and asked that everyone please remember to speak loudly while at the dais so that those in the back could hear. Mayor Pro Tem Rigby stated that the microphones will not be working. The public won't be able to fully hear their voice amplified, however he does ask that they speak into the microphone because tonight's meeting is being recorded and they need to make sure that their City Clerk is happy.

PUBLIC COMMENT

The first fifteen minutes of the meeting are reserved for members of the public to address the Council on items which are within the subject matter jurisdiction of the Council. Speakers shall be limited to three minutes. Speakers will be asked to identify themselves and state the subject of their comment. If the subject is an item on the Agenda, I, as the Mayor Pro Tem have the option of asking the speaker to hold the comment until that item is called. Comments on items listed as a Public Hearing on the Agenda should be held until the hearing is opened. The Council is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Council does not respond to public comment at this time.

Mayor Pro Tem Rigby asked if there was anyone who would like to make a public comment. He again reminded those in attendance that the microphones were not working and to please speak into them and state their name and address.

Jim Massetti thanked the City Council for the opportunity to speak to them.

Mr. Massetti stated he was speaking on behalf of the Trevor Way and Trevor Court residents. Mr. Massetti asked that the residents raise their hands and thanked the residents. He stated that some of their neighbors were unable to be there tonight.

Mr. Massetti stated that they recently got wind of a proposed walking/biking path on the north side of the Fresno River. Mr. Massetti stated that he gathered from his conversations with Councilman Holley and Mary Anne Seay [Parks and Community Services Director] that the Council really didn't know too much about this yet.

Mr. Massetti stated that they already have a walking/biking path on the south side of the river directly across from the proposed north project. Their backyards are up to the river bank and they are very concerned about the potential loss of privacy and safety. They are against this project and want to be notified before there is any further action on it. Mr. Massetti stated they would prefer that the Council eliminate this project from the CIP.

Mr. Massetti thanked the Council and stated that he also has a letter from Nickolas Biscay that the Council may have already received.

Sonia Alvarez, City Clerk stated she would take the letter for the record and thanked Mr. Massetti.

Mr. Massetti again thanked the Council and stated that they would like to welcome their new Council Person, Cece who will be representing District 3. Mr. Massetti corrected himself and then stated she would be representing District 1.

Mr. Massetti stated that he thought the residents would like to give the City Council a big round of applause for doing what they do for the City.

Council thanked Mr. Massetti.

John Rigby wished his son, Mayor Pro Tem, Council Members and staff a good evening.

Mayor Pro Tem Rigby asked that Mr. Rigby please state his name and address for the record.

John Rigby stated he is also a member of Miss Gallegos' district.

Mr. Rigby stated that as Foreman of the 2015/2016 Madera County Grand Jury which was dismissed on Friday, he came to present the City with the Final Report for the City's library. He handed the report to the City Clerk.

Mr. Rigby complimented the Council on a great 4th of July tournament. Mr. Rigby stated he had a blast however having the dubious distinction of being dead last, he was going to request an investigation in the ensuing year's Grand Jury.

Mr. Rigby thanked the Council for their time. He appreciated it.

Lynn Cogdill thanked the City Council for giving him the time to speak with them.

Mr. Cogdill stated that for the last year and a half, he's been doing an awful lot of studying and he even went back to Colorado to find out what the marijuana laws were and how it was affecting the community back there.

Mr. Cogdill stated that he's also been following the Denver Post and quite a few of the different tv channels and he finally got the 2015 Colorado Impact Report on the legalization of marijuana.

Mr. Cogdill stated that this has been devastating to many of the counties inside of Colorado. Half the counties are dry and half the counties are wet and the wet counties are the ones that have 90% of the problems and 10% is on the other half.

Mr. Cogdill stated that it has taken municipalities such as this and it's hitting the cities the hardest between 10 and 70,000.

Mr. Cogdill stated that the school districts are being devastated. Some school districts, their suspension/expulsion have gone up 2000% with an average of 40% with an 8% increase per year. It is so bad that the 3rd, 4th, 5th and 6th graders are being arrested for drug dealing and it's all in the report.

Mr. Cogdill stated that he is hoping that since this is brought to the Council's attention; he's talked to a couple of City Council Members, that they will study the report and have their staff understand what's in the report and that then the Council will find a way to disseminate the information throughout the community and that the Council work with the County.

Mr. Cogdill stated that unfortunately, Madera Unified School District is divided within the City Limits and also the County. The school district, the City and the County, the three of them have to work together to become a dry county because if Madera County becomes wet and the City is dry, one-third of the population will have this problem.

Mr. Cogdill stated they have cities that can't even get school teachers because the drugs are so bad because of this legislation that they don't have the resources to deal with the kids and as long as they're not disrupting the class, they're sitting there as zombies.

Mr. Cogdill stated that DUIDs [Driving Under the Influence of Drugs] have jumped 100%. Their death rates have gone up 33% in traffic accidents at a cost of \$1.4 million per death. This report is called, "The Legalization of Marijuana in Colorado, The Impact". It's on the internet. The Council can get a hold of him and he will make a copy and give a copy to anyone that wants it.

Mr. Cogdill asked that the Council please have the staff and then invite the City and let them know what to expect after November's election because they will lose kids, and families will be in pain and the taxes they receive from this is only 0.7% for the entire state and that includes municipalities.

Mr. Cogdill stated that the City will have to double the Police Department according to what is going on in the report; the City's drug gang force.

Mr. Cogdill stated that per the report, they're using 45% more electricity than they did before it was legalized. Mr. Cogdill stated that some of them [he and others] have \$300 to \$400 electrical bills. He stated that the

only way that the pot growers, what they take, is that their bills will be doubled and tripled and that's what's happened there [Colorado].

Mr. Cogdill stated that regarding water use, it takes twice as much water to grow pot as it does grapes. Mr. Cogdill asked that Council think about the farmers out there who are suffering for water now. He stated that they will be suffering for water just to sit there and take a bath in the City.

Mr. Cogdill asked the City Council to please look up the report, each one of them read it and have their staff, and please work with the County and the school district to make the County and the City dry to save their kids.

Mr. Cogdill thanked the Council.

Mayor Pro Tem Rigby asked if there were any other members of the public who wished to address the Council, now was the time.

David Tooley, City Administrator stated that if he could interject briefly, Council Member Oliver had been good enough to put staff on notice that there was some concern about the Riverwalk project. Mr. Tooley stated that obviously there is a substantial community of interest in addressing this issue. Mr. Tooley asked that with the concurrence of Council, staff would like to bring back a report to the City Council and give Council an opportunity to re-assess the merits of the project.

Mr. Tooley stated that everyone in town knows Jim Massetti and asked Mr. Massetti if it was ok to use him as a contact point to make sure staff funnels information to the rest of the neighborhood.

Mr. Massetti (from the audience) stated that would be great and thanked Mr. Tooley.

Mr. Tooley stated that he anticipated that would be at the next regular Council meeting but staff would make sure that everybody was in the full information loop and again if that worked for Council, that's where he'd like to go.

Council concurred.

Mayor Pro Tem Rigby stated that he appreciated that and thanked Mr. Tooley.

Mayor Pro Tem Rigby stated that seeing no other members of the public, he would now close the public comment section of tonight's meeting.

REORGANIZATION OF COUNCIL

1. Consideration of a Resolution Declaring the Results of the Special Municipal Election Held on June 7, 2016 for Council District 1 as Final and Declaring the Candidate Receiving the Highest Number of Votes Cast as Elected (Report by Sonia Alvarez)

Sonia Alvarez, City Clerk stated that this evening there was a request. City received the final certified results from the Madera County Clerk and at this time she would read the actual results and then after that, staff would request that the Council consider adopting the resolution and declaring the candidate with the highest number of votes as elected.

Ms. Alvarez stated the total votes for District 1: Cece Foley Gallegos – 1,486; Khubaib "Bobby" Sheikh – 697 votes; write-in candidates – 9.

Ms. Alvarez stated that unless there were any other questions, it was pretty straight forward and she would request that Council consider the resolution.

Mayor Pro Tem Rigby asked if at this time there were questions from the Council for Ms. Alvarez.

ON MOTION BY COUNCIL MEMBER HOLLEY, AND SECONDED BY COUNCIL MEMBER MEDELLIN, ITEM REORG-1 WAS ADOPTED UNANIMOUSLY BY A VOTE OF 5-0. ABSENT: MAYOR POYTHRESS.

RES. NO. 16-94 A RESOLUTION OF THE COUNCIL OF THE CITY OF MADERA, CALIFORNIA, DECLARING THE RESULTS OF THE SPECIAL MUNICIPAL ELECTION HELD ON JUNE 7, 2016 AS FINAL AND DECLARING THE CANDIDATE RECEIVING THE HIGHEST NUMBER OF VOTES CAST AS ELECTED

2. Oath of Office – Council Member Foley Gallegos

Mayor Pro Tem Rigby invited Council Member Foley Gallegos to join Sonia Alvarez, City Clerk.

Mayor Pro Tem Rigby stated that normally they would do the swearing in from behind the dais but because there were so many people there and no microphones to work, he asked Council Member Foley Gallegos to stand in the front so everybody could see her.

Ms. Alvarez administered the oath of office to Council Member Foley Gallegos and congratulated her.

Council Member Foley Gallegos took her seat at the dais.

Council Member Holley stated that he'd told them they needed a woman.

Council Member Foley Gallegos thanked him.

Mayor Pro Tem Rigby stated he would like to give their newest Council Member, Miss Cece Foley Gallegos the opportunity to address the public or those in attendance supporting her tonight.

Council Member Foley Gallegos thanked everybody for coming. She stated that she had her family, friends and her Madera Evening Lion supporters there and she appreciated everyone coming out.

Council Member Foley Gallegos stated that she hopes to do the best that she can be for Madera. She loves it, she was born and raised there, wants to spend the rest of her life there and retire there and do some good things for Madera with the help of the Council up there and not just herself. As a team, they can do great things.

Council Members thanked her.

PRESENTATIONS Proclamation Recognizing the Madera High Softball Team Valley Championship

Mayor Pro Tem Rigby stated that it looked like he had a presentation and he would be making his way to the podium.

Mayor Pro Tem Rigby asked that Coach Shaubach and those representing the team tonight join him at the podium and they'd continue with the presentation.

Mayor Pro Tem Rigby stated that he had the distinct pleasure of presenting a certificate of recognition to the 2015-2016 CIF Central Section Division II Softball Champions.

Mayor Pro Tem Rigby stated that this is not their first championship. This is their second Valley Championship in two years and what he loved about this opportunity is that Coach Shaubach is just a dear friend of his and what he loves about Coach is that you've got to work hard to play for that lady.

Mayor Pro Tem Rigby stated that what he loves about her program is that she doesn't just put out great athletes, she puts out great young women and these are great young women that go on to do incredible things. Mayor Pro Tem Rigby stated he had the opportunity actually to spend some time with Aurelia Gomps when she was in town not too long ago. Ms. Gomps was a former player of Coach Shaubach's, not too long ago, who just finished her Master's Program that was completely paid for because of her opportunities with softball. She was just one of the many former players of Coach Shaubach that are doing incredible things.

Mayor Pro Tem Rigby stated that these are women that grow up to become pillars of their communities. They grow up to become incredible leaders and so they expect nothing less from some of the girls standing there before them. Mayor Pro Tem Rigby stated that not only can they play great softball but they get it done in the classroom as well. He guarantees that Coach Shaubach sees to that. There are 15 scholar athletes and that is incredible.

Mayor Pro Tem Rigby stated that Coach Shaubach is very, very modest and she probably wouldn't want him to stand up there and list all of her personal accolades such as winningest softball coach in Central Section history and one of the.....

Someone from the audience stated Coach of the Year and Mayor Pro Tem Rigby responded that he was going to say that but he appreciated Mr. Riché taking over.

Mayor Pro Tem Rigby responded to someone in the audience and stated, "the whole state, absolutely".

Mayor Pro Tem Rigby stated that Coach Shaubach had played in the first Women's College World Series for softball as an athlete at Fresno State University.

Mayor Pro Tem Rigby stated he was going to take an opportunity to read just a portion of tonight's recognition: "I, Mayor Pro Tem Charles Rigby, on behalf of Mayor Robert Poythress and the Madera City Council do hereby congratulate the Madera High Softball team on the successful season leading to the CIF Central Division II Valley Softball Championship for 2015-2016." Mayor Pro Tem Rigby asked that they be given another hand.

Mayor Pro Tem Rigby stated that the cool thing was that he had been at that game and he wore the hat and he was biting his nails for a long time and then Coach made an interesting sub. She put in one of his favorite players on this team, Felicity Rocha, as a pinch runner at first base and he told his wife, Felicity is getting in; she's going to score that first run of the game and she did and he was excited but then they gave up a run and he had to go back to biting his nails. Extra innings and then a big triple down that right field line that brought in the game winning runs. Mayor Pro Tem Rigby congratulated the girls.

Mayor Pro Tem Rigby stated that he obviously signed so many [of the certificates] that his hand was hurting. Mayor Pro Tem Rigby stated that not all the team members were present and he would hate to say somebody's name [that is not present] and some of the girls are still participating in travel softball.

He knows that Daisha Ricks is having an incredible time this summer in Colorado. She's playing great baseball. He stated that they are going to hear that name, Daisha Ricks, a lot next season.

Mayor Pro Tem Rigby stated he is going to recognize the player even though they may not be there. Mayor Pro Tem Rigby addressed Coach Shaubach and stated that maybe they can honor the players and she could let them know that they clapped for them.

Mayor Pro Tem Rigby asked that if the team player was there for them to step forward so he could hand them a certificate: Assistant Coach Laura Cervantes (not present), Assistant Coach Keith Davis, Assistant Coach Jerika Sanchez, Assistant Coach Marissa Cervantez Garcia, Assistant Coach Melissa Armiento Van Loon (not present), Head Coach Judy Shaubach, Student Trainer Karisa Carrington (not present), Felicity Rocha, Mikayla Ruiz (not present), Destiny Ricks (not present), Daisha Ricks (not present), Heaven

Ramirez (not present), Haley Perez (not present), Ariana Ochoa, Leslie Murillo (not present), Mayra Mendez (not present), Tea Layne, Jessica Gomez (not present), Brooke Gill, Alyssa Geiger (not present), Kaylee Dawson (not present), Aaliyah Cuevas (not present), Emily Chavira (not present), Ariana Castro.

The audience applauded for each player or coach as they were recognized. Mayor Pro Tem Rigby again asked that the 2015-2016 Valley Champions of the CIF Central Section Softball be congratulated. Mayor Pro Tem Rigby congratulated the team.

Council Members posed for pictures with the team.

Council Member Holley stated that it's good to be a Coyote. He stated that you got to know how a Coyote started. It was good to be a Coyote.

Mayor Pro Tem Rigby stated that was Ms. Shaubach's third Valley Championship team and it was incredible, absolutely incredible. Mayor Pro Tem Rigby stated that all the coaches on her coaching staff are all former players; it's incredible. It's all a family.

A. WORKSHOP

There are no items for this section.

B. CONSENT CALENDAR

- B-1 Minutes – 4/20/16, 4/25/16
- B-2 Information Only – Warrant Disbursement Report
- B-3 Consideration of a Resolution Authorizing the Submission of a Grant Application to San Joaquin Valley Air Pollution Control District – Public Benefit Grants Program (SJVAPCD) and Authorizing the City Administrator or His/Her Designee to Execute All Required Documents (Report by Randy Collin)
- B-4 Consideration of a Resolution Ratifying and Approving an Executed Partnership Agreement with Madera Unified School District in Support of their Carol M. White Physical Education Program Grant Submittal and Rescinding Resolution No. 16-72 (Report by Sonia Alvarez)
- B-5 Consideration of a Minute Order Rejecting a Claim filed by Francine Chavez (Report by Wendy Silva)
- B-6 Consideration of a Resolution Approving the Compensation Range for Part Time Code Enforcement Consultants (Report by Wendy Silva)
- B-7 Consideration of a Resolution Approving an Agreement with the Housing Authority of the City of Madera for the Provision of Supplemental Law Enforcement Services, and Authorizing the Mayor to Execute the Amendment on Behalf of the City (Report by Giachino Chiaramonte)
- B-8 Consideration of Minute Order Authorizing the City Engineer to Issue Public Notice of a Proposed Triennial DBE (Disadvantaged Business Enterprise) Goal of 13% for FTA (Federal Transit Administration) Funded Projects (Report by Keith Helmuth)
- B-9 Consideration of Approval of a Minute Order Approving a Letter of Opposition to SB 1069 (Wieckowski) Accessory Dwelling Units and Authorizing the Mayor to Sign the Letter (Report by Chris Boyle)

- B-10 Consideration of a Minute Order of the Council of the City of Madera, California Authorizing the Acceptance of a \$500 Donation to the Madera Police Department (Report by Steve Frazier)
- B-11 Consideration of a Resolution Consenting to the Inclusion of Properties within the Territory of the City of Madera (the "City") in the CMFA Open PACE Program; Authorizing the CMFA to Accept Applications from Property Owners, Conduct Contractual Assessment Proceedings and Levy Contractual Assessments within the City of Madera; Authorizing the City to Join CMFA; and Authorizing Related Actions (Report by Ivette Iraheta)

Mayor Pro Tem Rigby asked if there were any consent calendar items that a Council Member wanted to have pulled for further discussion.

Council Member Foley Gallegos declared a conflict of interest on Item B-4 noting that she works for Madera Unified School District.

Mayor Pro Tem Rigby stated ok, no problem and asked if there were any other consent items; seeing none, Mayor Pro Tem Rigby asked for a motion on the Consent Calendar; excluding B-4.

ON MOTION BY COUNCIL MEMBER HOLLEY, AND SECONDED BY COUNCIL MEMBER ROBINSON, THE CONSENT CALENDER, EXCLUDING ITEM B-4 WAS ADOPTED UNANIMOUSLY BY A VOTE OF 6-0. ABSENT: MAYOR POYTHRESS.

- RES. NO. 16-95 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA, CALIFORNIA, AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO SAN JOAQUIN VALLEY AIR POLLUTION CONTROL DISTRICT - PUBLIC BENEFIT GRANTS PROGRAM AND AUTHORIZING THE CITY ADMINISTRATOR, OR HIS/HER DESIGNEE, TO EXECUTE ALL REQUIRED DOCUMENTS**
- RES. NO. 16-97 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA APPROVING THE COMPENSATION RANGE FOR PART TIME CODE ENFORCEMENT CONSULTANTS OF THE CITY OF MADERA**
- RES. NO. 16-98 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA, CALIFORNIA, APPROVING AN AGREEMENT WITH THE HOUSING AUTHORITY OF THE CITY OF MADERA FOR THE PROVISION OF SUPPLEMENTAL LAW ENFORCEMENT SERVICES, AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT ON BEHALF OF THE CITY**
- RES. NO. 16-99 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA APPROVING, AUTHORIZING, AND DIRECTING EXECUTION OF A JOINT EXERCISE OF POWERS AGREEMENT RELATING TO THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY; CONSENTING TO THE INCLUSION OF PROPERTIES WITHIN THE TERRITORY OF THE CITY IN THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY OPEN PACE PROGRAMS; AUTHORIZING THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY TO ACCEPT APPLICATIONS FROM PROPERTY OWNERS, CONDUCT CONTRACTUAL ASSESSMENT PROCEEDINGS AND LEVY CONTRACTUAL ASSESSMENTS WITHIN THE TERRITORY OF THE CITY; AND AUTHORIZING RELATED ACTIONS**

Council Member Foley Gallegos exited the Council Chambers.

Mayor Pro Tem Rigby called for item B-4.

B-4 Consideration of a Resolution Ratifying and Approving an Executed Partnership Agreement with Madera Unified School District in Support of their Carol M. White Physical Education Program Grant Submittal and Rescinding Resolution No. 16-72 (Report by Sonia Alvarez)

Mayor Pro Tem Rigby called on Sonia Alvarez, City Clerk.

Sonia Alvarez, City Clerk stated that unless the Council wanted a report of some sort, the Council would just act on it.

Council Member Medellin stated that Council Member Foley Gallegos just wanted to excuse herself and that being the case he moved to approve Item B-4.

Council Member Holley seconded the motion.

Mayor Pro Tem Rigby called for the vote and stated that Item B-4 passed unanimously.

Brent Richardson, City Attorney corrected for the record that it was with one abstention.

Mayor Pro Tem Rigby thanked Mr. Richardson.

ON MOTION BY COUNCIL MEMBER MEDELLIN, AND SECONDED BY COUNCIL MEMBER HOLLEY, ITEM B-4 WAS ADOPTED BY A VOTE OF 5-0. ABSTENTION: COUNCIL MEMBER FOLEY GALLEGOS. ABSENT: MAYOR POYTHRESS.

RES. NO. 19-96 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA, CALIFORNIA RATIFYING AND APPROVING AN EXECUTED PARTNERSHIP AGREEMENT WITH MADERA UNIFIED SCHOOL DISTRICT IN SUPPORT OF THEIR CAROL M. WHITE PHYSICAL EDUCATION PROGRAM GRANT SUBMITTAL AND RESCINDING RESOLUTION NO. 16-72

Council Member Foley Gallegos returned to the Council Chambers and took her seat at the dais.

C. HEARINGS, PETITIONS, BIDS, RESOLUTIONS, ORDINANCES, AND AGREEMENTS

C-1 Public Hearing and Consideration of a Resolution of the City Council Confirming Special Assessments for Delinquent Administrative Fines (Report by Brent Richardson)

Brent Richardson, City Attorney stated that the item is one the Council has seen before. The item is a confirmation of delinquent fines for assessment and there are three items for confirmation tonight.

Mr. Richardson offered to answer any questions. He advised that Code Enforcement staff was also present to answer questions.

Mayor Pro Tem Rigby asked if there were questions for Mr. Richardson. Seeing none; he opened up the public hearing. Seeing none; he closed the public hearing and brought the item back for action.

ON MOTION BY COUNCIL MEMBER MEDELLIN, AND SECONDED BY COUNCIL MEMBER OLIVER, ITEM C-1 WAS ADOPTED UNANIMOUSLY BY A VOTE OF 6-0. ABSENT: MAYOR POYTHRESS.

RES. NO. 16-100 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA CONFIRMING SPECIAL ASSESSMENTS FOR DELINQUENT ADMINISTRATIVE FINES.

C-2 Public Hearing and Consideration of a Resolution Adopting the City of Madera Fiscal Year 2016/2017 Budget and Adopting the City's Master Fee Schedule and the Master Penalty Schedule (Report by Tim Przybyla)

Tim Przybyla, Director of Financial Services greeted Council and stated he was excited to see everybody there to witness the budget presentation but he was sure they'd be back momentarily when they realized they were having budget approved. He asked that the doors up there be kept cleared.

Mr. Przybyla advised the Council of the budget highlights. The total appropriations for the 2016/2017 City of Madera budgets are \$83.3 million, General Fund appropriations are \$33.4 million, Enterprise Fund appropriations are \$31.7 million, Internal Service Funds have appropriations of \$4.9 million, Special Revenues have appropriations of \$13.8 million. Mr. Przybyla displayed a pie graph of the appropriations.

Mr. Przybyla stated that Council can see that the General Fund carries 40% of the City-wide budget for 16/17 where the Enterprise Funds have 38% of the total City-wide budget.

Mr. Przybyla referred to the General Fund and advised that in 15/16, staff budgeted a slight deficit and it looked like the estimated budget was going to come in with a slight surplus. Mr. Przybyla stated that's tended to be the case for the City of Madera at least over the past several years and staff is hoping to have the same thing happen in 16/17.

Mr. Przybyla stated there have not been any major changes since the Budget Workshop on the 27th of June. No material changes; no major changes. Mr. Przybyla displayed a pictorial version of the General Fund expenditures as Council had seen before and stated that Council could see that Public Safety takes up 47.4% of the General Fund Expenditure Budget, Public Works is at 8.2%, Community Development is at 9.8%, Parks & Rec is at 12.8% and the rest, except for Administrative Services, were quite a bit lower than that.

Mr. Przybyla stated that Enterprise Funds are projecting a combined deficit of \$2.8 million. It reflects capital outlay of \$4.38 million. Excluding the capital outlay, the Enterprise Funds are projected to perform within their operational limits. Mr. Przybyla stated that in other words, they'll meet their debt service ratio requirements because they back out the capital outlay for those computations.

Mr. Przybyla stated that the Ownership and Maintenance of the Storm Drain Basins will be transitioned to the Water Fund for operation cost reductions of up to 25% for the Storm Drain Fund. Basically, they're putting in percolation devices or devices that will help the water that goes into the storm drain help to recharge ground water level and that will help. Mr. Przybyla stated that staff had some difficulty balancing the Storm Drain Budget and this will be a good dual purpose solution to it and there have been no material changes to this budget since the Budget Workshop.

Mr. Przybyla stated that Internal Service Funds have a projected deficit of \$401,000. The deficit is primarily due to higher expenditures for vehicle replacement in the Fleet Department than what they are bringing in the 16/17 FY.

Mr. Przybyla stated there was also a slight deficit that comes from the Technology Fund expending more on equipment than it was bringing in for replacement during the 16/17 FY and that there were no material changes since the Budget Workshop.

Mr. Przybyla stated that Special Revenue Funds in total have a slight surplus of \$132,000 and there were no material changes since the Budget Workshop.

Mr. Przybyla stated that there would be other budget changes. Some revisions may be made to certain summaries or narratives within the budget prior to the completion. Mr. Przybyla stated that when he says prior to completion, as he's explained in previous City Council meetings, all the bells and whistles aren't quite there yet. Staff has gotten most of the bells and the whistles included in the Budget at this point, but

staff will clean it up a little bit before they submit it for the CSMFO award. Mr. Przybyla stated those revisions will not impact the budget resolution figures at all. Additional schedules and information may be added or updated such as the 5-year forecast which he hasn't had time to update yet. More information and images may be added to the budget document to revise over the next month or two. The final version of the budget will be made available, put on the City website and submitted for the budget awards.

Mr. Przybyla stated they've got the budget; they think they got it. They're going to work out fine with the 16/17 budget.

Mr. Przybyla stated they got the CSMFO Excellence in Budgeting Award last year and staff is hoping to get it again. Mr. Przybyla stated that the last time this was brought up, the Mayor asked what it took to get the award and referred to Section A and Section B. Mr. Przybyla offered to answer any questions.

Mr. Przybyla stated that there are actions to be taken by Council tonight. This is a public hearing to consider a resolution adopting the City of Madera 16/17 Budget, the 5-Year CIP, the Master Fee Schedule and Master Penalty Schedule. Mr. Przybyla stated that minor changes were made to the Fee Schedule from last year but the Penalty Schedule includes no changes from last year. The 5-Year CIP is attached to the Budget and identifies over \$49 million of future projects that may be expended over the next five years. Mr. Przybyla stated staff recommends that Council conduct a public hearing and consider adopting the resolution. Mr. Przybyla offered to answer any questions.

Mayor Pro Tem Rigby thanked Mr. Przybyla and asked if any Council Members had any questions in regards to the presentation.

Council Member Robinson congratulated Mr. Przybyla for a job well done.

Mr. Przybyla thanked him.

Mayor Pro Tem Rigby opened public hearing on this item.

Mayor Pro Tem Rigby reminded those addressing the Council to please state their name and address.

Wayne Padilla identified himself and stated he is a resident of Madera for 53 years and 3 months exactly today.

Mayor Pro Tem Rigby welcomed Mr. Padilla.

Mr. Padilla thanked him.

Mr. Padilla addressed the Council and stated that he wanted to talk about the General Fund Budget that was proposed that evening. Mr. Padilla stated he comes to them with 28 years of municipal finance experience having served as a Finance Director, not only of this City for almost 10 years but also the City of Modesto, the City of Chowchilla where they avoided bankruptcy and resolved all of their programs and solvency in the span of 18 months and most recently with the City of San Luis Obispo as the Finance & IT Director.

Mr. Padilla stated that he currently works for a private company that monitors economic trends up and down the state and while they feel that it is widely assumed that they're in some form of an economic recovery period, the San Joaquin Valley specifically was starting to show signs of distress.

Mr. Padilla stated he was in Modesto in 2007 and they took the hit up there first and he called the Central Valley and explained to them that this tidal wave is going to come and it was going to run them over; it took several years. Mr. Padilla stated this seems to be somewhat the reverse that they were starting to see the Central Valley, primarily ag-based economies, begin to show signs of stress.

Mr. Padilla stated they've had the experience of lower fuel prices and that's driven down the receipts for the City in terms of sales tax from the fuel stations. Mr. Padilla stated it saved them some in their operating budgets because they're not paying as much for fuel but they're losing far more revenues. The prices are starting to increase.

Mr. Padilla asked Madam Clerk how much time he had.

Sonia Alvarez, City Clerk responded that it was up to the Mayor Pro Tem.

Mayor Pro Tem Rigby stated Mr. Padilla could continue.

Mr. Padilla stated he would stay on point.

Mayor Pro Tem Rigby thanked him.

Mr. Padilla stated the prices were starting to increase. People have been taking those discretionary dollars saved from the lower price of fuel and they're buying vehicles. They're spending more on dining out. Mr. Padilla stated that a recent poll of national restaurant chain operators has said that this quarter-over-quarter, year-over-year growth pattern that they're seeing in the restaurant is starting to decline.

Mr. Padilla stated that he saw that there was a discussion about economic development in the budget. It's true; retail chains are starting to re-engineer their brick and mortar positions to try and create a different environment to draw people off the internet and into the store to buy but they're not going to look for new locations to go build. Mr. Padilla stated they have to deal with the brick and mortar locations that they already have made an investment in so they are not going to be looking to come to Madera to build new facilities just yet; they've got to shore up their balance sheets.

Mr. Padilla stated he saw a message; a theme in the City Administrator's communication to them with this budget. There are some warning signs there. Mr. Padilla stated they have a decrease in revenues and he's looked. Mr. Padilla stated that Madera County and Merced County are both down consistently in terms of sales tax generation; almost 4% this last quarter. Mr. Padilla stated they [employer's business] expect the next quarter to be almost as bad. There are some bellwether indicators out there that the City of Madera needs to be very careful and very prudent in their spending and that brings him to the point of the General Fund.

Mr. Padilla stated that the City of Madera has a plan to spend over a million dollars more than they are taking in. He stated that he called Mr. Przybyla this afternoon; talked to him by exchanging emails, and he had two questions for Mr. Przybyla. Mr. Padilla asked if these excess expenses were for one-time items and was Mr. Przybyla comfortable with this. Mr. Padilla stated the response to both of those questions was no; that is a major problem. Mr. Padilla stated the City uses their reserves. The City of Madera uses their savings account just like they would at home; if they want to buy something extra, they draw from it. Mr. Padilla stated they don't set themselves up to spend \$92,000 a month more than they are taking in and that's what this was doing.

Mr. Padilla stated he would explain the budget in a way he knows nobody here has ever heard but when they get older they contemplate things and they begin to rationalize a little bit differently. The budget becomes theirs; their plan once they adopt it. Mr. Padilla stated the budget is a commitment, a contract between the City and that police officer and all of the employees in the room and all of the employees who work for the City and their families. The budget contract states they have provided a plan which ensures adequate resources to keep those people employed. Mr. Padilla stated that he wanted to let that sink in for a minute.

Someone commented, "Not too long."

Mr. Padilla stated that some of his worst moments were when they found problems with their budget and they had to face employees and put them on furlough and lay people off. They had to break their contract and it hasn't been that long since this City has been in furlough mode.

Mr. Padilla stated that this budget adds positions. Those positions add liabilities. There's benefits to be paid for. There's an unfunded retirement liability the size of which he can't tell because the last audit is not on the website, but the City has an unfunded liability that's not even addressed with the spending plan in terms of a specific pay down period. Mr. Padilla stated the retirement program is leading the City in terms of setting rates to pay this plan down; to pay this debt down according to its schedule not the City's.

Mr. Padilla asked the Council to reconsider the General Fund Budget and find ways to minimize what they're planning to spend so that they stay within their available resources because once they add the positions and any program expansions that are included, they were committed to that and if they don't find the money in a silver lining somewhere in the course of this year, they're going to do it again next year and the year after that or they're going to break their contract with their employees and they're going to have to tell them goodbye or ask for concessions or make significant operating program cuts and then they're going to have to explain why to the community.

Mr. Padilla stated that he provided that as a caution and a background for the Council that evening in which to consider that budget. Mr. Padilla thanked the Council.

Mayor Pro Tem Rigby thanked Mr. Padilla.

Mayor Pro Tem Rigby asked if there were any other members of the public who would like to address the Council at this time. Seeing none, he brought the item back to Council and closed the public hearing.

Mayor Pro Tem Rigby asked Mr. Przybyla if he had anything else that he'd like to add before Council took action. Seeing none, Mayor Pro Tem Rigby brought the item back to the Council.

Council Member Oliver added a couple of comments. Council Member Oliver thanked Mr. Padilla for his input and comments this evening.

Council Member Oliver stated that the summary that David Tooley, City Administrator provided in the budget summary as far as having the position of guarded optimism is quite true and certainly the Council intends to implement this year's budget with the utmost prudence and caution as they move forward.

Council Member Oliver stated that this isn't the first time that the Council has looked at this document during this cycle. They've had a series of budget workshops where they've gone over in far detail with staff and department leads as to their new positions and their strategies moving forward.

Council Member Oliver thanked staff for putting in a great deal of time and effort towards the formation of this document.

Council Member Oliver stated that the only other comment he wanted to make was that there are many references to Vision 2025 and that was a community-wide effort and a community-wide action document that the City came together and formulated nearly 10 years ago.

Council Member Oliver stated that one of the lasting manifestations of that effort really rests with their Neighborhood Watch Program. This past year, they had over 44 neighborhoods unify and organize and share issues and concerns with respect to their City; their neighborhoods and their future and so as a point of consideration moving forward, he thinks they have to ask not only how those issues translate to their Council Members and to their staff but how that translates to the formation of a budget document and their CIP Plan in terms of tangible investments. Council Member Oliver stated that is not a point of criticism. He just thinks it's a point of consideration moving forward as they continue to work in the neighborhoods and engage in dialogue and engage in discussion about the future of this City and where they'd like to go.

Council Member Oliver stated he appreciates the time staff put into the document and Mr. Tooley's leadership and all the hard work.

Mayor Pro Tem Rigby thanked Council Member Oliver and asked if there were any other comments.

Mayor Pro Tem Rigby stated that again, there needs to be an action on Item C-2 tonight and he would entertain any motions.

ON MOTION BY COUNCIL MEMBER MEDELLIN, AND SECONDED BY COUNCIL MEMBER ROBINSON, ITEM C-2 WAS ADOPTED UNANIMOUSLY BY A VOTE OF 6-0. ABSENT: MAYOR POYTHRESS.

RES. NO. 16-101 RESOLUTION OF THE COUNCIL OF THE CITY OF MADERA ADOPTING THE BUDGET OF THE CITY OF MADERA FOR THE FISCAL YEAR JULY 1, 2016 THROUGH JUNE 30, 2017 IN THE AMOUNT OF \$83,790,895 AND ADOPTING THE MASTER FEE SCHEDULE AND THE MASTER PENALTY SCHEDULE

D. WRITTEN COMMUNICATIONS

D-1 Consideration of a Sponsorship Request from the Madera NAACP Youth Unit for Travel Expenses to Washington D.C. (Gloria Brown)

Mayor Pro Tem Rigby recognized the Director of the Madera NAACP Chapter, Miss Gloria Brown.

Gloria Brown who resides in Madera stated that she had her grandson, Miles Tyson there with her, a 7th grader at Thomas Jefferson Jr. High School who also lives with her.

Ms. Brown stated that the Youth Unit 1739 is a branch or offshoot of the Madera NAACP Branch 1084. Branch 1084 oversees Youth Unit 1739 but they are a separate entity. They are all under the umbrella of the National NAACP office in Baltimore, Maryland.

Ms. Brown stated that the Youth Unit wanted to go see the White House so they asked her as the President [of the Madera NAACP Chapter] to try to get them to the White House so she applied and submitted their names. Ms. Brown stated they were approved by the Secret Service and have a date of, unfortunately as it is very close, next Tuesday, July the 12th at 8:30 in the morning for them to visit the White House in Washington, DC.

Ms. Brown stated that they have been working adamantly hard to try to raise the money to get their youth there. Ms. Brown stated there are a total of 32 people that were approved; 14 youths and some 18 year old youths considered adults. They are considered adults but they're still in high school. Ms. Brown stated they are all Madera Unified students and due to the LCFF [Local Control Funding Formula] of the Madera Unified School District, they were unable to get their [school district's] support to help get the kids there [to Washington].

Ms. Brown stated that they've been actively trying to raise money through donations and a fireworks stand, but they just haven't had the opportunity to raise the money needed to get these kids to Washington, DC on Tuesday of next week.

Ms. Brown stated that she stood before the Council tonight simply to ask if the City of Madera might be in any means possible able to get their youth to Washington, DC to tour the White House on Tuesday morning at 8:30 in the morning.

Ms. Brown stated that she understands that there is a budget situation in Madera. She understands the problems when they had the infrastructure; she does. She doesn't live that far from the first hole that opened; it scared her to death. She understands there are improvements needed throughout Madera.

Ms. Brown stated that the youth in the NAACP are very strong on education. Ms. Brown stated they [NAACP] are very strong on trying to help all children reach that point in life so they go forward.

Ms. Brown stated these kids are elementary school through high school students and they were just overjoyed to think that they get to go and they've been cleared by the Secret Service to be at the White House.

Ms. Brown stated they're excited, but if they're not able to get it [funds by] tomorrow morning, she'll have to contact the Congressman's office in Washington, DC and tell them they are not bringing their children from Madera, California to the White House.

Ms. Brown stated they would have to start all over again and go through the full circumstance. Ms. Brown stated that maybe if it's not this time, they will try again, but they do have the date now and she was just there tonight to ask if there's any consideration that might be possible for those youth, even if they didn't take all the other people; only the youth.

Ms. Brown stated that's all she was asking for and she's asking for the amount of \$10,000 which she knows is not a tidy, little, bitty sum that somebody has in their back pocket. Ms. Brown stated she understands that but their kids, to her, are the City residents' children and these kids, they want to move them forward in life and if this is their joy and they can get them going in the right direction, she doesn't think that is a bad investment in their young people's lives for Madera and that was why she was there tonight.

Ms. Brown thanked the Council for their time, for listening to her and she stated she would appreciate any consideration the Council might give her towards those youth. She stated she was Gloria Brown, the President.

Mayor Pro Tem Rigby asked Ms. Brown to remain at the podium if she didn't mind.

Council Member Medellin applauded Ms. Brown's efforts. He stated that he thinks that what she was doing for their youth and giving them the opportunity to go to the White House was definitely a chance of a lifetime and an experience that they would never forget.

Council Member Medellin had a couple of questions regarding her efforts. Council Member Medellin asked what the total budget for sending everybody was and where they were now in that.

Ms. Brown responded that as of yesterday, they had get a "GoFundMe" and they were at \$4,300 so they are short.

Ms. Brown stated that what they need is a total of \$20,000 altogether. Ms. Brown stated they were going to opt out because the housing there at Washington, DC is..... Ms. Brown stated they're going to have to stay outside and go into the city by transit to get into the Washington, DC area....with the children from the air for a round trip and at this quote, the price of the tickets have excelled higher because it's not 30 days out, so therein lies the problem. Ms. Brown stated they were talking \$700 round trip per person and that was why they were asking for that sum of money.

Council Member Medellin stated that obviously they have not confirmed yet nor made reservations and things like that until they have money in hand.

Ms. Brown responded they have not made reservations as they didn't have the money in hand and she knew that once they go to the travel agent they were going to need that money at that time. Ms. Brown stated they had checked with Southwest Airline and had been given a price of \$500 and some per person;

he said if they had 32 people, 30 people could go and the 31st would be free, but that was over 30 days ago and now they are down to less than a week.

Council Member Medellin stated that she'd mentioned that if it couldn't happen next Tuesday that there's possibly another date.

Ms. Brown stated that they haven't made a date but she also doesn't know about the future. They're there tonight to ask if there was hope; that there might be a future date that they might be able to submit their request again, that would be fine too. Ms. Brown stated they don't want to totally deny them [youth] altogether. They are disheartened; they [youth] are frustrated right now because they were all excited and they were going to go on their summer vacation and then tell their classes when they got back that they'd gone to the White House.

Ms. Brown stated that what she wants to do is fulfil their wish whether it's this time or next time; she just wants to fulfil it all the way through.

Council Member Medellin stated he could certainly appreciate that and that he again applauded her efforts in doing so.

Council Member Medellin stated that was all he had.

Mayor Pro Tem Rigby thanked Council Member Medellin.

Mayor Pro Tem Rigby stated he is curious as to how long they had been fundraising; when did they know; when did they get the clearance.

Ms. Brown stated she started this back in February. She put out grant requests nationwide, every avenue, and a lot of business here may have heard from the NAACP. She sent requests hoping and getting out doing all she could do. Ms. Brown stated she understands that they are in a recession and she understands that there are drought issues but she also understands that there are kids and her heart is for kids and she'll fight for them as best she can. Ms. Brown stated she can only ask; she can't make anybody do anything and they didn't get any responses back other than the EECU Credit Union that did grant them \$3,000 for the trip.

Mayor Pro Tem Rigby stated he is curious as she'd mentioned earlier that if not this time then next time. Mayor Pro Tem Rigby asked if she was open to... If this can't happen by the 12th, then she would have to cancel everything by tomorrow and was she going to proceed with finding a new time and a new opportunity to.....?

Ms. Brown stated that yes, they would have to start all over again. According to Fabiola Rodriguez in Congressman Costa's office, they don't postpone it, you have to start totally afresh. You have to submit everything all over again; all the names. You have to go through Secret Service clearance once again and everybody had to be cleared once again, so that was not a problem because they cleared the first time so she was sure they would clear the next time.

Ms. Brown stated that if it's not this time maybe in the fall or maybe in the spring; they will get them there. She's just determined to make sure that these kids' wish is fulfilled to keep them going forward. Kids get frustrated if you don't give them hope. Ms. Brown stated that if they can't do it this time, so long as she can keep this in front of them that they are going to do this, she will do it the next time. She doesn't have any problem with that.

Council Member Holley thanked Ms. Brown and stated that he totally agrees with her. Council Member Holley stated that they always look to see what they can do for their kids.

Council Member Holley stated that the only issue he had was if they needed to send so many. He knows they talk about a City budget but he looks forward to honestly, trying to help these kids there because it is a hope for them, but the thing he's looking at is that she talks about sending out 34 people.

Ms. Brown stated that her main number is the youth. There were some adults that were going to go with chaperones, but if they can't pay their own, then they don't go; it's just that simple. She wants the youth to be paid for.

Council Member Holley asked how many youth they were talking about.

Ms. Brown stated that there's 14 and two that are 18, so that's 16; that's what she's talking about. Ms. Brown stated that if the adults can't pay their way, that's fine, they don't go.

Mayor Pro Tem Rigby asked Council Member Holley if that was all and Council Member Holley responded affirmatively.

Council Member Oliver stated that he really does appreciate Ms. Brown coming before the Council and he certainly agrees that this would be an incredible experience for some of their young people in the community.

Council Member Oliver stated that his only hesitation is that if they were to agree to this expenditure for \$10,000 that they'd have to be in a position to almost do the same for other folks that come and solicit some help. Council Member Oliver stated that is not to say that it would not go to a good purpose or make a great deal of difference, he just worries about the precedent that would be set.

Council Member Oliver stated that as far as scheduling new dates, he might offer, certainly any way that the Council could help amplify her message and promotion of this good cause. Council Member Oliver stated he knew that recently in this last week she had generated some pretty good buzz and donations.

Council Member Oliver asked if the EECU donation came this last week or this past month or so.

Ms. Brown stated that EECU was one of the first ones that came in after she started in February.

Council Member Oliver asked if the EECU donation was an offline donation.

Ms. Brown replied affirmatively.

Council Member Oliver stated that certainly whatever the Council could do to amplify that message and that he'd also offer a letter of support to the White House, to the Intergovernmental Affairs office which handles correspondences from local governments and city councils to encourage a renewed date and to try to expedite that as much as possible.

Council Member Oliver stated he would love to let any contacts that he has, in that regard but he thinks his only worry is the precedent that the Council would set and he doesn't think they'd be in a budget position to grant similar requests all the time.

Ms. Brown stated she was there in a last ditch effort. She just figured she would try, but if there's anything that the Council could do to help them at a later date, they welcome that too. They are not going to be frustrated and march out of here. They are here for the kids. Ms. Brown stated that if there's some way the Council can help her to help them, she would appreciate it. That's all she was asking.

Mayor Pro Tem Rigby stated that he definitely empathizes with her situation. He is a Youth Pastor and has been for 12 years. Mayor Pro Tem Rigby stated that trying to plan trips with teenagers is not an easy thing to do especially when there aren't as many active parents in the process of fundraising so he knows exactly

the position she is in especially as they look at the date that she has to make a final decision; and which they are 12 hours from that date.

Ms. Brown stated that when she received the information from them, she smiled and then she thought she was going to cry because she knew it was a little bit out of their reach. The sad part was having to tell the youth. Ms. Brown stated that the good thing was that everybody cleared who had submitted their name in. There was nobody denied. To think that everybody cleared this national security clearance was a good thing, so she was pleased with that. Ms. Brown was displeased to have to tell them [youth] that it may not happen but she did tell them. They still have hope. Ms. Brown stated that if they can't take the younger ones, she surely wanted the middle school to high school kids [to go] and even cut that number down by five from the 14 to 9.

Council Member Medellin stated that if he could just offer and he's sure the newest Council Member can help him out here because when it comes to raising money, he thinks she's one of the best, but it seems that every time he goes to Save Mart there's somebody selling candy or doing something. Council Member Medellin stated it was not everything all at once but he thinks there are lots of ways to raise the funds by using the youth whether it be recycling or selling candy or getting out into the community and showing their face and letting people know that this is what they're working towards and sometimes they get a little extra that way when the kids themselves actually get out into the community and hustle for that money.

Ms. Brown stated that she appreciated that but that some of their youth are so involved in other activities; sports and theater and stuff that they weren't able to get out there so the older ones were trying to raise it for them and the young ones were too small because of their ages so they didn't put them forth, but she appreciates that and she understands what he's saying. Ms. Brown stated that right now with the weather being this hot, it's sort of hard to take the chocolate candy outside to sell but they appreciate the Council's time; they really do.

Mayor Pro Tem Rigby stated that he wanted to add to what Council Member Holley stated earlier. He does know that there's a group in Madera that only takes middle school students to Washington, DC and that could be something that might be looked at by her group. Something that the younger kids can look forward to, to attain to.

Mayor Pro Tem Rigby stated that if anything, she should walk away understanding that as a Council, they want to support the trip in any way that they can with the resources that they have. It's irregular for a community group to come in and ask for such a large number when it comes to finances.

Mayor Pro Tem Rigby stated that one of the things that's often done by the Council is there are many times when a non-profit organization will come in and by request the Council will waive fees to one of the many centers that the City has such as the Pan Am Center or the John Wells Center. Mayor Pro Tem Rigby stated that if perhaps a fundraiser wanted to be hosted there of some sort, if she had a guest speaker that wanted to come and she wanted to sell tickets or something along those lines, those were things that as a Council, they would be more than happy to work alongside of her with.

Mayor Pro Tem Rigby stated that if anything tonight, she made several friends that are willing to stand alongside of her as individuals and help to see that every child that had that hope and still does, gets there. Mayor Pro Tem Rigby stated that the last thing he wants her to do is walk away feeling that this trip will never happen because he believes that it will as well.

Mayor Pro Tem Rigby stated that unfortunately he's not sure if tonight the Council is in a position to grant her for the full funding that she is requesting but seeing as the Council needs to take action on the matter, he needs to open it up for action.

Brent Richardson, City Attorney stated that the Council can either take action or if they don't, it just doesn't happen.

Mayor Pro Tem Rigby asked if they can do that.

Mr. Richardson replied affirmatively.

Mayor Pro Tem Rigby stated that he believed he had spoken to her earlier and she had his contact information. Mayor Pro Tem Rigby asked Ms. Brown to stay in contact with him and his colleague Council Member Oliver and he's sure several others on this Council would love to help her make that future date possible.

Ms. Brown replied ok.

Mayor Pro Tem Rigby stated they have the resources to do that and again, to please utilize the opportunity to expedite the date. Mayor Pro Tem Rigby stated that Ms. Brown has the newspaper there [in the audience], maybe they can get behind her efforts as well and the Council can see to it that those kids get the opportunity that they deserve.

Ms. Brown thanked the Council.

Council Member Medellin thanked Ms. Brown for coming down.

E. ADMINISTRATIVE REPORTS

E-1 Weekly Water Conservation Report – June 20 – June 26, 2016 (Report by Dave Randall)

Dave Randall, Public Works Operations Director stated he hoped it was warm enough on 4th of July for the Council and that hopefully they didn't use too much water on fires.

Mr. Randall stated that the numbers this last week are down a little with the heat as they expected but the previous week they were up at 27% so that was sort of nice. Mr. Randall stated that they continue to sort of hover around. The State is at 25% and a little under the City's 26% goal.

Mr. Randall stated they are surprised to see that there's a little bit of an uptick in people coming in, inquiring and applying for rebates. They are glad to see that and they were looking to facilitate that in any way they could.

Mr. Randall stated that the other thing they've reported on is the State's process for so called "self-determination" of the City's local fees; it's a State process; not the City's. Mr. Randall stated that the City will probably hear something more by the 15th of July. He doesn't think that they will see much change.

Mr. Randall stated that even if the State gave the City some regulatory relief; let's say they dropped the City's percentages, the City still wants to keep the same watering schedule and the other efforts they have going in water conservation as the City still has an aquifer that is stressed and the City is still trying to make those efforts to keep the City's system intact and viable for the long term.

Mr. Randall stated that Well 18 is up now which they didn't have last season, Well 24 is working much better and Well 27 is intended to come online shortly. Mr. Randall stated they are in pretty good shape for most municipalities but they don't want to let up; they want to stay the course and make sure they have good water that can sustain them for quite some time.

Mr. Randall stated he would be glad to answer any questions.

Mayor Pro Tem Rigby asked if anyone had any questions for Mr. Randall; there were none. Mayor Pro Tem Rigby thanked Mr. Randall.

F. COUNCIL REPORTS

Council Member Robinson stated he had an enjoyable time at the 4th of July Golf Tournament presented by the Parks & Community Services Department. He enjoyed the fireworks; it was amazing.

Council Member Foley Gallegos stated she got to go to her first Neighborhood Watch as an elect Council person; that was wonderful.

Council Member Foley Gallegos stated that she also took a drive for a few hours with Code Enforcement and saw a lot of the City through their eyes, because as drivers and community people around the City, they [people] don't always see what Code Enforcement sees. It was very interesting to see some of the violations that were out there; now her eyes are opening in a different way. Council Member Foley Gallegos stated when she drives around in her district, she's looking for certain things, so that was really exciting to go with Code Enforcement for a few hours and experience some of those.

Council Member Foley Gallegos stated that she also had a tour with the City's CEO, Dave Tooley and met some of the City personnel; not everyone, she apologized. She will be meeting them soon.

Council Member Holley stated that Monday was the best day of his life. He didn't play golf but he had the best time of his life; trying to see who was passed out somewhere, who was going to make the next hole. Council Member Holley stated that those guys think they're golfers; he was glad he didn't.... Council Member Holley stated he was able to be observant; he had his own little golf cart to go out there and make sure they didn't dry out. Good thing it was a cool day; the Lord was good with the weather, but the facilities in the evening.....Council Member Holley stated that Mary Anne [Seay, Parks & Community Services Director] and her staff had done wonderfully. He was glad to be a part of that and hopes to be a part of it in the future.

Council Member Medellin stated that he too wanted to thank Ms. Seay and all of her staff in the Parks Department. They did a wonderful job with the golf tournament. Council Member Medellin stated they have to weed out the cheaters.

Mayor Pro Tem Rigby asked if Council Member Medellin had said recruiters.

Council Member Medellin stated no that they shot 17 under par and didn't even sniff the top three; there's a problem. Council Member Medellin stated he wanted to launch an investigation for next year's tournament.

Mayor Pro Tem Rigby stated, rightfully so.

Council Member Medellin stated that he too would like to welcome their newest Council Member and his very dear friend, Cece Gallegos. Council Member Medellin stated it was a pleasure to have her there, welcomed her, wished her good luck and stated they would have a great year.

Council Member Oliver stated that he too would like to welcome their new team member, Council Member Gallegos. Council Member Oliver stated that he could not imagine what it was like in her first meeting to vote for an \$83 million budget. Council Member Oliver welcomed her aboard and stated they have a great team there and they're really pleased to have her on board.

Council Member Oliver stated he also wanted to thank Ms. Seay and her team and the City for putting on a great 4th of July Spectacular Event. He enjoyed playing with the City Manager a good game of golf. Council Member Oliver stated that all of his friends raved about the fireworks show later in the evening, so great job, kudos to all of her staff for putting in a very, very, long day's work too.

Council Member Oliver stated that he also hosted a Constituent Mobile Office Hour. He stated he does this from time-to-time in different public spaces and at events just to be accessible to hear people's concerns and gather some feedback.

Council Member Oliver stated he did this last one at the Madera Swap Meet. Council Member Oliver stated he'd attended before but he'd never stopped to talk to people. He didn't realize how many folks come from out of town. Council Member Oliver stated he even met one family from Michigan who were making a west coast tour and were on their way to the coast and they wanted to stop by the Madera Flea Market so that was really neat.

Council Member Oliver stated he really does appreciate Council Member Medellin for joining him and he knew Council Member Robinson stopped by as well.

Council Member Oliver stated this past week was a great week. Council Member Oliver stated again great job to Ms. Seay and her team.

Council Member Medellin stated it was an accident. He was there [swap meet] to get hotdogs and he ran into Council Member Oliver.

Council Member Oliver stated he did get Council Member Medellin's concerns down though and that they would be following-up.

Mayor Pro Tem Rigby stated he would like to take the opportunity as well to once again welcome Council Member Foley Gallegos. Mayor Pro Tem Rigby stated he will hopefully be sitting closer to her at the next meeting.

Council Member Holley stated he was trying to switch those before she got here.

Mayor Pro Tem Rigby stated he hopes she brings the cookies that he had an opportunity of tasting after her night of election; those were delicious.

Mayor Pro Tem Rigby stated that he too wanted to thank the Parks & Community Services staff for not only putting on a great event; it was safe, it was fun and he's heard nothing but compliments. Disneyland looked ridiculous, so well done Ms. Seay. Mayor Pro Tem Rigby thanked Ms. Seay for playing golf with him, for putting up with all of his bad shots and for making him still feel like a PGA pro; he appreciated that.

Mayor Pro Tem Rigby reminded every one of his colleagues that National Night Out is upon them and to be prepared to do that.

Mayor Pro Tem Rigby thanked City staff for all their diligent work on the sewage repairs that were taking place over off of Howard Road in front of the park. He knows they still have a little ways to go but steady as she goes and it feels like it is getting done and he is grateful and thankful that nobody has been hurt. Mayor Pro Tem Rigby stated that some incredible holes have been made and nobody's hurt. That is good news.

G. CLOSED SESSION

There are no items for this section.

ADJOURNMENT

The meeting was adjourned by Mayor Pro Tem Rigby at 7:17 p.m.

CONSISTENCY WITH THE VISION MADERA 2025 PLAN

Approval of the minutes is not addressed in the vision or action plans; the requested action is also not in conflict with any of the actions or goals contained in that plan.

SONIA ALVAREZ, City Clerk

ANDREW J. MEDELLIN, Mayor

Prepared by:
ZELDA LEON, Deputy City Clerk

City of Madera

Council Meeting Of February 15th, 2017
Agenda Item No. B-2

Memorandum To: The Honorable Mayor,
City Council and City Administrator

From: Office of the Director of Finance

Subject: Listing of Warrants Issued

Date: 02/15/2017

Attached, for your information, is the register of the warrants for the City of Madera covering obligations paid during the period of:

January 24th, 2017 to February 6th, 2017

Each demand has been audited and I hereby certify to their accuracy and that there were sufficient funds for their payment.

General Warrant:	11957-12092	\$ 1,347,800.25
Wire Transfer	Union Bank Payroll and Taxes	\$ 641,242.13
Wire Transfer	SDI	\$ 2,019.09
Wire Transfer	Cal Pers	\$ 170,950.64

Respectfully submitted,



for Tim Przybyla
Financial Services Director

CITY OF MADERA
REGISTER OF AUDITED DEMANDS FOR BANK #1-UNION BANK GENERAL ACCOUNT
February 6th, 2017

CHECK	PAY DATE	ISSUED TO	DESCRIPTION	AMOUNT
11957	01/30/2017	ADHARA SYSTEMS, INC.	PAVEMENT SURVEY & ANALYSIS 2015	1,900.00
11958	01/30/2017	ADMINISTRATIVE SOLUTIONS INC.	MONTHLY ADMINISTRATIVE FEE JANUARY 2017	4,824.80
11959	01/30/2017	ALL VALLEY ADMINISTRATORS	ADMIN FEES FOR JANUARY 2017	1,108.16
11960	01/30/2017	AT&T	11/16 CALNET 3 SVS 9391059143	6,307.08
11961	01/30/2017	AT&T	09/16 CALNET 3 SVS 9391059143	6,492.15
11962	01/30/2017	BSK ASSOCIATES	WATER SAMPLES	665.00
11963	01/30/2017	CANON FINANCIAL SERVICES	COPIER CHARGES	4,268.35
11964	01/30/2017	CBCINNOVIS, INC	ACCESS FEE	16.00
11965	01/30/2017	CALIFORNIA CHAMBER OF COMMERCE	LABOR LAW POSTERS	129.56
11966	01/30/2017	CITY CLERKS ASSOCIATION OF CALIFORNIA	CCAC MEMBERSHIP RENEWAL	240.00
11967	01/30/2017	CITY OF MADERA	01/17 UTILITIES 703 SHERWOOD WAY	180.06
11968	01/30/2017	CITY OF MADERA	CLOTHES WASHER REABATE- APPLY TO ACT# 9894051	353.52
11969	01/30/2017	CITY OF MADERA	HOSE BIB FAUCET LOCK APPLY TO ACT # 8059002	20.00
11970	01/30/2017	CITY OF MADERA	TOILET REBATE APPLY TO ACT #7862002	75.00
11971	01/30/2017	CITY OF MADERA	TOILET REBATE APPLY TO ACT #9892619	75.00
11972	01/30/2017	CITY OF MADERA	CLOTHES WASHER REBATE APPLY TO ACT #8570066	75.00
11973	01/30/2017	CNA SURETY	BOND- CA ADMINISTRATOR CITY OF MADERA	3,500.00
11974	01/30/2017	COLONIAL LIFE & ACCIDENT INSURANCE CO	#E700482-3 FOR 1/27/2017 PAYROLL	1,080.04
11975	01/30/2017	COMCAST	01/17 SVS 8155500320092096	126.71
11976	01/30/2017	CONCENTRA MEDICAL CENTERS	PRE EMPLOYMENT PHYSICAL	174.50
11977	01/30/2017	CULLINS, DELTON	PER DIEM - 2017 WPP WORKSHOP	81.00
11978	01/30/2017	DER MANOUEL INSURANCE & FINANCIAL SVCS	ANNUAL CONSULTING FEE JULY- DECEMBER 2016	9,596.87
11979	01/30/2017	DIAMOND COMMUNICATIONS	YOUTH CENTER ELEVATOR FIRE INSPECTION	582.50
11980	01/30/2017	DISCOUNT SHRED	SHRED SERVICES ON 1/17/17	799.20
11981	01/30/2017	DOWNTOWN FORD SALES	Ford F250 4x4 Extended Cab Pic	79,865.67
11982	01/30/2017	ECN POLYGRAPH AND INVESTIGATIONS	POLYGRAPH FOR PD RECRUITMENTS	150.00
11983	01/30/2017	ECONOMIC DEVELOPMENT COMMISSION	EDC COMMISSION	42,952.25
11984	01/30/2017	F. LODUCA CO.	PROJECT NO CML5157(097) & C-28159-A PK-12	33,606.38
11985	01/30/2017	FLOYD JOHNSTON CONSTRUCTION CO., INC.	Riverside Villas Subdivision i	16,670.69
11986	01/30/2017	GOLDEN STATE OVERNIGHT	OVERNIGHT SHIPPING	18.60
11987	01/30/2017	GOVERNMENT STAFFING SERVICES, INC.	MuniTemps Temp Service	35,971.88
11988	01/30/2017	HAYDON CONSTRUCTION, INC	TORRES WAY 4" WATER MAIN	2,369.44
11989	01/30/2017	HERC RENTALS	EQUIPMENT RENTAL	1,579.62
11990	01/30/2017	KERS GAS & LUBE, INC.	PD CAR WASHES	217.00
11991	01/30/2017	LANGUAGE LINE SERVICES, INC.	OVER THE PHONE INTERPRETATIONS	13.28
11992	01/30/2017	LEAGUE OF CALIFORNIA CITIES	LOCC MEMBERSHIP DUES	18,806.00
11993	01/30/2017	LIEBERT CASSIDY WHITMORE	LEGAL FEES	812.50
11994	01/30/2017	M A C E A	JANUARY 2017 MONTHLY DUES	24.00
11995	01/30/2017	M P O A	JANUARY 2017 MONTHLY DUES	7,119.18
11996	01/30/2017	M.C.E.A.	JANUARY 2017 MONTHLY DUES	400.00
11997	01/30/2017	MACK, ROBERT	PER DIEM - 2017 WPP WORKSHOP	81.00
11998	01/30/2017	MADERA CLEANERS AND LAUNDRY INC.	YOUTH CIENTER MAT SVS	32.30
11999	01/30/2017	MADERA COUNTY TREASURER	DECEMBER 2016 PARKING PENALTIES	67.50
12000	01/30/2017	MADERA TRIBUNE	RECRUITMENT AD	546.74
12001	01/30/2017	MADERA UNIFORM & ACCESSORIES	UNIFORMS - WOOL CAP FLEX FIT	263.99
12002	01/30/2017	MOORE-TWINING ASSOCIATES, INC.	PO # 8441 from MAIS	33.75
12003	01/30/2017	LAW OFFICES OF GREGORY L. MYERS	LATEEF V. CITY OF MADERA - FILE NO. 000531001	5,797.90
12004	01/30/2017	N.P.C.-ORCHARD TRUST COMPANY	PLAN #340227-01 FOR 1/27/2017 PAYROLL	7,732.26
12005	01/30/2017	NOLAN MCGUIRE CONSTRUCTION	CalHome OOR 12-08 / 920 Sonora	14,982.00
12006	01/30/2017	OPERATING ENGINEERS, LOCAL #3	JANUARY 2017 MONTHLY DUES	329.00
12007	01/30/2017	FOUST, GARY	TURF REPLACEMENT REBATE	750.00
12008	01/30/2017	AMAYA-GOMEZ, JEOVANY	PARKS DEPOSIT REFUND	50.00
12009	01/30/2017	GRANADOS, ISABEL	FACILITY DEPOSIT REFUND	250.00
12010	01/30/2017	MARTINEZ, AMANDA	PARK DEPOSIT REFUND	50.00
12011	01/30/2017	McDONALD, HEATHER	YOUTH BASKETBALL FEE REIM/CHILD UNABLE TO ATTEND	35.00
12012	01/30/2017	SALINAS, LYDIA	PARK DEPOSIT REFUND	50.00
12013	01/30/2017	SANTIAGO-ORDAZ, ANTONIO	PARKS REFUND DEPOSIT	50.00
12014	01/30/2017	TURNER, CAROLINA	FACILITY DEPOSIT REFUND	100.00
12015	01/30/2017	PHOENIX GROUP INFO SYS	DEC 2016 PARKING CITATIONS	244.65
12016	01/30/2017	PIERCE CONSTRUCTION	REMOVE AND REPLACE DAMAGED ASP	13,121.50
12017	01/30/2017	POLYDYNE INC.	SLUDGE DEWATERING POLYMER FOR	4,113.90
12018	01/30/2017	RON'S TOWING & ROAD SERVICE	TIRE CHANGE/TOW	500.00
12019	01/30/2017	SYNAGRO WEST, INC.	Syanagro Biosolids transportat	7,007.39

12020	01/30/2017	TAMARACK PEST CONTROL	JANUARY 2017 PEST CONTROL SVS	510.00
12021	01/30/2017	TOWNE & PLANNING ENVIRONMENTAL	Previous Mais PO#7783 - = ("PR	2,168.75
12022	01/30/2017	UNITED HEALTHCARE INSURANCE COMPANY	CITY PAID UNITED HEALTH CARE JAN. 2017	255,480.90
12023	01/30/2017	VALDEZ, JAVIER	REIMBURSE COMMERCIAL DRIVER LICENSE RENEWAL FEE	10.00
12024	01/30/2017	VERIZON WIRELESS	COUNCIL IPAD SVC DEC 2016	304.08
12025	01/30/2017	WEST VALLEY CONSTRUCTION CO. INC.	COMMERCIAL WATER METER INSTALL	620,872.87
12026	02/02/2017	3SI SECURITY SYSTEMS, INC.	TRACKING	204.00
12027	02/02/2017	ANDYS SPORTS AND DESIGN	RODRIGUEZ CITY POLO SHIRTS	2,168.51
12028	02/02/2017	AVISON CONSTRUCTION INC	REFUND DEPOSIT FOR WATER METER#11	1,648.47
12029	02/02/2017	BROADHEAD, RICHARD	PER DIEM 2017 PLANNING ACADEMY 03/01/17-03/03/17	488.46
12030	02/02/2017	BSK ASSOCIATES	WATER SAMPLES	2,835.00
12031	02/02/2017	BUSHONG, JASON	MILEAGE REIMBURSEMENT WWTP 1/10/17	14.79
12032	02/02/2017	CALIFORNIA DEPARTMENT OF JUSTICE	FINGERPRINT APPS	1,207.00
12033	02/02/2017	CALIFORNIA DEPARTMENT OF TRANSPORTATION	SHARED COSTS - OCTOBER 2016 THROUGH DECEMBER 201	4,532.77
12034	02/02/2017	CITY OF MADERA	MISAPPLIED PMT TO AR ACT SHOULD APPLY TO 3010-8232	101.23
12035	02/02/2017	COMCAST	01/22- 02/21 SVS 8155500320322006	95.56
12036	02/02/2017	CONCENTRA MEDICAL CENTERS	PRE EMPLOYMENT PHYSICAL	174.50
12037	02/02/2017	CORTEZ, ISRAEL	PER DIEM 2017 PLANNING ACADEMY 03/01/17-03/03/17	488.46
12038	02/02/2017	DAHL-BECK ELECTRIC	1. Basic Motor Service 2. Aft	6,448.70
12039	02/02/2017	DASILVA, JIM	PER DIEM 2017 PLANNING ACADEMY 03/01/17-03/03/17	488.46
12040	02/02/2017	DIAMOND COMMUNICATIONS	SEWER LIFT STATION ALARM MONITORING	115.00
12041	02/02/2017	ECONOMIC DEVELOPMENT COMMISSION	REGISTRATION - CALED CONFERENCE MARCH 22-23, 2016	595.00
12042	02/02/2017	FCS INTERNATIONAL INC.	R-000037 RAYMOND RD. SHOULDER	3,300.00
12043	02/02/2017	FIRE SAFETY SOLUTIONS, LLC	FIRE PROTECTION ENG SVS 01/16/17-01/31/17	8,156.25
12044	02/02/2017	FLOYD JOHNSTON CONSTRUCTION CO., INC.	REFUND DEPOSIT FOR METER #33	1,598.72
12045	02/02/2017	FRESNO REPROGRAPHICS	PRINT JOB	71.70
12046	02/02/2017	GEIL ENTERPRISES, INC.	JANUARY 2017 CUSTODIAL SERVICE	8,489.08
12047	02/02/2017	GOLDEN STATE OVERNIGHT	OVERNIGHT SHIPPING	136.96
12048	02/02/2017	GOVERNMENT STAFFING SERVICES, INC.	PW Industrial Elec. Tech. temp	19,876.00
12049	02/02/2017	GRAINGER, INC.	MAINTENANCE SUPPLIES	64.10
12050	02/02/2017	GRAN, ROBERT	PER DIEM 2017 PLANNING ACADEMY 03/01/17-03/02/17	394.36
12051	02/02/2017	HOLT, ROBERT	PER DIEM 2017 PLANNING ACADEMY 03/01/17-03/03/17	488.46
12052	02/02/2017	HUTCHINGS, KENNETH	PER DIEM 2017 PLANNING ACADEMY 03/01/17-03/02/17	326.16
12053	02/02/2017	LINCOLN FINANCIAL	LIFE & LTD INSURANCE FEBRUARY 2017	7,425.22
12054	02/02/2017	MADERA TRIBUNE	NOTICE OF PUBLIC HEARING - REZONE	265.60
12055	02/02/2017	MERCHEN, DAVID J.	PER DIEM CALED ANNUAL TRAINING CONFERENCE	128.00
12056	02/02/2017	N.P.C.-ORCHARD TRUST COMPANY	PLAN #340227-02 FOR 1/27/2017 PAYROLL	2,254.68
12057	02/02/2017	NEWKIRK, BILL	REFUND DEPOSIT FOR HANGAR 14	150.00
12058	02/02/2017	P G AND E	01/17 SVS 3499945233-6	3,329.93
12059	02/02/2017	RAMIREZ, YOLANDA	FACILITY CANCELLATION - CHANGE OF VENUE	165.00
12060	02/02/2017	RODRIGUEZ, MIGUEL	FACILITY DEPOSIT REFUND	100.00
12061	02/02/2017	PIERCE CONSTRUCTION	REMOVE AND REPLACE DAMAGED ASP	25,530.00
12062	02/02/2017	PROVOST & PRITCHARD CONSULTING GROUP	URBAN WATER MANAGEMENT PLAN 12/1/16-12/31/16	330.00
12063	02/02/2017	RBC CAPITAL MARKETS	REMARKETING AGREEMENT 11/01/16 - 01/31/17	684.03
12064	02/02/2017	REGENCE BLUECROSS BLUESHIELD OF UTAH	CITY PD RETIREE MEDICAL BILL 02/17 CHUMLEY	321.00
12065	02/02/2017	RIVIERE, TANYA	PER DIEM CALNENA 911 MISSION CRITICAL TRAINING	288.00
12066	02/02/2017	TESEI PETROLEUM INC.	FUEL CHARGES 01/11/17-01/20/17	13,157.42
12067	02/02/2017	THE ARC FRESNO	CITY CAN ORDERS OCTOBER 2016	2,335.03
12068	02/02/2017	THRIVE FITNESS	JANUARY 2017 MONTHLY DUES	52.00
12069	02/02/2017	ALVAREZ B LEO	Utility Billing Credit Refund	222.51
12070	02/02/2017	CAMACHO LUISA OR CITY OF MADERA	Utility Billing Credit Refund	150.48
12071	02/02/2017	CITY OF MADERA OR PRATTI-PACHECO RACHEL	Utility Billing Credit Refund	150.33
12072	02/02/2017	CRUZ ESPERANZA	Utility Billing Credit Refund	126.87
12073	02/02/2017	FLORES IRMA AND FAUSTO	Utility Billing Credit Refund	7.24
12074	02/02/2017	GONZALEZ VASQUEZ FELICIANO OR CITY OF MADERA	Utility Billing Credit Refund	208.05
12075	02/02/2017	HERNANDEZ MARIANA	Utility Billing Credit Refund	235.22
12076	02/02/2017	HERNANDEZ MICHAEL	Utility Billing Credit Refund	218.83
12077	02/02/2017	HIGAREDA JUAN	Utility Billing Credit Refund	100.28
12078	02/02/2017	HOWELL DAVID R AND TAVARES SONIA M	Utility Billing Credit Refund	150.36
12079	02/02/2017	JOHNSON RICHARD AND AMANDA	Utility Billing Credit Refund	236.39
12080	02/02/2017	KOLLURU PRANEET	Utility Billing Credit Refund	65.70
12081	02/02/2017	KUNZLER CRAIG	Utility Billing Credit Refund	184.13
12082	02/02/2017	LARA ALAN	Utility Billing Deposit Refund	142.71
12083	02/02/2017	MARTINEZ JORGE AND ADELAIDA	Utility Billing Deposit Refund	98.32
12084	02/02/2017	MENDOZA, ANA	UTILITY BILLING CREDIT REFUND	197.95
12085	02/02/2017	MORENO MARIO	Utility Billing Deposit Refund	58.31
12086	02/02/2017	POLE ROXANNE	Utility Billing Credit Refund	157.46
12087	02/02/2017	SAENZ RITA OR CITY OF MADERA	Utility Billing Credit Refund	151.36

12088	02/02/2017	SALAZAR LUCY	Utility Billing Credit Refund	159.19
12089	02/02/2017	SANCHEZ JOSE AND NICOLASA	Utility Billing Credit Refund	133.59
12090	02/02/2017	SOZA RAUL IGNACIO	Utility Billing Credit Refund	149.63
12091	02/02/2017	VERIZON WIRELESS	CELL PHONE CHARGES DEC 11- JAN 10	3,731.26
12092	02/02/2017	WILLDAN FINANCIAL SERVICES	CFD FEES	958.00
			Bank # 1 - Union Bank General Account Total	1,347,800.25

REPORT TO CITY COUNCIL

MEETING DATE: February 15, 2017

AGENDA ITEM NUMBER: B-3

Approved By:

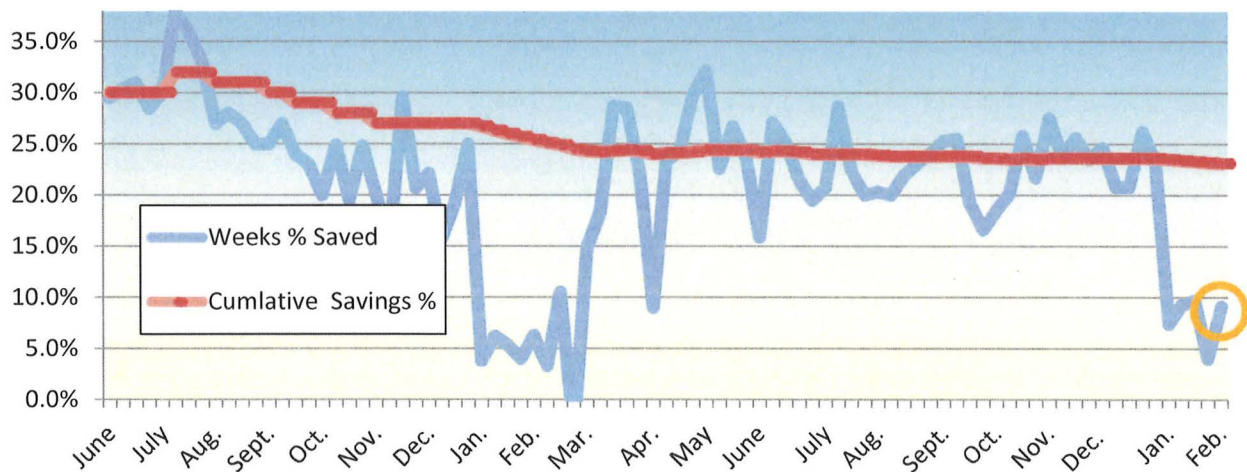
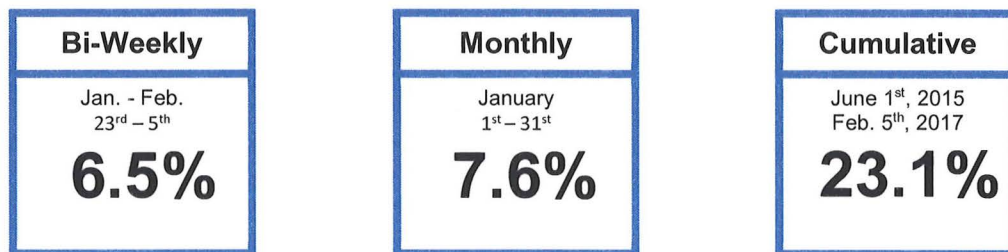

PUBLIC WORKS DIRECTOR


CITY ADMINISTRATOR

SUBJECT: Bi-Weekly Water Conservation Report for January 23rd thru February 5th.

RECOMMENDATION: Staff recommends that the Council review the attached bi-weekly report of water conservation activities and progress in reducing residential water consumption.

SUMMARY/ DISCUSSION: The City's water conservation rate was down from 9.5% in the last bi-weekly reporting to 6.5% this report, as illustrated in the graph below. However, the monthly conservation rate for January is up from 4.8% in 2016 to 7.6% in 2017. These numbers may seem low; this is due to the lack of opportunity to conserve on outdoor irrigation during the winter. Below is the most current water conservation data.



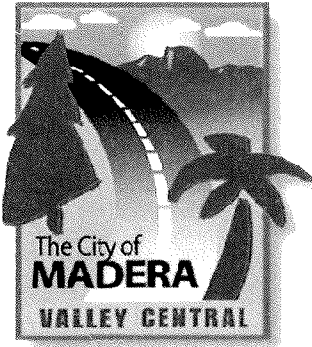
Enforcement			
Public Contacts	80	1 st offenses (\$75)	0
Verbal Warnings	7	2 nd offenses (\$250)	0
Correction Notices	38	3 rd or more offense (\$500)	0

FINANCIAL IMPACT:

The expenses for implementing and administering these water conservation activities occur within the Water Fund and do not impact the General Fund.

CONSISTENCY WITH THE VISION MADERA 2025 PLAN:

While the proposed actions are not specifically addressed as part of the Plan, they are not in conflict with it and are sympathetic of the underlying principles of the 2025 Plan.



REPORT TO CITY COUNCIL

MEETING DATE: February 15, 2017

AGENDA ITEM NUMBER:
B-4

Approved by:


PUBLIC WORKS OPERATIONS DIRECTOR


CITY ADMINISTRATOR

SUBJECT:

Consideration of a Resolution of the City Council of the City of Madera Approving Award of Bid and Approving Agreement for RFP PWP201617-001 With Wastewater Solids Management, Inc. to Clean Anaerobic Waste Digester Number 1 at Madera Wastewater Treatment Plant and Authorizing The Mayor to Sign the Agreement on behalf of the City of Madera.

And

Consideration of a Resolution of the City Council of the City of Madera Amending the FY 2016/17 Annual Budget to Increase Expenditure Allocations in the Sewer Fund to Increase the Allocation Necessary for Interior Cleaning of an Anaerobic Digester.

RECOMMENDATION:

Staff recommends that the Council take the following actions regarding proposed services at the Wastewater Treatment Plant (WWTP):

1. Adopt the proposed resolution approving award of bid and approving agreement with Wastewater Solids Management, Inc. to clean anaerobic waste digester number 1 at Madera Wastewater Treatment Plant and authorizing the Mayor to sign the agreement on behalf of the City of Madera.
2. Adopt a resolution amending the Sewer Fund Budget to fund maintenance services at the Wastewater Treatment Plant.

SUMMARY:

The work, in general, includes the processing and removal of approximately 250,000 gallons of waste material from the digester tank, and transport of the waste to an approved composting facility, and/or a landfill in accordance with federal, state, county and municipal laws, rules and regulations.

In August 2016, Wastewater Treatment Plant (WWTP) staff identified Anaerobic Digesters 1, 2, and 3 as three high priority maintenance items. Cleaning and inspection has to occur individually, as the two remaining digesters must remain active when any one of them is down for maintenance.

Staff recommends that the Council approve the agreement with Wastewater Solids Management, Inc. The recommendation is based on their costs being the lowest bid received and their extensive experience in similar jobs in the state of California.

DISCUSSION:

A Request for Proposals (RFP) to provide digester cleaning services was duly noticed and plans and specifications were solicited nationwide through eBidboard on October 25, 2016. The City received bids from two companies on January 26, 2017 that specialize in anaerobic digester cleaning.

	<u>Name of Bidder</u>	<u>Bid Amount</u>
1.	Wastewater Solids Management, Inc.	\$124,690.00
2.	Synagro-WWT, Inc.	\$147,950.00

All bids were checked for accuracy with the bidding requirements of the RFP. Wastewater Solids Management, Inc. submitted the lowest responsive and responsible bid that meets all the RFP requirements. These prices are within the costs expected by staff.

This project will be overseen and managed by consultant Stantec Engineering, who was awarded an agreement for such consultant services at the February 1, 2017 meeting of the City Council. After these services have been provided and the digester is empty and clean, the tank and its mixing pumps sludge heaters, and other appurtenances will be inspected, serviced, and/or replaced. The entire process from taking the digester down until it is back up and functional will take between two and three months.

FINANCIAL IMPACT:

The financial cost of this project and budget adjustment are entirely contained within the Sewer Fund. There is an adequate reserve and unappropriated Fund balance to make the proposed budget adjustments. There will be no impacts to the General Fund.

CONSISTENCY WITH THE VISION MADERA 2025 PLAN:

This proposed action is consistent with the Madera Vision Plan, specifically:

Action 115.5 "Insure the physical and financial sustainability of the City's existing and expanding sewer and water infrastructure."

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA APPROVING
AWARD OF BID AND APPROVING AGREEMENT FOR RFP PWP201617-001
WITH WASTEWATER SOLIDS MANAGEMENT, INC. TO CLEAN ANAEROBIC
WASTE DIGESTER NUMBER 1 AT MADERA WASTEWATER TREATMENT PLANT
AND AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT ON BEHALF OF
THE CITY OF MADERA**

WHEREAS, The City of Madera (the "City") advertised a Request for Proposal (RFP) to Clean Anaerobic Digester Number 1 by removal of approximately 250,000 gallons of waste from Digester Tank Number 1; and

WHEREAS, bids were duly received, processed and opened by the City Public Works Department and checked for compliance with the RFP Bid Documents; and

WHEREAS, City has determined that Wastewater Solids Management, Inc. complied with the requirements specified in the RFP Bid Documents and was the lowest responsible bidder on the RFP.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MADERA finds, orders and determines as follows:

1. The above recitals are true and correct.
2. The low bid submitted by Wastewater Solids Management, Inc. is responsive.
3. The construction contract to clean Wastewater Solids Management, Inc., for Clean Anaerobic Waste Digester Number 1 at Madera Wastewater Treatment Plant, a copy of which is on file in the office of the City Clerk and referred to for particulars, is hereby approved in the amount of \$124,690.00.
4. The Mayor is authorized to execute the contract on behalf of the City of Madera.
5. This Resolution is effective immediately upon adoption.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA AMENDING THE FY 2016/17 ANNUAL BUDGET TO INCREASE EXPENDITURE ALLOCATIONS IN THE SEWER FUND TO INCREASE THE ALLOCATION NECESSARY FOR INTERIOR CLEANING OF AN ANAEROBIC DIGESTER

WHEREAS, the City Council previously adopted a City-wide budget for the 2016- 17 fiscal year; and

WHEREAS, the City has determined that it is prudent to undertake certain repair projects that are necessary for the safe and efficient operation of essential wastewater treatment equipment to maintain public health and safety; and

WHEREAS, expenditure accounts will need to be increased within the Sewer Fund for said projects; and

WHEREAS, an adequate fund balance is available in said Fund to allow for said increase of appropriations.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MADERA HEREBY finds orders and resolves as follows:

1. The above recitals are true and correct.
2. The budgets of the Sewer Fund are hereby amended as shown in Exhibit AA to this resolution.
3. The Director of Financial Services is directed to take all actions necessary to implement the budget changes in Exhibit AA.
4. This resolution is effective immediately upon adoption.

EXHIBIT AA
CITY OF MADERA
Appropriation Adjustment

<u>FUND</u>	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>		
<u>WWTP - 509</u>				
	20403410-6440	<u>Original appropriation</u>	270,766	
		Amendment 1 - Resolution 17-15 & 17-16	120,000	
		Proposed Amendment 2:		
	20403410-6440	Contracted Services	124,690	+
Wastewater Utility Contract Services Totals			<u><u>515,456</u></u>	

MAINTENANCE SERVICE AGREEMENT

City of Madera Wastewater Treatment Plant

RFP No: PWP-201617-001

Clean Anaerobic Waste Digester Number 1

THIS AGREEMENT made and entered into the _____ day of February 2017, by and between the City of Madera, a municipal corporation of the State of California, hereinafter called "CITY" AND Wastewater Solids Management, Inc., hereinafter called "CONTRACTOR";

RECITALS:

The CITY is in need of a qualified CONTRACTOR to Clean Anaerobic Digester Number 1 including removal of approximately 250,000 gallons of material from tank, hose cleaning of internal surfaces of tank, and transport waste to an approved composting facility, and/or a landfill; and

CONTRACTOR is a firm having the necessary experience and qualifications to perform Municipal Wastewater Treatment Maintenance in accordance with federal, state, county and municipal laws, rules and regulations.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and agreements herein contained, it is agreed by and between the CITY and the CONTRACTOR as follows:

1. Services. The CITY hereby employs CONTRACTOR to perform the cleaning and sludge removal from Anaerobic Digester Number 1, set forth at the compensation and upon the terms and conditions herein expressed, and CONTRACTOR hereby agrees to perform such services for said compensation, and upon said terms and conditions.

2. Obligations, duties and responsibilities of Contractor. It shall be the duty, obligation and responsibility of the CONTRACTOR, in a skilled and professional manner, to perform, furnish and supply to the CITY the maintenance services and supplies as provided in the RFP attached hereto as Exhibit "C" and responses thereto set forth in Exhibit "A" attached hereto and made a part hereof.

2.1. Regulatory Compliance. The CONTRACTOR, all contractors and subcontractors, if any, shall comply with all federal, state, county and municipal laws, rules and regulations which may be applicable to the work herein described, whether now in existence or hereafter adopted.

2.2. Bonds. The CONTRACTOR shall furnish CITY, within ten (10) days of the

execution of this agreement and prior to commencement of work, the following separate surety bonds;

- A. Faithful Performance Bond. Said bond shall be in an amount equal to one hundred percent (100%) of the agreement price, shall be for the faithful performance of the agreement, shall be approved by CITY and shall be secured from a surety or sureties satisfactory to CITY.

3. Commencement and Completion of the Work: The work contemplated herein shall be commenced as soon as possible after receipt of the Notice to Proceed for this agreement. The Notice to Proceed shall not be issued until the Purchasing Division receives and has on file:

- A. Proofs of insurance (approved by Risk Management),
- B. Bonds (approved by the CITY Attorney), and
- C. This executed agreement.

3.1 CONTRACT DOCUMENTS. The complete contract between the parties hereto consists of this agreement and the following documents which are incorporated herein by this reference:

- 1. Bid Responses (Exhibit A)
- 2. Insurance Policies (Exhibit B)
- 3. RFP No. PWP 201617-001 (Exhibit C)
- 4. Addenda (Exhibit C)
 - No. 1, dated December 15, 2016
 - No. 2, dated January 3, 2017
 - No. 3, dated January 5, 2017
 - No. 4, dated January 6, 2017
 - No. 5, dated January 12, 2017

All documents specified above are intended to operate so that any work called for in any one and not mentioned in the other, or vice versa, is to be executed the same as if mentioned in all said documents.

3.2 Force Majeure. Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of any export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected.

- 4. Contractor's fees and compensation: amount, how and when payable.

4.1 Fees. For all the work and services, including Mobilization of supplies and equipment, and to Clean Anaerobic Digester Number 1 shall to be furnished by the CONTRACTOR to the CITY, CITY agrees to pay to CONTRACTOR and CONTRACTOR agrees to accept and receive as payment in full the following fees and compensation which shall be known as the "Fee" to be paid as hereinafter set forth.

- A. For all items of work and services and for furnishing of supplies, as set forth in the CONTRACTOR'S response to RFP incorporated herein as Exhibit "A" attached hereto, CITY agrees to pay to CONTRACTOR, and CONTRACTOR agrees to accept as payment in full, compensation at the rate set forth in Exhibit "A".

4.2 Monthly Billings. CONTRACTOR shall furnish CITY with itemized monthly billings for all services rendered under this Agreement and such payments shall be due and payable by CITY to CONTRACTOR within thirty (30) days after presentation of approved invoices to CITY.

- A. Retention. From each progress payment, 10% will be deducted and retained by the CITY, and the remainder less the amount of all previous payment will be paid to the CONTRACTOR. After 50% of the total contract price has been reached if progress on the Work is satisfactory, the deduction to be made from the remaining progress estimates and from the final estimate may be limited to \$500 or 10% of the first half of the total contract amount, whichever is greater. The CITY retains the option, at its discretion, to reduce any retained amount by payment to the CONTRACTOR upon conditions or otherwise.

5. Contractor's agreement to hold harmless and insurance requirements.

5.1 Independent contractor. In the furnishing of the services provided herein, the CONTRACTOR is acting as an independent CONTRACTOR and not as an employee of the CITY.

5.2 Indemnification and Waivers. CONTRACTOR shall indemnify, save, protect, and hold harmless the CITY of Madera, the members of the CITY Council of said CITY and all other officers, volunteers and employees of said CITY against and from all claims, suits, actions, demands or liability whatsoever to any person or persons by reason of personal injuries or death or damage or destruction of property caused by or arising out of CONTRACTOR'S operations under the terms of this Agreement, or extension thereof, or by CONTRACTOR'S failure to comply with any of the terms or provisions of said Agreement. CONTRACTOR shall and does hereby waive any claim against the CITY of Madera, its officers, volunteers and employees, for any damage to equipment or other property connected with CONTRACTOR'S operations under this Agreement arising from any cause.

5.3. Insurance. During the term of this Agreement, CONTRACTOR shall maintain,

keep in force and pay all premiums required to maintain and keep in force liability and property damage insurance. The limits of such policy shall be as required by the City Administrator of the City of Madera. A copy of the City's requirements for such insurance coverage is attached hereto as Exhibit "B".

6. Attorney's fees/venue. In the event that any action is brought to enforce the terms of this Agreement, the party found by the court to be in default agrees to pay reasonable attorney's fees to the successful party in an amount to be fixed by the Court.

The venue for any claim being brought for breach of this Agreement shall be in Madera County.

7. Governing Law. The laws of the State of California shall govern the rights and obligations of the parties under the Agreement, including the interpretation of the Agreement. If any part of the Agreement is adjudged to be invalid or unenforceable, such invalidity shall not affect the full force and effect of the remainder of the Agreement.

8. Termination. This agreement may be terminated by mutual agreement or it may be terminated by the CITY upon giving thirty (30) days written notice of intent to terminate the agreement.

Notice of termination shall be mailed to the CITY:

City of Madera c/o
David Randall
Director of Public Works
1030 South Gateway Drive
Madera, CA 93637

To the Contractor: Vicky Prince
 General Manager
 Wastewater Solids Management, Inc.
 PO Box 430
 Yachats, OR 97498

In the event of such termination, CONTRACTOR shall be paid for work completed to date of termination, and any such work shall become the property of the CITY and the amount of final fee due and payable by CITY to CONTRACTOR will be subject to negotiation but in no event less than the fees as set forth in Exhibit "A".

9. Assignment. Neither the CITY nor the CONTRACTOR will assign its interest in this Agreement without the written consent of the other.

10. Notices. All notices and communications from the CITY shall be to CONTRACTOR'S designated Project Manager. Verbal communications shall be confirmed in writing. All written notices shall be provided and addressed as indicated in Paragraph 8 hereof.

This agreement and the attachments and Exhibits incorporated herein by reference, represents the entire agreement and understanding between the parties. Any modifications to this Agreement shall be in writing and signed by authorized representatives of the parties. One or more waivers of any term, condition or covenant by either party shall not be construed as a waiver of any other term, condition or covenant.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement at Madera, California, the day and year first above written.

CITY OF MADERA

BY: _____
Andrew J. Medellin, Mayor

Sonia Alvarez, City Clerk

_____: _____
(Contractor)

BY: _____
(Name & Title)

APPROVED:

David Tooley, City Administrator

Brent Richardson, City Attorney

EXHIBIT A
BID RESPONSES

IX. BID PROPOSAL

RFP No: PWP-201617-001 CLEAN ANAEROBIC WASTE DIGESTER NUMBER 1

SUBMIT THIS SHEET

BIDDER hereby proposes to deliver to and provide services at the City of Madera, Wastewater Treatment Plant, 13048 Road 21 ½, Madera, California, 93637 equipment and services in accordance with the published specifications, for the following prices. Price shall include all costs, labor, fees, taxes and delivery, pickup or freight charges.

Item	Qty	Unit	Bid Items	Total Amount
1.	1	LS	Clean Anaerobic Digester No. 1: The Contractor shall provide all labor, materials, tools, chemicals, equipment, process machinery as well as all trucks and suitable containers, supplies, personnel and all other requirements necessary to clean the internal surfaces of Anaerobic Digester No. 1 which includes the processing, removal, and transport of approximately 250,000 gallons of material from tank, and transport waste to an approved composting facility, and/or a landfill in accordance with federal, state, county and municipal laws, rules and regulations.	\$ 124,690.00

Company Name: Wastewater Solids Management, Inc.

Street Address: PO Box 826

City / State/Zip: Yerington, NV 89447

Phone Number: (541) 547-3213

Person Preparing Bid: Victoria E. Prince

Signature of Person
Authorized to Sign Bid:  Date: 01/25/2017

Contractor shall list below the number, expiration date, and types of contractor licenses, which may be required in order to perform the services described under this contract.

License No.	Type of License	Expiration Date (if applicable)
1000002642	DIR Registration	06/30/2017
NA (Service Cleaning Co.)		

Prospective bidders are invited and encouraged to attend the non-mandatory site visit to visually inspect the digester tank system, plant facilities and existing conditions prior to providing a quote.

EXHIBIT B

Insurance Requirements for Contractors with Pollution Risks

Without limiting CONTRACTOR'S indemnification of CITY, and prior to commencement of Work, CONTRACTOR shall obtain, provide, and continuously maintain at its own expense during the term of the Agreement, and shall require any and all Subcontractors and Subconsultants of every Tier to obtain and maintain, policies of insurance of the type and amounts described below and in form satisfactory to the CITY.

Minimum Scope and Limits of Insurance

CONTRACTOR shall maintain limits no less than:

- **\$1,000,000 General Liability** (including operations, products and completed operations) per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury and property damage, including without limitation, blanket contractual liability. Coverage shall be at least as broad as Insurance Services Office (ISO) Commercial General Liability coverage form CG 00 01. General liability policies shall be endorsed using ISO forms CG 20 10 and CG 20 37 to provide that the CITY and its officers, officials, employees and agents shall be additional insureds under such policies.
- **\$1,000,000 Automobile Liability** combined single limit per accident for bodily injury or property damage at least as broad as ISO Form CA 00 01 for all activities of CONTRACTOR arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles. Automobile Liability policies shall be endorsed to provide that the CITY and its officers, officials, employees and agents shall be additional insureds under such policies.
- **Worker's Compensation** as required by the State of California and **\$1,000,000 Employer's Liability** per accident for bodily injury or disease. CONTRACTOR shall submit to the CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of the CITY, its officers, agents, employees, and volunteers.
- **\$1,000,000 Pollution Liability** per claim and in the aggregate. Coverage shall be provided on a CONTRACTOR'S Pollution Liability form or other form acceptable to the CITY providing coverage for liability arising out of sudden, accidental or gradual pollution and remediation. All activities contemplated in this Agreement shall be specifically scheduled on the policy as "covered operations." The policy shall provide coverage for the hauling of waste from the project site to the final disposal location, including non-owned disposal sites. Products/completed operations coverage shall extend a minimum of three (3) years after project completion. Coverage shall be included on behalf of the insured for covered claims arising out of the actions of independent CONTRACTOR'S. If the insured is using subcontractors the Policy must include work performed "by or on behalf" of the insured. Policy shall contain no language that would invalidate or remove the insurer's duty to defend or indemnify for claims or suits expressly excluded from coverage. Policy shall specifically provide for a duty to defend on the part of the insurer. The CITY, its officials, officers, agents, and employees shall be included insureds under the policy.

Maintenance of Coverage

CONTRACTOR shall procure and maintain, for the duration of the contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by CONTRACTOR, his agents, representatives, employees, subcontractors or subconsultants as specified in this Agreement.

Proof of Insurance

CONTRACTOR shall provide to the CITY certificates of insurance and endorsements, as required, as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by the CITY prior to commencement of performance. Current evidence of insurance shall be kept on file with the CITY at all times during the term of this Agreement. Agency reserves the right to require complete, certified copies of all required insurance policies, at any time.

Acceptable Insurers

All insurance policies shall be issued by an insurance company currently authorized by the Insurance commissioner to transact business of insurance in the State of California, with an assigned policyholders' Rating of A- (or higher) and a Financial Size Category Class VII (or larger), in accordance with the latest edition of Best's Key Rating Guide.

Waiver of Subrogation

All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against the CITY, its elected or appointed officers, agents, officials, employees, and volunteers, or shall specifically allow CONTRACTOR, or others providing insurance evidence in compliance with these specifications, to waive their right of recovery prior to a loss. CONTRACTOR hereby waives its own right of recovery against the CITY and shall require similar written express waivers and insurance clauses from each of its subconsultants or subcontractors.

Enforcement of Contract Provisions (non estoppel)

CONTRACTOR acknowledges and agrees that any actual or alleged failure on the part of the Agency to inform CONTRACTOR of non-compliance with any requirement imposes no additional obligations on the CITY, nor does it waive any rights hereunder.

Specifications not Limiting

Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If CONTRACTOR maintains higher limits than the minimums required above, the entity shall be entitled to coverage at the higher limits maintained by CONTRACTOR.

Notice of Cancellation

CONTRACTOR agrees to oblige its insurance agent or broker and insurers to provide to the CITY with thirty (30) calendar days' notice of cancellation (except for nonpayment for which ten (10) calendar days notice is required) or nonrenewal of coverage for each required coverage.

Self-insured Retentions

Any self-insured retentions must be declared to and approved by the CITY. The CITY reserves the right to require that self-insured retentions be eliminated, lowered or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the CITY's Risk Manager.

Timely Notice of Claims

CONTRACTOR shall give the CITY prompt and timely notice of claims made or suits instituted that arise out of or result from CONTRACTOR'S performance under this Agreement, and that involve or

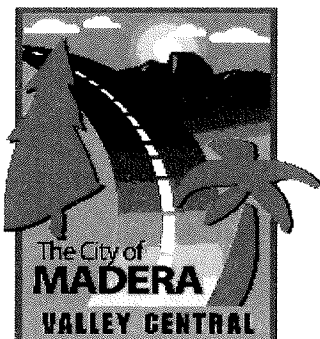
may involve coverage under any of the required liability policies.

Additional Insurance

CONTRACTOR shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgement may be necessary for its proper protection and prosecution of the Work.

EXHIBIT C

RFP No. PWP 201617-001
with
Issued Addenda



**CITY OF MADERA
WASTEWATER TREATMENT PLANT**

**REQUEST FOR PROPOSALS (RFP)
RFP No: PWP-201617-001**

**CLEAN ANAEROBIC WASTE DIGESTER NUMBER 1
13048 Road 21½ Madera CA, 93637**

**RFP PROPOSAL DEADLINE:
2:00 pm Wednesday, January 4, 2017**

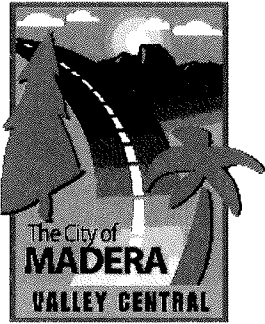
PROPOSAL CONTACT:

David Randall
Director of Public Works
Public Works Department
1030 S. Gateway Drive
Madera, CA 93637

Phone: (559) 661-5461
FAX: (559) 661-0760
Email: drandall@cityofmadera.com

Contents

I.	BACKGROUND INFORMATION	3
II.	GENERAL INFORMATION.....	4
III.	INSTRUCTIONS AND CONDITIONS	4
IV.	SPECIFICATIONS	7
V.	REFERENCES	8
VI.	BID PROPOSAL FORMS	9
VII.	CONTRACTOR SUBMITTALS	9
VIII.	ADDITIONAL INFORMATION	10
IX.	BID PROPOSAL	11
X.	BUSINESS REFERENCE FORM	12
XI.	LOCATION OF NON MANDATORY SITE INSPECTION	13
XII.	WASTEWATER TREATMENT STAGING AND LAYDOWN LOCATIONS	14
	Exhibit A: Draft Maintenance Agreement	15
	Exhibit B: Insurance Requirements for Contractors with Pollution Risks.....	20



REQUEST FOR PROPOSALS

CITY OF MADERA WASTEWATER TREATMENT PLANT CLEAN ANAEROBIC DIGESTER No. 1

RFP NO. PWP-201617-001

October 25, 2016

I. BACKGROUND INFORMATION

The City of Madera (City) was incorporated in 1907. Madera is located along Highway 99 near the center of the San Joaquin Valley of California. The City covers approximately 15 square miles, with a population of 62,000. The City provides Water, Sewer and Storm Drainage services to approximately 13,500 residential, commercial, and industrial utility customers.

The City operates a waste water treatment plant with a capacity of 10.1 million gallons per day (mgd) at the southwest edge of the City. Daily flow into the plant currently averages approximately 5.6 mgd. In addition to waste water generated within the City limits, the City's plant also processes small quantities of waste water from the adjacent unincorporated communities of Parksdale and Parkwood, and accepts waste from septic haulers operating in the County. The City's waste water collection system includes 175 miles of gravity trunks and force mains and four sewer lift stations.

The work described in this RFP, in general, consists of the full service removal of approximately 250,000 gallons of material from the digester tank, clean the digester's internal surfaces, and transport waste to an approved composting facility, and/or a landfill in accordance with federal, state, county and municipal laws, rules and regulations.

Digester No. 1 is an anaerobic digester with a fixed cover. It is 45 feet in diameter with a 24 foot side wall depth. The digester is recessed into the ground 15 feet. It has a capacity of 300,000 gallons. There is a 36-inch diameter hatch located at ground level and two 30-inch diameter hatches on the top cover of the digester.

II. GENERAL INFORMATION

The City of Madera requires the services of a qualified contractor to accomplish the work listed below. Work is to be accomplished at the City of Madera Wastewater Treatment Plant, 13048 Road 21½ Madera, CA 93637.

Mailed or faxed Quotes, signed and subject to the Request for Proposal Provisions and Specifications, will be received at the **City of Madera, Public Works Department, 1030 S. Gateway Drive, Madera, CA 93637 NO LATER THAN 2:00 pm Wednesday, January 4, 2017** for furnishing the services described below in compliance with the terms, conditions and specifications contained herein. **Postmarks will NOT be accepted.**

Non-Mandatory Site Inspection: The City will conduct a Non-Mandatory Site Inspection at the project site. The walk through will allow prospective bidders to familiarize themselves with all conditions that may affect the performance and cost of the contract.

Date and Time: 10:00 am Thursday November 17, 2016

Location: Meet at the Front of the Madera Wastewater Treatment Plant, 13048 Road 21½ Madera, CA 93637

NOTE: Site inspection is not mandatory. However, failure to become familiarized with all conditions that would have been readily visible shall not constitute a basis for subsequent contract adjustment for those items.

III. INSTRUCTIONS AND CONDITIONS

No bid proposal will be considered for award unless submitted in the bid format described in this RFP. Each bid proposal must be submitted in a sealed envelope addressed to

**David Randall, Director of Public Works
City of Madera Public Works Department
1030 South Gateway Drive
Madera, California 93637**

The proposal shall be delivered prior to the time and date specified in this document. Each sealed envelope containing a bid proposal must have, on the outside, the name of the bidder, bidder's address and the statement "**DO NOT OPEN UNTIL THE TIME OF BID OPENING**" and in addition, must be plainly marked on the outside as follows:

BID: City of Madera Wastewater Treatment Plant Clean Anaerobic Digester No. 1
RFP: No. PWP-201617-001
PROPOSAL DEADLINE: 2:00 pm Wednesday, January 4, 2017
BID OPENING: 2:00 pm Thursday, January 5, 2017

Attention of bidders is especially directed to the specifications which, in addition to the bid proposal and these instructions, are the basis for award and will be part of any agreement with the successful bidder. Any deviations from the specifications in this notice shall be proper reason for rejection of all or any part of the bid proposal.

The City of Madera (City) reserves the right to reject or accept any or all submittals or parts thereof, and to accept or reject the alternatives individually or jointly, for any reason. The City reserves the right to consider any minor deviations from the specifications and determine the acceptance or rejection of such deviation. The City reserves the right to seek supplementary information from any proposer at any time after submittal and before the award.

The City recognizes its policy of providing equal opportunity to all qualified persons and hereby notifies all proposers that it encourages all proposers to take active race/gender-neutral steps to include Disadvantaged Business Enterprises in this and other City agreements. Disadvantaged Business Enterprises will be afforded full opportunity to submit in response to this invitation. Proposers will not be discriminated against on the grounds of race, color, religious creed, sex or national origin in consideration for award.

The City reserves the right to modify this RFP at any time. In the event it becomes necessary to modify or revise the RFP, a written amendment or addenda issued by City's Public Works Department is the only method that revisions to the RFP will be made.

Bidder is responsible to contact City's Public Works Department prior to submitting a proposal to determine if any amendments were made to the RFP. **An award will be made as soon as reasonably practical after the opening of BIDS.**

The successful Bidder will be required to possess a **City of Madera Business License** in order to do business with the City. In some cases, State of California Certification and/or Certificate of Insurance will also be required.

Questions and suggestions concerning the RFP must be submitted in writing no later than 4:00 pm Monday, December 12, 2016. Written questions or inquiries should be emailed, mailed, or faxed to:

David Randall, Director of Public Works
City of Madera Public Works Department
1030 South Gateway Drive
Madera, California 93637
drandall@cityofmadera.com
FAX: (559) 661-0760

The response to questions will be sent to all of the bidders requesting clarification on or before **4:00 pm Thursday, December 15, 2016.**

No quote will be accepted from or contract awarded to a contractor who is not licensed in accordance with the law, who does not hold a license qualifying him to perform work under this contract, to whom a quote form has not been provided and who has not successfully performed on projects of similar character and scope. The contractor may be required, before the award of any contract, to show, to the complete satisfaction of the City, that it has the necessary facilities, ability, experience, and financial resources to provide the services specified herein in a satisfactory manner. Generally, contractor history and references are required at a minimum. The City may make reasonable investigations deemed necessary and proper to determine the ability of a contractor to perform the work, and the contractor shall furnish the City all information requested for this purpose.

Any proposal may be withdrawn at any time prior to the **Proposal Deadline 2:00 pm Wednesday, January 4, 2017**, provided that a request in writing executed by the proposer or his/her duly authorized representative, for the withdrawal of such proposal. The withdrawal of a proposal shall not prejudice the right of a proposer to file a new proposal prior to the **Time and Date of the Proposal Deadline**. After the expiration of the time and date for receipt of proposals, a proposal may not be withdrawn or altered.

Issuance of the RFP and receipt of proposals does not commit the City to award an agreement. The City reserves the right to postpone the RFP process for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with other than the selected company should negotiations with the selected company be terminated, or to cancel any section of this RFP.

The Department reserves the right to seek supplementary information from any proposer at any time after official proposal opening and before the award. Such information will be limited to clarification or amplification of information asked in the original proposal.

The successful bidder shall enter into a formal agreement with City which will be very similar in content to the attached Draft Agreement in Exhibit A, which is provided for information purposes only and to help clarify City intent relevant to this Request for Proposal.

The successful submittal will be based on the lowest responsive bidder able to complete the work on or before March 1, 2017 and shall provide for adequate service and expertise to meet the City's needs.

Upon award, all documents provided by the successful bidder shall become public record. All documents provided by any bidders, other than the successful proposer, shall become public record in their entirety and subject to disclosure. This shall also include, but is not limited to documents for projects for which all submittals are rejected and projects for which an award is not made for any reason. In the event that one or more submittals are returned to the proposing parties, it is the intent of the City that such documents shall not become public records of the City unless required by the California Public Records Act or other provision of law.

IV. SPECIFICATIONS

The Contractor shall remove all fluid contents and solids including sludge, scum, grit, sand, and other foreign materials deposited in the digester. Such removed materials shall be disposed of offsite by the contractor at the contractor's expense. If the Contractor chooses to dewater the fluid and solids contents on site, the equipment used for such dewatering shall consistently achieve a solids capture rate of 95%. The City will accept, treat, and dispose of the filtrate or centrate from the contractor's dewatering operation provided that the filtrate or centrate is delivered to the influent pumping station wet well at a rate not greater than 1,000 gallons per minute with total solids not to exceed 0.2%. The City's existing centrifuges will **not** be available to the contractor for dewatering material removed from the digester during cleaning.

The Contractor shall provide all labor, materials, tools, chemicals, equipment or process machinery as well as all trucks and suitable containers, supplies, personnel and all other requirements necessary for processing, removing, hauling and disposal of liquid or sludge to an approved composting facility, and/or a landfill in accordance with federal, state, county and municipal laws, rules and regulations.

All work on the interior of the digester shall be performed using only the existing access openings. There is one 36-inch opening at ground level. There are two 30-inch manholes on the top. After evacuation of Digester No.1, all interior surfaces shall be washed clean and the tank pumped dry.

The Contractor shall take all necessary precautions to prevent any leakage or sewage spills of any kind onto property, public or private roadway, drainage systems and waterways. If pumping is required during times when the contractor is not on site

the Contractor shall provide continuous automatic monitoring system with an audible alarm and shall have available, on an on-call basis, personnel and equipment necessary to handle any clean up that may be necessary due to a spill. The Contractor shall be liable for any and all clean-up costs or any fines that may be levied including those by the Regional Water Quality Control Board (RWQCB) against the City, in the event that such leakage or spill occurs. Contractor shall also be responsible for reporting any and all spills to the appropriate regulatory agencies, including the RWQCB and the Madera County Environmental Health Department.

The Contractor shall be responsible, on a daily basis, to maintain a clean work site, to remove debris and to dispose of it properly at his/her own expense. Upon completion and before making application for acceptance of the work the Contractor shall clean the area of work and all ground occupied by him/her in connection with the work of all rubbish, temporary structures and equipment. City will designate a location on site to stockpile excess grit and scum to facilitate hauling operations.

The work shall be performed in a manner so as to allow the continuous operation of the Wastewater Treatment Facility. Shutdowns or diversions of sewage around the work will not be allowed. The Contractor shall be responsible for maintaining the work area in such a manner that City staff may continue to use the facility as necessary.

Contractor shall provide proof of insurance coverage as detailed in Exhibit "B" of the "Draft" agreement included as part of this Request for Proposal

City will provide wash water (Recycled Water 1½" hose at approximately 65 psi) for pumping and cleaning of the digester. There is available power located at the digester control panel. It has 480 Volts/ 3 phase up to 100 amps. Additional power is available at the facility control room approximately 800 feet from the digester. Contractor shall provide all necessary power cables. The Contractor will provide all related electrical equipment beyond point of power connection.

V. REFERENCES

Bidder to supply a minimum of three (3) references with BID submittal; i.e. list agencies you have provided with digester cleaning services. Please use the Business Reference Form supplied with this Request for Proposal.

VI. BID PROPOSAL FORMS

The following forms shall be submitted by the date and time specified for the Bid Proposal Deadline in this RFP:

1. Bid Proposal
2. Business Reference Forms
3. Any Addendum Acknowledgement Forms

VII. CONTRACTOR SUBMITTALS

Prior to start of work, the Contractor shall provide the following:

1. A scope of work to meet the City's general provisions. The contractor's scope of work shall include:
 - a. A description of process to be used.
 - b. A description of the equipment to be used.
 - c. An estimated quantity of sludge to be processed.
 - d. The manufacturer's product specification sheets for all chemicals to be used.
2. Project schedule; include daily schedule and total length of time required.
3. Insurance Certificates.
4. Contractor's Injury and Illness Prevention Program (I2P2). The I2P2 shall be in sufficient detail to include all aspects of health and safety that may be anticipated by the scope of work.
5. City of Madera Business License
6. Performance Bond

VIII. ADDITIONAL INFORMATION

The City of Madera WWTP is not a trickling filter plant. Preliminary treatment includes grit removal and bar screens. The digester was constructed in 1972 and was last cleaned in 2006 when the treatment plant was expanded. The estimated influent source is 95% municipal and 5% Industrial/other sources.

Digester 1 Specifications

- Structure type Anaerobic Digester (Currently in Service) is 45'Dia; 24' SWD (15' Subsurface).
- Cone Depth? 5-ft Cone (estimated)
- Sludge Volume/Depth 20-ft (estimated)
- Sludge Concentration, % Unknown
- Lid type (fixed, floating, etc.): Fixed
- Lid construction (steel, cement, etc.) Steel
- Top Access: 2 at 30-inches dia.
- Side Access: 36" at ground level
- Mixing Type (gas, hydraulic, etc.) Hydraulic
- There is a dedicated draw off near the bottom of cone and at bottom of cone, both 12-inch diameter. Both of the draw-offs are part of the mixing system.
- Disposal Method: TBD by successful bidder
- Land Application, distance from plant N/A
- Drying Beds, size/location N/A
- Landfill Contact N/A
- Current Grit/Screenings Disposal Landfill
- Mechanical Dewatering of solids material. YES. Contractor responsibility City centrifuge is not available to contractor.
- Screening of solids material. If yes, disposal method: Contractor to haul offsite
- Other handling requirements. N/A
- Sludge Management Plan/Biosolids Management Plan Available
- Power Available: There is available power located at the digester control panel. It has 480 Volts/ 3 phase up to 100 amps. Additional power is available at the facility control room approximately 800 feet from the digester.
- Water Available: 150 gpm, 1 ½ -inch pipe, 50 psi, recycled water

IX. BID PROPOSAL

RFP No: PWP-201617-001 CLEAN ANAEROBIC WASTE DIGESTER NUMBER 1

SUBMIT THIS SHEET

BIDDER hereby proposes to deliver to and provide services at the City of Madera, Wastewater Treatment Plant, 13048 Road 21 ½, Madera, California, 93637 equipment and services in accordance with the published specifications, for the following prices. Price shall include all costs, labor, fees, taxes and delivery, pickup or freight charges.

Item	Qty	Unit	Bid Items	Total Amount
1.	1	LS	Clean Anaerobic Digester No. 1: The Contractor shall provide all labor, materials, tools, chemicals, equipment, process machinery as well as all trucks and suitable containers, supplies, personnel and all other requirements necessary to clean the internal surfaces of Anaerobic Digester No. 1 which includes the processing, removal, and transport of approximately 250,000 gallons of material from tank, and transport waste to an approved composting facility, and/or a landfill in accordance with federal, state, county and municipal laws, rules and regulations.	\$ _____

Company Name: _____

Street Address: _____

City / State/Zip: _____

Phone Number: _____

Person Preparing Bid: _____

Signature of Person _____

Authorized to Sign Bid: _____ Date: _____

Contractor shall list below the number, expiration date, and types of contractor licenses, which may be required in order to perform the services described under this contract.

License No.	Type of License	Expiration Date (if applicable)

Prospective bidders are invited and encouraged to attend the non-mandatory site visit to visually inspect the digester tank system, plant facilities and existing conditions prior to providing a quote.

X. BUSINESS REFERENCE FORM

SUBMIT THIS SHEET

REFERENCE NO. 1

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Relationship: _____

REFERENCE NO. 2

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Relationship: _____

REFERENCE NO. 3

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Relationship: _____

XI. LOCATION OF NON MANDATORY SITE INSPECTION

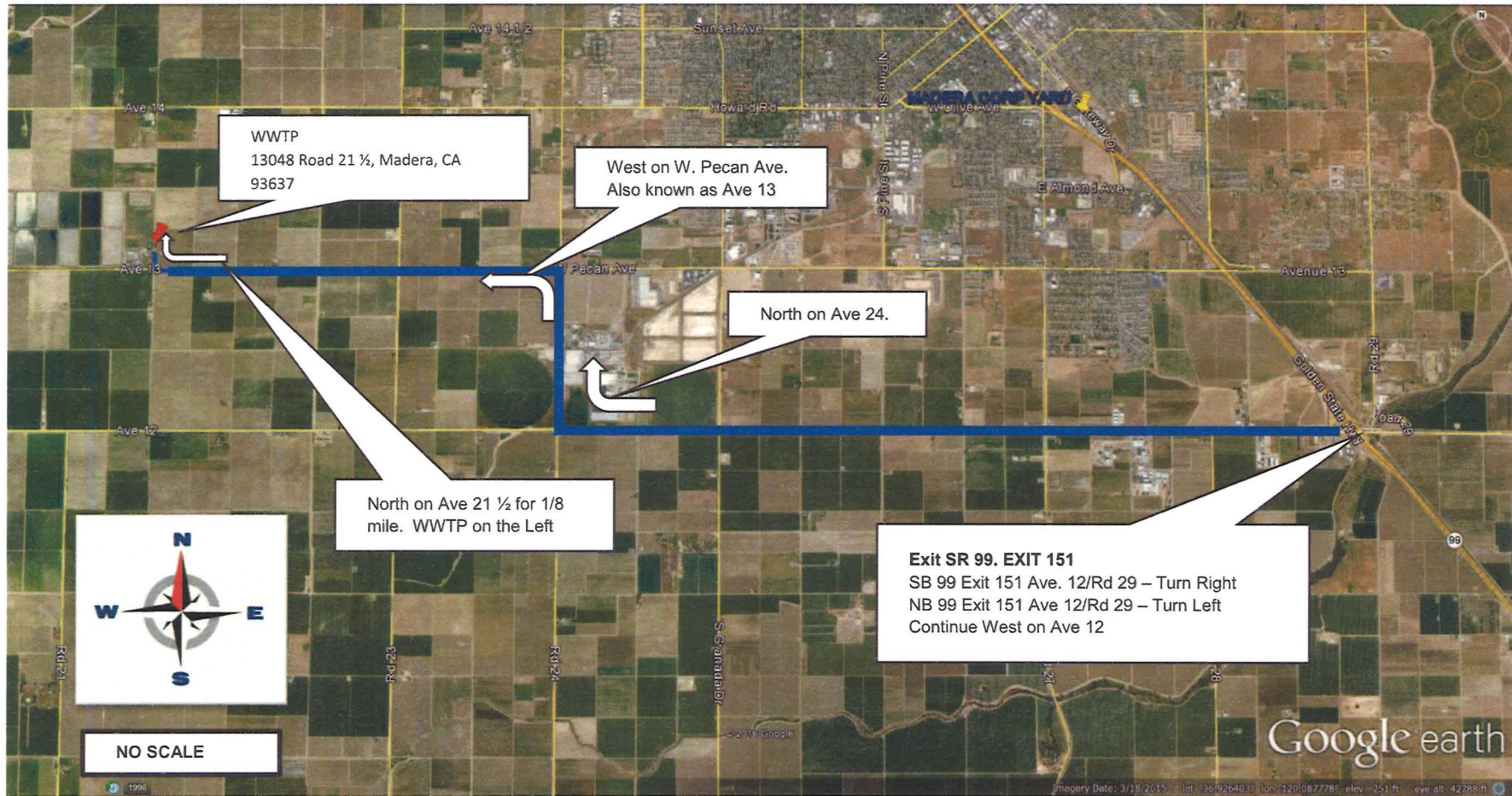
10:00am Thursday November 17, 2016

City of Madera WWTP

13048 Road 21 1/2, Madera, CA 93637

Clean Anaerobic Digester Number 1

RFP No. PWP-201617-001



NOTE: Directions are from SR99 taking the 12th Ave off ramp Exit 151. Be careful if you program the route into your Navigation System. Some roads may dead end, even though your navigation device may indicate the road continues uninterrupted.

XII. WASTEWATER TREATMENT STAGING AND LAYDOWN LOCATIONS

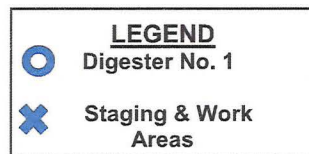
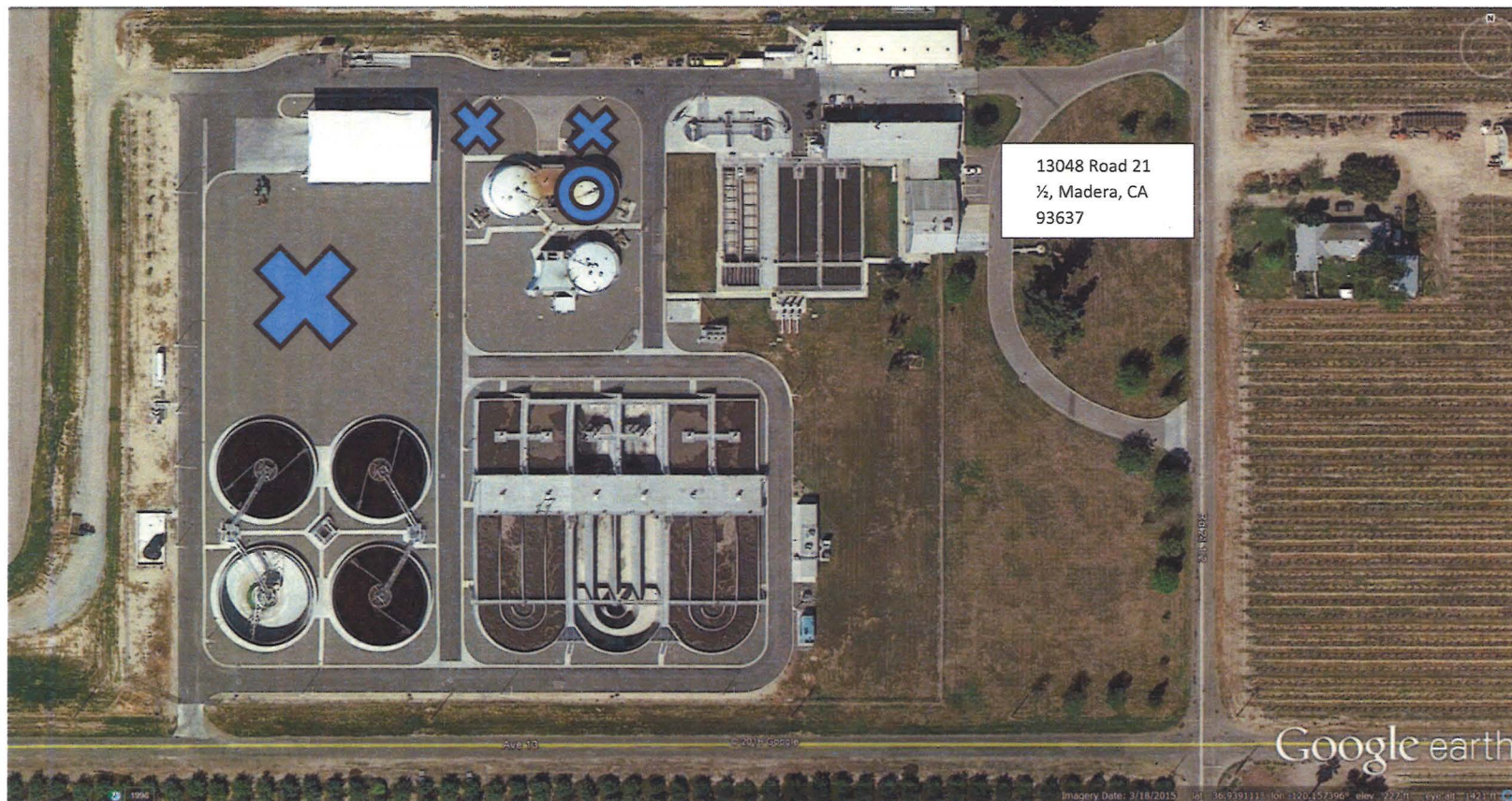


Exhibit A: Draft Maintenance Agreement

THIS AGREEMENT made and entered into the _____ day of _____, 20____, by and between the CITY OF MADERA, a municipal corporation of the State of California, hereinafter called "City" AND _____, hereinafter called "Contractor";

RECITALS:

A. The City is in need of a qualified professional Contractor to Clean Anaerobic Digester Number 1 including removal of approximately 250,000 gallons of material from tank, hose cleaning of internal surfaces of tank, and transport waste to an approved composting facility, and/or a landfill.

B. Contractor is a firm having the necessary experience and qualifications to perform Municipal Wastewater Treatment Maintenance in accordance with federal, state, county and municipal laws, rules and regulations.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and agreements herein contained, it is agreed by and between the City and the Contractor as follows:

1. Services. The City hereby employs Contractor to perform the cleaning and sludge removal from Anaerobic Digester Number 1, set forth at the compensation and upon the terms and conditions herein expressed, and Contractor hereby agrees to perform such services for said compensation, and upon said terms and conditions City hereby authorizes Contractor to commence work on _____, 20____

2. Obligations, duties and responsibilities of Contractor. It shall be the duty, obligation and responsibility of the Contractor, in a skilled and professional manner, to perform, furnish and supply to the City the maintenance services and supplies as provided in the RFP attached hereto as Exhibit "C" and responses thereto set forth in Exhibit "A" attached hereto and made a part hereof.

2.1. Regulatory Compliance. The Contractor, all contractors and subcontractors, if any, shall comply with all federal, state, county and municipal laws, rules and regulations which may be applicable to the work herein described, whether now in existence or hereafter adopted.

2.2. Bonds. The Contractor shall furnish City, within ten (10) days of the execution of this agreement and prior to commencement of work, the following separate surety bonds;

A. Faithful Performance Bond. Said bond shall be in an amount equal to one hundred percent (100%) of the agreement price, shall be for the faithful

Draft Maintenance Agreement (Continued)

performance of the agreement, shall be approved by City and shall be secured from a surety or sureties satisfactory to City.

3. Commencement and Completion of the Work: The work contemplated herein shall be commenced as soon as possible after receipt of the Notice to Proceed for this agreement. The Notice to Proceed shall not be issued until the Purchasing Division receives and has on file:

- A. Proofs of insurance (approved by Risk Management),
- B. Bonds (approved by the City Attorney), and
- C. This executed agreement.

3.1 CONTRACT DOCUMENTS. The complete contract between the parties hereto consists of this agreement and the following documents which are incorporated herein by this reference:

- 1. Bid Responses (Exhibit A)
- 2. Insurance Policies (Exhibit B)
- 3. RFP No. PWP 201617-001 (Exhibit C)

All documents specified above are intended to operate so that any work called for in any one and not mentioned in the other, or vice versa, is to be executed the same as if mentioned in all said documents.

3.2 Force Majeure. Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of any export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected.

4.0 Contractor's fees and compensation: amount, how and when payable.

4.1 Fees. For all the work and services, including Mobilization of supplies and equipment, and to Clean Anaerobic Digester Number1 shall to be furnished by the Contractor to the City, City agrees to pay to Contractor and Contractor agrees to accept and receive as payment in full the following fees and compensation which shall be known as the "Fee" to be paid as hereinafter set forth.

A. For all items of work and services and for furnishing of supplies, as set forth in the Contractor's response to RFP incorporated herein as Exhibit "A" attached hereto, City agrees to pay to Contractor, and Contractor agrees to accept as payment in full, compensation at the rate set forth in Exhibit "A".

Draft Maintenance Agreement (Continued)

4.2 Monthly Billings. Contractor shall furnish City with itemized monthly billings for all services rendered under this Agreement and such payments shall be due and payable by City to Contractor within thirty (30) days after presentation of approved invoices to City.

- A. Retention. From each progress payment, 10% will be deducted and retained by the City, and the remainder less the amount of all previous payment will be paid to the Contractor. After 50% of the total contract price has been reached if progress on the Work is satisfactory, the deduction to be made from the remaining progress estimates and from the final estimate may be limited to \$500 or 10% of the first half of the total contract amount, whichever is greater. The City retains the option, at its discretion, to reduce any retained amount by payment to the Contractor upon conditions or otherwise.
- B. The quantities listed in the bid documents do not govern final payment. Payments to the Contractor will be made only for the actual quantities of contract items constructed in accordance with the Plans and Specifications. If, upon completion of the construction, these actual quantities show either an increase or decrease from the quantities given in the bid documents, the contract unit prices will still prevail.

5. Contractor's agreement to hold harmless and insurance requirements.

5.1 Independent contractor. In the furnishing of the services provided herein, the Contractor is acting as an independent contractor and not as an employee of the City.

5.2 Indemnification and Waivers. Contractor shall indemnify, save, protect, and hold harmless the City of Madera, the members of the City Council of said City and all other officers, volunteers and employees of said City against and from all claims, suits, actions, demands or liability whatsoever to any person or persons by reason of personal injuries or death or damage or destruction of property caused by or arising out of Contractor's operations under the terms of this Agreement, or extension thereof, or by Contractor's failure to comply with any of the terms or provisions of said Agreement. Contractor shall and does hereby waive any claim against the City of Madera, its officers, volunteers and employees, for any damage to equipment or other property connected with Contractor's operations under this Agreement arising from any cause.

5.3. Insurance. During the term of this Agreement, Contractor shall maintain, keep in force and pay all premiums required to maintain and keep in force liability and property damage insurance. The limits of such policy shall be as required by the City Administrator of the City of Madera. A copy of the City Administrator's requirements for such insurance coverage is attached hereto as Exhibit "B".

6. Attorney's fees/venue. In the event that any action is brought to enforce the terms of this Agreement, the party found by the court to be in default agrees to pay reasonable attorney's fees to the successful party in an amount to be fixed by the Court.

Draft Maintenance Agreement (Continued)

The venue for any claim being brought for breach of this Agreement shall be in Madera County.

7. Governing Law. The laws of the State of California shall govern the rights and obligations of the parties under the Agreement, including the interpretation of the Agreement. If any part of the Agreement is adjudged to be invalid or unenforceable, such invalidity shall not affect the full force and effect of the remainder of the Agreement.

8. Termination. This agreement may be terminated by mutual agreement or it may be terminated by the City upon giving thirty (30) days written notice of intent to terminate the agreement.

Notice of termination shall be mailed to the City:

City of Madera
c/o David Randall,
Director of Public Works
1030 South Gateway Drive
Madera, CA 93637

To the Contractor:

In the event of such termination, Contractor shall be paid for work completed to date of termination, and any such work shall become the property of the City and the amount of final fee due and payable by City to Contractor will be subject to negotiation but in no event less than the fees as set forth in Exhibit "A".

9. Assignment. Neither the City nor the Contractor will assign its interest in this Agreement without the written consent of the other.

10. Notices. All notices and communications from the City shall be to Contractor's designated Project Manager. Verbal communications shall be confirmed in writing. All written notices shall be provided and addressed as indicated in Paragraph 8 hereof.

This agreement and the attachments and Exhibits incorporated herein by reference, represents the entire agreement and understanding between the parties. Any modifications to this Agreement shall be in writing and signed by authorized representatives of the parties. One or more waivers of any term, condition or covenant by either party shall not be construed as a waiver of any other term, condition or covenant.

Draft Maintenance Agreement (Continued)

IN WITNESS WHEREOF, the parties hereto have executed this Agreement at _____, California, the day and year first above written.

CITY OF MADERA

BY: _____
Robert L. Poythress, Mayor

ATTEST:

Sonia Alvarez, City Clerk

(Contractor)

BY: _____
(Name & Title)

APPROVED:

David Tooley, City Administrator

Brent Richardson, City Attorney

Exhibit B: Insurance Requirements for Contractors with Pollution Risks

Without limiting Contractor's indemnification of City, and prior to commencement of Work, Contractor shall obtain, provide, and continuously maintain at its own expense during the term of the Agreement, and shall require any and all Subcontractors and Subconsultants of every Tier to obtain and maintain, policies of insurance of the type and amounts described below and in form satisfactory to the City.

Minimum Scope and Limits of Insurance

Contractor shall maintain limits no less than:

- **\$1,000,000 General Liability** (including operations, products and completed operations) per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury and property damage, including without limitation, blanket contractual liability. Coverage shall be at least as broad as Insurance Services Office (ISO) Commercial General Liability coverage form CG 00 01. General liability policies shall be endorsed using ISO forms CG 20 10 and CG 20 37 to provide that the City and its officers, officials, employees and agents shall be additional insureds under such policies.
- **\$1,000,000 Automobile Liability** combined single limit per accident for bodily injury or property damage at least as broad as ISO Form CA 00 01 for all activities of Contractor arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles. Automobile Liability policies shall be endorsed to provide that the City and its officers, officials, employees and agents shall be additional insureds under such policies.
- **Worker's Compensation** as required by the State of California and **\$1,000,000 Employer's Liability** per accident for bodily injury or disease. Contractor shall submit to the City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of the City, its officers, agents, employees, and volunteers.
- **\$1,000,000 Pollution Liability** per claim and in the aggregate. Coverage shall be provided on a Contractor's Pollution Liability form or other form acceptable to the City providing coverage for liability arising out of sudden, accidental or gradual pollution and remediation. All activities contemplated in this Agreement shall be specifically scheduled on the policy as "covered operations." The policy shall provide coverage for the hauling of waste from the project site to the final disposal location, including non-owned disposal sites. Products/completed operations coverage shall extend a minimum of three (3) years after project completion. Coverage shall be included on behalf of the insured for covered claims arising out of the actions of independent contractors. If the insured is using subcontractors the Policy must include work performed "by or on behalf" of the insured. Policy shall contain no language that would invalidate or remove the insurer's duty to defend or indemnify for claims or suits expressly excluded from coverage. Policy shall specifically provide for a duty to defend on the part of the insurer. The City, its officials, officers, agents, and employees shall be included insureds under the policy.

Insurance Requirements for Contractors with Pollution Risks (Continued)

Maintenance of Coverage

Contractor shall procure and maintain, for the duration of the contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by Contractor, his agents, representatives, employees, subcontractors or subconsultants as specified in this Agreement.

Proof of Insurance

Contractor shall provide to the City certificates of insurance and endorsements, as required, as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by the City prior to commencement of performance. Current evidence of insurance shall be kept on file with the City at all times during the term of this Agreement. Agency reserves the right to require complete, certified copies of all required insurance policies, at any time.

Acceptable Insurers

All insurance policies shall be issued by an insurance company currently authorized by the Insurance commissioner to transact business of insurance in the State of California, with an assigned policyholders' Rating of A- (or higher) and a Financial Size Category Class VII (or larger), in accordance with the latest edition of Best's Key Rating Guide.

Waiver of Subrogation

All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against the City, its elected or appointed officers, agents, officials, employees, and volunteers, or shall specifically allow Contractor, or others providing insurance evidence in compliance with these specifications, to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against the City and shall require similar written express waivers and insurance clauses from each of its subconsultants or subcontractors.

Enforcement of Contract Provisions (non estoppel)

Contractor acknowledges and agrees that any actual or alleged failure on the part of the Agency to inform Contractor of non-compliance with any requirement imposes no additional obligations on the City, nor does it waive any rights hereunder.

Specifications not Limiting

Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If Contractor maintains higher limits than the minimums required above, the entity shall be entitled to coverage at the higher limits maintained by Contractor.

Insurance Requirements for Contractors with Pollution Risks (Continued)

Notice of Cancellation

Contractor agrees to oblige its insurance agent or broker and insurers to provide to the City with thirty (30) calendar days notice of cancellation (except for nonpayment for which ten (10) calendar days notice is required) or nonrenewal of coverage for each required coverage.

Self-insured Retentions

Any self-insured retentions must be declared to and approved by the City. The City reserves the right to require that self-insured retentions be eliminated, lowered or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the City's Risk Manager.

Timely Notice of Claims

Contractor shall give the City prompt and timely notice of claims made or suits instituted that arise out of or result from Contractor's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional Insurance

Contractor shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgement may be necessary for its proper protection and prosecution of the Work.

**City of Madera WWTP
Clean Anaerobic Waste Digester Number 1 RFP No. PWP-201617-001**

**Addendum Number One
December 15, 2016**

Please acknowledge this addendum by signing below and email to drandall@cityofmadera.com or fax to (559) 661-0760 Attn: David Randall.

Company Name: Wastewater Solids Management, Inc.

By:  (541) 971-4571
Victoria E. Prince Fax Number

To: All holders of Request for Proposal PWP-201617-001

This addendum is hereby made part of the Request for Proposals to the same extent as though it was originally included therein. Each proposer shall submit a copy of receipt of this Addendum on the Request for Proposal Submittal.

**City of Madera WWTP
Clean Anaerobic Waste Digester Number 1 RFP No. PWP-201617-001**

**Addendum Number Two
January 3, 2017**

Please acknowledge this addendum by signing below and email to drandall@cityofmadera.com or fax to (559) 661-0760 Attn: David Randall.

Company Name: Wastewater Solids Management, Inc.

By:  (541) 971-4571
Victoria E. Prince Fax Number

To: All holders of Request for Proposal PWP-201617-001

This addendum is hereby made part of the Request for Proposals to the same extent as though it was originally included therein. Each proposer shall submit a copy of receipt of this Addendum on the Request for Proposal Submittal.

City of Madera WWTP
Clean Anaerobic Waste Digester Number 1 RFP No. PWP-201617-001

Addendum Number Three
January 5, 2017

Please acknowledge this addendum by signing below and email to drandall@cityofmadera.com
or fax to (559) 661-0760 Attn: David Randall.

Company Name: Wastewater Solids Management, Inc.

By:  (541) 971-4571
Victoria E. Prince Fax Number

To: All holders of Request for Proposal PWP-201617-001

This addendum is hereby made part of the Request for Proposals to the same extent as though it was originally included therein. Each proposer shall submit a copy of receipt of this Addendum on the Request for Proposal Submittal.

**City of Madera WWTP
Clean Anaerobic Waste Digester Number 1 RFP No. PWP-201617-001**

**Addendum Number Four
January 6, 2017**

Please acknowledge this addendum by signing below and email to drandall@cityofmadera.com or fax to (559) 661-0760 Attn: David Randall.

Company Name: Wastewater Solids Management, Inc.

By:  (541) 971-4571
Victoria E. Prince Fax Number

To: All holders of Request for Proposal PWP-201617-001

This addendum is hereby made part of the Request for Proposals to the same extent as though it was originally included therein. Each proposer shall submit a copy of receipt of this Addendum on the Request for Proposal Submittal.

**City of Madera WWTP
Clean Anaerobic Waste Digester Number 1 RFP No. PWP-201617-001**

**Addendum Number Five
January 12, 2017**

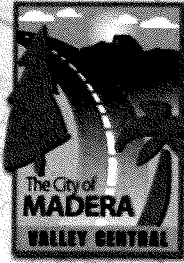
Please acknowledge this addendum by signing below and email to drandall@cityofmadera.com or fax to (559) 661-0760 Attn: David Randall.

Company Name: Wastewater Solids Management, Inc.

By:  (541) 971-4571
Victoria E. Prince Fax Number

To: All holders of Request for Proposal PWP-201617-001

This addendum is hereby made part of the Request for Proposals to the same extent as though it was originally included therein. Each proposer shall submit a copy of receipt of this Addendum on the Request for Proposal Submittal.

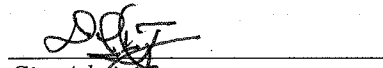


REPORT TO CITY COUNCIL

Approved By: 
Department Director

Council Meeting of February 15, 2017

Agenda Item Number B-5


City Administrator

SUBJECT: CONSIDERATION OF A RESOLUTION APPROVING AN AGREEMENT WITH PROVOST & PRITCHARD CONSULTING GROUP FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR WATER MAIN INSTALLATIONS AT VARIOUS LOCATIONS, AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT;

AND

CONSIDERATION OF A RESOLUTION APPROVING FUNDING AMENDMENTS TO THE CITY OF MADERA FISCAL YEAR 2016/17 BUDGET FOR COSTS ASSOCIATED WITH PROFESSIONAL ENGINEERING DESIGN SERVICES FOR WATER MAIN INSTALLATIONS AT VARIOUS LOCATIONS

RECOMMENDATION:

That the City Council:

1. Approve Res. No. 17 - ____ approving Agreement with Provost & Pritchard Consulting Group for the Water Main Installations at Various Locations Project, and authorizing the Mayor to execute the agreement.
2. Approve Res. No. 17-____ transferring funds within the Water Utility Fund and the Water Pipes Impact Fund to the Water Main Installations at Various Locations Project – Design Phase.

SUMMARY:

The Agreement with Provost & Pritchard Consulting Group is for the design of Water Main Installations at Various Locations within the City. The project includes seven projects from the City's 5-year CIP. Proposed funding comes from the City's Water Utility Fund and Water Pipes Impact Fee. The total amount of the consultant agreement

Engineering

205 W. Fourth Street • Madera, CA 93637 • TEL (559) 661-5418 • FAX (559) 675-6605

www.cityofmadera.ca.gov

is \$72,400, which includes surveying and preliminary design, preparation of project plans, technical specifications, cost estimate, and engineering support during bidding and construction. Staff is proposing that funds needed to cover additional costs for the design of the project be transferred within the Water Utility Fund and Water Pipes Impact Fund.

DISCUSSION:

A Request for Proposal (RFP) was sent to five firms that were selected from our list of qualified engineering firms. Proposals were received from Provost & Pritchard Consulting Group, AECOM, and QK Inc.

The Selection Committee – consisting of three City Engineering Department Staff – reviewed, evaluated, and ranked the proposals based on seven criteria listed in the RFP: Completeness of Response, Qualifications & Experience, Organization & Approach, Scope of Services to be Provided, Manpower/Fee Proposal, Schedule of Work, and the provision of a Conflict of Interest Statement to ensure the firm does not have conflicts of interest that may have an impact upon the outcome of the project. Provost & Pritchard Consulting Group submitted a complete response and received the highest ranking. The agreement with this firm is recommended for Council approval.

The agreement amount is \$72,400, with a provision for an additional \$7,000 for extra services with approval of the City Engineer. The fee provides for all services needed for design of the project including: design field surveys, locating existing utilities and coordinating verification of location of utilities with utility companies, producing construction drawings, technical specifications, estimate of cost, and providing engineering support during bidding and construction.

This project is a conglomeration of seven City CIP projects – two of which have been moved forward from the 2019/20 and 2020/21 fiscal years – which are being combined into a single project for enhanced economies of scale and to form a project size more conducive to low construction bids.

The general scope of work for the project consists of the installation of approximately 1750 feet of 8-inch water main and 2520 feet of 12-inch water main. The CIP water main replacement projects Staff is proposing to include with this project are as follows:

1. W-FF-4: Olive Avenue, extending from Grove Street to Cypress Street. Install approximately 770 feet of new 12 inch water main. The 2014 Water System Master Plan recommended this installation for improvement of fire flow.
2. W-FF-1: Maple Street, extending from Pine Street to Noble Street. Install approximately 890 feet of 8 inch water main in parallel with an existing water line. The 2014 Water System Master Plan recommended this installation for improvement of fire flow.
3. W-FF-2: Rotan Avenue, extending from Howard Road to Oak Street. Install approximately 450 feet of 8 inch water main in parallel with an existing 6 inch

- water line. The 2014 Water System Master Plan recommended this installation for improvement of fire flow.
4. W-PSW-50: Pecan Avenue, extending from Monterey Street to approximately 680 feet west from Monterey Street. Install approximately 680 feet of new 12 inch water main. The 2014 Water System Master Plan recommended this installation to close a gap between existing lines in order to improve efficiency of the City's water system.
 5. W-PSE-3: Pecan Avenue, extending from Madera Avenue to approximately 750 feet east from Madera Avenue. Install approximately 750 feet of new 12 inch water main. The 2014 Water System Master Plan recommended this installation to close a gap between existing lines in order to improve efficiency of the City's water system. This project is programmed in the CIP for FYs 2019/20 and 2020/2021, but Staff is proposing to move it forward to be combined with this project.
 6. W-28: Sycamore Street, extending from the existing fire hydrant on Sycamore Street to Lake Street. Install approximately 410 feet of new 8 inch water main. Public Works reported regular maintenance and repair issues with this existing 2" galvanized water line. This line will be replaced to reduce regular maintenance on the line and increase water system redundancy and efficiency.
 7. W-PNW-30: Intersection of Aviation Drive and Falcon Drive. Install approximately 320 feet of new 12 inch water main between Aviation Drive and Falcon Drive. The 2014 Water System Master Plan recommended this installation to close a gap between existing lines in order to improve efficiency of the City's water system. This project is programmed in the CIP for FY 2020/21, but Staff is proposing to move it forward to be combined with this project.

The total budget currently programmed in the CIP in FY 2016/17 for five of the water main installation projects above is \$258,300, which includes \$30,500 for design. This total project cost was based upon the unit costs assumed in the 2014 Water System Master Plan. These unit costs were developed approximately five years ago and do not reflect the general inflation that has occurred over this time period or recent upward trends in the cost of construction projects. Additionally, the added cost in FY 2016/17 that results from moving forward CIP Project Nos. W-PSE-3 and W-PNW-30 is \$252,000, of which \$37,000 is for project design. Taking the above factors into account, Staff's preliminary estimate of the overall cost of the Water Main Installations at Various Locations project is higher than currently programmed for FY 2016/17, at approximately \$750,000.

It was determined during the project scoping phase that CIP Project No. W-FF-003: "Plumas St Water Main, Rotan to 300'W" represents a private line that is not relied upon by the City to provide adequate fire flow pressure. Therefore, this project has been not been included in this design project and will also be removed from the CIP. Staff is proposing that the CIP funding of \$18,000 programmed for this project be allocated to the design of the other seven water mains contained in this design project.

FISCAL IMPACT:

Staff has prepared an Exhibit AA reflecting the recommended budget increases and decreases and is proposing to transfer an additional \$50,700 within the Water Utility Fund and an additional \$11,800 within the Water Pipes Impact Fee to fund project design. There is the potential that two of the seven projects may not proceed into construction if DIF funding does not become available for construction of those water lines prior to that time.

There is no fiscal impact to the City's General Fund. Staff proposes \$111,000 funding for the design phase to cover the \$72,400 contract amount, \$7,000 for extra services, and \$31,600 for in-house engineering oversight and support costs broken down by location as follows:

1. W-FF-004 (Account No. 2905-5120): \$20,000 from Water Utility Fund (20300-712)
2. W-FF-001 (Account No. 2905-5117): \$23,000 from Water Utility Fund (20300-712)
3. W-FF-002 (Account No. 2905-5118): \$13,000 from Water Utility Fund (20300-712)
4. W-PSW-50 (Water Fund Account No. 2905-5054 and DIF Account No. 0500-5054): \$11,900 from Water Pipes Impact Fee (DIF:40845) and \$5,100 from Water Utility Fund (20300-712)
5. W-PSE-03 (Account No. to be created after Council approval of funds transfer): \$2,000 from Water Pipes Impact Fee (DIF:40845) and \$18,000 from Water Utility Fund (20300-712)
6. W-000028 (Account No. 2905-5115): \$10,000 from Water Utility Fund (20300-712)
7. W-PNW-30 (Account No. to be created after Council approval of funds transfer): \$8,000 from Water Utility Fund (20300-712)

CONSISTENCY WITH THE VISION MADERA 2025 PLAN

Action 101.6 – This entire effort supports this strategy to ensure infrastructure can sustain population growth in the development of the General Plan.

RESOLUTION NO. 17 -__

A RESOLUTION OF THE COUNCIL OF THE CITY OF MADERA, CALIFORNIA, APPROVING AN AGREEMENT WITH PROVOST & PRITCHARD CONSULTING GROUP FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR WATER MAIN INSTALLATIONS AT VARIOUS LOCATIONS, AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT

WHEREAS, funding for design work on the Water Main Installations at Various Locations Project has been included in the 2016/17 Budget and 2016/17 Capital Improvement Program; and

WHEREAS, engineering services by a professional firm is required for the design of the Project; and

WHEREAS, Provost & Pritchard Consulting Group has the professional skills to perform the necessary services and City desires to retain Provost & Pritchard Consulting Group; and

WHEREAS, the Agreement with Provost & Pritchard Consulting Group for such professional engineering services is recommended for approval and a copy of such agreement is on file in the Office of the City Clerk.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF MADERA hereby resolves, finds, determines and orders as follows:

1. The above recitals are true and correct.
2. The Agreement with Provost & Pritchard Consulting Group for professional engineering services in an amount not to exceed \$72,400, with an additional \$7,000 for extra services with approval of the City Engineer, is hereby approved.
3. The Mayor is authorized to execute the agreement.
4. This resolution is effective immediately upon adoption.

* * * * *

RESOLUTION NO. 17-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA, CALIFORNIA APPROVING FUNDING AMENDMENTS TO THE CITY OF MADERA FISCAL YEAR 2016/17 BUDGET FOR COSTS ASSOCIATED WITH PROFESSIONAL ENGINEERING DESIGN SERVICES FOR WATER MAIN INSTALLATIONS AT VARIOUS LOCATIONS

WHEREAS, the water main installations included in the Water Main Installations at Various Locations Project are identified in the 5-year Capital Improvement Program; and

WHEREAS, five of the seven water main installation locations are included in the FY 2016/17 Budget for Capital Projects, and

WHEREAS, additional funding is needed to cover costs associated with the professional engineering design for the Water Main Installations at Various Locations Project as defined; and

WHEREAS, sufficient funding is available within the unappropriated fund balance in the Water Utility Fund and Water Pipes Impact Fee; and

WHEREAS, amendments to the Fiscal Year 2016/17 Budget transferring funding from said Project Line Item Budgets as specified in Exhibit AA are necessary.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MADERA
HEREBY** finds, orders and resolves as follows:

1. The above recitals are true and correct.
2. The appropriation amendments for the Water Main Installations at Various Locations Project are hereby approved in accordance with Exhibit AA, which is incorporated by reference herein.
3. The City Clerk is authorized and directed to forward a certified copy of the resolution to the Director of Finance who is authorized to take such action as necessary to implement the terms of this resolution.
4. This resolution is effective immediately upon adoption.

* * * * *

EXHIBIT AA

CITY OF MADERA

Budget Appropriation : Res.#17-xx; 2/15/17

**2016 - 2017 Budget Adjustment
Water Main Installations**

FUND	ORG CODE	OBJECT CODE	PROJECT CODE	DESCRIPTION	(+)	(-)
<u>Water Utility Fund (20300-712)</u>						
	20303830	7050	W-PSE-03	Pecan Ave Water Main, Madera-750'E (Design Phase)	18,000.00	
	20303830	7050	W-PNW-30	Aviation Dr/Falcon Dr Water Main (Design Phase)	8,000.00	
	20303830	7050	W-FF-001	Maple St Water Main, Pine to Noble (Design Phase)	18,500.00	
	20303830	7050	W-FF-002	Rotan Ave Water Main, Howard to Oak (Design Phase)	9,500.00	
	20303830	7050	W-FF-004	Olive Ave Water Main, Grove to Cypress (Design Phase)	15,500.00	
	20303830	7050	W-000028	Sycamore St Water Main, Lake to Clinton (Design Phase)		5,000.00
	20303830	7050	W-PSW-50	Pecan Water Main, Monterey to 680'W (Design Phase)	4,200.00	
	20303830	7050	W-FF-003	Plumas St Water Main, Rotan to 300'W (All Phases) (Project determined to not be needed)		18,000.00
	2030	3210		Unappropriated Fund Balance		50,700.00
					<u>73,700.00</u>	<u>73,700.00</u>
<u>Water Pipes Impact Fee (DIF:40845)</u>						
	40810000	7050	W-PSW-50	Pecan Water Main, Monterey to 680'W	9,800.00	
	40810000	7050	W-PSE-03	Pecan Ave Water Main, Madera-750'E	2,000.00	
	4081	3210		Unappropriated Fund Balance		11,800.00
					<u>11,800.00</u>	<u>11,800.00</u>

AGREEMENT WITH PROVOST & PRITCHARD CONSULTING GROUP FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR WATER MAIN INSTALLATIONS AT VARIOUS LOCATIONS

This Agreement made and entered into this 15th day of February, 2017, between the City of Madera, a municipal corporation of the State of California, hereinafter called “**CITY**”, and Provost & Pritchard Consulting Group, located in Fresno, CA, hereinafter called “**CONSULTANT**”.

W I T N E S S E T H

WHEREAS, CITY plans to construct water main installations at various locations in the City of Madera, California, hereinafter called “Project”; and

WHEREAS, CITY needs the services of a professional engineering firm to provide professional engineering design services for water main installations at various locations; and

WHEREAS, CONSULTANT is qualified and certified to provide the required professional engineering design services and is knowledgeable of the principals and practices of the industry associated with the design of water main installations; and

WHEREAS, CITY desires to hire CONSULTANT for such professional engineering design services.

NOW THEREFORE:

The parties hereto mutually agree as follows:

1. SERVICES OF CONSULTANT:

CITY hereby hires CONSULTANT to provide professional engineering design services as set forth herein in connection with the Project. Said work to be performed pursuant to this agreement is more particularly described in the Scope of Work.

2. SCOPE OF WORK:

CONSULTANT shall provide the professional engineering design services as set forth in EXHIBIT A, “Scope of Work”, attached hereto and incorporated herein by reference.

CONSULTANT accepts full responsibility for the scope of services provided by sub-consultants necessary for delivery of the project. CONSULTANT shall comply with applicable City of Madera design standards and requirements as directed by the CITY and applicable State and Federal requirements.

3. PROGRESS MEETINGS:

CONSULTANT shall communicate and meet with CITY staff at project progress meetings at intervals mutually agreed to between CITY and CONSULTANT to verify, refine and complete the project requirements and review the progress of the project. Such meetings shall be as set forth in the Scope of Work, EXHIBIT A.

4. CITY'S OBLIGATIONS

The CITY shall provide the consultant with the following:

- a. Provide a Project Manager to work with CONSULTANT;
- b. Review all submittals timely;
- c. Pay all fees for permits;

5. COMPENSATION

The basic fee based on the estimated hours of work shown in EXHIBIT B, "Manpower Schedule and Fee Summary", attached hereto and incorporated herein by reference, for the work tasks itemized in the Scope of Work is \$72,400.

City and Consultant agree on the rates shown in EXHIBIT C, "Hourly Rate Schedule", and agree that they will remain in effect until the date of expiration of agreement indicated in Section 11. It is understood and agreed by both parties that all expenses incidental to Consultant's performance of services, including travel expenses, are included in the basic fee shown in EXHIBIT B.

6. PAYMENT:

Payments for all undisputed portions of each invoice as provided for hereunder shall be made within 30 days of receipt and approval of CONSULTANT'S monthly invoices for the work performed specified herein. CONSULTANT'S invoice shall specify the billed hours and hourly rates for each employee classification. The sub-consultants work shall be included on CONSULTANT 'S invoice with a copy of the sub-consultant's invoice attached. A report on summary of costs to date for each component of the work shall accompany the invoice. This summary shall also estimate the percentage of the work completed for each component and the balance remaining in each component.

7. EXTRA SERVICES:

CITY agrees to pay CONSULTANT for extra services not contemplated hereunder as set forth in the Scope of Services or for such services as may be specifically requested by CITY through the City Engineer in writing and agreed to by CONSULTANT for an agreed-to fixed fee or hourly rate of compensation or for necessary expenses over that listed in the Budget, provided, however, the City Engineer's authority is limited to expenditures not to exceed the amount of seven thousand dollars (\$7,000).

8. AUDITS AND INSPECTIONS ACCESS:

CONSULTANT shall, upon reasonable notice and at any time during regular business hours, and as often as CITY may deem necessary, make available to the CITY or its authorized representative for examination, all of its books, records and data with respect to matters covered by this Agreement. CONSULTANT shall permit CITY to audit and inspect all invoices, materials, payrolls, records of personnel, conditions of employment, and other data relating to matters covered by this Agreement.

9. LIABILITY INSURANCE:

CONSULTANT shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in

connection with the performance of the work hereunder by the CONSULTANT, his agents, representatives, or employees.

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage (occurrence form CG0001).
2. Insurance Service Office form number CA 0001 (Ed. 10/01) covering Automobile Liability, Code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.
4. Errors and Omissions liability insurance appropriate to the consultant's profession. CONSULTANT'S coverage is to be endorsed to include contractual liability.

B. Minimum Limits of Insurance

CONSULTANT shall maintain limits no less than:

1. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Insurance: \$1,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$1,000,000 per accident for bodily injury or disease.
4. Professional Liability (Errors & Omissions): \$250,000 per claim and \$1,000,000 aggregate with a deductible not to exceed \$75,000, except that a higher deductible may be approved with appropriate documentation acceptable to the City's Risk Manager.

C. Deductibles and Self Insured Retentions

Any deductibles or self insured retentions must be declared to and approved by the CITY. At the option of the CITY, either: the insurer shall reduce or eliminate such deductibles or self insured retentions as respects the CITY, its officers, officials, employees, and designated volunteers; or the CONSULTANT shall provide a financial guarantee satisfactory to the CITY guaranteeing payment of losses and related investigations, claim administration and defense expense.

D. Other Insurance Provisions

The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its officers, officials, employees and designated volunteers are to be covered as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT including materials, parts or equipment furnished in connection with such work or operations or automobiles owned, leased, hired or borrowed by the CONSULTANT. Insurance policies shall name the City of Madera its officers, officials, employees and volunteers as additional insured for all liability arising out of the operations by or behalf of the named insured in the performance of this Agreement. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 (if a later edition is used).

2. For any claims related to this project, the CONSULTANT'S insurance coverage shall be primary insurance as respects the CITY, its officers, officials, employees and designated volunteers. Any insurance or self-insurance maintained by the CITY, its officers, officials, employees or designated volunteers shall be excess of the CONSULTANT'S insurance and shall not contribute to it.

3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the CITY.

4. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subdivision (b) of Section 2782 of the Civil Code.

E. Acceptability of Insurers

CONSULTANT shall furnish the CITY with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the CITY or on other than the CITY'S forms provided those endorsements conform to CITY requirements. All certificates and endorsements are to be received and approved by the CITY before work commences. The CITY reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

10. OWNERSHIP OF DOCUMENTS:

All original papers, documents, reports, drawings and other work product of CONSULTANT are instruments of service. All reports and legal documents shall include the professional's registration number and be stamped, signed and dated. All instruments of service shall, upon payment in full to CONSULTANT, become the property of the City whether the project for which they are prepared is executed or not. CONSULTANT shall be permitted to retain copies, including reproducible copies, of the instruments of service for information and reference. The instruments of service shall not be used by the CONSULTANT on other projects, except by agreement in writing by the City. In the event the City reuses such instruments of service, CONSULTANT shall be released and held harmless by the City from any and all liability, including legal costs and attorneys' fees, with respect to the reuse of such instruments of service.

Reuse of documents for any purpose other than as intended under this Agreement shall be at CITY'S sole risk. CITY shall indemnify CONSULTANT for any damages incurred as a result of such reuse, including use of incomplete documents.

11. TIME OF COMPLETION:

A. Based on an agreed upon Notice to Proceed date, CONSULTANT shall complete the work as shown in EXHIBIT D, Project Timeline:

B. CONSULTANT shall not be held responsible for delays caused by CITY review or by reasons beyond CONSULTANT'S control. Also CONSULTANT shall not stop his work, including work unrelated to any extra services request, unless it can be shown that the project work cannot proceed while a claim or request for extra services is being evaluated.

C. Time is of the essence in the completion of the services covered by this Agreement. Failure of CONSULTANT to comply with the above time schedule by more than fourteen (14) calendar days, unless the delay is not attributable to CONSULTANT or is attributable to CITY, is sufficient cause to terminate this Agreement, at the option of CITY, in accordance with Section 12.

D. CONSULTANT shall complete all services required under this Agreement and this Agreement shall expire on December 31st, 2018, unless extended by mutual agreement.

12. TERMINATION OF AGREEMENT:

A. This agreement may be terminated at any time by either party upon fifteen (15) calendar days written notice. In the event the Agreement is terminated by either party, CONSULTANT shall be compensated for services performed to the date of termination based upon the compensation rates and subject to the maximum amounts payable agreed to together with such additional services performed after termination which are authorized by the CITY representative to wind up the work performed to date of termination.

B. CITY may immediately suspend or terminate this Agreement in whole or in part by written notice where, in the determination of CITY, there is:

1. An illegal use of funds by CONSULTANT;
2. A failure by CONSULTANT to comply with any material term of this Agreement;

3. A substantially incorrect or incomplete report submitted by CONSULTANT to CITY.

In no event shall any payment by CITY or acceptance by CONSULTANT constitute a waiver by such party of any breach of this Agreement or any default which may then exist on the part of either party. Neither shall such payment impair or prejudice any remedy available to either party with respect to such breach or default. CITY shall have the right to demand of CONSULTANT the repayment to CITY of any funds disbursed to CONSULTANT under this Agreement which, as determined by the appropriate court or arbitrator, were not expended in accordance with the terms of this Agreement.

13. APPROVAL:

CITY will give reasonably prompt consideration to all matters submitted by CONSULTANT for approval to the end that there will be no significant delays in CONSULTANT'S program of work. An approval, authorization or request to CONSULTANT given by CITY will only be binding upon CITY under the terms of this Agreement if in writing and signed on behalf of CITY by a CITY representative or designee.

14. HOLD HARMLESS:

CONSULTANT shall defend and indemnify the CITY, its officers, officials, employees and designated volunteers for claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the CONSULTANT, its officers, sub-consultants, agents, employees or contractors, in performing or failing to perform any work, services or functions under this Agreement.

15. RESPONSIBILITY FOR OTHERS:

CONSULTANT shall be responsible to CITY for its services and the services of its sub consultants. CONSULTANT shall not be responsible for the acts or omissions of other parties engaged by CITY nor for their construction means, methods, techniques, sequences, or procedures, or their health and safety precautions and programs.

16. PROFESSIONAL RESPONSIBILITY:

CONSULTANT shall be obligated to comply with applicable standards of professional care in the performance of the Services. CONSULTANT recognizes that opinions relating to environmental, geologic, and geotechnical conditions are based on limited data and that actual conditions may vary from those encountered at the times and locations where the data are obtained, despite the use of due professional care.

17. PARTIES BOUND BY AGREEMENT:

This Agreement shall be binding upon CITY, CONSULTANT, and their successors in interest, legal representatives, executors, administrators and assigns with respect to all covenants as set forth herein. CONSULTANT shall not subcontract, assign, or transfer any of the work except as otherwise provided for in this agreement.

18. COMPLETE AGREEMENT OF PARTIES:

This Agreement, including attachments incorporated herein by reference, represents the entire Agreement and understanding between the parties. Any modifications of this Agreement shall be in writing and signed by authorized representatives of the parties. One or more waivers of any term, condition or covenant by either party shall not be construed as a waiver of any other term, condition or covenant.

19. ASSIGNMENT WITH APPROVAL:

It is understood that neither party shall assign, sublet, subcontract or transfer its rights or obligation under this Agreement without the prior express, written consent of the other party.

20. INDEPENDENT CONTRACTOR:

In performance of the work, duties and obligations assumed by CONSULTANT under this Agreement, it is mutually understood and agreed that CONSULTANT, including any and all of CONSULTANT'S officers, agents and employees will, at all times, be acting

and performing as an independent contractor, and shall act in an independent capacity and not as an officer, agent, servant, employee, joint venture, partner or associate of CITY. Furthermore, CITY shall have no right to control or supervise or direct the manner or method by which CONSULTANT shall perform its work and function. However, CITY shall retain the right to administer this Agreement so as to verify that CONSULTANT is performing its obligations in accordance with the terms and conditions hereof. CONSULTANT and CITY shall comply with all applicable provisions of law and the rules and regulations, if any, of governmental authorities having jurisdiction over the subject matter hereof.

Because of its status as an independent contractor, CONSULTANT shall have absolutely no right to employment rights and benefits available to CITY employees. CONSULTANT shall be solely liable and responsible for providing to, or on behalf of, its employees all legally required employee to others unrelated to CITY or to this Agreement.

21. GOVERNING LAW:

Any controversy or claim arising out of, or relating to, this Agreement which cannot be amicably settled without court action shall be litigated either in the appropriate State court for Madera County, California, or as appropriate in the U. S. District Court for the Eastern District of California, located in Fresno County. The rights and obligations of the parties and all interpretations and performance of this Agreement shall be governed in all respects by the laws of the State of California.

22. AMENDMENTS:

Any changes to this Agreement requested either by CITY or CONSULTANT may only be affected if mutually agreed upon in writing by duly authorized representatives of the parties hereto. This Agreement shall not be modified or amended or any rights of a party to it waived except by such in writing.

23. COMPLIANCE WITH LAWS AND WAGE RATES:

CONSULTANT shall comply with all Federal, State, and local laws, ordinances, regulations and provisions applicable in the performance of CONSULTANT'S services. CONSULTANT may use professional practices and standards regarding the interpretation of these laws.

Wherever reference is made in this Agreement to standards or codes in accordance with which work is to be performed or tested, the edition or revision of the standards or codes current on the effective date of this Agreement shall apply, unless otherwise expressly stated.

24. CONSULTANT 'S LEGAL AUTHORITY:

Each individual executing or attesting this Agreement on behalf of CONSULTANT hereby covenants and represents: (i) that he or she is duly authorized to execute or attest and deliver this Agreement on behalf of such corporation in accordance with a duly adopted resolution of the corporation's board of directors and in accordance with such corporation's articles of incorporation or charter and by-laws; (ii) that this Agreement is binding upon such corporation; and (iii) that CONSULTANT is a duly organized and legally existing corporation in good standing in the State of California.

25. NOTICES:

Any and all notices or other communications required or permitted by this Agreement or by law to be served on or given to either party to this Agreement by the other party shall be in writing, and shall be deemed duly served and given when personally delivered to the party to whom it is directed or any managing employee or that party or, in lieu or personal service, when deposited in the United States mail, first class postage prepaid, addressed as follows:

CITY OF MADERA
Engineering Division
205 W. 4th Street
Madera, CA 93637

CONSULTANT
Provost & Pritchard Consulting Group
286 W. Cromwell Avenue
Fresno, CA 93711

26. SOLE AGREEMENT:

This instrument constitutes the sole and only agreement between CONSULTANT and CITY respecting the Project and correctly sets the obligations of the CONSULTANT and CITY to each other as of this date. Any agreements or representations respecting the above project, not expressly set forth in this instrument are null and void.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

* * * * *

CITY OF MADERA

By: _____
Andrew J. Medellin, Mayor

CONSULTING FIRM

By: _____
Matthew W. Kemp
Vice President

Taxpayer I.D. Number

APPROVED AS TO FORM:

By: _____
Brent Richardson, City Attorney

ATTEST:

By: _____
Sonia Alvarez, City Clerk

ATTACHMENTS

**EXHIBIT A
SCOPE OF WORK**

**EXHIBIT B
MANPOWER SCHEDULE AND FEE SUMMARY**

**EXHIBIT C
HOURLY RATE SCHEDULE**

**EXHIBIT D
PROJECT TIMELINE**

EXHIBIT A

Scope of Work

This project will construct new water mains at seven (7) locations throughout the City of Madera (CITY), including three (3) locations near Howard and Pine Avenues, two (2) locations on Pecan Avenue near S. Madera Avenue, one (1) location on Sycamore Street, and one (1) location between Aviation Drive and Falcon Drive. The project will include approximately 1750 feet of 8-inch water main and 2520 feet of 12-inch water main along with all related water valves and appurtenances. It is anticipated water services will not be impacted and transfers from back to front yard connections will not be necessary. The project will be designed and bid as one construction contract, including one set of plans and specifications.

Madera Irrigation District (MID) has facilities throughout the City limits which may impact the project design and will necessitate review of the construction documents by MID staff. Specifically, the segments along Sycamore Street, Olive Avenue, Rotan Avenue and Pecan Avenue may cross or be parallel to MID facilities.

The CITY will prepare and process all required documentation to satisfy the requirements of the California Environmental Quality Act.

The CITY has scheduled the project to be ready for construction in late-summer of 2017 and would like construction documents completed and approved by all agencies in June 2017 and ready for bid advertisement in July 2017.

Our proposed scope of work for this project is segregated into several phases, as described below.

Phase SD: Schematic Design

- Project Management
 - Attend kick-off meeting with City staff.
 - Prepare project work plan.
 - Schedule and conduct progress review meetings with City staff. Three (3) meetings are anticipated. Agendas and meeting minutes will be prepared for each meeting and distributed to attendees.
 - Conduct internal quality control/quality assurance reviews
- Utility Coordination
 - Conduct site visit and field reconnaissance
 - Send notification letters to utility companies and agencies to obtain available record information. Letters will be sent to approximately ten (10) utility companies.
 - Obtain copies of record drawings of existing City facilities from the CITY.
 - Review record information provided by CITY, utility companies and other agencies.
 - Make recommendations to the City regarding potholing needs (if necessary).
- Survey, Mapping and Right of Way Determination
 - Conduct right-of-way research.
 - Conduct control survey to establish horizontal and vertical control for each alignment.
 - Recover sufficient monuments to determine existing right of way limits for the purpose of preparing design drawings.
 - Conduct site topographic design survey to include top of curb, gutter flow line, gutter lip, and pavement along with driveways, alley approaches and any features within the street will be located for each alignment. Visible evidence of utilities outside of curb but inside the right of way will also be located.

- Prepare survey base map for use in design.
- Preliminary Engineering Studies
 - Prepare technical design memorandum including design concepts and parameters, construction criteria, existing utility locations and identification of pothole locations, if necessary.
 - Prepare Schematic Design (SD) (30%) drawings with proposed horizontal pipeline alignments. Recommendations on any required right of way or easement acquisition will be provided.
 - Prepare preliminary Engineer's Opinion of Probable Construction Cost (EOPCC)
 - Submit technical design memorandum, SD drawings and preliminary EOPCC
 - Submit four (4) copies to the CITY
 - Schedule and conduct comment review meeting with CITY staff

Deliverables

- Project meeting agendas and minutes in PDF format
- Four (4) copies of Technical Design Memorandum, SD drawings, and preliminary EOPCC

Assumptions

- Right of way in Pecan Avenue will be located sufficiently to establish location of future street improvements (ie – curb and gutter) so that the new water main can be designed to avoid conflicts with future street improvements. Curb and gutter is not anticipated on Aviation Drive and curb and gutter already exists at all other project locations; it is assumed that new water mains will be installed in the street. Right of way will be located sufficiently to show relative right of way location on the plans.
- The City will prepare legal descriptions and deeds for any required permanent and/or temporary water main easements.

Phase DD: Design Development

- Preliminary Plans, Specifications and Estimate (PS&E)
 - Address Schematic Design (30%) review comments
 - Prepare Design Development (60%) Plans, Specifications and Estimate (PS&E), including:
 - Cover sheet, index & legend (2 sheets)
 - Single Plan and profile drawings (5 sheets on 24"x36" title block, scale: 1"=40' horizontal and 1"=4' vertical)
 - Construction detail drawings (2 sheets)
 - Bidder's proposal, explanation of bid items and technical specifications
 - Engineer's Opinion of Probable Construction Cost
 - Submit 60% PS&E
 - Submit four (4) sets to the CITY for review and comment
 - Submit two (2) sets to Madera Irrigation District (MID) for review and comment
 - Schedule and conduct comment review meeting with CITY staff

Deliverables

- Six (6) copies of 60% PS&E (total).

Assumptions

- Plans and specifications will be prepared using City Standard title block and City "Boilerplate" front-end specifications.

Phase CD: Construction Documents

- Draft Final Plans, Specifications and Estimate
 - Address Design Development (60% PS&E) review comments
 - Prepare draft final (90%) plans, specifications and estimate including: drawings, bidder's proposal, explanation of bid items, technical specifications and Engineer's Opinion of Probable Construction Cost.
 - Coordinate with CITY staff for incorporation of "Boilerplate" documents by CITY
 - Submit draft final PS&E

- Submit four (4) sets to CITY for review and comment
- Submit two (2) sets to MID for review and comment
- Schedule and conduct comment review meeting with CITY staff
- Final Plans, Specifications and Estimate
 - Address draft final PS&E review comments
 - Prepare final plans, specifications and estimate
 - Submit one original set of final plans (on mylar), specifications and estimate for approval signatures. Provide one (1) final hard copy to the CITY and MID, including electronic copies.
- Provide general consultation and interpretation of construction documents
- Respond to Requests for Information
- Attend periodic construction progress site meetings (2 meetings anticipated)
- Review construction change orders (CCO) (2 CCOs included)
- Provide assistance in reviewing construction punchlist
- Prepare and submit record drawings on Mylar

Deliverables

- Six (6) copies of draft final PS&E (total)
- One (1) original of signed final PS&E and two (2) final PS&E copies (total)
- Electronic copy of plans (in AutoCAD and PDF format)
- Electronic copy of specifications (in MS Word and PDF format)

Phase BID: Bidding Process

- Attend pre-bid conference (1 meeting included)
- Assist CITY with responses to Requests for Information (RFI) and prepare addenda (2 Addenda anticipated)
- Review bid results summary prepared by the CITY

Deliverables

- Responses to RFIs and Addenda will be provided electronically via email.

Assumptions:

- The City will administer the bid process, including publishing public notice, making plan set copies, distributing plans, RFIs and addenda, and reviewing and preparing summary of bid results.

Phase CON: Construction Support

- Attend pre-construction conference (1 meeting included)
- Review shop drawings and other contractor submittals
- Provide day-to-day construction observation services
- Perform construction staking

Deliverables

- Responses to submittal reviews, CCOs, and construction punchlist will be provided electronically in PDF format
- One (1) original copy of Record Drawings (mylar)

Assumptions

- The City will administer the construction process, including contract administration, primary point of contact with contractor, day-to-day construction observation, and procurement of construction testing services.
- The Contractor will be responsible for obtaining all required construction permits.
- The City and Contractor will provide a copy of field plan set with notes on as-built conditions for use in developing record drawings

Additional Services

The following services are excluded from the scope of services but can be provided for an additional fee at the request of the City:

- Prepare CEQA compliance documents
- Subcontract to a potholing contractor to verify utility locations during design
- Subcontract to a geotechnical engineer to complete a geotechnical investigation
- Prepare legal descriptions for any required easement acquisition
- Provide day-to-day construction observation services
- Perform construction staking

Cost Control and Budgeting Methodology

Provost & Pritchard has a track record of successfully completing projects on time and on budget.

Our strategy for maintaining overall project control is to recognize that budget, schedule, quality control, and change orders are intimately related. These all rely on the thoroughness of the design and the completeness of the documentation. Professional quality and technical accuracy of all documents utilizes the resources of both outside and in-house consultants. We typically assign the task of performing a concurrent review of a project to a principal not currently working on that particular project. In this manner we achieve the equivalent of a peer review for each element of the project. The more thoroughly the design team has developed the design, solved problems and documented the solutions, the more accurate the budget and pricing, and the easier it is to stay on schedule.

In recent years cost control has been challenging because of the dramatic fluctuation in materials costs and the bidding environment. When necessary we work closely with our clients to value engineer projects to stay within budgets and build in alternates for desired extras.

Our success rate with change orders is quite high. Most of our recent projects have incurred change orders for only unforeseen circumstances, typically on rehabilitation projects, or owner initiated changes.

Provost & Pritchard has also been very successful at keeping projects on schedule. We typically prepare a design and construction schedule based upon clearly defined milestones and deliverables, established with the client at the outset of the project. Ample time is also included for client and agency review.

We believe that good communication is key to the success of our relationship with the City of Madera. We will maintain close and frequent communication with city staff.

An illustration of Ms. Bashian's successful budget and cost management can be seen through a recent similar project that consisted of replacement of existing water mains and installation of new water mains and appurtenances for the Tranquillity Irrigation District. The project was completed

within the fee budget agreed to with the District and the construction was completed within the District's construction funding budget.

Critical Design and Environmental Issues

The project has several critical design issues to be considered in the early stages of schematic design. Those issues include:

- **Airport coordination** – The water main near Aviation Drive will traverse the airport property on the northeast side, requiring coordination with other users of the area, removal and replacement of fencing and traffic coordination along Falcon and Aviation Drives. Past experience in constructing improvements in sensitive areas and coordinating with multiple agencies and departments will guide our approach to managing this concern successfully.
- **Madera Irrigation District coordination** – As mentioned previously, several components of the Project are adjacent to or cross MID facilities. Our team has extensive experience designing water mains in areas with multiple existing utilities as well as experience working with multiple irrigation districts.
- **Existing street improvements** – As mentioned by the City in RFI responses, all improvements are to be constructed in City rights-of-way, these areas are also almost exclusively existing roadways, some with medians or mature landscape. Depending in final horizontal and vertical alignment, some improvements may require removal and replacement or trees may require trimming. City staff will be consulted to manage how these existing features can be minimally impacted while maintaining the integrity of the Project improvements.
- **Traffic Control** – An additional consideration of the proposed improvements being in existing roadways is the impact to traffic. The topographic survey phase is not anticipated to impact traffic significantly. The construction of the improvements will require coordination with City staff to minimize impacts in traffic-congested areas, specifically those in and around the City center where rush-hour and business traffic will be most critical. Language will be included in the specifications stipulating traffic control requirements and maintenance of access to properties. The Contractor will

be required to coordinate traffic control with the City and provide a well thought out traffic control plan before starting construction.

- **Horizontal alignment considerations** – While the majority of the installation locations are in fully developed streets, portions are in partially developed streets, such as Pecan Avenue. Coordination will be conducted with City staff on maintaining City standard horizontal alignment location in all components of the Project unless otherwise impractical due to other existing utilities or right-of-way concerns. Relatedly, information regarding future City, MID or other utility company improvements will be requested to allow for coordination with those future facilities.

The Project's environmental concerns will be better known once the environmental documents are prepared, any mitigations noted can be incorporated in to the construction documents. However, there are common concerns that our team will work around such as:

- **Dust Control and Storm Water Pollution Prevention** – the Project construction documents will address dust control and storm water protection and will direct the Contractor to follow all applicable standards and general good housekeeping practices and obtain all necessary permits.
- **Noise concerns** – the construction process also generates noise and several areas of the Project are within residential and business areas. Scheduling construction activities during daytime hours and on working days will reduce noise impacts to those surrounding the construction zones.
- **Historical artifacts** – the specifications will include language concerning the possible uncovering of artifacts in the Project areas and how to proceed in that situation.

Cost and Schedule Minimalization

The costs and schedule of a Project of this size and with the uniqueness of being in several parts of town can be managed through several aspects, including:

- **Early coordination with stakeholders** – Our team's approach will include meeting with City staff, including the public works department, and MID staff early in the design process to coordinate regarding existing and future improvements, traffic control and other concerns. By coordinating early with stakeholders, the Project can avoid schedule delays or potential re-designs.
- **Productive kickoff meeting** – Our approach will include a kickoff meeting with City staff, including the water system operator, to obtain critical information regarding connection of proposed improvements to existing facilities, staff to be involved in plan reviews and the most efficient ways to coordinate comments. By holding a productive and thoughtfully structured kickoff meeting, many critical questions that will ensure the timely delivery of Project deliverables can be answered.
- **Comment Review Workshops** – A potential schedule delay can arise from conflicting comments on the design documents. By holding a comment review workshop with those involved in commenting or making decisions on reconciling comments, those delays can be avoided.
- **Review milestones** – The RFP indicated a City preference for 30%, 60% and 90% review milestones. If the City is comfortable with removing one milestone, such as the 60% stage, both cost of design and schedule could be reduced while maintaining the integrity of the Project design and deliverables.

EXHIBIT B

MANPOWER SCHEDULE AND FEE SUMMARY

Task	Estimated Hours by Staff Type							Expenses	Fee Estimate ^[1]
	Principal Engineer	Senior Engineer	Associate Engineer	Assistant Engineer/ Technician	Admin	Survey Crew	Licensed Surveyor		
Phase SD: Schematic Design									
Project Management	-	5	15	-	2	-	-	\$100	\$3,200
Utility Coordination	-	4	6	14	2	-	-	\$0	\$3,300
Surveys, Mapping and ROW Determination	-	1	-	32	-	40	12	\$150	\$17,900
Preliminary Engineering Studies	4	16	30	22	2	-	-	\$100	\$10,400
Phase DD: Design Development									
60% Plans, Specifications and Estimate (PS&E)	4	22	36	68	4	-	-	\$100	\$17,700
Phase CD: Construction Documents									
90% PS&E	4	6	20	32	2	-	-	\$100	\$8,500
Final PS&E	-	6	8	4	1	-	-	\$100	\$2,700
Phase BID: Bidding Support									
	-	4	9	-	2	-	-	\$100	\$2,200
Phase CON: Construction Support									
	-	6	22	20	-	-	-	\$200	\$6,500
Total Fee (T&M, Not to Exceed) ^[2]	12	70	146	192	15	40	12	\$950	\$72,400

Notes:

[1] Fee Estimate includes reimbursables cost.

[2] The services listed in the scope of services will be performed for the T&M, Not to Exceed amount stated above with the understanding that budgets of individual phases can be adjusted as necessary to perform our services for the City and stay within the total fee amount stated.

EXHIBIT C HOURLY RATE SCHEDULE

2017 Standard Fee Schedule

This schedule supersedes previously published fee schedules as of the effective date of January 1, 2017. *Multi-year contracts are subject to any subsequent changes in these rates.*

Staff Type	Fee Range
Engineering Staff	
Assistant Engineer	\$85.00 – \$105.00
Associate Engineer	\$110.00 – \$130.00
Senior Engineer	\$135.00 – \$165.00
Principal Engineer	\$170.00 – \$200.00
Specialists	
Assistant Environmental Specialist	\$75.00 – \$100.00
Associate Environmental Specialist	\$107.00 – \$137.00
Senior Environmental Specialist	\$140.00 – \$165.00
Principal Environmental Specialist	\$175.00 – \$205.00
GIS Specialist	\$105.00 – \$130.00
Associate Geologist/Hydrogeologist	\$105.00 – \$130.00
Senior Geologist/Hydrogeologist	\$140.00 – \$170.00
Water Resources Specialist	\$110.00 – \$140.00
Planning Staff	
Assistant Planner	\$65.00 – \$90.00
Associate Planner	\$95.00 – \$120.00
Senior Planner	\$130.00 – \$155.00
Principal Planner	\$160.00 – \$185.00
Technical Staff	
Assistant Technician	\$65.00 – \$90.00
Associate Technician	\$95.00 – \$110.00
Senior Technician	\$120.00 – \$135.00
Construction Services Staff	
Associate Construction Manager	\$105.00 – \$125.00
Senior Construction Manager	\$130.00 – \$152.00
Principal Construction Manager	\$160.00 – \$190.00
Construction Manager ^{(1) (2)}	\$130.00 – \$157.00

Staff Type	Fee Range
Support Staff	
Administrative Assistant	\$55.00 – \$75.00
Project Administrator	\$65.00 – \$85.00
Senior Project Administrator	\$115.00
Intern	\$55.00
Surveying Services Staff	
LSIT Surveyor	\$85.00 – \$105.00
Licensed Surveyor	\$115.00 – \$150.00
1-Man Survey Crew	\$155.00/\$180.00 ⁽¹⁾
2-Man Survey Crew	\$220.00/\$260.00 ⁽¹⁾
2-Man Survey Crew including LS	\$255.00/\$265.00 ⁽¹⁾
1-Man CORS Survey Crew	\$170.00
2-Man CORS Survey Crew	\$220.00
<small>(Field work not including survey equipment billed at individual standard rate plus vehicle as appropriate.)</small>	
<small>(1) Prevailing wage rates shown for San Joaquin, Stanislaus, Merced, Madera, Fresno, Tulare, Kings, and Kern counties, other counties as quoted.</small>	
<small>(2) Overtime for Construction Services prevailing wage will be calculated at 125 percent of the standard prevailing wage rate.</small>	

Additional Fees

Expert Witness: As quoted.

Travel Time (for greater than one (1) hour from employee's base office):
\$80/hour minimum (unless the individual's rate is less)

Project Costs

Mileage: IRS value + 15%

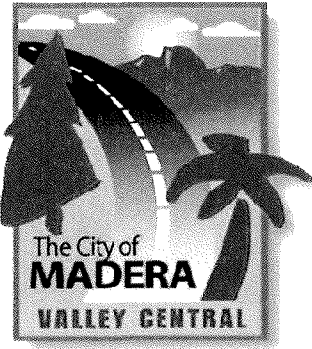
Outside Consultants: Cost + 15%

Direct Costs: Cost + 15%

EXHIBIT D

PROJECT TIMELINE

[illegible]



REPORT TO CITY COUNCIL

MEETING DATE: February 15, 2017

AGENDA ITEM NUMBER: B-6

Approved By:


PUBLIC WORKS DIRECTOR


CITY ADMINISTRATOR

SUBJECT: Consideration of a Resolution Authorizing Submittal of an Application to the California Department of Resources Recycling and Recovery for Beverage Container Recycling City/County Payment Programs and Authorizing the City Administrator to Execute all Grant Documents.

RECOMMENDATION: It is recommended that the Council approves the attached resolution authorizing submission of an application to the California Department of Resources Recycling and Recovery (CalRecycle) for Beverage Container Recycling City/County Payment Programs and authorizing the City Administrator to execute all grant documents.

SUMMARY: According to CalRecycle, the City of Madera is eligible to apply for \$16,586.00 in Beverage Container Recycling funds. Funding request due date is May 2, 2017. Awards will be made and funds distributed June-October, 2017. Funds must be expended by June 29, 2019. Report due date is September 3, 2019.

Eligible activities include curbside beverage container collection program; offer public education on the proper methods to recycle beverage containers using flyers, and media advertising in English and Spanish. Educational flyers distributed at local community events will also promote recycling efforts such as our AB341 business & multi-family recycling programs.

DISCUSSION: CalRecycle has a history of granting the City funds under the Beverage Container Recycling City/County Payment Program to assist the City in efforts to educate the public regarding the benefits of properly recycling beverage containers rather than polluting our environment. Previously these funds were able to be used for a wider range of efforts such as

purchasing recycled product for public use e.g. benches, trash containers etc. Unfortunately now it is restricted to public educational efforts only.

Staff wishes to continue promoting beverage container recycling services to citizens of Madera, and therefore, is seeking Council approval to submit the required Resolution. The term for funding runs from June, 2017 through June 29, 2019. The City is eligible to apply for \$16,586.00 in Beverage Recycling funds.

FINANCIAL IMPACT: There will be no financial impact to the General Fund. Revenues and expenditures will occur over the next two fiscal year budgets in the Recycling Grant Fund.

MADERA VISION 2025: If adopted by Council, the resolution is consistent with the Madera Vision Plan, specifically Action 437: . Recycling Programs: Promote recycling through multiple programs.

RESOLUTION NO. 17-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA,
CALIFORNIA, AUTHORIZING SUBMITTAL OF AN APPLICATION TO THE
CALIFORNIA DEPARTMENT OF RESOURCES RECYCLING AND
RECOVERY FOR BEVERAGE CONTAINER RECYCLING CITY/COUNTY
PAYMENT PROGRAMS AND AUTHORIZING THE CITY ADMINISTRATOR TO
EXECUTE ALL GRANT DOCUMENTS**

WHEREAS, Public Resources Code section § 48000 et seq., authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various grant programs (grants) in furtherance of the State of California's (state) efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the application, awarding, and management of the grants; and

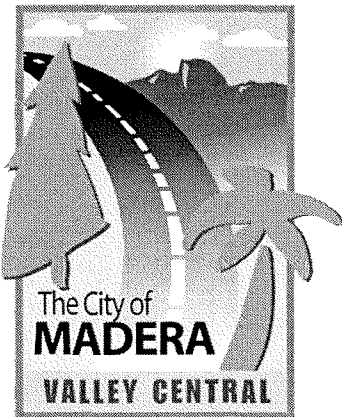
WHEREAS, CalRecycle grant application procedures require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of CalRecycle grants.

WHEREAS, CalRecycle's procedures for administering payment programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of CalRecycle grants.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MADERA
HEREBY** finds orders and resolves as follows:

1. The above recitals are true and correct.
2. The City of Madera is authorized to submit a Beverage Container Recycling City/County Program application to CalRecycle.
3. The City Administrator is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment under the Beverage Container Recycling City/County Payment Program; and
4. This resolution is effective immediately upon adoption.


REPORT TO CITY COUNCIL




Council Meeting of February 15, 2017

Agenda Item Number B-7

Approved by:


Department Director


City Administrator

Consideration of a Resolution Approving the City of Madera Comprehensive Emergency Management Plan

RECOMMENDATION

It is recommended Council approve the City of Madera Comprehensive Emergency Management Plan.

HISTORY

In order to be eligible for federal preparedness grants and apply for reimbursements in the event of a local emergency, the City of Madera has put together an updated Comprehensive Emergency Management Plan that complies with both National Incident Management System (NIMS) and State Emergency Management System (SEMS) current requirements.

SITUATION

On February 1, 2017, Council was presented an overview of the City of Madera's proposed Comprehensive Emergency Management Plan. The plan conforms to both (SEMS) and (NIMS). The plan establishes response policies and procedures, providing the City of Madera with clear guidance for planning purposes.

The plan also addresses the City of Madera's responsibilities in emergencies associated with natural disasters, human-caused emergencies and technological incidents. It provides the framework for coordination of response and recovery efforts within the City in coordination with local, State, and Federal agencies.

FISCAL IMPACT

Adoption of the Comprehensive Emergency Management Plan does not in and of itself represent a fiscal impact. However, compliance with training requirements and conducting preparedness exercises to test the plan will take time and money.

money. Staff believes that any training required in the current fiscal year can be absorbed in the existing Fiscal Year 2016-17 adopted budget. Any specialized expenses going forward would be identified and planned for through the annual budget process.

CONSISTENCY WITH THE VISION MADERA 2025 PLAN

Adoption of the Comprehensive Emergency Management Plan will assist the City in achieving the following Vision 2025 strategies:

- Strategy 421: First Response Emergency Services: Ensure the safety and protection of Madera and its community members through adequate first response to emergencies. Maintain sufficient resources to expand protection as the community grows.
- Strategy 422: Regional Law Enforcement Communications: Improve community safety through a coordinated regional emergency, law-enforcement and protective services system.

RESOLUTION NO _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA
APPROVING THE CITY OF MADERA
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

WHEREAS, the City of Madera has prepared a Comprehensive Emergency Management Plan that establishes policies and procedures providing clear guidance for emergency planning purposes and addresses the City's responsibilities in emergencies with natural disaster, human-caused emergencies and technological incidents; and

WHEREAS, the plan provides the framework for coordination of response and recovery efforts within the City in coordination and with local, State, and Federal agencies; and

WHEREAS, the plan conforms to the State mandated Standardized Emergency Management System (SEMS) and the National Incidents Management System (NIMS).

NOW, THEREFORE, THE COUNCIL OF THE CITY OF MADERA hereby resolves, finds, and orders as follows:

1. The above recitals are true and correct.
2. The City of Madera Comprehensive Emergency Management Plan, on file with the office of the City Clerk and referred to for more particulars, is approved.
3. The City of Madera adopts the State Standardized Emergency Management System and the National Incident Management System for all emergencies in conformance with the plan.
4. This resolution is effective immediately upon adoption.

* * * * *



Comprehensive Emergency Management Plan

2017



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Table of Contents

TAB A – BASIC PLAN

APPENDICES & ANNEXES	6
1 BASIC PLAN	7
1.1 PROMULGATION	7
1.1.1 The Basic Plan:.....	7
1.1.2 Requirements	7
2 PURPOSE & SCOPE.....	8
2.1 PURPOSE	8
2.2 SCOPE	8
3 OBJECTIVES	8
3.1 THE OBJECTIVES OF THE PLAN ARE TO:	8
4 STANDARDIZED EMERGENCY MANAGEMENT SYSTEM (SEMS) AND NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)	9
4.1 WHAT IS SEMS?	9
4.2 PURPOSE OF SEMS.....	9
4.3 ORGANIZATIONAL/RESPONSE LEVELS AND ACTIVATION REQUIREMENTS.....	9
4.3.1 Field Response Level.....	9
4.3.2 Local Government Level.....	10
4.3.3 Operational Area	10
4.3.4 Regional.....	11
4.3.5 State	11
4.4 WHAT IS NIMS AND NRP?.....	12
4.5 FEATURES COMMON TO ALL ORGANIZATIONAL/RESPONSE LEVELS.....	13
4.5.1 Essential Management Functions.....	13
4.5.2 Management by Objectives.....	13
4.5.3 Action Planning.....	13
4.5.4 Organizational Flexibility--Modular Organization.....	14
4.5.5 Organizational Unity and Hierarchy of Command or Management	14
4.5.6 Span of Control.....	14
4.5.7 Personnel Accountability.....	14
4.5.8 Common Terminology	14
4.5.9 Resources Management	15
4.5.10 Integrated Communications.....	15
4.6 MUTUAL AID	16
4.6.1 What is Mutual Aid?	16
4.6.2 Mutual Aid Systems.....	16
4.6.3 Mutual Aid Coordinators.....	16
4.6.4 Participation of Volunteer and Private Agencies.....	17
4.6.5 Emergency Facilities used for Mutual Aid.....	17
4.6.6 Summary of City of Madera Mutual Aid Agreements.....	18
4.7 OVERVIEW OF SEMS RESPONSE.....	19
4.7.1 Local Incident within Capability of Local Government.....	19
4.7.2 Single Jurisdiction Incident--Local Government Requires Some Additional Resources.....	19



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

4.7.3	Major Single Jurisdiction Disaster--Local Government Requires Additional Resources.....	20
4.7.4	Major Area-Wide Disaster--Damage in Multiple Operational Areas.....	20
5	AUTHORITIES AND REFERENCES (SELECTED CITATIONS & PARAPHRASING)	22
5.1	STATE OF CALIFORNIA.....	22
5.1.1	California Government Code, Section 3100, Title 1, Division 4, Chapter 4. (paraphrased).....	22
5.1.2	The California Emergency Plan (paraphrased).....	22
5.1.3	California Civil Code, Chapter 9, Section 1799.102 (paraphrased)	22
5.2	FEDERAL (CITATIONS).....	23
5.2.1	Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288, as amended).....	23
5.2.2	Federal Civil Defense Act of 1950 (Public Law 920, as amended).....	23
5.3	LOCAL	23
5.3.1	Madera County Administrative Code (citation).....	23
5.3.3	Code of the City of Madera, Chapter 2, Emergency Services.....	24
	Sections: 3-2.01 Purpose	24
	3-2.02 Definitions.....	24
	3-2.03 Emergency Council; Membership.....	24
	3-2.04 Director of Emergency Services and Emergency Services Coordinator - Powers and Duties	24
	3-2.05 Disaster and Emergency Powers of the Director.....	24
	3-2.06 Emergency Services Organization	24
	3-2.07 Divisions, Services, and Staff of Emergency Services Organization.....	24
	3-2.08 Punishment of Violations.....	24
	3-2.01 PURPOSE.....	25
	3-2.02 DEFINITIONS.....	25
	3-2.03 EMERGENCY COUNCIL; MEMBERSHIP.....	25
	3-2.04 DIRECTOR OF EMERGENCY SERVICES AND EMERGENCY SERVICES COORDINATOR; POWERS AND DUTIES.....	26
	3-2.05 DISASTER AND EMERGENCY POWERS of the Director.....	26
	3-2.06 EMERGENCY SERVICES ORGANIZATION.....	27
	3-2.07 DIVISIONS, SERVICES, AND STAFF of Emergency Services Organization.....	27
	3-2.08 PUNISHMENT OF VIOLATIONS.....	27
6	DEFINITIONS	29
6.1	INCIDENTS, EMERGENCIES, AND DISASTERS.....	29
6.1.1	Incident.....	29
6.1.2	Emergency.....	29
6.1.3	Disaster.....	30
7	RESPONSE LEVELS	31
7.1	RESPONSE LEVELS ARE USED TO DESCRIBE THE TYPE OF EVENT:.....	31
7.1.1	Response Level 1 - Local Emergency.....	31
7.1.2	Response Level 2 - Local Disaster.....	31
7.1.3	Response Level 3 - Major Disaster	31
7.2	RESPONSE LEVEL DIAGRAM.....	32
8	EMERGENCY PHASES	33
8.1	GENERAL INFORMATION ON EMERGENCIES.....	33
8.1.1	Mitigation Phase.....	33
8.1.2	Preparedness Phase	33
8.1.3	Response Phase.....	33
8.1.4	Recovery Phase.....	34
9	EMERGENCY PROCLAMATIONS	35
9.1	LOCAL EMERGENCY	35



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

9.2	STATE OF EMERGENCY	35
9.3	STATE OF WAR EMERGENCY	36
9.3.1	Emergency Council Membership	37
9.3.2	Appointment of the Emergency Director	38
9.3.3	Emergency Powers of the Director	40
9.3.4	Resolution Ratifying Proclamation of Local Emergency by Director.	42
9.3.5	Termination of the Existence of an Emergency	44
9.3.6	Imposing a Curfew	45
9.3.7	Punishment of Violation	47
9.3.8	Price Gouging	48
9.3.9	Public Nuisance	49
9.3.10	Resolution for Workers' Compensation for Volunteers	51
9.3.11	Volunteer Disaster Service Worker Registration Form	53
	CLASSES OF DISASTER SERVICE WORKERS	54
10	EMERGENCY ORGANIZATION	55
10.1	OVERALL EMERGENCY STRUCTURE	55
10.1.1	Overall Emergency Organization Chart	55
10.2	COMMAND SECTION DEFINITIONS	56
10.2.1	Policy Group	56
10.2.2	EOC Director - City Administrator	56
10.2.3	Liaison Officer	56
10.2.4	Safety & Security Officer	56
10.2.5	Public Information Officer (PIO)	57
10.2.6	Assistant Director of Emergency Services	57
10.2.7	Operational Area Representative	57
10.2.8	EOC Coordinator	57
10.3	EMERGENCY OPERATIONS CENTER (EOC) SECTION DEFINITIONS	58
10.3.1	Operations Section Chief	58
10.3.1.1	Planning & Intelligence Section Chief	59
10.3.2	Logistics Section Chief	60
10.3.3	Administration and Finance Section Chief	61
10.4	FUNCTIONAL RESPONSIBILITIES	63
10.5	INCIDENT COMMAND (IC) STRUCTURE (FIELD COMMAND)	64
10.5.1	IC Structure Chart (Does not reflect EOC organization)	64
10.5.2	General ICS Information	65
10.5.3	ICS Organization (Does not reflect EOC organizational responsibilities)	65
10.5.4	Incident Facilities	67
10.5.5	Incident Action Plan	67
11	EMERGENCY OPERATIONS CENTER (EOC)	69
11.1	EXPLANATION OF THE EOC	69
11.2	EMERGENCY OPERATIONS CENTER DIAGRAM	70
11.3	EOC ACTIVATION	71
11.3.1	When the EOC is activated	71
11.3.2	EOC Activation Checklist	73
11.3.3	EOC Equipment and Supplies Checklist	73
11.3.4	Phone and Headset Directions	74
11.3.5	EOC Closeout Checklist	74
11.4	EOC FORMS & DOCUMENTATION	75
11.4.1	Activity Log	76
11.4.2	Message Form	77
11.4.3	Emergency Resources Summary	78



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

<i>At the end of each day, the Emergency Resources Summary white copy is compiled by Section and turned into the Logistics Section Chief who records the information on a master list. The yellow copy goes to the Documentation Position in Plans. At the close of the activation, all forms are forwarded to the Finance Section Chief for filing.</i>		<i>78</i>
11.4.4	<i>Planning and Strategy Worksheet</i>	<i>79</i>
11.4.5	<i>Outside Agency Emergency Notification Form</i>	<i>80</i>
	<i>Attach Call-Out List</i>	<i>80</i>
11.4.6	<i>Volunteer Disaster Service Worker Registration Form</i>	<i>81</i>
CLASSES OF DISASTER SERVICE WORKERS		82
12	PLAN MAINTENANCE, TRAINING AND EXERCISES	83
12.1	EMERGENCY OPERATIONS PLAN MAINTENANCE	83
12.2	TRAINING PROGRAM.....	83
12.2.1	Management Section Training.....	85
12.2.2	Emergency Operations Center Section – Groups, Branches & Units	87
	Rec./Comm.Svcs. Supervisor.....	87
	Assistant Engineer.....	87
	Police Lieutenant	87
	Madera County Sheriff	87
	Chief Building Official.....	87
	City Clerk.....	87
	EMS Manager.....	87
	Fire Department Personnel.....	87
	GIS or other needed specialists.....	87
	Administrative Analyst-Finance.....	87
	Payroll Specialist.....	87
	Administrative Analyst-HR	87
	Procurement Manager	87
	Accounting Technician III	87
	PW Operations Director	87
	Water Supply Group Supervisor.....	87
	Water Sewer Ops. Mgr.....	87
	Construction & Engineering Unit.....	87
	Streets/Storm Drainage Oper. Mgr.....	87
	Parks Planning Manager.....	87
	HR Technician II	87
	Str. Storm Drain Supervisor	87
	Police Sergeant.....	87
	City Engineer.....	87
EXERCISES		88
12.2.3	Management Table Top Training.....	88
12.2.4	Table Top Exercise	88
12.2.5	Communication and Warning System Tests	88
12.2.6	EOC Functional Exercise.....	88
13	GLOSSARY	89
13.1	TERMS.....	89
13.2	ACRONYMS	101



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

APPENDICES & ANNEXES

APPENDICES

- 1 Emergency Operational Assignments
- 2 Disaster Response Checklists
- 3 Emergency Standard Operating Procedures
- 4 Resource Guide

ANNEXES

- A Warning & Communications
- B Evacuation
- C Shelter and Mass Care
- D All Hazard Assessment
- E Terrorism Annex
- F Hazardous Materials Response
- G Hazard Mitigation
- H Continuity of Government
- I Disaster Recovery
 - Community Leadership Functional Checklist*
 - Administration Functional Checklist*
 - Emergency Management Functional Checklist*
 - Health & Safety Functional Checklist*
 - Public Works (Services) Functional Checklist*
 - Building Inspection Functional Checklist*
 - Planning & Community Development Functional Checklist*
 - Public Information Functional Checklist*
 - Unmet Needs Functional Checklist*
- J Disaster Family Preparedness Guide



City of Madera

COMPREHENSIVE EMERGENCY MANAGEMENT PLAN -2017

1 Basic Plan

1.1 Promulgation

1.1.1 The Basic Plan:

The Basic Plan addresses the City of Madera's responsibilities in emergencies associated with natural disaster, human-caused emergencies and technological incidents. It provides a framework for coordination of response and recovery efforts within the City in coordination and with local, State, and Federal agencies. The Plan establishes an emergency organization to direct and control operations during a period of emergency by assigning responsibilities to specific personnel.

The Basic Plan:

- Conforms to the State mandated Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) and effectively restructures emergency response at all levels in compliance with the Incident Command System (ICS).
- Establishes response policies and procedures, providing the City of Madera clear guidance for planning purposes.
- Describes and details procedural steps necessary to protect lives and property.
- Outlines coordination requirements.
- Provides a basis for unified training and response exercises to ensure compliance.

1.1.2 Requirements

The Plan meets the requirements of Madera County's policies on Emergency Response and Planning, the Standardized Emergency Management System (SEMS) Operational Area Response, the National Incident Management System (NIMS) and defines the primary and support roles of City agencies and departments in after-incident damage assessment and reporting requirements.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

2 Purpose & Scope

2.1 Purpose

The Purpose of the Comprehensive Emergency Management Plan is to protect the safety and welfare of the residents, employees, and visitors in the City of Madera.

2.2 Scope

The Scope encompasses a broad range of major emergencies that may affect multiple areas. Such emergencies include earthquakes, hazardous materials emergencies, flooding, and wildfires. Also included are procedures for emergencies that may or may not require the full or partial activation of the Emergency Operations Center (EOC).

3 Objectives

3.1 The objectives of the plan are to:

- ✓ Protect the safety and welfare of residents and employees of the City of Madera.
- ✓ Provide for a safe and coordinated response to emergency situations.
- ✓ Protect the City's facilities and properties.
- ✓ Enable the City to restore normal conditions with minimal confusion in the shortest time possible.
- ✓ Provide for interface and coordination between incident sites and the City Emergency Operations Center (EOC).
- ✓ Provide for interface and coordination between the City EOC and the Operational Area DOC.
- ✓ Provide for the orderly conversion of pre-designated sites to American Red Cross* shelters, when necessary.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

4 Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS)

4.1 What Is SEMS?

The Standardized Emergency Management System (SEMS) is the system required by Government Code §8607(a) for managing response to multi-agency and multi-jurisdiction emergencies in California. SEMS consists of five organizational levels that are activated as necessary:

- Field Response
- Local Government
- Operational Area
- Regional
- State

SEMS incorporates the use of the Incident Command System (ICS), the Master Mutual Aid Agreement, existing mutual aid systems, the operational area concept, and multi-agency or inter-agency coordination. **Local governments must use SEMS to be eligible for funding of their personnel related costs under state disaster assistance programs.**

4.2 Purpose of SEMS

SEMS has been established to provide an effective response to multi-agency and multi-jurisdiction emergencies in California. By standardizing essential elements of the emergency management system, SEMS is intended to:

- Facilitate the flow of information within and between levels of the system,
- Facilitate coordination among all responding agencies.

Use of SEMS improves the mobilization, deployment, utilization, tracking, and demobilization of needed mutual aid resources. Use of SEMS reduces the incidence of poor coordination and communications, and reduces resource-ordering duplication on multi-agency and multi-jurisdiction responses. SEMS is flexible and adaptable to the varied disasters that occur in California and to the needs of all emergency responders.

4.3 Organizational/Response Levels and Activation Requirements

The five SEMS organizational/response levels are described below. The levels are activated as needed for an emergency.

4.3.1 Field Response Level



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

The field response level is where emergency response personnel and resources, under the command of an appropriate authority, carry out tactical decisions and activities in direct response to an incident or threat. SEMS regulations require the use of ICS at the field response level of an incident.

4.3.2 Local Government Level

Local governments include cities, counties, and special districts. Local governments manage and coordinate the overall emergency response and recovery activities within their jurisdiction. Local governments are required to use SEMS when their emergency operations center is activated or a local emergency is declared or proclaimed **in order to be eligible for state funding of response-related personnel costs**. In SEMS, the local government emergency management organization and its relationship to the field response level may vary depending upon factors related to geographical size, population, function, and complexity.

4.3.3 Operational Area

Under SEMS, the operational area means an intermediate level of the state's emergency services organization that encompasses the county and all political subdivisions located within the county including special districts. The operational area manages and/or coordinates information, resources, and priorities among local governments within the operational area, and serves as the coordination and communication link between the local government level and the regional level.

It is important to note, that while an operational area always encompasses the entire county area, it does not necessarily mean that the county government manages and coordinates the response and recovery activities within the county. The governing bodies of the county and the political subdivisions within the county make the decision on organization and structure within the operational area.

In Madera County, the emergency management organizations of each incorporated city are responsible for coordination and direction of response and recovery operations within their respective jurisdictions, while the County emergency management organization serves a support role. The County is responsible for coordinating and directing response and recovery operations in the unincorporated areas of the County, with the cities providing support and mutual aid as needed.

Madera County is the Operational Area and will be the focal point for information transfer and support requests by cities within the County. The County Administrative Officer is in charge of the Operational Area. In the event of a major disaster, the County emergency organization will operate under a Unified Command Structure.



Because of its size and geography, the state has been divided into six mutual aid regions. The purpose of a mutual aid region is to provide for the more effective application and coordination of mutual aid and other emergency related activities.

[illegible]

The state level of SEMS manages state resources in response to the emergency needs of the other levels, and coordinates mutual aid among the mutual aid regions and between the regional level and state level. The state level also serves as the coordination and communication link between the state and the federal disaster response system.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

4.4 What Is NIMS and NRP?

NIMS is a system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private-sector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multiagency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

The National Response Plan is mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.

Local governments must use NIMS to be eligible for federal preparedness grants.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

4.5 Features Common to all Organizational/Response Levels

SEMS and NIMS have several features based on the Incident Command System (ICS). The field response level uses functions, principles, and components of ICS as required in SEMS and NIMS regulations. Many of these field response level features are also applicable at local government, operational area, regional, and state levels. In addition, there are other ICS features that have application to all SEMS and NIMS levels. Described below are the features of ICS that are applicable to all SEMS and NIMS levels.

4.5.1 Essential Management Functions

SEMS and NIMS have five essential functions adapted from ICS. The field response level uses the five primary ICS functions: **command, operations, planning/intelligence, logistics** and **finance/administration**. At the local government, operational area, regional, and state levels, the term "management" is used instead of command. The titles of the other functions remain the same at all levels.

4.5.2 Management by Objectives

The Management by Objectives feature of ICS as applied to SEMS/NIMS, means that each SEMS/NIMS level establishes, for a given operational period, measurable and attainable objectives to be achieved.

An objective is an aim or end of an action to be performed. Each objective may have one or more strategies and performance actions needed to achieve the objective. The operational period is the length of time set by command at the field level, and by management at other levels to achieve a given set of objectives. The operational period may vary in length from a few hours to days, and will be determined by the situation.

4.5.3 Action Planning

Action planning should be used at all SEMS/NIMS levels. There are two types of action plans in SEMS / NIMS:

- **Incident Action Plans:** At the field response level, written or verbal incident action plans contain objectives reflecting the overall incident strategy and specific tactical action and supporting information for the next operational period. Incident action plans are an essential and required element in achieving objectives under ICS.
- **EOC Action Plans:** At local, operational area, regional, and state levels, the use of EOC action plans provide designated personnel with knowledge of the objectives to be achieved and the steps required for achievement. Action plans not only provide direction, but they also serve to provide a basis for measuring achievement of objectives and overall system performance. Action plans can be extremely effective tools during all phases of a disaster.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

4.5.4 Organizational Flexibility--Modular Organization

The intent of this SEMS / NIMS feature is that at each SEMS / NIMS level: 1) only those functional elements that are required to meet current objectives need to be activated, and 2) that all elements of the organization can be arranged in various ways within or under the five SEMS / NIMS essential functions.

The functions of any non-activated element will be the responsibility of the next highest element in the organization. Each activated element must have a person in charge of it, however one supervisor may be in charge of more than one functional element.

4.5.5 Organizational Unity and Hierarchy of Command or Management

Organizational Unity means that every individual within an organization has a designated supervisor. Hierarchy of command/management means that all functional elements within each activated SEMS / NIMS level are linked together to form a single overall organization within appropriate span-of-control limits.

4.5.6 Span of Control

Maintaining a reasonable span of control is the responsibility of every supervisor at all SEMS / NIMS levels. The optimum span of control is one to five, meaning that one supervisor has direct supervisory authority over five positions or resources. The recommended span of control for supervisory personnel at the field response level and all EOC levels should be in the one-to-three to one-to-seven range. A larger span of control may be acceptable when the supervised positions or resources are all performing a similar activity.

4.5.7 Personnel Accountability

An important feature of ICS applicable to all SEMS / NIMS levels is personnel accountability. This is accomplished through the Organizational Unity and Hierarchy of Command or Management feature along with the use of check-in forms, position logs and various status keeping systems. The intent in bringing this ICS feature into SEMS / NIMS is to ensure that there are proper safeguards in place so all personnel at any SEMS / NIMS level can be accounted for at any time.

4.5.8 Common Terminology

In ICS, common terminology is applied to functional elements, position titles, facility designations and resources. The purpose of having common terminology is to rapidly enable multi-agency, multi-jurisdiction organizations and resources to work together effectively. This feature, as applied to all SEMS / NIMS levels, would ensure that there is consistency and standardization in the use of terminology within and between all five SEMS levels.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

4.5.9 Resources Management

In ICS, resources management describes the ways in which field level resources are managed and how status is maintained. At all SEMS / NIMS levels, there will be some functional activity related to managing resources. This will vary from level to level in terms of directing and controlling, to coordination, to resource inventorying. Procedures for effective resources management must be geared to the function and the level at which the function is performed.

4.5.10 Integrated Communications

This feature of ICS relates to: hardware systems; planning for system selection and linking; and the procedures and processes for transferring information. At the field response level, integrated communications is used on any emergency. At all EOC levels, and between all SEMS / NIMS levels, there must be a dedicated effort to ensure that communications systems, planning and information flow are being accomplished in an effective manner. The specifics of how this is accomplished at EOC levels will be different than at the field response level.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

4.6 Mutual Aid

4.6.1 What is Mutual Aid?

Incidents frequently require responses that exceed the resource capabilities of the affected response agencies and jurisdictions. When this occurs mutual aid is provided by other agencies, local governments, and the state. Mutual aid is voluntary aid and assistance by the provision of services and facilities including but not limited to: fire, police, medical and health, communications, transportation, and utilities. Mutual aid is intended to provide adequate resources, facilities, and other support to jurisdictions whenever their own resources prove to be inadequate to cope with a given situation.

Mutual aid is provided between and among local jurisdictions and the state under the terms of the California Disaster and Civil Defense Master Mutual Aid Agreement. This agreement was developed in 1950 and has been adopted by California's incorporated cities, all 58 counties, and the state.

4.6.2 Mutual Aid Systems

The mutual aid program in California has developed statewide mutual aid systems. These systems, operating within the framework of the Master Mutual Aid Agreement, allow for the progressive mobilization of resources to and from emergency response agencies, local governments, operational areas, regions, and state with the intent to provide requesting agencies with adequate resources.

Several discipline-specific mutual aid systems have been developed, including fire and rescue, law, medical, and Public Services. The adoption of SEMS and NIMS does not alter existing mutual aid systems. These systems work through local government, operational area, regional and state levels consistent with SEMS and NIMS.

Mutual aid may also be obtained from other states. Inter-state mutual aid may be obtained through direct state-to-state contacts, pursuant to inter-state agreements and compacts, or may be coordinated through federal agencies.

4.6.3 Mutual Aid Coordinators

To facilitate mutual aid, discipline-specific mutual aid systems work through designated mutual aid coordinators at the operational area, regional, and state levels. The basic role of a mutual aid coordinator is to receive mutual aid requests, coordinate the provision of resources from within the coordinator's geographic area of responsibility, and to pass on unfilled requests to the next level.

Mutual aid requests that do not fall into one of the discipline-specific mutual aid systems are handled through the emergency services mutual aid system by emergency management staff at the local government, operational area, regional, and state levels. The flow of resource requests and information among mutual aid coordinators is illustrated on the following page.

Mutual aid coordinators may function from an EOC, their normal departmental location, or other locations depending on the circumstances. Some incidents require mutual aid but do not necessitate activation of the affected local government or operational area EOCs because of the incident's limited impacts. In such cases, mutual aid coordinators typically handle requests from their normal work location. When EOCs are activated, all activated discipline-specific mutual aid systems should establish coordination and communications with the EOCs:



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- When an operational area EOC is activated, operational area mutual aid system representatives should be at the operational area EOC to facilitate coordination and information flow.
- When an OES regional EOC is activated, regional mutual aid coordinators should have representatives in the regional EOC unless it is mutually agreed that effective coordination can be accomplished through telecommunications. State agencies may be requested to send representatives to the regional EOC to assist OES regional staff in handling mutual aid requests for disciplines or functions that do not have designated mutual aid coordinators.
- When the State Operations Center (SOC) is activated, state agencies with mutual aid coordination responsibilities will be requested to send representatives to the SOC.

Mutual aid system representatives at an EOC may be located in various functional elements (sections, branches, groups, or units) or serve as an agency representative depending on how the EOC is organized and the extent to which it is activated.

4.6.4 Participation of Volunteer and Private Agencies

Volunteer agencies and private agencies may participate in the mutual aid system along with governmental agencies. For example, the disaster medical mutual aid system relies heavily on private sector involvement for medical/health resources. Some volunteer agencies such as the American Red Cross, Salvation Army and others are an essential element of the statewide emergency response to meet the needs of disaster victims. Volunteer agencies mobilize volunteers and other resources through their own systems. They also may identify resource needs that are not met within their own systems that would be requested through the mutual aid system. Volunteer agencies with extensive involvement in the emergency response should be represented in EOCs.

Some private agencies have established mutual aid arrangements to assist other private agencies within their functional area. For example, electric and gas utilities have mutual aid agreements within their industry and established procedures for coordinating with governmental EOCs. In some functional areas, services are provided by a mix of special district, municipal, and private agencies. Mutual aid arrangements may include both governmental and private agencies. For example, public and private water utilities are currently developing a mutual aid system.

Liaison should be established between activated EOCs and private agencies involved in a response. Where there is a need for extensive coordination and information exchange, private agencies should be represented in activated EOCs at the appropriate SEMS / NIMS level.

4.6.5 Emergency Facilities used for Mutual Aid

In-coming mutual aid resources may be received and processed at several types of facilities including: marshalling areas, mobilization centers, and incident facilities. Each type of facility is described briefly below:

Marshalling Area: Defined in the Federal Response Plan as an area used for the complete assemblage of personnel and other resources prior to their being sent directly to the disaster area. Marshalling areas may be established in other states for a catastrophic California earthquake.

Mobilization Center: Off-incident location at which emergency service personnel and equipment are temporarily located pending assignment, release, or reassignment. For major area-wide disasters, mobilization centers may be located in, or on the periphery of, the disaster area.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Incident Facilities: Incoming resources may be sent to staging areas, other incident facilities, or directly to an incident depending on the circumstances. Staging areas are temporary locations at an incident where personnel and equipment are kept while awaiting tactical assignments.

4.6.6 Summary of City of Madera Mutual Aid Agreements

The City of Madera has existing Mutual Aid Agreements with the following organizations and agencies:

- State of California OES
- Madera County OES
- City of Chowchilla OES



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

4.7 Overview of SEMS Response

The following describes generally how SEMS is intended to work for various emergency situations. The situations are described in terms of the involvement and interactions of the five SEMS levels, and are intended to apply to all types of disasters that may occur in California, such as, earthquakes, floods, fires, and hazardous materials incidents.

This discussion assumes that appropriate emergency declarations and proclamations are made. It also assumes that multi-agency or inter-agency coordination is accomplished at each level as required by SEMS regulations.

Note that SEMS may be activated and resources mobilized in anticipation of possible disasters. Such anticipatory actions may be taken when there are flood watches, severe weather, earthquake advisories, or other circumstances that indicate the increased likelihood of a disaster that may require emergency response and mutual aid. The extent of actions taken will be decided at the time based on the circumstances.

4.7.1 Local Incident within Capability of Local Government

Field response: Field units respond as needed using the Incident Command System. Resources are requested through local government dispatch centers.

Local government: Supports field response as needed. Small incidents generally do not require activation of the local government emergency operations center. Emergency management staff may monitor the incident for possible increase in severity. Larger incidents may necessitate activation of the EOC. Local government will notify the operational area if the EOC is activated.

Operational area: Activation of the operational area EOC is generally not needed for small incidents, but consideration should be given to possibility of the incident becoming larger. The operational area EOC would be activated if the local government activates its EOC and requests operational area EOC activation.

4.7.2 Single Jurisdiction Incident--Local Government Requires Some Additional Resources

Field response: Field units respond as needed using the Incident Command System. Resources are requested through dispatch centers, department operations centers, or in some cases the EOC.

Local government: Supports incident commanders with available resources. The local government emergency operations center is activated. Local government notifies the operational area lead agency. Resources are requested through operational area emergency management staff and appropriate mutual aid coordinators. (In some cases, mutual aid may be obtained directly from neighboring local governments under local mutual aid agreements.) Local government retains responsibility for managing the response.

Operational area: Operational area emergency management staff and mutual aid coordinators locate and mobilize resources requested by local government. Emergency management staff and mutual aid coordinators generally operate from normal departmental locations for handling limited resource requests, and the EOC is not activated. Emergency management staff and mutual aid coordinators will communicate with each other as needed to coordinate resource mobilization. If requested by the affected local government, emergency management staff will activate the operational area EOC and notify the OES Regional Administrator.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

4.7.3 Major Single Jurisdiction Disaster--Local Government Requires Additional Resources

Field response: Field units respond as needed using the Incident Command System. One or more Incident Commands may be established depending upon the size and nature of the disaster. Resources are requested through dispatch centers, department operations centers, or EOC.

Local government: Supports Incident Commanders with available resources. Local government activates its emergency operations center and notifies the operational area lead agency. Resources are requested through operational area emergency management staff and mutual aid coordinators. Local government retains responsibility for managing the response.

Operational area: Lead agency activates operational area emergency operations center. Operational area emergency management staff and mutual aid coordinators locate and mobilize resources requested by Local government. Mutual aid coordinators go to the EOC or send representatives depending on circumstances. Resources not available within the operational area are requested through the OES Regional Administrator and regional mutual aid coordinators.

Regional: OES Regional Administrator activates regional emergency operations center (REOC) and notifies OES headquarters. OES Regional Administrator and regional mutual aid coordinators locate and mobilize resources requested by the operational area.

State: State Operations Center is activated. State OES staff monitor situation.

4.7.4 Major Area-Wide Disaster--Damage in Multiple Operational Areas

Field response: Field units from the affected jurisdictions respond as feasible using the Incident Command System. Incident Command Posts may be established at various sites throughout the disaster area. Resources are requested through dispatch centers, department operations centers, or EOCs.

Local governments: Ability to respond may be severely impaired. Local governments assess capability and report situation to operational area. Local governments mobilize all available resources. EOCs establish priorities, allocate available resources to support the field response, and request assistance through the operational area. Local governments retain responsibility for managing the response within their jurisdictions.

Operational areas: Lead agency activates emergency operations center and notifies OES Regional Administrator. Emergency operations center assesses situation and reports information to the regional emergency operations center (REOC). The emergency management staff and mutual aid coordinators mobilize available resources in the operational area, request additional resources through the REOC and regional mutual aid coordinators, and provide overall situation information to local governments.

Regional: OES Regional Administrator activates regional emergency operations center (REOC) and notifies state headquarters. REOC staff and regional mutual aid coordinators locate and mobilize resources available within the region and from state agencies. Additional resources are requested through the State Operations Center. State agency representatives are requested for the REOC to assist in coordinating support to the disaster area. REOC monitors situation and updates State Operations Center.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

State: State Operations Center (SOC) is activated and state agency representatives are requested to staff the SOC. SOC coordinates state agency response and mobilization of mutual aid resources from unaffected regions. SOC may direct activation of other OES REOCs to assist in resource mobilization. State agency department operations centers are activated. Federal assistance is requested, if needed. SOC continuously monitors situation.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

5 Authorities and References (selected citations & paraphrasing)

5.1 State of California

5.1.1 California Government Code, Section 3100, Title 1, Division 4, Chapter 4. (paraphrased)

States that public employees are disaster service workers, subject to such disaster service activities as may be assigned to them by their superiors or by law. The term "public employees" includes all persons employed by the state or any county, city, city and county, state agency or public district, excluding aliens legally employed. The law applies when:

- A local emergency has been proclaimed.
- A state of emergency has been proclaimed.
- A federal disaster declaration has been made.

States that (the Governor's Office of Emergency Services has stated) inadequately trained school staff render school officials potentially liable for acts committed or omitted by school staff during or after a disaster. (Sub Sections 835-840.6). The California Emergency Services Act (Chapter 7, Division 1, title 2, California Government Code), hereinafter referred to as the Act.

Provides the basic authorities for conducting emergency operations following a proclamation of Local Emergency, State of Emergency, or State of War Emergency by the Governor and/or appropriate local authorities, consistent with the provisions of this Act.

5.1.2 The California Emergency Plan (paraphrased)

Promulgated by the Governor, and published in accordance with the Act and provides overall statewide authorities and responsibilities, and describes the functions and operations of government at all levels during extraordinary emergencies, including wartime. Section 8568 of the Act states, in part, that "...the State Emergency Plan shall be in effect in each political subdivision of the state, and the governing body of each political subdivision shall take such action as may be necessary to carry out the provisions thereof." Local emergency plans are, therefore, considered to be extensions of the California Emergency Plan.

5.1.3 California Civil Code, Chapter 9, Section 1799.102 (paraphrased)

Provides for "Good Samaritan Liability" for those providing emergency care at the scene of an emergency: "No person, who, in good faith and not for compensation, renders emergency care at the scene of an emergency, shall be liable for any civil damages resulting from any act or omission. The scene of an emergency shall not include emergency departments and other places where medical care is usually offered."



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

5.2 Federal (citations)

5.2.1 Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288, as amended).

5.2.2 Federal Civil Defense Act of 1950 (Public Law 920, as amended).

5.3 Local

5.3.1 Madera County Administrative Code (citation)

5.3.2 Madera County Resolutions (citations)



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

5.3.3 Code of the City of Madera, Chapter 2, Emergency Services

- Sections:
- 3-2.01 Purpose
 - 3-2.02 Definitions
 - 3-2.03 Emergency Council; Membership
 - 3-2.04 Director of Emergency Services and Emergency Services Coordinator - Powers and Duties
 - 3-2.05 Disaster and Emergency Powers of the Director
 - 3-2.06 Emergency Services Organization
 - 3-2.07 Divisions, Services, and Staff of Emergency Services Organization
 - 3-2.08 Punishment of Violations



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

3-2.01 PURPOSE.

The declared purposes of this chapter are to provide for the preparation and carrying out of plans for the protection of persons and property within this City in the event of an emergency or disaster, and to provide for the coordination of the emergency functions of this City with all public agencies and affected private persons, corporations, and organizations. Any expenditures made in connection with such emergency and disaster activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the City of Madera.

('61 Code, § 3-2.01) (Ord. 182 C.S., passed 3-6-72)

3-2.02 DEFINITIONS.

For the purposes of this chapter, certain words and phrases used herein are defined as follows:

(a) "LOCAL EMERGENCY" shall mean the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this City caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake, or other conditions, including conditions resulting from war or imminent threat of war, but other than conditions resulting from a labor controversy, which conditions are, or are likely to be, beyond the control of the services, personnel, equipment, and facilities of this City, requiring the combined forces of other political subdivisions to combat.

(b) "STATE OF WAR EMERGENCY" means the condition which exists immediately, with or without proclamation thereof by the Governor, whenever this State or nation is attacked by an enemy of the United States, or upon receipt by the State of a warning from the Federal Government indicating that such an enemy attack is probable or imminent.

(c) "STATE OF EMERGENCY" means the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the State, County, or City caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake, or other conditions, other than conditions resulting from a labor controversy, conditions causing a "state of emergency" which by reason of their magnitude are or are likely to be beyond the control of the services, personnel, equipment, and facilities of any single county, city and county, or city and require the combined forces of a mutual aid region or regions to combat.

('61 Code, § 3-2.02) (Ord. 182 C.S., passed 3-6-72)

3-2.03 EMERGENCY COUNCIL; MEMBERSHIP.

The Madera Emergency Council is hereby created and shall consist of the following:

- (A) The Mayor, who shall be the chairman;
- (B) The Director of Emergency Services, who shall be the vice-chairman;
- (C) The Emergency Services Coordinator appointed by the Director with the advice and consent of the City Council;



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- (D) Such Deputy Directors and chiefs of operating Emergency Services Departments, services, or divisions as may be provided for by the Emergency Council;
- (E) Such representatives of civic, business, labor, veteran, professional, or other organizations having an official group or organization emergency and disaster responsibility as may be appointed by the Mayor with the advice and consent of the City Council.

('61 Code, § 3-2.03) (Ord. 182 C.S., passed 3-6-72; Am. Ord. 306 C.S., passed 10-18-78)

3-2.04 DIRECTOR OF EMERGENCY SERVICES AND EMERGENCY SERVICES COORDINATOR; POWERS AND DUTIES.

There is hereby created the offices of Director of Emergency Services and Emergency Services Coordinator. The City Administrator shall be the Director of Emergency Services and shall appoint the Emergency Services Coordinator. The Director is hereby empowered:

- (A) To request the City Council to proclaim the existence or threatened existence of a Local Emergency and the termination thereof if the City Council is in session, or to issue such proclamation if the City Council is not in session. Whenever a local emergency is proclaimed by the Director, the City Council shall take action to ratify the proclamation within seven days thereafter, or the proclamation shall have no further force or effect;
- (B) To request the Governor to proclaim a state of emergency when, in the opinion of the Director, the resources of the area or region are inadequate to cope with the emergency;
- (C) To control and direct the effort of the Emergency Services organization of the City for the accomplishment of the purposes of this ordinance;
- (D) To direct coordination and cooperation between the divisions, services, and staff of the Emergency Services organization of this City and to resolve questions of authority and responsibility that may arise between them;
- (E) To represent the Emergency Services organizations of this City in all dealings with public or private agencies pertaining to Emergency Services;
- (F) To assist the Emergency Services Coordinator in the development of plans and organizations of the Emergency Services Program and assign additional duties to the Emergency Services Coordinator.

('61 Code, § 3-2.04) (Ord. 182 C.S., passed 3-6-72; Am. Ord. 306 C.S., passed 10-18-78)

3-2.05 DISASTER AND EMERGENCY POWERS of the Director.

In the event of the proclamation of a Local Emergency as herein provided, or the proclamation of a State of Emergency by the Governor or the Director of the State Office of Emergency Services, the Director is hereby empowered:

- (A) To make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency; provided, however, such rules and regulations shall be confirmed at the earliest practicable time by the City Council;



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- (B) To require emergency services of any City officer or employee and, in the event of the proclamation of a State of Emergency in the county in which this City is located or the existence of a State of War Emergency, to command the aid of as many citizens of this community as he deems necessary in the execution of his duties; such persons shall be entitled to all privileges, benefits, and immunities as are provided by State Law for registered disaster service workers;
- (C) To obtain vital supplies, equipment and such other properties found lacking and needed for the protection of the life and property of the people and bind the City for the fair value thereof;
- (D) To requisition necessary personnel or material of any City department or agency;
- (E) To execute all of his ordinary powers as Director, all of the special powers conferred upon him by this chapter or by resolution adopted pursuant thereto, all powers conferred upon him by any statute, agreement approved by the City Council, or by any other lawful authority, and, in conformity with Section 38791 of the Government Code, to exercise complete authority over the city and to exercise all police power vested in the City by the Constitution and general laws.

('61 Code, § 3-2.05) (Ord. 182 C.S., passed 3-6-72)

3-2.06 EMERGENCY SERVICES ORGANIZATION.

All officers and employees of this City, together with those volunteer forces enrolled to aid them during an emergency, and all groups, organizations, and persons who may by agreement or operation of laws, or by this chapter, be charged with duties incident to the protection of life and property in this City during such an emergency, shall constitute the Emergency Services organization of the City of Madera.

('61 Code, § 3-2.06) (Ord. 182 C.S., passed 3-6-72)

3-2.07 DIVISIONS, SERVICES, AND STAFF of Emergency Services Organization.

The functions and duties of the Emergency Services Organization shall be distributed among such divisions, services, and special staff as the Director of Emergency Services shall prescribe, which shall be set forth in the emergency plans developed for the city and which shall, with respect to organization, conform to the recommendations of the Federal Government and the Emergency Services agency of the State of California.

('61 Code, § 3-2.07) (Ord. 182 C.S., passed 3-6-72)

3-2.08 PUNISHMENT OF VIOLATIONS.

It shall be a misdemeanor, punishable by a fine of not to exceed \$500.00, or by imprisonment not to exceed six months, or both, for any person during an emergency to:

- (A) Willfully obstruct, hinder, or delay any member of the Emergency Services Organization in the enforcement of any lawful rule or regulation issued pursuant to this chapter or in the performance of any duty imposed upon him or her by virtue of this ordinance;



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- (B) To do any act forbidden by any lawful rules or regulations issued pursuant to this ordinance if such act is of such a nature as to give, or be likely to give, assistance to the enemy, or to imperil the lives or property of inhabitants of this City, or to prevent, hinder, or delay the defense or protection thereof;
- (C) To wear, carry, or display without authority any means of identification specified by the Emergency Services agency of the State.

('61 Code, § 3-2.08) (Ord. 182 C.S., passed 3-6-72)



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

6 Definitions

6.1 Incidents, Emergencies, and Disasters.

6.1.1 Incident

An *incident* is an occurrence or event, either human-caused or caused by natural phenomena, that requires action by emergency response personnel to prevent or minimize loss of life or damage to property and/or natural resources.

Incidents may result in extreme peril to the safety of persons and property and may lead to, or create conditions of disaster. Incidents may also be rapidly mitigated without loss or damage. While not yet meeting disaster level definition, larger incidents may call for managers to proclaim a "Local Emergency".

Incidents are usually a single event that may be small or large. They occur in a defined geographical area and require local resources or, sometimes, mutual aid. There are usually one to a few agencies involved in dealing with an ordinary threat to life and property and to a limited population. Usually a local emergency will not be declared and the jurisdictional EOC will not be activated. Incidents are usually of fairly short duration, measured in hours or, at most, a few days. Primary command decisions are made at the scene along with strategy, tactics, and resource management decisions.

6.1.2 Emergency

The term *emergency* is used in several ways. It is a condition of disaster or of extreme peril to the safety of persons and property. In this context, an emergency and an incident could mean the same thing, although an emergency could have more than one incident associated with it.

Emergency is also used in Standardized Emergency Management System (SEMS) terminology to describe agencies or facilities, e.g., Emergency Response Agency, Emergency Operations Center, etc.

Emergency is also used to define a conditional state such as a proclamation of "Local Emergency". The California Emergency Services Act, of which SEMS is a part, describes three states of emergency:

- State of War Emergency
- State of Emergency
- State of Local Emergency



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

6.1.3 Disaster

A *disaster* is defined as a sudden calamitous emergency event bringing great damage, loss, or destruction. Disasters may occur with little or no advance warning, e.g., an earthquake or a flash flood, or they may develop from one or more incidents, (e.g. a major wildfire or hazardous materials discharge).

Disasters are either single or multiple events that have many separate incidents associated with them. The resource demand goes beyond local capabilities and extensive mutual aid and support are needed. There are many agencies and jurisdictions involved including multiple layers of government. There is usually an extraordinary threat to life and property affecting a generally widespread population and geographical area. A disaster's effects last over a substantial period of time (days to weeks) and local government will proclaim a Local Emergency. Emergency Operations Centers are activated to provide centralized overall coordination of jurisdictional assets, departments and incident support functions. Initial recovery coordination is also a responsibility of the EOCs.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

7 Response Levels

7.1 Response Levels are used to describe the type of event:

Area(s) affected extent of coordination or assistance needed, and degree of participation expected from the City. Response Levels are closely tied to Emergency Proclamations.

7.1.1 Response Level 1 - Local Emergency

This type of situation is managed in a normal manner from a command post at the scene. Local resources are adequate and available; a local emergency is proclaimed. Both coordination and direction are centralized: the Emergency Operations Center is not activated and public safety personnel provide necessary support, as established by agreements and ordinances. Police, fire and other responders coordinate via established telephones, radio systems and dispatch centers.

7.1.2 Response Level 2 - Local Disaster

Local resources are not adequate and mutual aid may be required on a regional or even statewide basis. A Local Emergency is proclaimed and a State of Emergency might be proclaimed. Several departments as well as other jurisdictional agencies need close coordination. The Emergency Operations Center is activated to coordinate emergency response. EOC activities may include but are not limited to:

- Establishing a city-wide situation assessment function,
- Establishing a city-wide public information function,
- Determining resource requirements for the affected area and coordinating resource requests,
- Establishing and coordinating the logistical systems necessary to support multi-incident management,
- Establishing priorities for resource allocation.

Direction is decentralized: Incident Command Systems are established and continue to report through agency dispatch centers. Agency dispatch centers or liaison personnel provide information to the Emergency Operations Center.

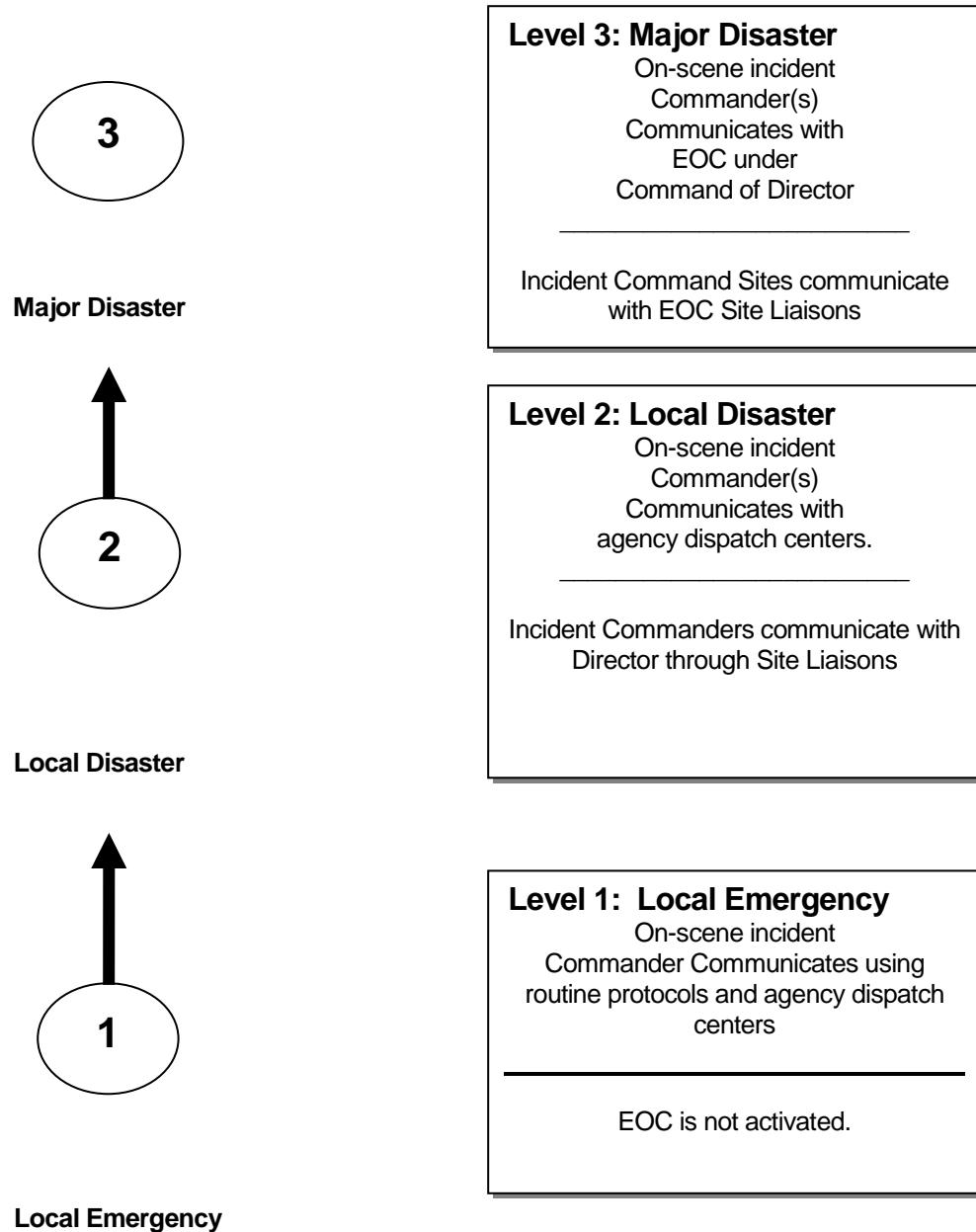
7.1.3 Response Level 3 - Major Disaster

City resources are overwhelmed and extensive outside resources are required. A Local Emergency and a State of Emergency are proclaimed and a Presidential Declaration is requested. The emergency operation is centralized. The EOC is activated and all coordination and direction activities are done from there. Note that Public Services communication will go from the field through the Maintenance Service Center and/or Water Resources Departmental Operations Centers (DOCs) and then to the EOC. There may be several incidents and the managers of each incident would, as much as possible, report to and receive direction from the EOC. During war, a Statewide Emergency Management System will be fully activated and the State will coordinate emergency operations from Sacramento.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

7.2 Response Level Diagram





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

8 Emergency Phases

8.1 General Information On Emergencies

Some emergencies will be preceded by a build-up or warning period, providing sufficient time to warn the population and implement mitigation measures designated to reduce loss of life and property damage. Other emergencies occur with little or no advance warning, thus requiring immediate activation of the emergency operations plan and commitment of resources. All employees must be prepared to respond promptly and effectively to any foreseeable emergency, including the provision and use of mutual aid.

Emergency management activities during peacetime and national security emergencies are often associated with the phases indicated below. However, not every disaster necessarily includes all indicated phases.

8.1.1 Mitigation Phase

Mitigation is perhaps the most important phase of emergency management. However, it is often the least used and generally the most cost effective. Mitigation is often thought of as taking actions to strengthen facilities, abatement of nearby hazards, and reducing the potential damage either to structures or their contents.

While it is not possible to totally eliminate either the destructive force of a potential disaster or its effects, doing what can be done to minimize the effects may create a safer environment that will result in lower response costs, and fewer casualties.

8.1.2 Preparedness Phase

The preparedness phase involves activities taken in advance of an emergency. These activities develop operational capabilities and responses to a disaster. Those identified in this plan as having either a primary or support mission relative to response and recovery review Standard Operating Procedures (SOPs) or checklists detailing personnel assignments, policies, notification procedures, and resource lists. Personnel should be acquainted with these SOPs and checklists and periodically should be trained in activation and execution.

8.1.3 Response Phase

Pre-Impact: Recognition of the approach of a potential disaster where actions are taken to save lives and protect property. Warning systems may be activated and resources may be mobilized, EOCs may be activated and evacuation may begin.

Immediate Impact: Emphasis is placed on saving lives, controlling the situation, and minimizing the effects of the disaster. Incident Command Posts and EOCs may be activated, and emergency instructions may be issued.

Sustained: As the emergency continues, assistance is provided to victims of the disaster and efforts are made to reduce secondary damage. Response support facilities may be established. The resource requirements continually change to meet the needs of the incident.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

8.1.4 Recovery Phase

Recovery is taking all actions necessary to restore the area to pre-event conditions or better, if possible. Therefore, mitigation for future hazards plays an important part in the recovery phase for many emergencies. There is no clear time separation between response and recovery. In fact, planning for recovery should be a part of the response phase.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

9 Emergency Proclamations

9.1 Local Emergency

A Local Emergency may be proclaimed by the City Council or by the City Administrator as specified by ordinance adopted by the City Council. A Local Emergency declared by the City Administrator must be ratified by the City Council within seven days. The governing body must review the need to continue the declaration at least every fourteen days until the Local Emergency is terminated.

The Local Emergency must be terminated by resolution as soon as conditions warrant. Declarations are normally made when there is a threat or an actual disaster or extreme peril to the safety of persons and property within the city, caused by natural or man-made situations.

The declaration of a Local Emergency provides the governing body with the legal authority to:

- Request that the Governor declare a State of Emergency
- Promulgate or suspend orders and regulations necessary to provide for the protection of life and property, including issuing orders or regulations imposing a curfew within designated boundaries.
- Exercise full power to provide mutual aid to any affected area in accordance with local ordinances, resolutions, emergency plans, or agreements.
- Request state agencies and other jurisdictions to provide mutual aid.
- Require the emergency services of any local official or employee.
- Requisition necessary personnel and materials from any local department or agency.
- Obtain vital supplies and equipment and, if required, immediately commandeer the same for public use.
- Impose penalties for violation of lawful orders.
- Conduct emergency operations without incurring legal liability for performance, or failure to perform. (Note: Article 17 of the Emergency Services Act provides for certain privileges and immunities.)

9.2 State of Emergency

A State of Emergency may be declared by the Governor when:

- Conditions of a disaster or extreme peril exist that threaten the safety of persons and property within the state caused by natural or man-made incidents.
- The Governor is requested to do so by local authorities.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- The Governor finds that local authority is inadequate to cope with the emergency.
- When the Governor declares a State of Emergency:
- Mutual aid shall be rendered in accordance with approved emergency plans when the need arises in any county, city & county, of city.
- The Governor shall, to the extent deemed necessary, have the right to exercise all police power vested in the State by the Constitution and the laws of the State of California within the designated area.
- Jurisdictions may command the aid of citizens as deemed necessary to cope with the emergency.
- The Governor may suspend the provisions of orders, rules, or regulations of any state agency, any regulatory statute, or statute prescribing the procedure for conducting state business.
- The Governor may commandeer or make use of any private property or personnel (other than the media) in carrying out the responsibilities of the office.
- The Governor may promulgate, issue, and enforce orders and regulations deemed necessary.

9.3 State of War Emergency

When the Governor declares a State of War Emergency or a State of War Emergency exists, all provisions associated with a State of Emergency apply, plus:

- All state agencies and political subdivisions are required to comply with the lawful orders and regulations of the Governor that are made or given within the limits of the Governor's authority as provided for in the Emergency Services Act.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

9.3.1 Emergency Council Membership

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF MADERA, CALIFORNIA, ESTABLISHING THE
EMERGENCY COUNCIL: MEMBERSHIP

Whereas, Section 3-2-03 of the Madera Municipal Code created the Emergency Council Membership,
which consist of the following:

- 1) The Mayor who shall be chairman.
- 2) The Director of Emergency Services who shall be vice-chairman.
- 3) The Emergency Services Coordinator appointed by the Director with the advice and consent of the City Council.
- 4) Such Deputy Directors and chiefs of operating Emergency Services Departments, services or divisions as may be provided for by the Emergency Council.
- 5) Such representatives of civic, business, labor, veterans, professional or other organizations having official group or organization emergency and disaster responsibility as may be appointed by the Mayor with the advice and consent of the City Council.

PASSED AND ADOPTED by the City Council of the City of Madera this _____ by the
following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Approved:

Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

9.3.2 APPOINTMENT OF THE EMERGENCY DIRECTOR

RESOLUTION NO. ____

A RESOLUTION OF THE COUNCIL OF THE CITY OF MADERA, CALIFORNIA, ENACTING PROVISIONS APPOINTING THE DIRECTOR OF EMERGENCY SERVICES AND EMERGENCY SERVICES COORDINATOR AND THE POWERS AND DUTIES

Whereas, Section 3-02-04 of the Madera Municipal Code created the offices of the Director of Emergency Services and the Emergency Services Coordinator.

Whereas, the City Administrator shall be the Director of Emergency Services and shall appoint the Emergency Services Coordinator.

Whereas, the Director is hereby empowered to request the City Council proclaim the existence or threatened existence of a Local Emergency and the termination thereof if the City Council is in session, or to issue such proclamation if the City Council is not in session.

Whereas, whenever a Local Emergency is proclaimed by the Director, the City Council shall take action to ratify the proclamation within (7) days thereafter, or the proclamation shall have no further force or effect.

Whereas, to request the Governor to proclaim a State of Emergency when, in the opinion of the Director, the resources of the area or region are inadequate to cope with the emergency.

Whereas, to control and direct the effort of the Emergency Services organization of the City for the accomplishment of the purposes of this ordinance.

Whereas, to direct coordination and cooperation between divisions, services and staff of the Emergency Services organization of this City, and to resolve questions of authority and responsibility that may arise between them.

Whereas, to represent the Emergency Services organizations of this City in all dealings with public or private agencies pertaining to Emergency Services.

Whereas, to assist the Emergency Services Coordinator in the development of plans and organizations of the Emergency Services Coordinator.

PASSED AND ADOPTED by the City Council of the City of Madera on this _____ by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Approved:

Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

9.3.3 EMERGENCY POWERS OF THE DIRECTOR

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF MADERA, CALIFORNIA, ESTABLISHING THE DISASTER AND EMERGENCY POWERS OF THE DIRECTOR.

Whereas, Section 3-2-05 of the Madera Municipal Code states in the event of the proclamation of a Local Emergency as herein provided, or the proclamation of a State of Emergency by the Governor or the Director of the State Office of Emergency Services, the Director is hereby empowered:

- 1) To make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency; provided, however, such rules and regulations must be confirmed at the earliest practicable time by City Council.
- 2) To require emergency services of any City officer or employee and in the event of the proclamation of a State of Emergency in the county in which the City is located or the existence of a State of War Emergency, to command the aid of as many citizens of this community as he deems necessary in the execution of his duties; such persons shall be entitled to all privileges, benefits and immunities as are provided by State law for registered disaster service workers.
- 3) To obtain vital supplies, equipment and such other properties found lacking and needed for the protection of life and property of the people and bind the City for the fair value thereof.
- 4) To requisition necessary personnel or material of any City department or agency.
- 5) To execute all of his ordinary powers as Director, all of the special powers conferred upon him by this chapter or by resolution adopted pursuant thereto, all powers conferred upon him by any statute, agreement approved by the City Council or by any other lawful authority, in conformity with Section 38791 of the Government Code, to exercise complete authority over the City and to exercise all police power vested in the City by the Constitution and general laws.

PASSED AND ADOPTED by the City Council of the City of Madera this _____
by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

APPROVED:

Mayor

ATTEST:

City Clerk



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

APPROVED AS TO LEGAL FORM:

City Attorney



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

9.3.4 RESOLUTION RATIFYING PROCLAMATION OF LOCAL EMERGENCY BY DIRECTOR.

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF MADERA, CALIFORNIA, RATIFYING THE PROCLAMATION OF THE DIRECTOR OF EMERGENCY SERVICES CONCERNING THE EXISTENCE OF A LOCAL EMERGENCY

Whereas, Section 3-2-04 of the City of Madera Code of Ordinances authorizes the Director of Emergency Services to proclaim a local emergency under certain circumstances if the City Council is not in session and provides that the City shall ratify the proclamation with seven days thereafter.

Whereas, conditions of extreme peril to the safety of persons and property have arisen within the City of Madera caused by _____ on _____, at which time the City Council was not in session.

On _____, the Director of Emergency Services of the City of Madera duly proclaimed the existence of a local emergency within the City of Madera.

The City Council does hereby find the aforesaid conditions of extreme peril did warrant and necessitate the proclamation of the existence of a local emergency.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Madera that the proclamation of the existence of a local emergency by the Director of Emergency Services is hereby ratified.

BE IT FURTHER RESOLVED that said emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council.

PASSED AND ADOPTED by the City Council of the City of Madera this _____ by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Approved:

Mayor

ATTEST:

City Clerk



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

APPROVED AS TO LEGAL FORM:

City Attorney



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

9.3.5 TERMINATION OF THE EXISTENCE OF AN EMERGENCY

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF MADERA, CALIFORNIA, ENACTING
PROVISIONS TERMINATING EXISTENCE OF A LOCAL EMERGENCY

Whereas, the City Council of the City of Madera has declared an emergency/disaster, due to conditions in the City of Madera on _____(date).

Whereas, a determination has been made that conditions no longer constitute a state of emergency/disaster.

Whereas, now, therefore, let it be resolved by the City Council that the heretofore stated emergency/disaster declaration is terminated this _____ day of _____, _____.

PASSED AND ADOPTED by the City Council of the City of Madera this _____ by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Approved:

Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

9.3.6 IMPOSING A CURFEW

RESOLUTION NO _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF MADERA, CALIFORNIA, ORDER OF THE
DIRECTOR OF EMERGENCY SERVICES IMPOSING A CURFEW

Whereas, the existence of a local emergency has been proclaimed in the City of Madera pursuant to Section 3-2-04 of the City of Madera Code of Ordinances and for the reasons specified in such proclamation.

Whereas, the local emergency presents a real and immediate threat to the public safety which cannot be adequately met through less drastic alternatives.

Whereas, the threat to the public safety is made particularly acute during the hours specified below due to darkness, the fact that illegal and/or dangerous activities are more than likely to occur during those hours, and the fact that persons in the public areas during those hours may be subject to greater risk of harm and may interfere with public safety activities.

Whereas, this proclamation is necessary to preserve the public safety and order.

Whereas, Government Code 8634 authorizes the City Council and its designees to impose a curfew during a local emergency.

NOW, THEREFORE, the Director of Emergency Services hereby proclaims and orders as follows:

- 1) A curfew is hereby established.
 - () in all areas within the City of Madera
 - () within the following areas of the City of Madera:

- 2) The curfew shall remain in effect between the hour of _____ p.m. on _____
and _____ a.m. on _____
- 3) During curfew hours, the following regulations shall apply:
 - a. No person shall present in any public or private street, sidewalk, park or other public place. Notwithstanding the foregoing, a person may present in such a public place only in the following situations:
 - (i) The person is only in such public place to the extent necessary to respond to a life-threatening medical emergency and the person is able to demonstrate the existence of such medical emergency to the satisfaction of a sworn peace officer.
 - (ii) The person is authorized in writing by the Madera Police Department to be present in such public place.
 - (iii) Not more than two persons shall congregate in any public place.
 - (iv) Any sworn peace officer may require any person in any public place to produce identification and/or documentation specified in subsection 3(a) above.
- 4) Any person who violates any provision of this proclamation shall be deemed guilty of a misdemeanor punishable by a fine not to exceed \$500.00, or by imprisonment for not to exceed six months, or both.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

PASSES AND ADOPTED by the City Council of the City of Madera this _____ by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Approved:

Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

9.3.7 PUNISHMENT OF VIOLATION

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF MADERA, CALIFORNIA, PUNISHMENT OF VIOLATIONS.

Whereas, Section 3-2-08, of the Madera Municipal Code states it shall be a misdemeanor punishable by a fine of not to exceed \$500.00, or by imprisonment for not to exceed six (6) months, or both, for any person during an emergency to;

- 1) Willfully obstruct, hinder or delay any member of the Emergency Services organization in the enforcement of any lawful rule or regulation issued pursuant to this chapter, or in the performance of any duty imposed upon him by virtue of this ordinance.
- 2) To do any act forbidden by any lawful rules or regulations issued pursuant to this ordinance if such act is of such a nature as to give, or be likely to give, assistance to the enemy or to imperil the lives or property of inhabitants of this City, or to prevent, hinder or delay the defense or protection thereof.
- 3) To wear, carry or display without authority any means of identification specified by the Emergency Services agency of the State.

Whereas, this resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety and it shall take effect immediately.

PASSED AND ADOPTED by the City Council of the City of Madera this _____
by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

9.3.8 PRICE GOUGING

RESOLUTION NO. _____
A RESOLUTION OF THE COUNCIL OF THE CITY OF MADERA, CALIFORNIA PROHIBITING PRICE
GOUGING

Whereas, a State of an Emergency was declared in the City of Madera, California on
_____.

Whereas, certain merchants are now taking advantage of the emergency by increasing prices for
essential goods, called "Price Gouging".

NOW, THEREFORE, the City Council of the City of Madera hereby prohibits and merchant selling any
goods or providing any services within the areas affected by the emergency from raising prices above the
pre-disaster levies. Sales of goods or services at a price above pre-disaster levels shall only be
permissible if merchants can document, in writing, the purchase of these goods at increased cost.

Whereas, violation of the provisions of this resolution known as "Price Gouging" is punishable by a fine of
not more than \$500.00 per incident and 30 days in jail. Each sale shall constitute a separate offense.

This resolution shall be effective immediately.

PASSED AND ADOPTED by the City Council of the City of Madera this _____ by the following
vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Approved:

Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

9.3.9 PUBLIC NUISANCE

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF MADERA, CALIFORNIA, ESTABLISHING A
PUBLIC NUISANCE REMOVAL ORDER

Whereas, _____ has caused or contributed to the destruction of a number of homes on _____, 20____, and also destroyed or damaged a number of vehicles as well.

Whereas, a number of other vehicles that were not destroyed still remain in areas where disaster workers require unhindered vehicles.

Whereas, The City of Madera has declared that a state of emergency exists by passage of ordinance number _____, adopted _____, which confers upon the Director of Emergency Services emergency powers to appropriately respond to the emergency.

Whereas, the vehicles that remain in the areas where disaster workers require unhindered access present a danger to public health and safety, some of the vehicles are blocking public or private rights of way, and some of the vehicles are in danger of sliding down hillsides and/or impeding the clean-up operations.

Whereas, the Director of Emergency Services has determined that the removal of these vehicles will aid on the clean-up operation.

NOW, THEREFORE, BE IT ORDERED that all vehicles remaining in areas requiring unhindered access by disaster workers as of _____ are hereby declared to be public nuisances.

BE IT FURTHER ORDERED that the City of Madera Police Department may cause the removal of any vehicle that is not removed from the areas requiring unhindered access by disaster workers as of _____, and that the costs of removing any vehicles shall be the personal obligation of the owner and/or owner's insured and where applicable a lien shall be placed against the property.

BE IT FURTHER ORDERED that this order will not apply to vehicles that are lawfully parked in driveways of occupied homes within the areas requiring unhindered access by disaster workers.

BE IT FURTHER ORDERED that the City Clerk shall publish this order as soon as possible for a period of not less than three days in local newspapers and shall post the order at various locations, including the Community Assistance Center and City Clerk's Office.

PASSED AND ADOPTED by the City Council of the City of Madera this _____ by the following vote:

AYES:

NOES:

ABSTENTIONS:



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

ABSENT:

Approved:

Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

9.3.10 RESOLUTION FOR WORKERS' COMPENSATION FOR VOLUNTEERS

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF MADERA, CALIFORNIA RELATIVE TO WORKERS' COMPENSATION BENEFITS FOR REGISTERED VOLUNTEER DISASTER SERVICE WORKERS

Whereas, Section 8580 of the Government Code, Chapter 7, Article 4, California Emergency Council. Provides,

Whereas, the California Emergency Council shall establish by rule and regulation various classes of disaster service workers and the scope of the duties of each class. The Emergency Council shall also adopt rules and regulations prescribing the manner in which disaster service workers of each class are to be registered. All such rules and regulations shall be designed to facilitate the paying of worker's compensation.

Whereas, the California Emergency Council has adopted rules and regulations establishing classes of disaster service workers, the scope of duties of each class, and the manner of registration of such volunteer disaster service workers.

Whereas, Section 8612 of the Government Code, Chapter 7, Article 10, Local Disaster Councils, provides:

"Any disaster council which both agrees to follow the rules and regulations established by the Emergency Council pursuant to the provisions of Section 8580 and substantially complies with such rules and regulations shall be certified by the Emergency Council. Upon such certification, and not before, the disaster council becomes an accredited disaster council."

Whereas, The City of Madera has registered and will hereafter register volunteer disaster service workers.

Whereas, The City of Madera desires to become an accredited disaster council organization in order that injured disaster service workers registered with it may benefit by the provisions of Chapter 10 of Division 4 of Part 1 of the Labor Code.

Whereas, The City Council of the City of Madera hereby agrees to follow the rules and regulations established by the California Emergency Council pursuant to the provisions of Section 8580 of the Government Code.

PASSED AND ADOPTED by the City Council of the City of Madera this _____ by the following vote:

AYES:

NOES:



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

ABSTENTIONS:

ABSENT:

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

9.3.11 Volunteer Disaster Service Worker Registration Form

DISASTER SERVICE WORKER REGISTRATION

Charter CA

LOCAL AND STATE INFORMATION

Loyalty Oath under Code of Civil Procedure # 2015.5 & Title 19, Div.2, Chap.2, Sub-Chap.3, #2573.1

ATTACH PHOTOGRAPH HERE (Optional)	<i>This block to be completed ONLY by government agency or jurisdiction</i>	
	CLASSIFICATION: _____	SPECIALTY: _____
	AGENCY OR JURISDICTION: _____	
	REGISTRATION DATE: _____	RENEWAL DATES: _____
	EXPIRATION DATE: * _____	DSW CARD ISSUED: NO YES # _____
PROCESSED BY: _____		DATE: _____ TO CENTRAL FILES: _____

TYPE OR PRINT IN INK

(HIGHLIGHTED AREA REQUIRED BY PROGRAM REGULATIONS)

NAME LAST	FIRST	MI	SSN:
ADDRESS:		CITY:	STATE: ZIP:
COUNTY:	HOME PHONE:		WORK PHONE:
PAGER:	E-MAIL:		DATE OF BIRTH: (Optional)
DRIVER LICENSE NUMBER: (if applicable)	DRIVER LICENSE CLASSIFICATION:	A B C	LICENSE EXPIRATION DATE:
PROFESSIONAL LICENSE: (if applicable)	FCC LICENSE: (if applicable)		LICENSE EXPIRATION DATE:
IN CASE OF EMERGENCY, CONTACT:			EMERGENCY PHONE
PHYSICAL IDENTIFICATION	HAIR:	EYES:	HEIGHT: WEIGHT: (optional) BLOOD TYPE (optional)
COMMENTS:			

Government Code #3108-3109:

Every person who, while taking and subscribing to the oath or affirmation required by this chapter states as true any material matter which he knows to be false, is guilty of perjury, and is punishable by imprisonment in the state prison not less than one nor more than 14 years. Every person having taken and subscribed to the oath or affirmation required by this chapter, who, while in the employ of, or service with, the state or any county, city, city and county, state agency, public district, or disaster council or emergency organization advocates or becomes a member of any party or organization, political or otherwise, that advocates the overthrow of the government of the United States by force or violence or other unlawful means, is guilty of a felony and is punishable by imprisonment in the state prison.

LOYALTY OATH OR AFFIRMATION (Government Code #3102)

I, _____, do solemnly swear (or affirm) that I will support and defend the	
PRINT NAME	
Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservations or purpose of evasion; that I will well and faithfully discharge the duties upon which I am about to enter. I certify under penalty of perjury that the foregoing is true and correct.	
DATE	SIGNATURE
IF UNDER 18 YEARS OLD, SIGNATURE OF PARENT/GUARDIAN	
SIGNATURE OF OFFICIAL AUTHORIZED TO ADMINISTER LOYALTY OATH	
TITLE	

*Registration for the active DSW volunteer is effective for the period the person remains a member with that organization; for a volunteer registering for an intermittent or a single event, the expiration date is set at the discretion of the accredited Disaster Council but not to exceed one year. (Govt Code #3102)

OES 2000 Rev. 9/00

Entered into OES database: _____ Date: _____



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

LOCAL DISASTER SERVICE WORKER REGISTRATION INFORMATION

Who Can Administer the Loyalty Oath for Disaster Service Workers?

The ability to give the Loyalty Oath must be made by a person who is empowered by the City Clerk.

Registration and Expiration Dates:

The registration date is the date the Loyalty Oath was given. The expiration date is a maximum of five years from the registration date. For a volunteer registering for an intermittent or single event, the expiration date is not to exceed one year.

Disaster Service Worker Volunteers are volunteers and do not receive monetary compensation for the work they may perform.

This information is mandatory in accordance with Government Code Section 8580 and the California Emergency Council Rules and Regulations. Purpose of information is registration as a Disaster Service Worker. Failure to provide mandatory information is disqualification as a Disaster Service Worker. The official responsible for maintenance of this information and the location filed are shown below.

Location Filed: Madera City Hall
Address: 205 W. 4th Street, Madera, Ca 93637
Responsible Official/Title: Sonia Alvarez, City Clerk

Classes of Disaster Service Workers

Staff
Area Leader
Communications
Emergency Welfare
Engineer
Fire
Law Enforcement
Medical Health
Radiological
Rescue
Supply
Traffic Control
Transportation
Utilities



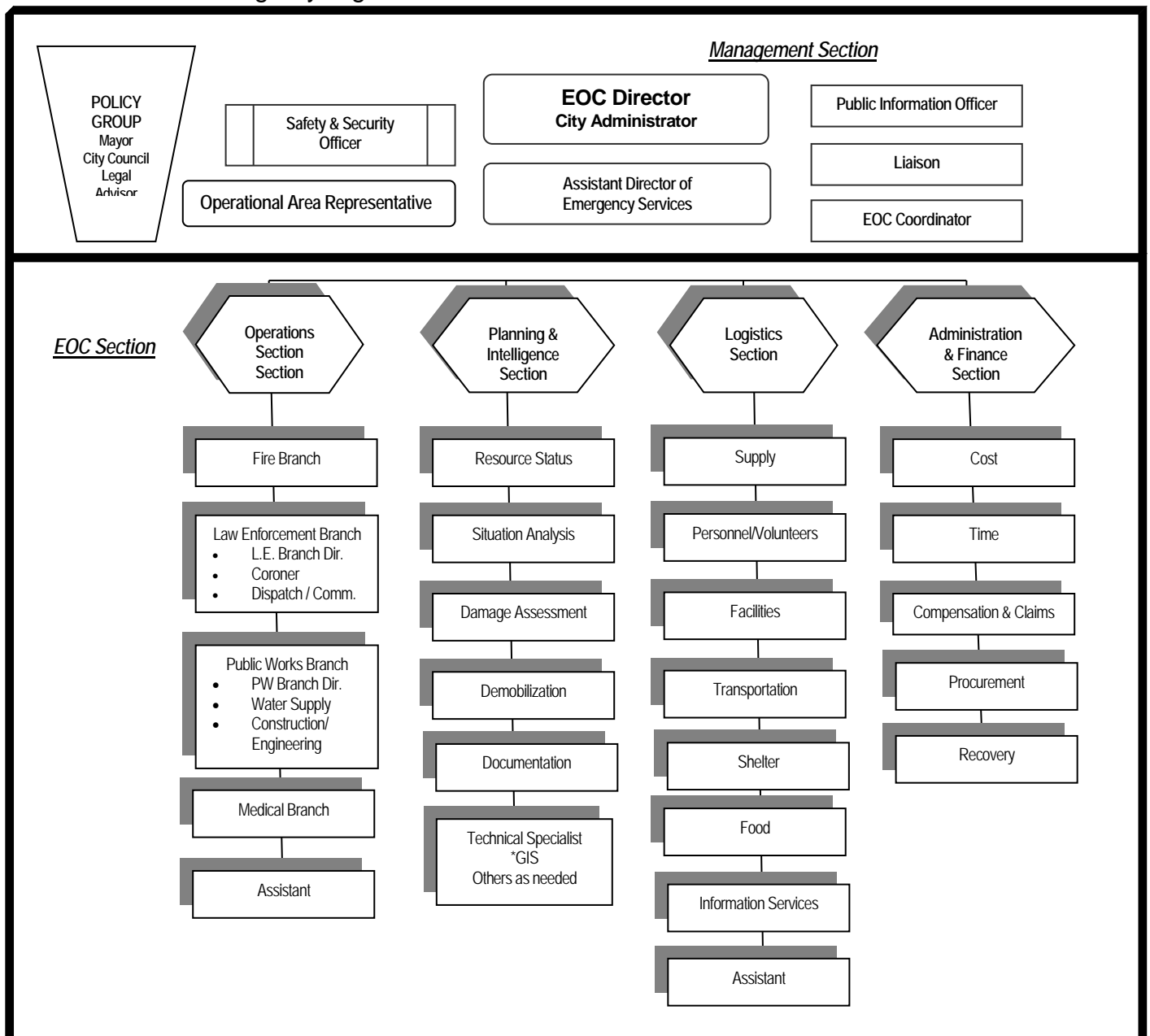
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

10 Emergency Organization

10.1 Overall Emergency Structure

SEMS and NIMS requires that all public agencies use the five designated functions to serve as the basis for organizing emergency planning and response. City of Madera emergency response organization is based on these functions.

10.1.1 Overall Emergency Organization Chart





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

10.2 Command Section Definitions

10.2.1 Policy Group

The Policy Group is composed of the Mayor and City Council and the Legal Advisor, and is responsible for: continuity of government, defining policy, short and long range recovery planning, legal advice on issues related to the response, and public information. The group will receive periodic briefings from the Director and staff.

10.2.2 EOC Director - City Administrator

Overall management of the City at all times. Delegates responsibility for uniform planning and execution of details of the disaster preparedness program for the City. Establishes a chain of command for emergency situations. Directs each Department Head to prepare and publish plans for their Department on procedures for emergency or disaster situations. Requires that prescribed training and disaster plans are implemented. Requires that Departments maintain first aid equipment and other emergency supplies. Plans for safe storage of City records. Informs the public about the City's emergency program, and its responsibility and participation in the plan.

10.2.3 Liaison Officer

The Liaison Officer is the point of contact for assisting and cooperating agency representatives. This includes agency representatives from other fire agencies, Red Cross, community-based organizations, law enforcement, Public Services, hospitals, schools and engineering organizations, and all others. The Liaison Officer ensures visiting agency representatives are provided with the necessary workspace, communications, information and internal points of contact necessary to perform their responsibilities. The Liaison Officer will also ensure the EOC Director is informed as to what agencies are represented in the EOC.

10.2.3.1 Agency Representatives

An Agency Representative is an individual assigned to an incident from an assisting or cooperating agency who has been delegated full authority to make decisions on all matters effecting that agency's participation at the incident. Agency representatives report to the Liaison Officer if that position has been filled. If there is no Liaison Officer, agency representatives report to the Director.

10.2.4 Safety & Security Officer

Safety Responsibilities: Monitor and assess hazardous and unsafe situations and develop measures for assuring personnel safety. Although the Safety Officer may exercise emergency authority to stop or prevent unsafe acts when immediate action is required, the officer will generally correct unsafe acts or conditions through the regular line of authority. The officer maintains awareness of active and developing situations, approves the Medical Plan (ICS Form 206), and includes safety messages in each EOC Action Plan.

Security Responsibilities: Responsible for providing access control and security for the EOC facility. Controls personnel access to the EOC in accordance with policies established by the EOC Director. Handles any situation arising from inappropriate personnel actions within the EOC. Oversees personnel check-in and checkout rosters.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

10.2.5 Public Information Officer (PIO)

The Public Information Officer is responsible for the formulation and release of information about the incident to the news media, emergency workers, and other appropriate agencies and organizations.

10.2.6 Assistant Director of Emergency Services

From the EOC, constantly assesses the situation. Knows what resources are available. Determines strategy for implementing the plan to handle the incident. Monitors how well (or poorly) the plan is working. Adjusts the plan to meet the realities of the situation. Makes sure that the response is being fully documented - for legal and financial reasons. Coordinates all response activities through the section chiefs. Keeps the Director informed of the progress and strategies being implemented during the response.

If appropriate to the situation, and no other person is available, acts as Safety Officer to make sure that the safety of residents and employees and others in the City is the highest priority. The Assistant Director can also perform the positions of information officer and liaison when designated persons are not available.

Continuity and efficiency require that the Assistant Director of Emergency Services be in the EOC throughout the response and use a "hands-off" approach to managing response activities.

10.2.7 Operational Area Representative

The Operational Area Representative shall represent the city in all areas of concern at the Madera County Emergency Operations Center. The representative shall report directly to the Director.

10.2.8 EOC Coordinator

The EOC Coordinator is responsible for facilitating the overall functioning of the EOC. Assists and serves as an advisor to the Assistant Director and the General Staff as needed, providing information and guidance related to the internal functions of the EOC and ensure compliance with operational area emergency plans and procedures. Assists the Liaison Officer in ensuring proper procedures are in place for directing agency representatives and conducting VIP/visitor tours of the EOC.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

10.3 Emergency Operations Center (EOC) Section Definitions

10.3.1 Operations Section Chief

The Operations Section Chief, a member of the general staff, is responsible for the management of all tactical operations directly applicable to the primary mission. The Operations Chief activates and supervises organization elements in accordance with the EOC Action Plan and directs its execution in the Operations Section. The Operations Chief also directs the preparation of unit operational plans, requests or releases resources, recommends expedient changes to the EOC Action Plan as necessary, and reports such to the Director.

10.3.1.1 Fire Branch

The Fire Branch Director is responsible for management of fire prevention, control, and suppression; rescue operations; and hazardous materials releases incident to the emergency or disaster response. The Fire Branch Director also implements that part of the EOC Action Plan dealing with coordination of resources that provide for the rapid mobilization, organization, and operation of fire equipment and personnel to mitigate the effects of the emergency.

10.3.1.2 Law Enforcement Branch

The Law Enforcement Branch Director is responsible for maintaining law and order, evacuating populations in a timely manner, controlling traffic, and providing animal control incident to the emergency or disaster response. The Law Enforcement Branch Director also implements that part of the EOC Action Plan dealing with coordination of resources that provide for the rapid mobilization, organization, and operation of police equipment and personnel to mitigate the effects of the emergency.

10.3.1.3 Communications Unit Leader

Responsible for the development of plans for the effective use of communications equipment and facilities; installation and testing of communications equipment such as telephones and radio systems for the EOC; acquisition of radio frequencies as needed to facilitate operations; supervision of the communications center; distribution of communications equipment to incident responders; assignment of Amateur Radio Operators as needed to augment primary communications networks; and the maintenance and repair of communications equipment.

10.3.1.4 Coroner Unit Supervisor

Under the direction of the Law Enforcement Branch Director, and in the absence of the Madera County Coroner, the Coroner Unit Supervisor is responsible for identifying and documenting the remains of deceased persons, coordinating with mortuary personnel in removing remains from emergency scenes, and storing remains.

10.3.1.5 Medical Branch

The Medical Branch Director is responsible for taking action to reduce injuries and the loss of lives by ensuring timely and coordinated medical response, treatment, and transportation. The Medical Branch Director also implements that part of the Incident Action Plan dealing with coordination of resources that provide for the rapid



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

mobilization, organization, and operation of medical equipment and personnel to mitigate the effects of the emergency.

10.3.1.6 Medical Unit Leader

The Medical Unit Leader is responsible for development of the Medical Emergency Plan; obtaining medical aid and transportation for injured and ill incident responders; and preparation of reports and records. The Medical Unit may also be called upon to assist the Operations Section in supplying medical care and assistance to civilian casualties.

10.3.1.7 Public Works Operations Director

The Public Works Operations Director is responsible for water supply, wastewater treatment, debris removal, assistance in traffic control, assistance in rescue operations, and other duties as required. The Public Works Operations Director also implements that part of the EOC Action Plan dealing with coordination of resources that provide for the rapid mobilization, organization, and operation of Public Works equipment and personnel to mitigate the effects of the emergency.

10.3.1.8 Water Group Supervisor

Under the direction of the Public Works Branch Director, the Water Sewer Operations Manager is responsible for coordinating all water supply and wastewater activities.

10.3.1.9 Construction and Engineering Group Supervisor

Under the direction of the Public Works Branch Director, the Construction and Engineering Group Supervisor is responsible for coordinating debris removal, assistance in traffic control, assistance in rescue operations, and assistance in damage assessment.

10.3.1.10 Operations Section Assistant

Enters incident information and resource requests into the E Team emergency management software system. Provides E Team support to the Operations section. Provides additional support to the Operations section as specified by the Operations Section Chief.

10.3.1.11 Planning & Intelligence Section Chief

The Planning and Intelligence Section Chief is responsible for collection, evaluation, dissemination and use of information about the development of the incident and status of resources. The information provided is used for: 1) understanding the current situation, 2) predicting a probable course of incident events, 3) preparing alternative strategies, 4) accomplishing effective recovery, and, 5) providing public information. Work with others in the Planning and Intelligence Section to monitor and maintain information about the development of the event and status of resources in the E Team system.

10.3.1.12 Resource Status Unit Leader

The Resource Status Unit Leader is responsible for establishing all incident check-in activities; preparation and processing of resource status change information; preparation and maintenance of displays, charts and lists that reflect the status and location of incident resources, transportation, and support vehicles; and maintenance of a master check-in list of resources assigned to an incident. Responsible for monitoring the critical asset screen, organization chart screen and the status of resource requests in the E Team system and confirming information with the Logistics Section.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

10.3.1.13 Situation Analysis Unit Leader

The Situation Analysis Unit Leader is responsible for the collection and organization of incident status and situation information; the evaluation, analysis, and display of that information for use by incident personnel, dispatchers, and the Emergency Operations Center (EOC). Responsible for the Situation and Infrastructure reports in the E Team system. Also works with the Documentation Unit to provide a situation status report to the County via the RIMS system.

10.3.1.14 Damage Assessment Unit Leader

The Damage Assessment Unit Leader is responsible for the collection and documentation of information connected with all structural damage during an incident, including the inspection of structures and safety determinations as well as implementing the emergency inspection program for city property and coordinating efforts in developing an emergency inspection program for private property within the city. The Damage Assessment Unit will placard structures as appropriate. Responsible for entering damage information into E Team or giving this information to the Situation Analysis Unit.

10.3.1.15 Demobilization Unit Leader

The Demobilization Unit Leader is responsible for the preparation of the demobilization plan and assisting incident sections/units in ensuring an orderly, safe, and cost-effective plan for movement of personnel and equipment from incident sites.

10.3.1.16 Technical Specialists Unit

This is not a pre-assigned position. When filled, Technical Specialists are advisors with special skills needed to support incident operations, such as GIS. Technical Specialists may report to the Planning Section Chief; may function within an existing unit such as the Situation Unit; form a separate unit if required; or be assigned to other parts of the organization like Operations, Logistics, or Finance.

10.3.1.17 Documentation Unit Leader

The Documentation Unit Leader is responsible for collecting and maintaining accurate and complete event files (both printed and in E Team); providing duplication services to incident personnel; and storage of incident documentation for legal, analytical, and historical purposes.

10.3.2 Logistics Section Chief

The Logistics Section Chief is responsible for providing personnel, facilities, services, and materials to support the incident response. The Logistics Chief participates in development and implementation of the Incident Action Plan, activates, and supervises the branches and units under the section. The Logistics Chief performs all Logistics Section functions if subordinate positions are not filled.

10.3.2.1 Facilities Unit

The Facilities Unit Leader is primarily responsible for the layout and activation of incident facilities, including the base, camp(s), shelters, Disaster Assistance Centers, and Emergency Operations Center (EOC). The unit provides sleeping and sanitation facilities for incident personnel and manages base and camp operations. Each facility base or camp is assigned a manager who reports to the Facilities Unit Leader. The basic functions or activities of the base and camp manager are to provide security service and general maintenance.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

10.3.2.2 Supply Unit

The Supply Unit Leader is primarily responsible for ordering personnel resources, equipment, and supplies; receiving and storing supplies for the incident; maintaining an inventory of supplies; and servicing non-expendable supplies and equipment. Make updates to the Resource Requests and Critical Asset screens in E Team.

10.3.2.3 Transportation Unit

The Transportation Support Unit Leader is primarily responsible for support of out-of-service resources; transportation of personnel, supplies, food, and equipment; fueling, maintenance and repair of vehicles and other ground equipment; and implementing a traffic plan for the incident.

10.3.2.4 Volunteer / Personnel Unit

Responsible for the coordination of City employees, registration of volunteers, and for the overall management of manpower. The Personnel and Volunteer Unit Leader shall coordinate registration and use of volunteers as Emergency Service Workers, and also coordinate receipt, storage, and distribution of donated goods.

10.3.2.5 Information Services Unit

Responsible for the installing, supporting and maintaining data processing hardware, connections, networks and software essential to the efficient management of the event. Assist EOC positions in determining appropriate types and numbers of computers and computer applications required to facilitate operations. Conduct training as required on use of information management systems.

10.3.2.6 Food Unit

The Food Unit Leader is responsible for determining feeding requirements at all incident facilities; menu planning; determining cooking facilities required; food preparation; food service; potable water provisions; and general maintenance of food service areas.

10.3.2.7 Shelter Unit

Responsible for providing staffing and coordinating mass care and sheltering for affected residents and visitors.

10.3.2.8 Logistics Section Assistant

Monitors resource request screen on E Team and updates resource status information. Provides E Team support to the Logistics section by entering information such as facility and shelter details. Provides additional support to the Logistics section as specified by the Logistics Section Chief.

10.3.3 Administration and Finance Section Chief

The Administration and Finance Section Chief is responsible for all financial and cost analysis aspects of the incident; supervising units under the Administration and Finance Section; and participating in the development and implementation of the Incident Action Plan. The Admin and Finance Chief performs all section functions if subordinate positions are not filled.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

10.3.3.1 Cost Unit Leader

The Cost Unit Leader is responsible for collecting all cost data, performing cost analyses, providing cost estimates, and recommending ways to reduce costs.

10.3.3.2 Time Unit Leader

The Time Unit Leader is responsible for personnel time recording and managing the commissary operation.

10.3.3.3 Compensation & Claims Unit Leader

The Compensation & Claims Unit Leader is responsible for the overall management and direction of all compensation for injury and claims during the incident; administering financial matters arising from serious injuries and deaths occurring during the incident; and for handling all claims-related activities other than injury.

10.3.3.4 Recovery Unit Leader

The Recovery Unit Leader is responsible for compilation of cost reimbursement data; and completion and filing of applications for cost reimbursement for personnel, materials, equipment, and damage arising from the event.

10.3.3.5 Procurement Unit Leader

The Procurement Unit Leader is responsible for administering all financial matters pertaining to vendor contracts and purchase of supplies and materials.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

10.4 Functional Responsibilities

The table below is a matrix showing strategic and tactical functions as related to SEMS/NIMS functions:

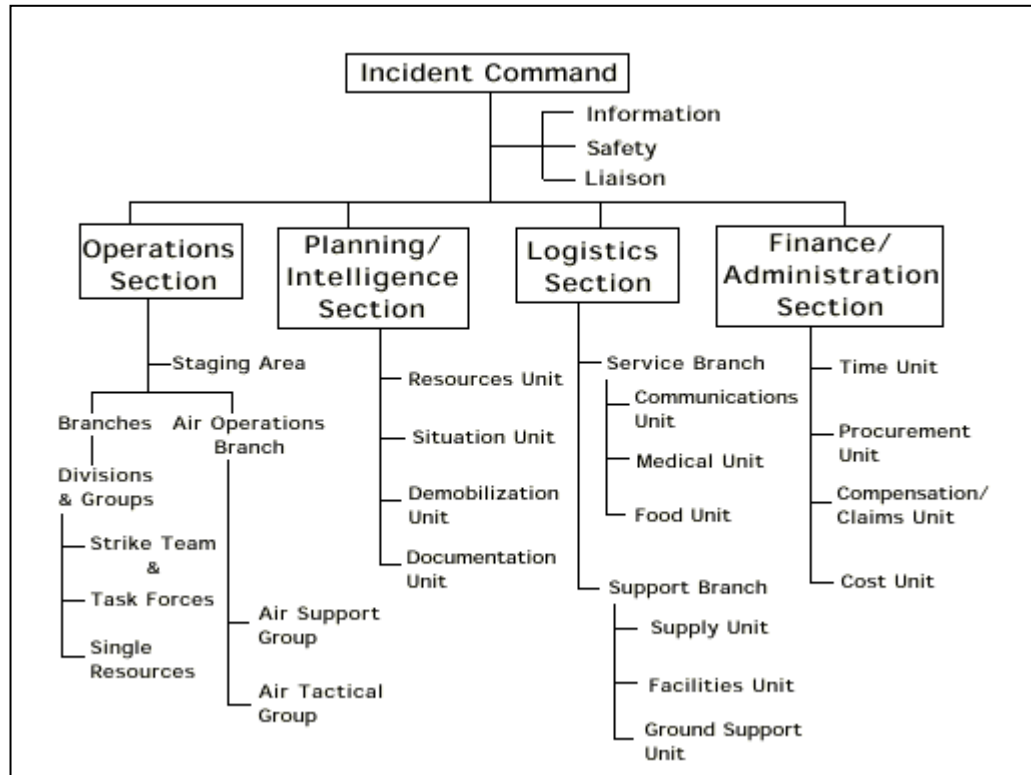
STRATEGIC & TACTICAL FUNCTIONS	SEMS / NIMS FUNCTIONS				
	COMMAND	OPERATIONS	PLANNING	LOGISTICS	FINANCE
Animal Control		Law Enforcement Branch			
Building Inspection			Damage Assessment Unit		
Compensation & Claims					Comp/Claims Unit
Cost Accounting					Cost Unit
Documentation			Documentation Unit		
Demobilization			Demobilization Unit		
Facilities Management				Facilities Unit	
Food Supply				Food Unit	
Fuel Supply				Transportation Unit	
Hazardous Materials		Fire Branch			
Information	Public Info Officer				
Liaison	Liaison Officer				
Recovery Planning	Director, Assistant Director		Situation Analysis Unit		Recovery Unit
Safety	Safety Officer				
Sanitation		Public Works Branch			
Temporary Housing				Facilities and Shelter Unit	
Time Recording					Time Unit
Vital Records			Documentation Unit		
Water Distribution		Public Works Branch - Water Supply Group			
Damage Assessment		Damage Assessment Unit			
Communications		Communications Unit			
Alerting & Warning	Public Info Officer	Law Enforcement Branch			
Situation Analysis			Situation Analysis Unit		
Radiological Protection		Fire Branch			
Fire Suppression		Fire Branch			
Law Enforcement		Law Enforcement Branch			
Traffic Control		Law Enforcement Branch		Transportation Unit	
Medical		Medical Branch – Medical Unit			
Public Health		Medical Branch			
Coroner		Law Enforcement Branch - Coroner Unit			
Care & Shelter				Facilities and Shelter Unit	
Protective Actions		Law Enforcement Branch			
Rescue		Fire Branch			
Construction & Engineering		Public Works Branch - Const & Eng Unit			
Resources & Support				Supply Unit	
Supply & Procurement				Supply Unit	Procurement Unit
Personnel				Volunteer / Personnel Unit	Compensation & Claims Unit
Transportation				Transportation Unit	
Utilities		Public Works Branch			
Legal	Policy Group				
Policy Setting	Policy Group				



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

10.5 Incident Command (IC) Structure (Field Command)

10.5.1 IC Structure Chart (Does not reflect EOC organization)





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

10.5.2 General ICS Information

The Incident Command System is used to manage an emergency incident or a non-emergency event. It can be used for both small and large situations.

The system has considerable internal flexibility. It can grow or shrink to meet differing needs. This makes it a very cost-effective and efficient management system. Listed below are examples of the kinds of incidents and events that can use the ICS:

APPLICATIONS FOR THE USE OF THE INCIDENT COMMAND SYSTEM

- Fires, HAZMAT, and multi-casualty incidents
- Multi-jurisdictional and multi-agency disasters
- Wide-area search and rescue missions
- Pest eradication programs
- Oil spill response and recovery incidents
- Single and multi-agency law enforcement incidents
- Air, rail, water, or ground transportation accidents
- Planned events such as celebrations, concerts, parades
- Private sector emergency management programs
- State or local major natural hazard management

10.5.3 ICS Organization (Does not reflect EOC organizational responsibilities)

The organization of the Incident Command System is built around the same five major management activities as SEMS / NIMS. These five management activities are the foundation upon which the incident management develops. They apply whether handling a routine emergency, organizing a major event, or managing a major response to a disaster.

10.5.3.1 Command Section

Sets objectives and priorities. Has overall responsibility at the incident.

10.5.3.2 INCIDENT COMMANDER

Person in charge at the incident, and must be fully qualified to manage the incident. As incidents grow in size or become more complex, a more highly qualified person may be assigned as IC by the responsible jurisdiction or agency.

10.5.3.3 INFORMATION OFFICER

The point of contact for the media or other organizations seeking information directly from the incident or event.

10.5.3.4 SAFETY OFFICER

Monitors safety conditions and develops measures for assuring the safety of all assigned personnel.

10.5.3.5 LIAISON OFFICER

On larger incidents or events, representatives from other agencies may be assigned to the incident to coordinate their agency's involvement. The Liaison Officer will be their primary contact.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

10.5.3.6 Operations Section

Conducts tactical operations to carry out the plan. Develops the tactical objectives, organization, and directs all resources.

10.5.3.7 DIVISIONS

Established to divide an incident geographically or describe some geographical area related to incident operations.

10.5.3.8 GROUPS

Established to describe functional areas of operation. What is established will be determined by the needs of the incident. Groups work wherever they are needed, and are not assigned to any single division. Divisions and Groups are at an equal level in the organization.

10.5.3.9 BRANCHES

Established another level of organization within the Operations Section to increase the span of control, define another functional structure, or organize the incident around jurisdictional lines.

10.5.3.10 AIR OPERATIONS

Operated at the branch level and established separately at an incident where there are complex needs for the use of aircraft in both tactical and logistical operations.

10.5.3.11 STAGING AREAS

Established wherever necessary to temporarily locate resources awaiting assignment.

10.5.3.12 Planning and Intelligence

Develops the action plan to accomplish the objectives. Collects and evaluates information. Maintains resource status.

10.5.3.13 Logistics

Provides support to meet incident needs. Provides resources and all other services needed to support the incident response.

10.5.3.14 Finance and Administration

Monitors costs related to the incident. Provides accounting, procurement, time recording, and cost analyses.

10.5.3.15 Units

Functional Units fall under each of the three remaining sections (see ISC Structure Chart). Not all of the units may be required, and they will be established based upon the need. The titles of the units are self-descriptive.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

10.5.4 Incident Facilities

Facilities will be established depending on the kind and complexity of the incident or event. Not all facilities will necessarily be used.

10.5.4.1 Incident Command Post (ICP)

The location from which the incident Commander oversees all incident operations. There is only one ICP for each incident or event. Every incident or event must have some form of ICP.

10.5.4.2 Staging Area

Locations at which resources are kept while awaiting incident assignment.

10.5.4.3 Base

The location at the incident at which primary service and support activities are performed.

10.5.4.4 Camps

Incident locations where resources may be kept to support incident operations. Camps differ from staging areas in that essential support operations are done at camps, and resources at camps are not always immediately available.

10.5.4.5 Helibase

A location in and around an incident area at which helicopters may be parked, maintained, fueled, and equipped for incident operations.

10.5.4.6 Helispot

Temporary locations where helicopters can land and load/off-load personnel, equipment, and supplies.

10.5.5 Incident Action Plan

Every incident must have an oral or written action plan. The purpose of the plan is to provide all incident supervisory personnel with direction for future actions. Action plans which include the measurable tactical operations to be achieved, are always prepared around a time-frame called an Operational Period.

Operational Periods can be of various lengths, but should be no longer than 24 hours. The planning of an operational period must be done far enough in advance to ensure that requested resources are available when it begins.

The Incident Action Plan must be known to all incident supervisory personnel. This can be done through briefings, by distributing a written plan prior to the start of the Operational Period, or by both methods.

10.5.5.1 Essential Incident Action Plan Elements

Statement of Objectives - Appropriate to the overall incident.

Organization - Describes what parts of the ICS organization will be in place for each Operational Period.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Assignments to Accomplish Objectives - These are normally prepared for each Division or Group and include the strategy, tactics, and resources to be used.

Supporting Material - Examples can include maps of the incident, a communications plan, a medical plan, a traffic plan, etc.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

11 Emergency Operations Center (EOC)

11.1 Explanation of the EOC

The Emergency Operations Center (EOC) is the location from which centralized management of an emergency response is performed. The use of EOCs is a standard practice in emergency management.

The Director and key decision-making personnel operate from the EOC during the emergency response, establishing policy and priorities. It serves as the central point for information gathering, processing, and dissemination; coordination of all City of Madera emergency operations, and coordination with other agencies and the Operational Area EOC. The EOC is partially or fully activated by the Director, according to the requirements of the situation.

The EOC is organized according to SEMS / NIMS, as noted earlier in this plan. The Director, Emergency Coordinator and the section chiefs serve as the EOC management team, along with the Public Information Officer, Safety Officer, and Liaison.

Unless otherwise specified, the EOC should not be providing tactical direction to the various incidents that are being conducted in the field using the Incident Command System.

PRIMARY EOC LOCATION:

The EOC normally will be located at the Madera Police Department (the Conference Room). **It should be configured as closely as possible to the diagram below; however, in case of a major disaster, this location may be moved at the discretion of the Assistant Director.**

Other rooms in the Police Department Building will be identified as meeting rooms for Section, Branch and Unit Members, as required by the nature of the event.

ALTERNATE EOC LOCATION:

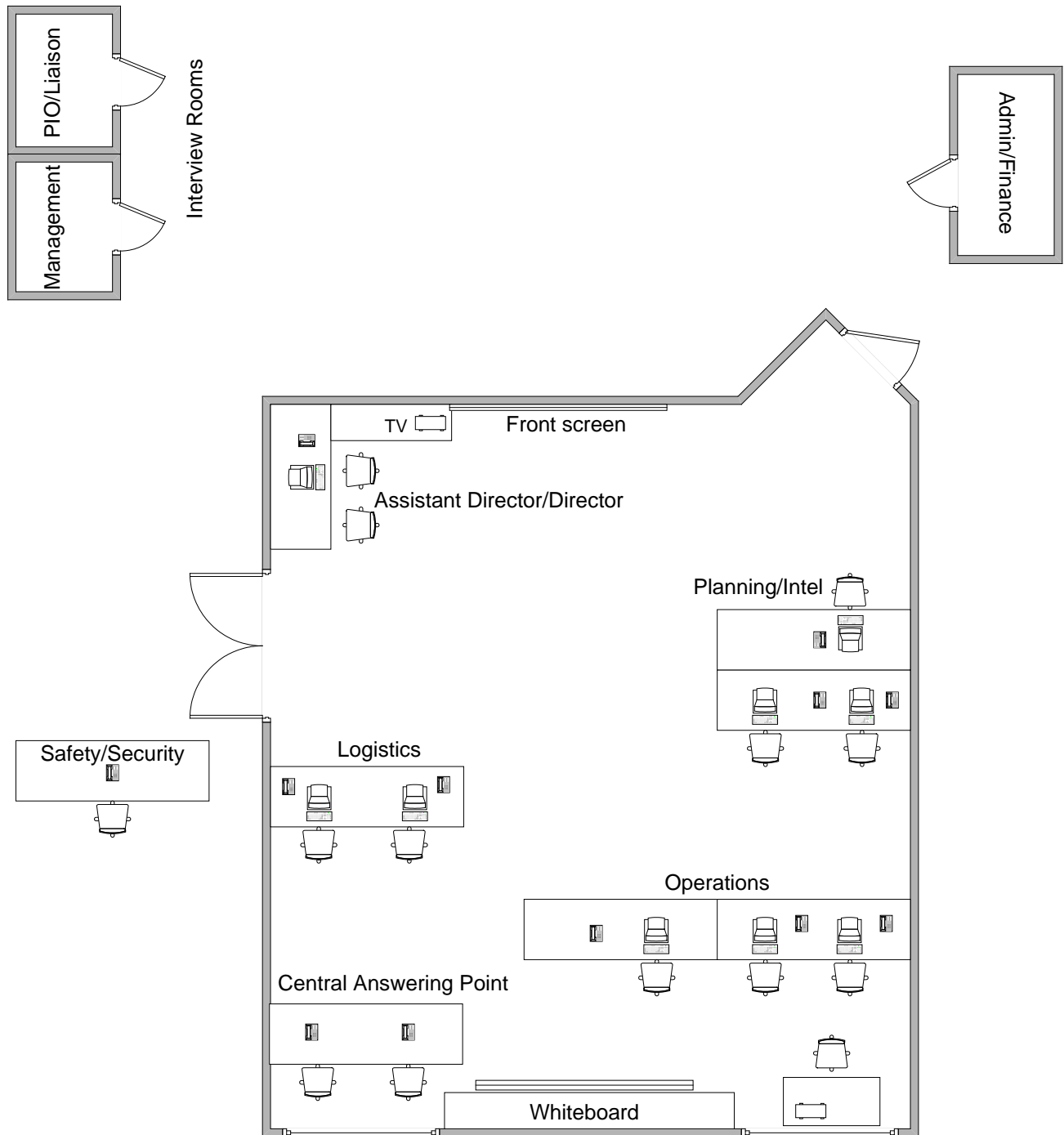
If the primary EOC site is not usable, an alternate site has been identified at Madera City Hall and/or Public Works.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

11.2 Emergency Operations Center Diagram

Recommendation based on the Police Department Conference Room.





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

11.3 EOC Activation

11.3.1 When the EOC is activated

The City EOC is activated in the event of a natural or man-made disaster when the routine availability of resources requires support and/or augmentation. City EOC Activation is ordered by the City Administrator or from the City staff listed below:

- Chief of Police
- Police Commander
- Fire Chief
- Fire Deputy Chief
- Director, Community Development

The following activation guidelines are a recommendation. The City official who decides to activate the EOC will implement the Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS) as appropriate to the scope of the emergency and the City's role in response to the emergency. The City official implementing SEMS / NIMS may function from the EOC or from other locations depending on the situation.

Activated EOCs may be partially or fully staffed to meet the demands of the situation. The City maintains four EOC staffing levels that can be applied to various situations. Activation criteria are as follows:

EOC Activation Guide				
Level	Conditions	EOC Duties	Activation	Actions
0	<ol style="list-style-type: none"> 1. No potential severe weather 2. No increasing international tension 3. No increasing national or local tension 4. No increasing probability of hazard 	<ol style="list-style-type: none"> 1. Monitor world, national, regional, and local news and monitor regional weather forecasts and space forecasts. 	<ol style="list-style-type: none"> 1. Only minimal staff in normal operations 	<ol style="list-style-type: none"> 1. No actions.
1	<ol style="list-style-type: none"> 1. Serious increase in international tension 2. Possibility of local unrest 3. Severe weather watch is issued 4. Situational conditions warrant 5. Small incidents involving one facility 6. Earthquake advisory 7. Flood watch 	<ol style="list-style-type: none"> 1. Continuous monitoring of event 2. Check & update all resource lists 3. Distribute status and analysis to EOC personnel 4. Receive briefing from field personnel as necessary 	<ol style="list-style-type: none"> 1. Only basic support staff or as determined by Director 	<ol style="list-style-type: none"> 1. EOC Section Chiefs review Plan and Guidelines and check readiness of staff and resources.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

2	<ol style="list-style-type: none"> 1. Small scale civil unrest 2. Situational conditions warrant 3. Severe weather warning issued 4. Moderate earthquake 5. Wildfire affecting specific areas 6. Incidents involving 2 or more facilities 7. Hazardous materials evacuation 8. Imminent earthquake alert 9. Major scheduled event 	<ol style="list-style-type: none"> 1. Continuous monitoring of event 2. Initiate EOC start-up checklist 3. Facilitate field personnel 4. Provide status updates to EOC personnel 	<ol style="list-style-type: none"> 1. Staffed as situation warrants and liaison to other agencies 2. Primary EOC personnel will be available and check-in regularly 	<ol style="list-style-type: none"> 1. Briefings to City Executive staff and Department Heads 2. EOC begins full operation
3	<ol style="list-style-type: none"> 1. International crisis deteriorated to the point that widespread disorder is probable 2. Acts of terrorism (biological, technical, other) are imminent 3. Civil disorder with relatively large scale localized violence 4. Hazardous conditions that affect a significant portion of the City 5. Severe weather is occurring 6. Verified and present threat to critical facilities 7. Situational conditions warrant 8. Major emergency in the City or Region 9. Incidents occurring involving heavy resource involvement 10. Major earthquake 	<ol style="list-style-type: none"> 1. Brief arriving staff on current situation 2. Facilitate EOC staff 	<ol style="list-style-type: none"> 1. As determined by the Director 2. EOC essential and necessary staff 3. Key department heads 4. Required support staff 	<ol style="list-style-type: none"> 1. As situation warrants

If it is determined that the EOC should be activated, there are two types of activations:

Partial activation. The EOC is activated, but only some of the positions are filled. This may involve a smaller emergency that a limited number of responders can handle, it might involve the early stages of an expanding disaster, or it might involve the late stages of a response prior to deactivation of the EOC. In a partial activation, the appropriate staff, as directed, should report to the EOC. This may include the Management section and Operations section along with the Planning and Intelligence Section Chief, the Logistics Section Chief and the Finance Section Chief. Other staff may be assigned depending on the emergency.

Full activation. The EOC is activated, and all or most of the positions are filled. This involves an emergency requiring an all-out response effort.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

11.3.2 EOC Activation Checklist

- ☐ EOC Activation is ordered by the City Administrator, Assistant EOC Director, Chief of Police, Police Commander, Fire Chief, Fire Deputy Chief or Director Community Development. He/she will call the Section Chiefs and Management Section of the EOC.
- ☐ Upon activation, personnel assigned to positions on the EOC Team report to the EOC location and check in with Section Chiefs.
- ☐ Enter the police building after hours using the telephone in the lobby area.
- ☐ Determine availability of power. If no power is available, begin operation in manual mode.
- ☐ Sign in with the Safety/Security person.
- ☐ Issue seat and confirm shift assignments.
- ☐ Begin activity or duty logs.
- ☐ Check communications equipment (telephones, fax machines, radios). Assistance available from the Communications Unit.
- ☐ Turn the television to CNN or local news station. (If available)
- ☐ Locate and lay out necessary supplies and materials.
- ☐ Set up laptops, printer and projector.
- ☐ Review and start working off of your Position Checklist.

11.3.3 EOC Equipment and Supplies Checklist

Equipment and supplies should be sufficient for prolonged operation of the fully staffed EOC. The following is a recommended supply list:

<ul style="list-style-type: none"><input type="checkbox"/> Communications equipment<input type="checkbox"/> Furniture - desks/tables and chairs for all positions, conference tables and chairs<input type="checkbox"/> Computers and printers<input type="checkbox"/> EOC forms and logs<input type="checkbox"/> Copier & copy paper<input type="checkbox"/> Supplies and office equipment (pens, pencils, staplers/staples, note paper)<input type="checkbox"/> Emergency generator	<ul style="list-style-type: none"><input type="checkbox"/> Flashlights/emergency lighting<input type="checkbox"/> Uninterruptible Power Supply (UPS) for computers<input type="checkbox"/> TV, VCR, AM/FM Radio<input type="checkbox"/> Displays, maps, charts, white boards<input type="checkbox"/> Administrative<input type="checkbox"/> First Aid and Sanitary Supplies<input type="checkbox"/> Blankets and other items for a sleeping area<input type="checkbox"/> Janitorial Supplies<input type="checkbox"/> Food supply
---	--



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

11.3.4 Phone and Headset Directions

To Make A Call:

- ☐ Dial 9 and the number.

To Put A Caller On Hold:

- ☐ Press the hold button.
- ☐ To take them off hold, press the hold button again.

To Transfer A Call:

- ☐ Press the transfer button and then dial the extension number

11.3.5 EOC Closeout Checklist

- ☐ Notify appropriate agencies and individual sites that EOC is being closed.
- ☐ Collect data, logs, situation reports, message forms, and other significant documentation. Place in a secure file box. Mark the outside with the date and any state or federal numbers associated with the response.
- ☐ Deliver the information to the Administration & Finance Section Chief.
- ☐ Fold and repack re-usable maps, charts, materials.
- ☐ Collect and box all office supplies and unused forms.
- ☐ Make a list of all supplies that need replacement and forward to the Logistics Section Chief.
- ☐ Return vest (if available) and identification credentials.
- ☐ Log out.
- ☐ Leave work area in good order.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

11.4 EOC Forms & Documentation

There are four forms that are used by all positions in the EOC. These forms are designed to capture all information necessary to meet emergency incident documentation requirements. These forms are:

- ♦ **Activity Log** - This form is to be used as a running record of all activity associated with the incident. Each position in the EOC should maintain their own activity log. Virtually every activity at each position should be logged on this sheet. A copy of your log should be turned into the Documentation Unit at the end of each shift. At the end of the activation or when an incident response is closed, the logs should be compiled and turned in to the Administration & Finance Section Chief for filing.
- ♦ **EOC Message Form** – All messages and communications received by the EOC are recorded on this form or sent via email or E Team. Record the incoming information on the EOC Message Form and deliver the white copy to the appropriate Section Chief, the yellow copy to the Documentation position in the Planning and Intelligence Section and keep the pink copy. The Section Chief takes action or delegates the action required, makes a record on the Message Form, records activities in the Activity Log and then places the message in a completed box for that Section. **Avoid photo-copying the EOC Message Form.** During high activity in an EOC, copies of Message Forms have proven to be a hindrance in that they cause severe duplication of effort. At the close of activation, all message forms are compiled by Section and turned into the Administration & Finance Section Chief for filing.
- ♦ **Emergency Resources Summary** - During an EOC activation, each Section Chief may have several resources at their disposal. The Emergency Resources Summary form is designed to capture the information required for post-disaster financial recovery documentation. When resources are deployed to deal with aspects of the emergency, entries should be made on this form. At the end of each day during the response, the white forms are compiled by Section and turned into the Logistics Section Chief who records the information on a master list. The yellow copy goes to the Documentation position in the Planning and Intelligence Section. At the close of activation, all Emergency Resource Summary forms are forwarded to the Administration & Finance Section Chief for filing. Again, **avoid duplicating these forms.**
- ♦ **Planning & Strategy Worksheet** - This form is used by Section Chiefs to record strategies determined at Planning Sessions. The sheet is divided into three sections; Goal (or Objective), Plans, and Tactics. During planning sessions, Section Chiefs bring histories, observations, and predictions associated with the response to the table. These are formulated into simple goals. Each goal or objective is then broken down into plans - what needs to be done to accomplish the goal. Each plan is then broken down into tactics. Here, the actual steps for carrying out the plan and those responsible for carrying out these actions are identified. Planning sessions are facilitated by the Planning & Intelligence Section Chief. It is up to the people involved in the session how best to use these forms. There are two recommended uses of the form:
 1. The Planning & Intelligence Section Chief prepares a master form during the session listing all goals/plans/tactics discussed and then duplicates it for each of the Section Chiefs. Each Section Chief acts on the items identified as their responsibility in the session, or
 2. Each Section Chief prepares their own Worksheet at the session listing only the items identified as their responsibility.

Each Section Chief brings the Worksheet they received at the previous Planning Session to the next session. Each action item is discussed and then another Worksheet is prepared for future actions. The completed worksheets are turned in to the Planning & Intelligence Section Chief. At the close of activation, all Worksheets are turned in to the Administration & Finance Section Chief for filing.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

11.4.1 Activity Log

City of Madera EMERGENCY OPERATIONS CENTER STAFF ACTIVITY LOG ¹					
Date	Time	To	From	Incident	Comments

At the end of each shift, give a copy of your log to the Documentation Unit in Planning and Intelligence Section. At the close of activation, the logs should be compiled and turned into the Finance Section Chief for filing.

¹ The activity log records what you actually did, whereas the checklist lists the actions you should perform.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

11.4.2 Message Form

City of Madera			
EOC Message Form			
Date		Priority (Circle one)	
Time		<div style="display: flex; justify-content: space-around;"> EMERGENCY (Life Threatened) URGENT (Property Threatened) ROUTINE (All Others) </div>	
TO	Name	FROM	Name
	Title		Title
	Location		Location
Check One <input type="checkbox"/> Take Action <input type="checkbox"/> For Information <input type="checkbox"/> Other _____			
Message:			
Action Taken:			
Action Taken By: (Name)		Time Action Taken:	
Current Incident Status		Incident Prognosis	
<input type="checkbox"/> Major Assistance Required <input type="checkbox"/> Assistance Required <input type="checkbox"/> Under Control <input type="checkbox"/> Resolved <input type="checkbox"/> Unknown <input type="checkbox"/> Closed		<input type="checkbox"/> Worsening <input type="checkbox"/> Stable <input type="checkbox"/> Improving <input type="checkbox"/> Unknown <input type="checkbox"/> Closed	
Method Sent		Status	
_____ Radio Dispatch _____ Dispatch _____ Cell phone _____ FAX _____ Courier Other _____		Date _____ Time _____ Initial _____	

White—Addressee Yellow—Documentation Position in Plans Section Pink—Sender
 At the close of activation, all forms are compiled by section and turned into the Finance Section Chief for filing.

[illegible]

City of Madera
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN – Revised 1/25/2017



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

11.4.4 Planning and Strategy Worksheet

City of Madera <i>Planning & Strategy Worksheet</i>		
Date:	Incident:	Page ____ of ____
Goal (Objective)	Plans	Tactics

Completed Planning and Strategy Worksheets are turned into the Planning and Intelligence Section Chief. At the close of activation, all worksheets are turned into the Finance Section Chief.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

11.4.5 Outside Agency Emergency Notification Form

1. This is _____ (Name/Position) from the City of Madera.
2. Today's Date is __/__/__ and the time is _____ (24 hour clock).
3. I am calling to report that we have:
 - ☐ An emergency that may affect you
 - ☐ Activated our Emergency Operations Center (EOC)
 - ☐ Declared a local emergency
 - ☐ Closed our Emergency Operations Center
 - ☐ Other _____
4. The Emergency was declared at _____ (Time)
5. The incident is located at _____ and involves _____

6. The event is:
 - ☐ Worsening ☐ Stable ☐ Improving ☐ Ongoing ☐ Terminated ☐ Unknown
7. Safety recommendations are:

8. A public information release:
 - ☐ Is being prepared ☐ Has been released ☐ Is not applicable
9. Further information may be obtained by calling: _____ (Number)

Note: If this is a hazardous materials release, please advise them on any protective actions they should take and which areas should shelter in place or evacuate.

Approved _____ Date/Time _____
(EOC Director)

Notification: ☐ Initial ☐ Update ☐ Local emergency declaration ☐ Termination

Attach Call-Out List



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

11.4.6 Volunteer Disaster Service Worker Registration Form

DISASTER SERVICE WORKER REGISTRATION

Charter CA

LOCAL AND STATE INFORMATION

Loyalty Oath under Code of Civil Procedure # 2015.5 & Title 19, Div.2, Chap.2, Sub-Chap.3, #2573.1

ATTACH PHOTOGRAPH HERE (Optional)	<i>This block to be completed ONLY by government agency or jurisdiction</i>	
	CLASSIFICATION: _____	SPECIALTY: _____
	AGENCY OR JURISDICTION: _____	
	REGISTRATION DATE: _____	RENEWAL DATES: _____
	EXPIRATION DATE: * _____	DSW CARD ISSUED: NO YES # _____
PROCESSED BY: _____		DATE: _____ TO CENTRAL FILES: _____

TYPE OR PRINT IN INK

(HIGHLIGHTED AREA REQUIRED BY PROGRAM REGULATIONS)

NAME LAST	FIRST	MI	SSN:
ADDRESS:		CITY:	STATE: ZIP:
COUNTY:	HOME PHONE:		WORK PHONE:
PAGER:	E-MAIL:		DATE OF BIRTH: (Optional)
DRIVER LICENSE NUMBER: (if applicable)	DRIVER LICENSE CLASSIFICATION:	A B C	LICENSE EXPIRATION DATE:
PROFESSIONAL LICENSE: (if applicable)	FCC LICENSE: (if applicable)		LICENSE EXPIRATION DATE:
IN CASE OF EMERGENCY, CONTACT:			EMERGENCY PHONE
PHYSICAL IDENTIFICATION	HAIR:	EYES:	HEIGHT: WEIGHT: (optional) BLOOD TYPE (optional)
COMMENTS:			

Government Code #3108-3109:

Every person who, while taking and subscribing to the oath or affirmation required by this chapter states as true any material matter which he knows to be false, is guilty of perjury, and is punishable by imprisonment in the state prison not less than one nor more than 14 years. Every person having taken and subscribed to the oath or affirmation required by this chapter, who, while in the employ of, or service with, the state or any county, city, city and county, state agency, public district, or disaster council or emergency organization advocates or becomes a member of any party or organization, political or otherwise, that advocates the overthrow of the government of the United States by force or violence or other unlawful means, is guilty of a felony and is punishable by imprisonment in the state prison.

LOYALTY OATH OR AFFIRMATION (Government Code #3102)

I, _____, do solemnly swear (or affirm) that I will support and defend the	
PRINT NAME	
Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservations or purpose of evasion; that I will well and faithfully discharge the duties upon which I am about to enter. I certify under penalty of perjury that the foregoing is true and correct.	
DATE	SIGNATURE
IF UNDER 18 YEARS OLD, SIGNATURE OF PARENT/GUARDIAN	
SIGNATURE OF OFFICIAL AUTHORIZED TO ADMINISTER LOYALTY OATH	
TITLE	

*Registration for the active DSW volunteer is effective for the period the person remains a member with that organization; for a volunteer registering for an intermittent or a single event, the expiration date is set at the discretion of the accredited Disaster Council but not to exceed one year. (Govt Code #3102)

OES 2000 Rev. 9/00

Entered into OES database: _____ Date: _____



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

LOCAL DISASTER SERVICE WORKER REGISTRATION INFORMATION

Who Can Administer the Loyalty Oath for Disaster Service Workers?

The ability to give the Loyalty Oath must be made by a person who is empowered by the City Clerk.

Registration and Expiration Dates:

The registration date is the date the Loyalty Oath was given. The expiration date is a maximum of five years from the registration date. For a volunteer registering for an intermittent or single event, the expiration date is not to exceed one year.

Disaster Service Worker Volunteers are volunteers and do not receive monetary compensation for the work they may perform.

This information is mandatory in accordance with Government Code Section 8580 and the California Emergency Council Rules and Regulations. Purpose of information is registration as a Disaster Service Worker. Failure to provide mandatory information is disqualification as a Disaster Service Worker. The official responsible for maintenance of this information and the location filed are shown below.

Location Filed: City of Madera City Hall
Address: 205 W. 4th Street, Madera, Ca 93637
Responsible Official/Title: Sonia Alvarez, City Clerk

Classes of Disaster Service Workers

Staff
Area Leader
Communications
Emergency Welfare
Engineer
Fire
Law Enforcement
Medical Health
Radiological
Rescue
Supply
Traffic Control
Transportation
Utilities



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

12 Plan Maintenance, Training and Exercises

12.1 Emergency Operations Plan Maintenance

The City of Madera Comprehensive Emergency Management Plan is designed for efficient update and additions. The responsibility of maintaining the document is assigned to the Director.

The Director will conduct a thorough review of the plan annually:

Updates shall be distributed every year as needed or when there are significant changes.

This Plan is a management tool. It supports, and is integrated with, site operations. The Sections of the Plan addressing site procedures can be easily updated with minor modifications when there are changes to the City organization, systems and/or new functional positions are added. It does not need to be updated every time site procedures change.

Individuals with emergency assignments are to review their procedures and related information after every activation, either simulated in drills or as an actual response. Individual Checklists are to be revised as needed. Additionally, individual users are encouraged to add supplemental materials to their Sections for a complete "response ready" Plan.

The Checklists are designed to be used as worksheets. New and revised Checklists can be reprinted after each activation. If additional pages are added and the City does not wish to renumber the entire Section, new pages can include the letters A, B, C, etc., respectively after the last page of the Checklists and inserted into an existing document.

It is not necessary to reprint the entire document each time it is updated. The footer date should always be kept current and can include the word "Revised" to indicate the update.

12.2 Training Program

This Plan is consistent with the National Incident Management System (NIMS) guidelines as of 2013. The guidelines provide standardized training modules with competency requirements for each level of activation and responsibility. The City will need to review the guidelines to identify competency requirements based on this Plan.

The following training program is designed to meet compliance requirements for NIMS and to provide specific levels of understanding to personnel in City government who would work within the emergency management system:

ICS -100: Introduction to the Incident Command System (All personnel)

This is a 3-hour self-study course with mandatory exam focusing on a general orientation of the Incident Command System for personnel involved in planning, response or recovery efforts who are working in support roles and for off-incident personnel. The module reviews ICS organization, basic terminology for resources and facilities and responsibilities related to an incident. It describes the history, features and principles of the Incident Command System. It also explains the relationship between ICS and the National Incident Management System (NIMS).



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

IS - 700: National Incident Management System, An Introduction (All personnel)

This is a 3-hour self-study course and exam for all personnel who may become involved in multi-agency or multi-jurisdictional response at any level. NIMS provides a consistent nationwide template to enable all government, private-sector, and nongovernmental organizations to work together during domestic incidents. The course provides information on the key concepts and principles underlying NIMS, the benefits of ICS, Area Command, Multiagency Coordination System, Joint Information System (JIS), resource management, common communication and information management systems, and the NIMS Integration Center.

ICS - 200: ICS for Single Resources and Initial Action Incidents (All directors, managers, supervisors)

This is a 3-hour self-study course and exam designed to enable personnel to operate efficiently during an incident or event within the ICS. ICS-200 provides training and resources for personnel who are likely to be involved with emergency planning, response or recovery efforts and who will likely assume a supervisory position within the ICS.

IS - 800: National Response Framework, An Introduction (All directors, managers, supervisors)

This is a 3-hour self-study course and exam. This course is designed to introduce participants to the concepts and principles of the National Response Framework (NRF). It details the roles and responsibilities of entities as specified in the NRF, actions that support national response, organizations used for multiagency coordination, and the relationship between planning and national preparedness.

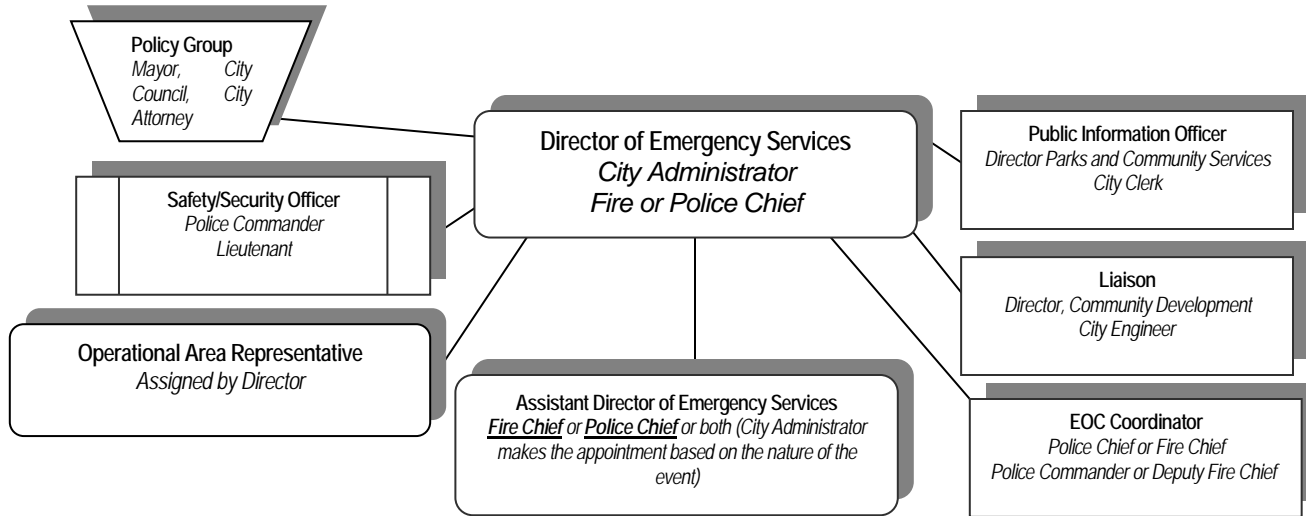
ICS - 300: Intermediate ICS for Expanding Incidents (All directors, managers, supervisors)

This 22-hour instructor-based course to be taken when offered. It consists of exercises and tests that focus on the intermediate elements of incident command for personnel who supervise an Incident Command System branch, division, group or unit, or are members of the management section. This course expands upon information covered in the ICS-100 and ICS-200 courses. It covers incident organization, resource management, air operations, and incident and event planning.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

12.2.1 Management Section Training



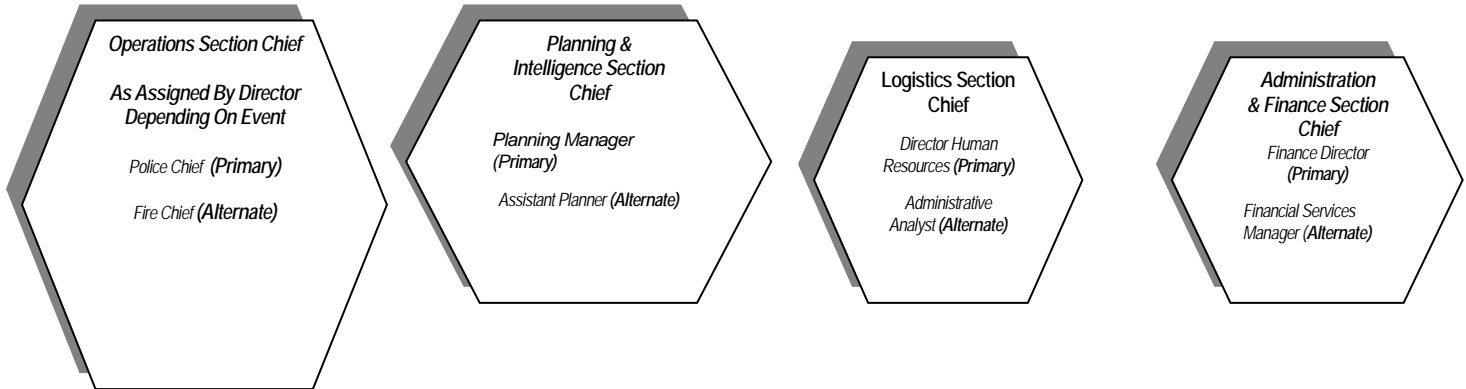
The diagram above represents the Management Section of the City of Madera Emergency Organization and the personnel designated to fill primary and alternate positions. These individuals should complete the following training:

- **SEMS / NIMS Introductory Course**
- **SEMS Executive Course**



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Emergency Operations Center (EOC) Section – Functional Sections



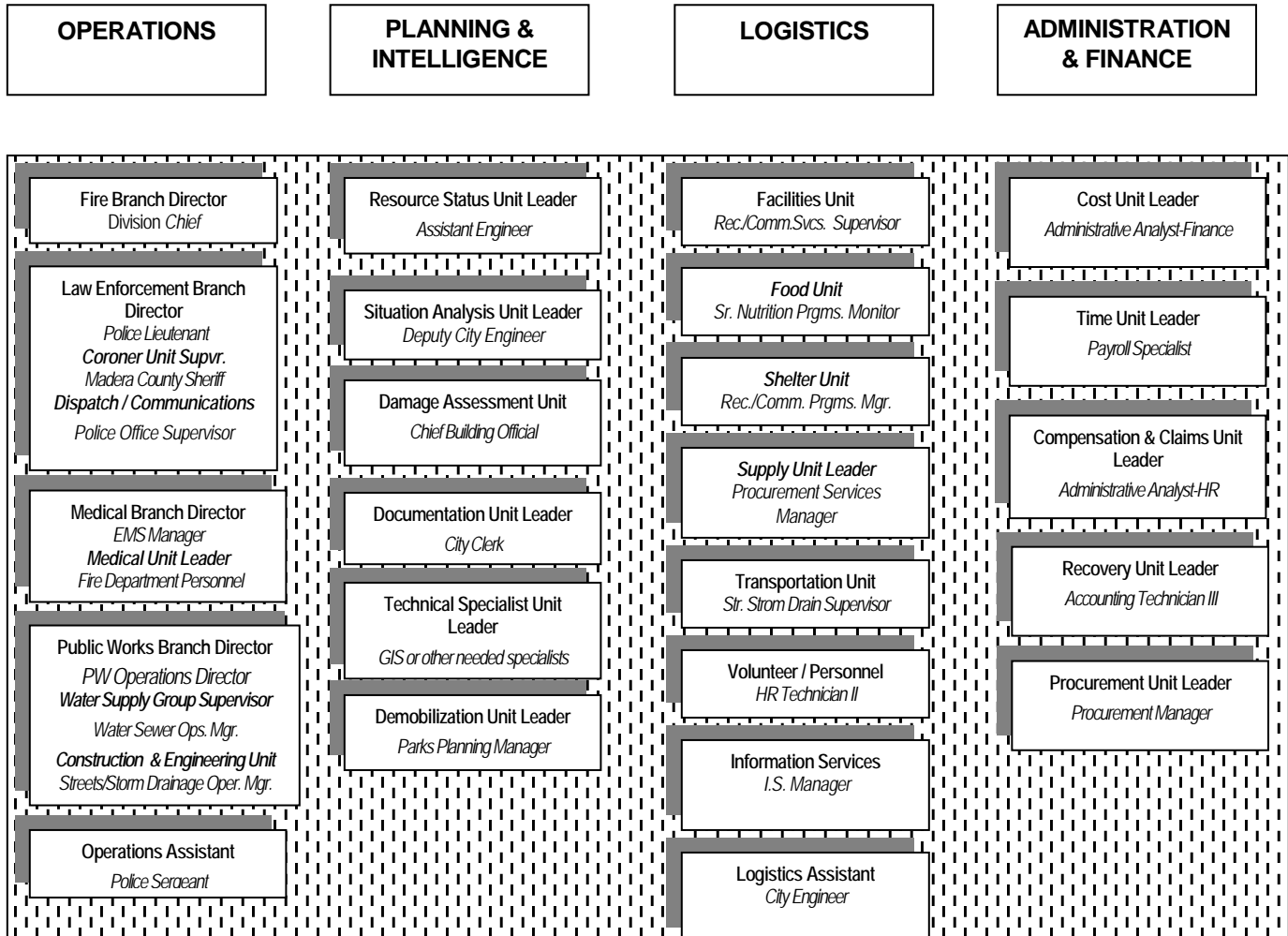
The diagram above represents the EOC Functional Leadership Positions and the persons designated to fulfill the responsibility for the City of Madera Emergency Organization. These individuals should complete the following training:

- **SEMS / NIMS Introductory Course**
- **SEMS Emergency Operations Center Course, Modules 1 through 9***



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

12.2.2 Emergency Operations Center Section – Groups, Branches & Units



The shaded grouping above represents the EOC Section components making up Group, Branch and Unit Leaders. The persons designated to fill these positions in the Emergency Organization should complete the following training:

- **SEMS (ICS) Field Course – Modules I-100, 200, 300, 400.**



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Exercises

12.2.3 Management Table Top Training

The Director and City Employees with emergency assignments in the EOC should attend periodic special management Table Top Training in order to become familiar with the applied theory of the Incident Command System and functional management coordination. The training should include a detailed overview of how the Operational Area, various Offices of Emergency Services and other agencies coordinate with the City.

12.2.4 Table Top Exercise

All City employees with emergency management response assignments should participate in one facilitated Table Top Exercise annually. This is not a full functional drill, but is a discussion-based, guided review of policies and procedures. It should be conducted at the EOC site and the scenario topics should vary to address a variety of incidents and conditions.

12.2.5 Communication and Warning System Tests

The City should test all communication and warning systems and protocols at least once a year, and after significant changes in the system. Directories and procedures in the Checklists should be updated after each test.

12.2.6 EOC Functional Exercise

The City should conduct at least one EOC functional exercise annually, simulating an actual incident or disaster. This serves to practice policies, procedures and decision-making skills. The exercise can be for the City alone, or in conjunction with other jurisdictions. This is the most effective method of training staff. Shortly after the functional exercise, a lessons-learned workshop should be held involving all who participated.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

13 Glossary

13.1 Terms

Aerial Reconnaissance: An aerial assessment of the damaged area that includes gathering information on the level and extent of damage and identifying potential hazardous areas for on-site inspections.

Aerosol: Fine liquid or solid particles suspended in a gas, for example, fog or smoke.

Agency: A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Agency Representative: A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

All Hazards: Refers to a policy or program that is designed to deal with a variety of natural and technological hazards.

Annex: A document that supplements the Emergency Operations Plan, which provides further planning information for a specific aspect of emergency management.

Appendix: A separate portion of the Emergency Operations Plan that contains guidance and information specific to actions required in emergency management.

Area Command (Unified Area Command): An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed.

Area Command becomes Unified Area Command when incidents are multijurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

Assessment: The evaluation and interpretation of measurements and other information to provide a basis for decision-making.

Assignments: Tasks given to resources to perform within a given operational period that are based on operational objectives defined in the IAP.

Assistant: Title for subordinates of principal Command Staff positions. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be assigned to unit leaders.

Assisting Agency: An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also Supporting Agency.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Available Resources: Resources assigned to an incident, checked in, and available for a mission assignment, normally located in a Staging Area.

Biological Agents: Living organisms or the materials derived from them that cause disease in or harm to humans, animals, or plants or cause deterioration of material. Biological agents may be used as liquid droplets, aerosols, or dry powders.

Branch: The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section, and between the section and units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.

Chain of Command: A series of command, control, executive, or management positions in hierarchical order of authority.

Check-In: The process through which resources first report to an incident. Check-in locations include the incident command post, Resources Unit, incident base, camps, staging areas, or directly on the site.

Chemical Agent: A chemical substance that is intended to kill, seriously injure, or incapacitate people through physiological effects. Generally separated by severity of effect: lethal, blister, and incapacitating.

Chief: The ICS title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established as a separate section).

Command: The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

Command Staff: In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Common Operating Picture: A broad view of the overall situation as reflected by situation reports, aerial photography, and other information or intelligence. **Communications Unit:** An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to support an Incident Communications Center.

Comprehensive Emergency Management Plan: A document required by state regulation that consists of a Basic Plan, Appendices, Supplemental Annexes, and Standard Operating Procedures for the purpose of providing effective mitigation, response to and recovery from disasters.

Consequence Management: Measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of terrorism. State and local governments exercise primary authority to respond to the consequences of terrorism. (Source: FRP Terrorism Incident Annex, page TI-2, April 1999). The Federal Emergency Management Agency (FEMA) has been designated the Lead Federal Agency (LFA) for consequence management to ensure that the Federal Response Plan is adequate to respond to terrorism. Additionally, FEMA supports the Federal Bureau of Investigation (FBI) in crisis management.

Continuity of Government: Includes measures to – ensure continued leadership and preservation of vital records, thereby maintaining a viable system of government supported by law; establish emergency authorities legally vested in government leaders so that they have prescribed powers to act; ensure survivability of



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

mechanisms and systems for direction and control so that actions directed by leaders can be communicated and coordinated; sustain essential emergency services and resources so that critical response and recovery actions can achieve widest possible implementation.

Cooperating Agency: An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.

Coordinate: To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

Crisis Management: This is the law enforcement aspect of an incident that involves measures to identify, acquire, and plan the resources needed to anticipate, prevent, and/or resolve a threat of terrorism. The FBI is the LFA for crisis management for such an incident. (Source: FBI) During crisis management, the FBI coordinates closely with local law enforcement authorities to provide successful law enforcement resolution to the incident. The FBI also coordinates with other Federal authorities, including FEMA. (Source: FRP Terrorism Incident Annex, April 1999)

Damage Assessment: The appraisal or determination of the actual damage resulting from a disaster.

Decontamination: The process of making people, objects, or areas safe by absorbing, destroying, neutralizing, making harmless, or removing the HazMat.

Deputy: A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.

Disaster: The occurrence or imminent threat of widespread or severe damage, injury or loss of life or property resulting from any natural or manmade cause including fire, flood, earthquake, air contamination, blight, drought, infestation, explosion, riot, hostile military or paramilitary action, other public calamity requiring emergency action.

Disaster Assistance Center: A location established in a disaster area that houses all federal, state, and local agencies that deal directly with the needs of the individual victim. DACs are established only after a Presidential Declaration.

Disaster Declaration: A document executed by an elected government for the purpose of obtaining assistance from a higher level of government.

Disaster Service Workers: All public employees in California are subject to such emergency or disaster activities as may be assigned by their supervisors or by law.

Dispatch: The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.

Division: The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief. A division is located within the ICS organization between the branch and resources in the Operations Section.

Drill: A supervised instruction period aimed at testing, developing, and maintaining skills in a particular operation. A drill is often a component of an exercise.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Drop, Cover, and Hold: Shelter position under tables or desks or other protected places away from overhead fixtures, windows, high cabinets, and bookcases, for immediate individual protection during an emergency.

Emergency: Absent a Presidentially declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency Alert System: A program of the Federal Communications Commission (FCC) to coordinate the dissemination of emergency information via commercial broadcasters.

Emergency Coordinator: A position called for in the Emergency Organization to carry out emergency management functions on a day-to-day basis at the local level.

Emergency Manager: A position called for in the Emergency Organization to oversee the implementation of the City of Madera Comprehensive Emergency Management Plan at the local level.

Emergency Operations Center: The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, county, city, tribal), or some combination thereof.

Emergency Operations Plan: The "steady-state" plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

Emergency Organization: Organization to direct and control operations of the City during a period of emergency with assigned responsibilities and tasks for planning, response, and recovery in emergency situations.

Emergency Powers: Special authority granted to a chief local official during times of emergency. The State delegates emergency powers to designated local officials through an executive order.

Emergency Public Information: Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

Emergency Response Provider: Includes Federal, State, local, and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities. See Section 2 (6), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002). Also known as Emergency Responder.

Evacuation: Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Event: A planned, nonemergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.

Federal: Of or pertaining to the Federal Government of the United States of America.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Federal Response Plan (FRP): The FRP establishes a process and structure for the systematic, coordinated, and effective delivery of Federal assistance to address the consequences of any major disaster or emergency declared under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (42 U.S. Code [USC], et seq.). The FRP Terrorism Incident Annex defines the organizational structures used to coordinate crisis management with consequence management. (Source: FRP Terrorism Incident Annex, April 1999)

Function: Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.

General Staff: A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief.

Group: Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section. (See Division.)

Hazard: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Incident: An occurrence or event, natural or human-caused, that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Action Plan: An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Command Post (ICP): The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

Incident Command System (ICS): A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Incident Commander (IC): The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Incident Management Team (IMT): The IC and appropriate Command and General Staff personnel assigned to an incident.

Incident Objectives: Statements of guidance and direction necessary for selecting appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow strategic and tactical alternatives.

Initial Action: The actions taken by those responders first to arrive at an incident site.

Initial Response: Resources initially committed to an incident. Intelligence Officer: The intelligence officer is responsible for managing internal information, intelligence, and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information, or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.

Joint Information Center (JIC): A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

Joint Information System (JIS): Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).

Lead Agency: The Federal department or agency assigned lead responsibility under U.S. law to manage and coordinate the Federal response in a specific functional area. The FBI is the lead agency for crisis management and FEMA is the lead agency for consequence management. Lead agencies support the overall Lead Federal Agency (LFA) during all phases of the response.

Lead Federal Agency (LFA): The agency designated by the President to lead and coordinate the overall Federal response is referred to as the LFA and is determined by the type of emergency. In general, an LFA establishes operational structures and procedures to assemble and work with agencies providing direct support to the LFA in order to provide an initial assessment of the situation, develop an action plan, monitor and update operational priorities, and ensure each agency exercises its concurrent and distinct authorities under U.S. law and supports the LFA in carrying out the President's relevant policy. Specific responsibilities of an LFA vary according to the agency's unique statutory authorities.

Level I Emergency: Minor to moderate emergency, such as major power outage, bomb threat, air pollution alert, isolated fire, or minor earthquake (no injuries or significant damage).

Level II Emergency: Moderate to severe emergency, such as major fire, moderate earthquake, bomb explosion (with injuries and/or structural damage).



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Level III Emergency: Major emergency or disaster, such as a major earthquake or nuclear explosion.

Liaison: A form of communication for establishing and maintaining mutual understanding and cooperation.

Liaison Officer: A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

Local Emergency Responder: Safety services provided by outside agencies, such as police, fire, medical or rescue services.

Local Government: A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional

Native Corporation; a rural community, unincorporated town or village, or other public entity. See Section 2 (10), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Logistics: Providing resources and other services to support incident management. **Logistics Section:** The section responsible for providing facilities, services, and material support for the incident.

Major Disaster: As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of States, tribes, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Management by Objective: A management approach that involves a four-step process for achieving the incident goal. The Management by Objectives approach includes the following: establishing overarching objectives; developing and issuing assignments, plans, procedures, and protocols; establishing specific, measurable objectives for various incident management functional activities and directing efforts to fulfill them, in support of defined strategic objectives; and documenting results to measure performance and facilitate corrective action.

Mitigation: The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Mitigation Phase: Phase of emergency management for site-specific action to minimize hazards and reduce the potential for injury or damage in an emergency.

Mobilization: The process and procedures used by all organizations—Federal, State, local, and tribal—for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Multiagency Coordination Entity: A multiagency coordination entity functions within a broader multiagency coordination system. It may establish the priorities among incidents and associated resource allocations, deconflict agency policies, and provide strategic guidance and direction to support incident management activities.

Multiagency Coordination Systems: Multiagency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of multiagency coordination systems include facilities, equipment, emergency operation centers (EOCs), specific multiagency coordination entities, personnel, procedures, and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

Multijurisdictional Incident: An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

Mutual-Aid Agreement: Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment, and/or expertise in a specified manner. National: Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.

National Disaster Medical System: A cooperative, asset-sharing partnership between the Department of Health and Human Services, the Department of Veterans Affairs, the Department of Homeland Security, and the Department of Defense. NDMS provides resources for meeting the continuity of care and mental health services requirements of the Emergency Support Function 8 in the Federal Response Plan.

National Incident Management System: A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private-sector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multiagency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

National Response Plan: A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.

Nongovernmental Organization: An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Nonpersistent Agent: An agent that, upon release, loses its ability to cause casualties after 10 to 15 minutes. It has a high evaporation rate, is lighter than air, and will disperse rapidly. It is considered to be a short-term hazard; however, in small, unventilated areas, the agent will be more persistent.

Operational Period: The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually not over 24 hours.

Operations Section: The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, divisions, and/or groups.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Persistent Agent: An agent that, upon release, retains its casualty-producing effects for an extended period of time, usually anywhere from 30 minutes to several days. A persistent agent usually has a low evaporation rate and its vapor is heavier than air; therefore, its vapor cloud tends to hug the ground. It is considered to be a long-term hazard. Although inhalation hazards are still a concern, extreme caution should be taken to avoid skin contact as well.

Personnel Accountability: The ability to account for the location and welfare of incident personnel. It is accomplished when supervisors ensure that ICS principles and processes are functional and that personnel are working within established incident management guidelines.

Planning Meeting: A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).

Planning Section: Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

Plume: Airborne material spreading from a particular source; the dispersal of particles, gases, vapors, and aerosols into the atmosphere.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

Preparedness Organizations: The groups that provide interagency coordination for domestic incident management activities in a nonemergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

Preparation (Preparedness) Phase: Phase of emergency management for employee in-service training in emergency responsibilities, such as prevention of injuries and property damage, first-aid and other response and rescue operations, and for acquisition of adequate supplies and equipment required to respond to an emergency.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Private Sector: Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO). **Processes:** Systems of operations that incorporate standardized procedures, methodologies, and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.

Public Information Officer: A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

Publications Management: The publications management subsystem includes materials development, publication control, publication supply, and distribution. The development and distribution of NIMS materials is managed through this subsystem. Consistent documentation is critical to success, because it ensures that all responders are familiar with the documentation used in a particular incident regardless of the location or the responding agencies involved.

Qualification and Certification: This subsystem provides recommended qualification and certification standards for emergency responder and incident management personnel. It also allows the development of minimum standards for resources expected to have an interstate application. Standards typically include training, currency, experience, and physical and medical fitness.

Radiation: High-energy particles or gamma rays that are emitted by an atom as the substance undergoes radioactive decay. Particles can be either charged alpha or beta particles or neutral neutron or gamma rays.

Reception Area: This refers to a location separate from staging areas, where resources report in for processing and out-processing. Reception Areas provide accountability, security, situational awareness briefings, safety awareness, distribution of IAPs, supplies and equipment, feeding, and bed down.

Recovery: The development, coordination, and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private- sector, nongovernmental, and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post incident reporting; and development of initiatives to mitigate the effects of future incidents.

Recovery Phase: Phase of emergency management for the initiation of short-range and long-range recovery plans at each effected site to return to normal operations following an emergency.

Recovery Plan: A plan developed by a State, local, or tribal jurisdiction with assistance from responding Federal agencies to restore the affected area.

Resources: Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

Resource Management: Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the NIMS includes mutual-aid agreements; the use of special Federal, State, local, and tribal teams; and resource mobilization protocols.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Resources Unit: Functional unit within the Planning Section responsible for recording the status of resources committed to the incident. This unit also evaluates resources currently committed to the incident, the effects additional responding resources will have on the incident, and anticipated resource needs.

Response: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

Response Phase: Phase of emergency management in which all employees take appropriate steps in an emergency situation to put the emergency plan into action.

Safety Officer: A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

Safety Section: The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established). The section is organizationally situated between the branch and the Incident Command.

Span of Control: The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

Staging Area: Location established where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

State: When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Strategic: Strategic elements of incident management are characterized by continuous long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities; the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

Strike Team: A set number of resources of the same kind and type that have an established minimum number of personnel.

Strategy: The general direction selected to accomplish incident objectives set by the IC.

Supporting Technologies: Any technology that may be used to support the NIMS is included in this subsystem. These technologies include Ortho photo mapping, remote automatic weather stations, infrared technology, and communications, among various others.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Task Force: Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.

Technical Assistance: Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material assessments).

Terrorism: Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Threat: An indication of possible violence, harm, or danger.

Tools: Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities, and legislative authorities.

Toxicity: A measure of the harmful effects produced by a given amount of a toxin on a living organism.

Tribal: Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

Type: A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size; power; capacity; or, in the case of incident management teams, experience and qualifications.

Unified Area Command: A Unified Area Command is established when incidents under an Area Command are multijurisdictional. (See Area Command.)

Unified Command: An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.

Unit: The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity. **Unity of Command:** The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective.

Volunteer: For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, e.g., 16 U.S.C. 742f(c) and 29 CFR 553.101.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Weapons-Grade Material: Nuclear material considered most suitable for a nuclear weapon. It usually connotes uranium enriched to above 90 percent uranium-235 or plutonium with greater than about 90 percent plutonium-239.

Weapons of Mass Destruction: Any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, or a missile having an explosive incendiary charge of more than 0.25 ounce, or mine or device similar to the above; poison gas; weapon involving a disease organism; or weapon that is designed to release radiation or radioactivity at a level dangerous to human life. (Source: 18 USC 2332a as referenced in 18 USC 921)

13.2 Acronyms

<u>AFB</u>	Air Force Base
<u>ALS</u>	Advanced Life Support
<u>AMS</u>	Aerial Measuring System
<u>ANSIR</u>	Awareness of National Security Issues and Response Program
<u>ARAC</u>	Atmospheric Release Advisory Capability
<u>ARG</u>	Accident Response Group
<u>ARS</u>	Agriculture/Research Service
<u>ATC</u>	Air Traffic Control
<u>ATSD(CS)</u>	Assistant to the Secretary of Defense for Civil Support
<u>BDC</u>	Bomb Data Center
<u>CBIAC</u>	Chemical and Biological Defense Information and Analysis Center
<u>CBRNE</u>	Chemical, Biological, Radiological, Nuclear Material, or High-Yield Explosive
<u>CDC</u>	Centers for Disease Control and Prevention
<u>CDRG</u>	Catastrophic Disaster Response Group
<u>CEPPO</u>	Chemical Emergency Preparedness and Prevention Office
<u>CERCLA</u>	Comprehensive Environmental Response, Compensation, and Liability Act
<u>CHEMTREC</u>	Chemical Transportation Emergency Center



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

<u>CHPPM</u>	Center for Health Promotion and Preventive Medicine
<u>CIRG</u>	Crisis Incident Response Group
<u>CJCS</u>	Chairman of the Joint Chiefs of Staff
<u>CM</u>	Consequence Management
<u>CMU</u>	Crisis Management Unit (CIRG)
<u>CRU</u>	Crisis Response Unit
<u>CSREES</u>	Cooperative State Research, Education and Extension Service
<u>CST</u>	Civil Support Teams
<u>CW/CBD</u>	Chemical Warfare/Contraband Detection
<u>DAC</u>	Disaster Assistance Center
<u>DEST</u>	Domestic Emergency Support Team
<u>DFO</u>	Disaster Field Office
<u>DMAT</u>	Disaster Medical Assistance Team
<u>DMCR</u>	Disaster Management Central Resource
<u>DMORT</u>	Disaster Mortuary Operational Response Team
<u>DOC</u>	Department Operations Center
<u>DoD</u>	Department of Defense
<u>DOE</u>	Department of Energy
<u>DOJ</u>	Department of Justice
<u>DPP</u>	Domestic Preparedness Program
<u>DSR</u>	Damage Survey Report
<u>DTCTPS</u>	Domestic Terrorism/Counter Terrorism Planning Section (FBI HQ)
<u>DTIC</u>	Defense Technical Information Center
<u>EAS</u>	Emergency Alert System
<u>EM</u>	Emergency Management
<u>EMAC</u>	Emergency Management Assistance Compact
<u>EMI</u>	Emergency Management Institute



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

<u>EMS</u>	Emergency Medical Services
<u>EOC</u>	Emergency Operations Center
<u>EOP</u>	Emergency Operations Plan
<u>EPA</u>	Environmental Protection Agency
<u>EPCRA</u>	Emergency Planning and Community Right-to Know Act
<u>ERT</u>	Emergency Response Team (FBI)
<u>ERT-A</u>	Emergency Response Team – Advance Element
<u>ERTU</u>	Evidence Response Team Unit
<u>ESF</u>	Emergency Support Function
<u>EST</u>	Emergency Support Team
<u>EU</u>	Explosives Unit
<u>FBI</u>	Federal Bureau of Investigation
<u>FEMA</u>	Federal Emergency Management Agency
<u>FEST</u>	Foreign Emergency Support Team
<u>FNS</u>	Food and Nutrition Service
<u>FOG</u>	Field Operations Guide
<u>FRERP</u>	Federal Radiological Emergency Response Plan
<u>FRMAC</u>	Federal Radiological Monitoring and Assessment Center
<u>FRP</u>	Federal Response Plan
<u>FS</u>	Forest Service
<u>GIS</u>	Geographic Information System
<u>HazMat</u>	Hazardous Materials
<u>HHS</u>	Department of Health and Human Services
<u>HMRU</u>	Hazardous Materials Response Unit
<u>HQ</u>	Headquarters
<u>HRT</u>	Hostage Rescue Team (CIRG)
<u>HSPD-5</u>	Homeland Security Presidential Directive – 5



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

<u>HTIS</u>	Hazardous Technical Information Services (DoD)
<u>IAP</u>	Incident Action Plan
<u>IC</u>	Incident Commander
<u>ICP</u>	Incident Command Post
<u>ICS</u>	Incident Command System
<u>IC/UC</u>	Incident Command or Unified Command
<u>IMT</u>	Incident Management Team
<u>IND</u>	Improvised Nuclear Device
<u>JIC</u>	Joint Information Center
<u>JIS</u>	Joint Information System
<u>JOC</u>	Joint Operations Center
<u>JTF-CS</u>	Joint Task Force for Civil Support
<u>LEPC</u>	Local Emergency Planning Committee
<u>LFA</u>	Lead Federal Agency
<u>LLNL</u>	Lawrence Madera National Laboratory
<u>LNO</u>	Liaison Officer
<u>MEDCOM</u>	Medical Command
<u>MMRS</u>	Metropolitan Medical Response System
<u>MOA</u>	Memorandum of Agreement
<u>MSCA</u>	Military Support to Civil Authorities
<u>NAP</u>	Nuclear Assessment Program
<u>NBC</u>	Nuclear, Biological, and Chemical
<u>NCP</u>	National Oil and Hazardous Substances Pollution Contingency Plan
<u>NDMS</u>	National Disaster Medical System
<u>NDPO</u>	National Domestic Preparedness Office



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

<u>NEST</u>	Nuclear Emergency Search Team
<u>NETC</u>	National Emergency Training Center
<u>NFA</u>	National Fire Academy
<u>NGO</u>	Nongovernmental Organization
<u>NIMS</u>	National Incident Management System
<u>NMRT</u>	National Medical Response Team
<u>NRC</u>	Nuclear Regulatory Commission
<u>NRP</u>	National Response Plan



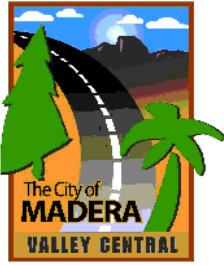
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

<u>NRT</u>	National Response Team
<u>NSC</u>	National Security Council
<u>NTIS</u>	National Technical Information Service
<u>OEP</u>	Office of Emergency Preparedness
<u>OFCM</u>	Office of the Federal Coordinator for Meteorology
<u>OIG</u>	Office of the Inspector General (USDA)
<u>OSC</u>	On-Scene Commander
<u>OSLDPS</u>	Office for State and Local Domestic Preparedness Support
<u>PDD</u>	Presidential Decision Directive
<u>PHS</u>	Public Health Service
<u>PIO</u>	Public Information Officer
<u>POC</u>	Point of Contact
<u>POLREP</u>	Pollution Report
<u>PT</u>	Preparedness, Training, and Exercises Directorate (FEMA)
<u>PVO</u>	Private Voluntary Organizations
<u>R&D</u>	Research and Development
<u>RAP</u>	Radiological Assistance Program
<u>RCRA</u>	Research Conservation and Recovery Act
<u>RDD</u>	Radiological Dispersal Device
<u>REAC/TS</u>	Radiation Emergency Assistance Center/Training Site
<u>RESTAT</u>	Resources Status
<u>ROC</u>	Regional Operations Center
<u>ROSS</u>	Resource Ordering and Status System
<u>RRIS</u>	Rapid Response Information System (FEMA)
<u>RRT</u>	Regional Response Team
<u>SAC</u>	Special Agent in Charge (FBI)



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

<u>SARA</u>	Superfund Amendments and Reauthorization Act
<u>SBCCOM</u>	Soldier and Biological Chemical Command (U.S. Army)
<u>SCBA</u>	Self-Contained Breathing Apparatus
<u>SDO</u>	Standards Development Organizations
<u>SEB</u>	State Emergency Board
<u>SERC</u>	State Emergency Response Commission
<u>SIOC</u>	Strategic Information and Operations Center (FBI HQ)
<u>SITREP</u>	Situation Report
<u>SLG</u>	State and Local Guide
<u>SO</u>	Safety Officer
<u>SOP</u>	Standard Operating Procedure
<u>TERC</u>	Tribal Emergency Response Commission
<u>TIP</u>	Terrorist Incident Plan
<u>TRIS</u>	Toxic Release Inventory System
<u>UC</u>	Unified Command
<u>UCS</u>	Unified Command System
<u>USC</u>	U.S. Code
<u>USDA</u>	U.S. Department of Agriculture
<u>USFA</u>	U.S. Fire Administration
<u>US&R</u>	Urban Search and Rescue
<u>VA</u>	Department of Veterans Affairs
<u>WMD</u>	Weapons of Mass Destruction
<u>WMD-CST</u>	WMD Civil Support Team



CITY OF MADERA, CALIFORNIA
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

APPENDIX 1

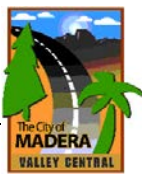
EMERGENCY OPERATIONAL ASSIGNMENTS



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Table of Contents

Specific Organizational Assignments.....	2
Policy Group	3
Command Section Diagram	3
Command Section	4
EOC Director	4
Liaison Officer	4
Agency Representatives	4
Emergency Operations Center Coordinator	5
Safety & Security Officer	5
Public Information Officer (PIO)	5
Assistant Director of EOC	6
Operational Area Representative	6
Emergency Operations Center (EOC) Section	7
Operations Section	8
Operations Section Chief	8
Fire Branch Director	8
Communications Unit Leader	8
Law Enforcement Branch Director	9
Coroner Group Supervisor	9
Medical Branch Director	9
Medical Unit Leader	10
Public Works Branch Director	10
Water Supply Group Supervisor	10
Construction and Engineering Group Supervisor	11
Planning & Intelligence Section	11
Planning & Intelligence Section Chief	11
Resource Status Unit Leader	11
Situation Analysis Unit Leader	12
Damage Assessment Unit Leader	12
Demobilization Unit Leader	12
Technical Specialists Unit	13
Documentation Unit Leader	13
Logistics Section	13
Logistics Section Chief	13
Facilities Unit Leader	14
Supply Unit Leader	14
Transportation Unit Leader	14
Shelter Unit Leader	15
Personnel and Volunteer Unit Leader	15
Food Unit Leader	15
Information Services Unit Leader	15
Logistics Section Assistant	16
Administration & Finance Section	16
Administration and Finance Section Chief	16
Cost Unit Leader	16
Time Unit Leader	17
Compensation & Claims Unit Leader	17
Recovery Unit Leader	17
Procurement Unit Leader	18
Quick Reference Emergency Organization Matrix	19

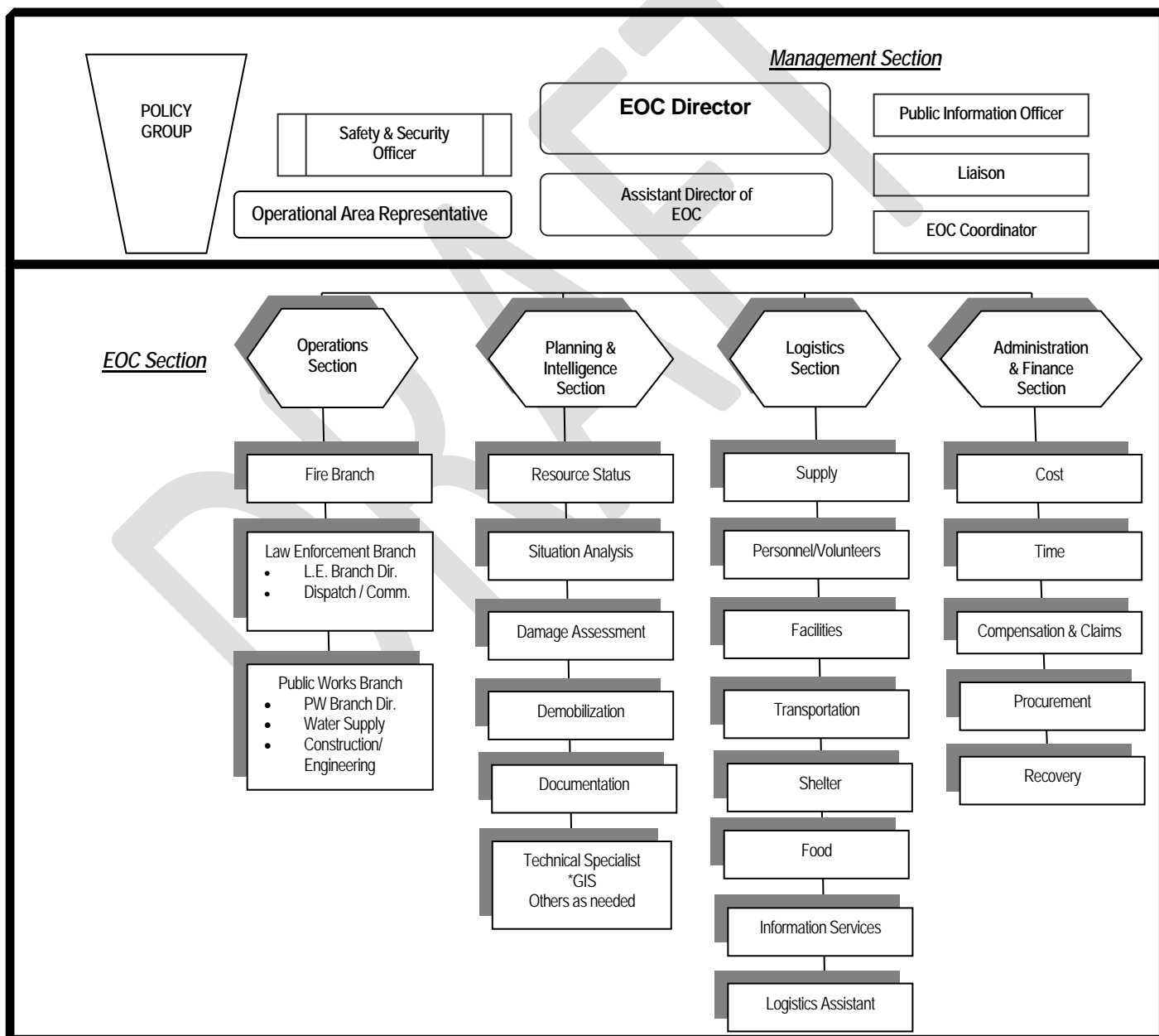


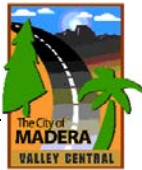
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Emergency Operational Assignments

Local Government

In order for the City of Madera to manage and coordinate the overall emergency response and recovery activities within its jurisdiction, the Emergency Management Organization must comply with SEMS (Standardized Emergency Management System), which has been adopted by the State of California as a standard for all levels of response. Section 10 of the Basic Plan gives an overall illustration of how the City of Madera's Emergency Organization is structured (see below).





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Specific Organizational Assignments

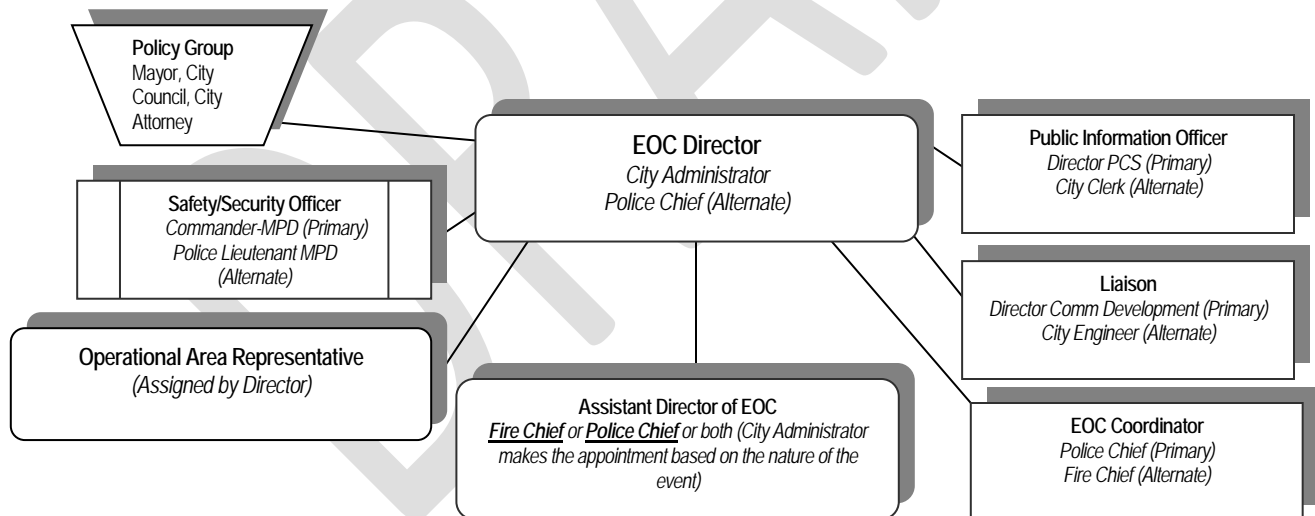
The purpose of the Emergency Organization Structure is to allow for the most efficient flow of information within City government and outside between the City to other jurisdictions, agencies, and organizations. Since other entities are obliged to organize in a similar fashion, with similar responsibilities, defining specific lines of communication facilitates sharing information related to the incident.

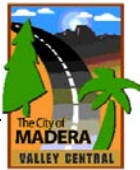
The City of Madera has made primary and alternate assignments to each of the Emergency Organization Positions within the Management Section and to each of the 4 EOC Section Chiefs. They are as follows:

Policy Group

The Policy Group is composed of the Mayor, City Council and the City Attorney, and is responsible for; continuity of government, defining policy, short and long range recovery planning, and legal advice on issues related to the response, and public information. The group will receive periodic briefings from the Director and staff.

Command Section Diagram





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Command Section

EOC Director

Assigned City Officials

Primary Responsibility – City Administrator

Alternate Responsibility – Chief of Police

Responsibility

Overall management of the City at all times. Delegates responsibility for uniform planning and execution of details of the disaster preparedness program for the City. Establishes a chain of command for emergency situations. Directs each Department Head to prepare and publish plans for their Department on procedures for emergency or disaster situations. Requires that prescribed training and disaster plans are implemented. Requires that Departments maintain first aid equipment and other emergency supplies. Plans for safe storage of City records. Informs the public about the City's emergency program, and its responsibility and participation in the plan.

Liaison Officer

Assigned City Officials

Primary Responsibility – Director Community Development

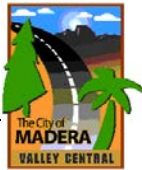
Alternate Responsibility – City Engineer

Responsibility

The Liaison Officer is the point of contact for assisting and cooperating agency representatives. This includes agency representatives from other fire agencies, Red Cross, community-based organizations, law enforcement, Public Services, hospitals, schools and engineering organizations, and all others. The Liaison Officer ensures visiting agency representatives are provided with the necessary workspace, communications, information and internal points of contact necessary to perform their responsibilities. The Liaison Officer will also ensure the EOC Director is informed as to what agencies are represented in the EOC.

Agency Representatives

An Agency Representative is an individual assigned to an incident from an assisting or cooperating agency who has been delegated full authority to make decisions on all matters effecting that agency's participation at the incident. Agency representatives report to the Liaison Officer if that position has been filled. If there is no Liaison Officer, agency representatives report to the Director.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Emergency Operations Center Coordinator

Assigned City Official

Primary Responsibility – Police Chief or designee

Alternate Responsibility – Fire Chief or designee

Responsibility

The EOC Coordinator is responsible for facilitating the overall functioning of the EOC. Assists and serves as an advisor to the Assistant Director and General Staff as needed, providing information and guidance related to the internal functions of the EOC and ensure compliance with operational area emergency plans and procedures. Assists the Liaison Officer in ensuring proper procedures are in place for directing agency representatives and conducting VIP/visitor tours of the EOC.

Safety & Security Officer

Assigned City Officials

Primary Responsibility – Police Commander, MPD

Alternate Responsibility – Police Lieutenant, MPD

Responsibility

Safety Officer Responsibilities: Monitor and assess hazardous and unsafe situations and develop measures for assuring personnel safety. Although the Safety Officer may exercise emergency authority to stop or prevent unsafe acts when immediate action is required, the officer will generally correct unsafe acts or conditions through the regular line of authority. The officer maintains awareness of active and developing situations, approves the Medical Plan (ICS Form 206), and includes safety messages in each incident Action Plan.

Security Officer Responsibilities: Responsible for providing access control and security for the EOC facility. Controls personnel access to the EOC in accordance with policies established by the EOC Director. Handles any situation arising from inappropriate personnel actions within the EOC. Oversees personnel check-in and checkout rosters.

Public Information Officer (PIO)

Assigned City Officials

Primary Responsibility – Director Parks and Community Services

Alternate Responsibility – City Clerk

Responsibility

The Public Information Officer is responsible for the formulation and release of information about the incident to the news media, emergency workers, and other appropriate agencies and organizations.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Assistant Director of EOC

Assigned City Officials

Primary Responsibility – Chief of Police or Fire Chief

Alternate Responsibility – Chief of Police or Fire Chief

(City Administrator makes the appointment based on the nature of the event)

Responsibility

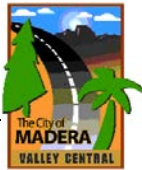
From the EOC, constantly assesses the situation. Knows what resources are available. Determines strategy for implementing the plan to handle the incident. Monitors how well (or poorly) the plan is working. Adjusts the plan to meet the realities of the situation. Makes sure that the response is being fully documented - for legal and financial reasons. Coordinates all response activities through the section chiefs. Keeps the EOC Director informed of the progress and strategies being implemented during the response.

Operational Area Representative

Assigned by the Director of Emergency Services when requested by the Madera County Operational Area.

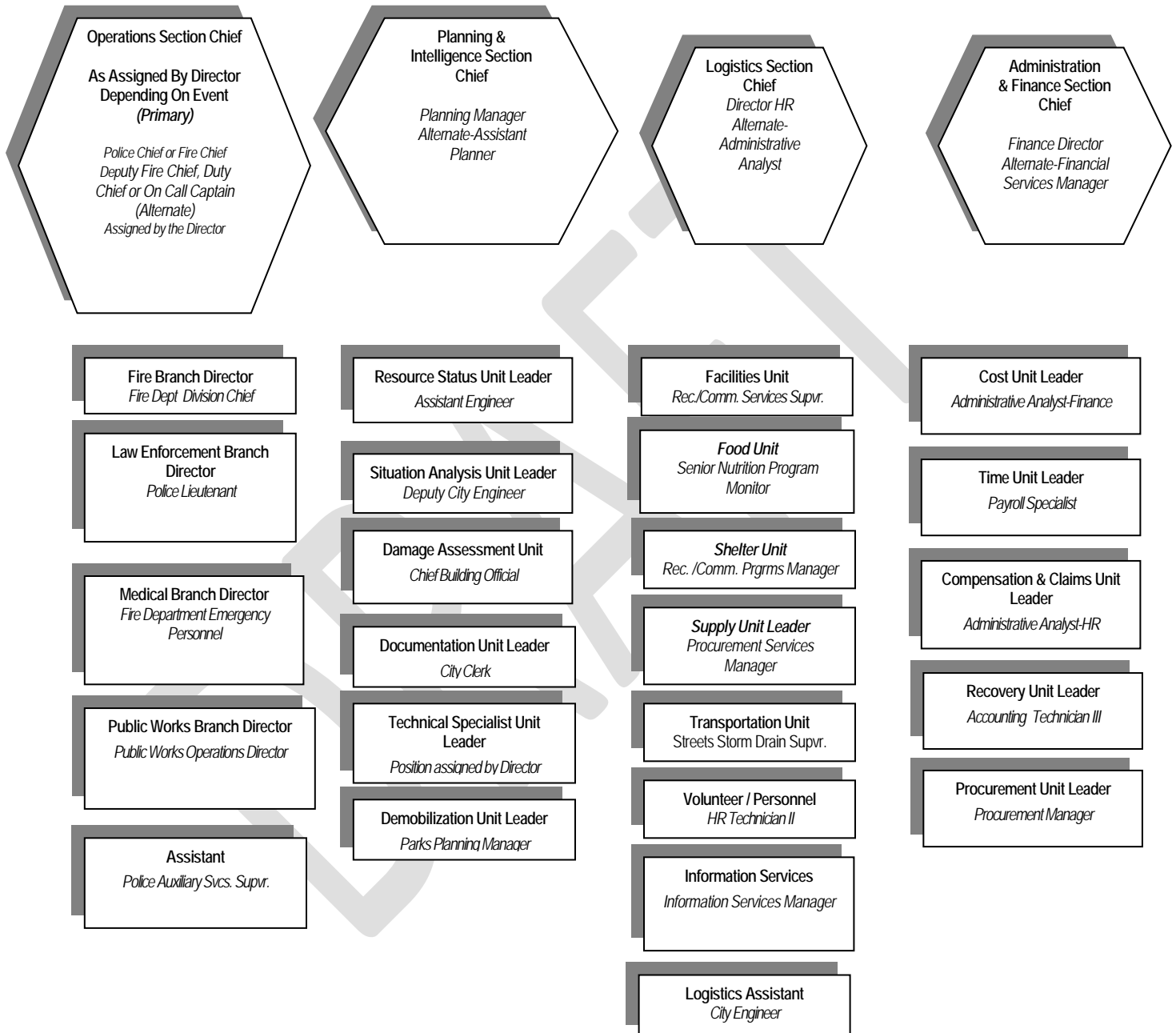
Responsibility

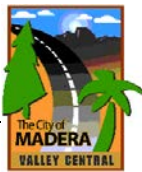
The Operational Area Representative shall represent the city in all areas of concern at the Madera County Emergency Operations Center. The representative shall report directly to the Director.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Emergency Operations Center (EOC) Section





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Operations Section

Operations Section Chief

Assigned City Official

Primary Responsibility – Assigned by EOC Director depending on event. May include Police Chief, Fire Chief, Fire Deputy Chief or Commander

Alternate Responsibility – Fire Deputy Chief, Division Chief or Commander (assigned by the Director)

Responsibility

The Operations Section Chief, a member of the general staff, is responsible for the management of all tactical operations directly applicable to the primary mission. The Operations Chief activates and supervises organizational elements in accordance with the EOC Action Plan and directs its execution in the Operations Section. The Operations Chief also directs the preparation of unit operational plans, requests or releases resources, recommends expedient changes to the EOC Action Plan as necessary, and reports such to the Director.

Fire Branch Director

Assigned City Official

Primary Responsibility – Fire Department Division Chief

Alternate Responsibility – Fire Department Deputy Chief

Responsibility

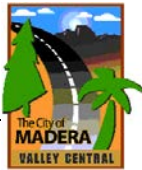
The Fire Branch Director is responsible for management of fire prevention, control, and suppression; rescue operations; and hazardous materials releases incidents to the emergency or disaster response. The Fire Branch Director also implements that part of the EOC Action Plan dealing with coordination of resources that provide for the rapid mobilization, organization, and operation of fire equipment and personnel to mitigate the effects of the emergency.

Communications Unit Leader

Assigned City Official

Primary Responsibility – Police Sergeant

Alternate Responsibility – Police Office Supervisor



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Responsibility

Responsible for the development of plans for the effective use of communications equipment and facilities; installation and testing of communications equipment such as telephones and radio systems for the EOC; acquisition of radio frequencies as needed to facilitate operations; supervision of the communications center; distribution of communications equipment to incident responders; assignment of Amateur Radio Operators as needed to augment primary communications networks; and the maintenance and repair of communications equipment.

Law Enforcement Branch Director

Assigned City Official

Primary Responsibility – Police Lieutenant

Alternate Responsibility – Police Sergeant

Responsibility

The Law Enforcement Branch Director is responsible for maintaining law and order, evacuating populations in a timely manner, controlling traffic, coordinating criminal investigations and providing animal control incident to the emergency or disaster response. The Law Enforcement Branch Director also implements that part of the EOC Action Plan dealing with coordination of resources that provide for the rapid mobilization, organization, and operation of police equipment and personnel to mitigate the effects of the emergency.

Coroner Group Supervisor

Assigned Official

Primary Responsibility – Madera County Sheriff or designee

Alternate Responsibility – Madera County Sheriff or designee

Responsibility

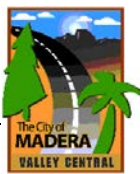
Under the direction of the law Enforcement Branch Director, and in the absence of the Madera County Coroner, the Coroner Group Supervisor is responsible for identifying and documenting the remains of deceased persons, coordinating with mortuary personnel in removing remains from emergency scenes, and storing remains.

Medical Branch Director

Assigned Official

Primary Responsibility – Fire Department Emergency Medical Services Manager

Alternate Responsibility – Assigned Fire Department Paramedic



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Responsibility

The Medical Branch Director is responsible for taking action to reduce injuries and the loss of lives by ensuring timely and coordinated medical response, treatment, and transportation. The Medical Branch Director also implements that part of the Incident Action Plan dealing with coordination of resources that provide for the rapid mobilization, organization, and operation of medical equipment and personnel to mitigate the effects of the emergency.

Medical Unit Leader

Assigned City Official

Primary Responsibility – Fire Department Representative (assigned by the Section Chief)

Alternate Responsibility -- Fire Department Representative (assigned by the Section Chief)

Responsibility

The Medical Unit Leader is responsible for development of the Medical Emergency Plan; obtaining medical aid and transportation for injured and ill incident responders; and preparation of reports and records. The Medical Unit may also be called upon to assist the Operations Section in supplying medical care and assistance to civilian casualties.

Public Works Branch Director

Assigned City Official

Primary Responsibility – Public Works Operations Director

Alternate Responsibility – Administrative Analyst - PW

Responsibility

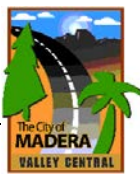
The Public Works Branch Director is responsible for water supply, wastewater treatment, debris removal, assistance in traffic control, assistance in rescue operations, and other duties as required. The Public Works Branch Director also implements that part of the EOC Action Plan dealing with coordination of resources that provide for the rapid mobilization, organization, and operation of Public Services equipment and personnel to mitigate the effects of the emergency.

Water Supply Group

Assigned City Official

Primary Responsibility – Water Sewer Operations Manager

Alternate Responsibility—Water System Supervisor



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Responsibility

Under the direction of the Public Services Branch Director, the Water Group Supervisor is responsible for coordinating all water supply and wastewater activities.

Construction and Engineering Group Supervisor

Assigned City Official

Primary Responsibility – Streets & Storm Drainage Operations Manager

Alternate Responsibility – Streets & Storm Drainage Supervisor

Responsibility

Under the direction of the Public Services Branch Director, the Construction and Engineering Group Supervisor is responsible for coordinating debris removal, assistance in traffic control, assistance in rescue operations, and assistance in damage assessment.

Planning & Intelligence Section

Planning & Intelligence Section Chief

Assigned City Official

Primary Responsibility – Planning Manager

Alternate Responsibility – Assistant Planner

Responsibility

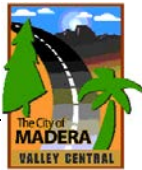
The Planning and Intelligence Section Chief is responsible for collection, evaluation, dissemination and use of information about the development of the incident and status of resources. The information provided is used for: 1) understanding the current situation, 2) predicting a probable course of incident events, 3) preparing alternative strategies, 4) accomplishing effective recovery, and, 5) providing public information. Works with others in the Planning and Intelligence Section to monitor and maintain information about the development of the incident and status of resources in the E Team system.

Resource Status Unit Leader

Assigned City Official

Primary Responsibility – Assistant Engineer

Alternate Responsibility – Assistant Engineer



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Responsibility

The Resource Status Unit Leader is responsible for establishing all incident check-in activities; preparation and processing of resource status change information; preparation and maintenance of displays, charts and lists that reflect the status and location of incident resources, transportation, and support vehicles; and maintenance of a master check-in list of resources assigned to an incident. Responsible for monitoring the critical asset screen, organization chart screen and the status of resource requests in the E Team system and confirming information with the Logistics Section.

Situation Analysis Unit Leader

Assigned City Official

Primary Responsibility – Deputy City Engineer

Alternate Responsibility – Engineering Technician

Responsibility

The Situation Analysis Unit Leader is responsible for the collection and organization of incident status and situation information; the evaluation, analysis, and display of that information for use by incident personnel, dispatchers, and the Emergency Operations Center (EOC). Responsible for the Situation and Infrastructure reports in the E Team system. Also works with the Documentation Unit to provide a situation status report to the County.

Damage Assessment Unit Leader

Assigned City Official

Primary Responsibility – Chief Building Official

Alternate Responsibility – Combination Building Inspector II

Responsibility

The Damage Assessment Unit Leader is responsible for the collection and documentation of information connected with all structural damage during an incident, including the inspection of structures and safety determinations as well as implementing the emergency inspection program for city property and for coordinating efforts in developing an emergency inspection program for private property within the City. The Damage Assessment Unit will placard structures as appropriate. Responsible for entering damage information into E Team or giving this information to the Situation Analysis Unit.

Demobilization Unit Leader

Assigned City Official

Primary Responsibility – Parks Planning Manager



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Alternate Responsibility – Business Manager

Responsibility

The Demobilization Unit Leader is responsible for the preparation of the demobilization plan and assisting incident sections/units in ensuring an orderly, safe, and cost-effective plan for movement of personnel and equipment from incident sites.

Technical Specialists Unit

Responsibility

This is not a pre-assigned position. When filled, Technical Specialists are advisors with special skills needed to support incident operations, such as GIS. Technical Specialists may report to the Planning Section Chief; may function within an existing unit such as the Situation Unit; form a separate unit if required; or be assigned to other parts of the organization like Operations, Logistics, or Finance.

Documentation Unit Leader

Assigned City Official

Primary Responsibility – City Clerk

Alternate Responsibility – Deputy City Clerk

Responsibility

The Documentation Unit Leader is responsible for collecting and maintaining accurate and complete incident files (both printed and in E Team); providing duplication services to incident personnel; and storage of incident documentation for legal, analytical, and historical purposes.

Logistics Section

Logistics Section Chief

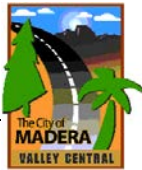
Assigned City Official

Primary Responsibility – Director Human Resources

Alternate Responsibility – Administrative Analyst - HR

Responsibility

The Logistics Section Chief is responsible for providing personnel, facilities, services, and materials to support the incident response. The Logistics Chief participates in development and implementation of the EOC Action Plan, activates, and supervises the



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

branches and units under the section. The Logistics Chief performs all Logistics Section functions if subordinate positions are not filled.

Facilities Unit Leader

Assigned City Official

Primary Responsibility – Recreation Community Services Supervisor

Alternate Responsibility – Recreation Community Services Coordinator

Responsibility

The Facilities Unit Leader is primarily responsible for the layout and activation of incident facilities, including the base, camp(s), shelters, Disaster Assistance Centers, and Emergency Operations Center (EOC). The unit provides sleeping and sanitation facilities for incident personnel and manages base and camp operations. Each facility base or camp is assigned a manager who reports to the Facilities Unit Leader. The basic functions or activities of the base and camp manager are to provide security service and general maintenance.

Supply Unit Leader

Assigned City Official

Primary Responsibility – Procurement Services Manager

Alternate Responsibility – Purchasing Assistant

Responsibility

The Supply Unit Leader is primarily responsible for ordering personnel resources, equipment, and supplies; receiving and storing supplies for the incident; maintaining an inventory of supplies; and servicing non-expendable supplies and equipment. Makes updates to the Resource Requests and Critical Asset screens in E Team.

Transportation Unit Leader

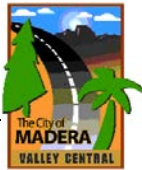
Assigned City Official

Primary Responsibility – Streets Storm Drain Supervisor

Alternate Responsibility – Fleet Manager

Responsibility

The Transportation Unit Leader is primarily responsible for support of out-of-service resources; transportation of personnel, supplies, food, and equipment; fueling, maintenance and repair of vehicles and other ground equipment; and implementing a traffic plan for the incident.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Shelter Unit Leader

Assigned City Official

Primary Responsibility – Recreation Community Programs Manager

Alternate Responsibility – Recreation/Community Programs Coordinator

Responsibility

Responsible for providing staffing and coordinating mass care and sheltering for affected residents and visitors.

Personnel and Volunteer Unit Leader

Assigned City Official

Primary Responsibility – HR Technician II

Alternate Responsibility – HR Technician II

Responsibility

Responsible for providing for the coordination of City employees, registration of volunteers, and for the overall management of manpower. The Personnel and Volunteer Resource Unit Leader shall coordinate registration and use of volunteers as Emergency Service Workers; and also coordinate receipt, storage, and distribution of donated goods.

Food Unit Leader

Assigned City Official

Primary Responsibility – Senior Nutrition Programs Monitor

Alternate Responsibility – Recreation Community Programs Coordinator

Responsibility

The Food Unit Leader is responsible for determining feeding requirements at all incident facilities; menu planning; determining cooking facilities required; food preparation; food service; potable water provisions; and general maintenance of food service areas.

Information Services Unit Leader

Assigned City Official

Primary Responsibility – IS Manager

Alternate Responsibility – Network Administrator



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Responsibility

Responsible for the installing, supporting and maintaining data processing hardware, connections, networks and software essential to the efficient management of the event. Assist EOC positions in determining appropriate types and numbers of computers and computer applications required to facilitate operations. Conduct training as required on use of information management systems.

Logistics Section Assistant

Assigned City Official

Primary Responsibility – City Engineer

Alternate Responsibility – Deputy City Engineer

Responsibility

Monitors resource request screen on E Team and updates resource status information. Provides E Team support to the Logistics section by entering information such as facility and shelter details. Provides additional support to the Logistics section as specified by the Logistics Section Chief.

Administration & Finance Section

Administration and Finance Section Chief

Assigned City Official

Primary Responsibility – Finance Director

Alternate Responsibility – Financial Services Manager

Responsibility

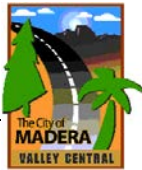
The Administration and Finance Section Chief is responsible for all financial and cost analysis aspects of the incident; supervising units under the Administration and Finance Section; and participating in the development and implementation of the EOC Action Plan. The Admin and Finance Chief performs all section functions if subordinate positions are not filled.

Cost Unit Leader

Assigned City Official

Primary Responsibility – Administrative Analyst - Finance

Alternate Responsibility – Utility Billing Supervisor



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Responsibility

The Cost Unit Leader is responsible for collecting all cost data, performing cost analyses, providing cost estimates, and recommending ways to reduce costs.

Time Unit Leader

Assigned City Official

Primary Responsibility – Payroll Specialist

Alternate Responsibility – Accounting Technician III

Responsibility

The Time Unit Leader is responsible for personnel time recording and managing the operation.

Compensation & Claims Unit Leader

Assigned City Official

Primary Responsibility – Administrative Analyst - HR

Alternate Responsibility – Human Resources Technician II

Responsibility

The Compensation & Claims Unit Leader is responsible for the overall management and direction of all compensation for injury and claims during the incident; administering financial matters arising from serious injuries and deaths occurring during the incident; and for handling all claims-related activities other than injury.

Recovery Unit Leader

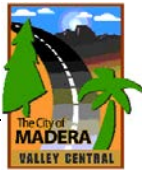
Assigned City Official

Primary Responsibility – Accounting Technician III

Alternate Responsibility – Accounting Technician III

Responsibility

The Recovery Unit Leader is responsible for compilation of cost reimbursement data and completion and filing of applications for cost reimbursement for personnel, materials, equipment, and damage arising from the incident.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Procurement Unit Leader

Assigned City Official

Primary Responsibility – *Procurement Services Manager*

Alternate Responsibility – *Purchasing Assistant*

Responsibility

The Procurement Unit Leader is responsible for administering all financial matters pertaining to vendor contracts and purchase of supplies and materials.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Quick Reference Emergency Organization Matrix

Emergency Responsibility	Primary Official	Alternate Official
Command Section		
Policy Group	Mayor, City Council, City Attorney	
Director of Emergency Services	City Administrator	Police or Fire Chief
Liaison	Director Community Development	City Engineer
Safety & Security Officer	Police Commander	Police Lieutenant
Public Information Officer	Director of Parks and Community Services	City Clerk
Assistant EOC Director	Police or Fire Chief	Police or Fire Chief
Legal Advisor	City Attorney	Contract Legal Counsel
EOC Coordinator	Police or Fire Chief	Police Commander or Deputy Fire Chief
Operations Section Chief	As Assigned by Director	Police Commander or Deputy Fire Chief (As Assigned)
Fire Branch	Division Fire Chief	Deputy Fire Chief
Law Enforcement Branch	Police Lieutenant	Police Sergeant
Communications Unit	Police Sergeant	Police Office Supervisor
Coroner Unit	Madera County Sheriff	Madera County Sheriff
Public Works Branch Director	Public Works Operations Director	Administrative Analyst – PW
Water Supply Group	Water/Sewer Operations Manager	Water System Supervisor
Construction and Engineering Unit	Streets & Storm Drainage Operations Mgr.	Streets and Storm Drainage Supervisor
Medical Branch	Fire Department Emergency Personnel	Fire Department Emergency Personnel
Operations Assistant	Police Sergeant	Police Officer
Planning & Intelligence Section Chief	Planning Manager	Assistant Planner
Resource Status Unit	Assistant Engineer	Assistant Engineer
Situation Analysis Unit	Deputy City Engineer	Engineering Technician
Damage Assessment Unit	Chief Building Official	Combination Building Inspector II
Demobilization Unit	Parks Planning Manager	Business Manager
Documentation Unit	City Clerk	Deputy City Clerk
Logistics Section Chief	Director Human Resources	Administrative Analyst – HR
Supply Unit	Procurement Services Manager	Purchasing Assistant
Personnel/Volunteers Unit	HR Technician II	HR Technician II
Facilities Unit	Rec./Comm. Services Supervisor	Rec./Comm. Services Coordinator
Transportation Unit	Str. Storm Drain Supervisor	Fleet Manager
Information Services	I.S. Manager	Network Administrator
Shelter Unit	Rec./Comm. Programs Manager	Rec./Comm. Programs Coordinator
Food Unit	Senior Nutrition Program Monitor	Rec./Comm. Programs Coordinator
Logistics Assistant	City Engineer	Deputy City Engineer
Administration & Finance Section Chief	Finance Director	Financial Services Manager
Cost Unit	Administrative Analyst-Finance	Utility Billy Supervisor
Time Unit	Payroll Specialist	Accounting Technician III
Compensation & Claims Unit	Administrative Analyst – HR	Human Resources Technician II
Recovery Unit	Accounting Technician III	Accounting Technician III



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Procurement Unit	Procurement Manager	Purchasing Assistant
------------------	---------------------	----------------------

DRAFT



APPENDIX 2

DISASTER RESPONSE CHECKLISTS



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Table of Contents

Management Section.....	1
Assistant Director of EOC.....	1
Actions to be Taken Prior to Arrival at EOC.....	1
Actions to be Taken Upon Arrival at EOC.....	2
Action Checklist.....	3
Actions to be Taken for EOC Deactivation.....	4
Terrorism and WMD Action Checklist For EOC Assistant Director.....	5
Legal Advisor.....	6
Action Checklist.....	6
Terrorism and WMD Action Checklist For Legal Advisor.....	7
Public Information Officer.....	8
Actions to be Taken Prior to Arrival at EOC.....	8
Actions to be Taken Upon Arrival at EOC.....	9
Action Checklist.....	10
Terrorism and WMD Action Checklist For Public Information Officer.....	11
Safety and Security Officer.....	12
Actions To Be Taken Prior To Arrival At EOC.....	12
Actions To Be Taken Upon Arrival At EOC.....	13
Action Checklist.....	13
Terrorism and WMD Action Checklist For Safety/Security.....	14
Liaison.....	16
Actions To Be Taken Prior To Arrival At EOC.....	16
Actions To Be Taken Upon Arrival At EOC.....	17
Action Checklist.....	18
Madera County Operational Area Representative.....	19
Action Checklist.....	19
Policy Group.....	20
Action Checklist.....	20
Emergency Operations Center Coordinator.....	21
Action Checklist.....	21
Operations Section	23
Operations Section Chief.....	23
Actions To Be Taken Prior To Arrival At EOC.....	23
Actions To Be Taken Upon Arrival At EOC.....	24
Action Checklist.....	25
Terrorism and WMD Action Checklist For Operations Section Chief.....	26
Fire Branch Director.....	27
Action Checklist.....	27
Terrorism and WMD Action Checklist For Fire Branch.....	28
Law Enforcement Branch Director.....	30
Action Checklist.....	30
Terrorism and WMD Action Checklist For Law Enforcement Branch.....	31
Coroner Unit Leader.....	33
Action Checklist.....	33
Communications Unit Leader.....	35
Action Checklist.....	35



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Terrorism and WMD Action Checklist For Communications Unit.....	37
Medical Branch Director	38
Action Checklist.....	38
Terrorism and WMD Action Checklist For Medical Branch.....	39
Medical Unit Leader	41
Action Checklist.....	41
Public Works Branch Director	42
Action Checklist.....	42
Terrorism and WMD Action Checklist For Public Works Branch.....	43
Water Supply Group	44
Action Checklist.....	44
Construction and Engineering Group Supervisor	46
Action Checklist.....	46
Operations Assistant.....	48
Action Checklist.....	48
Planning Section	49
Planning & Intelligence Section Chief	49
Actions To Be Taken Prior To Arrival At EOC.....	49
Actions To Be Taken Upon Arrival At EOC.....	50
Action Checklist.....	51
Terrorism and WMD Action Checklist For Planning Section Chief.....	52
Resource Status Unit Leader	53
Action Checklist.....	53
Situation Analysis Unit Leader.....	55
Action Checklist.....	55
Terrorism and WMD Action Checklist For Situation Analysis Unit.....	56
Damage Assessment Unit Leader.....	57
Action Checklist.....	57
Terrorism and WMD Action Checklist For Damage Assessment Unit.....	58
Demobilization Unit Leader.....	59
Action Checklist.....	59
Documentation Unit Leader.....	61
Action Checklist.....	61
Technical Specialist Unit Leader.....	62
Action Checklist.....	62
Logistics Section	63
Logistics Section Chief	63
Actions To Be Taken Prior To Arrival At EOC.....	63
Actions To Be Taken Upon Arrival At EOC.....	64
Action Checklist.....	65
Terrorism and WMD Action Checklist For Logistics Section Chief.....	65
Supply Unit Leader.....	67
Action Checklist.....	67
Terrorism and WMD Action Checklist For Supply Unit.....	67
Personnel and Volunteer Unit Leader.....	69
Action Checklist.....	69
Facilities Unit Leader.....	70
Action Checklist.....	70
Transportation Unit Leader.....	72
Action Checklist.....	72
Shelter Unit Leader.....	74
Action Checklist.....	74



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Terrorism and WMD Action Checklist For Shelter Unit.....	75
Food Unit Leader.....	77
Action Checklist.....	77
Information Services Unit Leader.....	78
Action Checklist.....	78
Logistics Section Assistant.....	79
Action Checklist.....	79
Administration and Finance Section.....	80
Administration & Finance Section Chief.....	80
Actions To Be Taken Prior To Arrival At EOC.....	80
Actions To Be Taken Upon Arrival At EOC.....	81
Action Checklist.....	81
Terrorism and WMD Action Checklist For Finance Section Chief.....	82
Cost Unit Leader.....	84
Action Checklist.....	84
Time Unit Leader.....	85
Action Checklist.....	85
Compensation and Claims Unit Leader.....	86
Action Checklist.....	86
Recovery Unit Leader.....	87
Action Checklist.....	87
Terrorism and WMD Action Checklist For Recovery Unit.....	88
Procurement Unit Leader.....	89
Action Checklist.....	89



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Management Section

Assistant Director of EOC

Reports to EOC Director

Assigned City Officials

Primary Responsibility – Police Chief and/or Fire Chief (**depending on the nature of the event**)

Alternate Responsibility – Police Commander and/or Fire Deputy Chief (**depending on the nature of the event**)

Responsibility

From the EOC, constantly assesses the situation. Knows what resources are available. Determines strategy for implementing the plan to handle the incident. Monitors how well (or poorly) the plan is working. Adjusts the plan to meet the realities of the situation. Makes sure that the response is being fully documented - for legal and financial reasons. Coordinates all response activities through the section chiefs. Keeps the EOC Director informed of the progress and strategies being implemented during the response.

Actions to be Taken Prior to Arrival at EOC

Equipment & Supplies Needed:

- ☐ Portable emergency communications radio
- ☐ Telephone
- ☐ Cellular phone
- ☐ Clerical support
- ☐ Personal supplies for duration of emergency

Time of Notification of Incident

- ☐ Time received: _____ am/pm
- ☐ Who sent message _____

Determine level of Emergency

- ☐ (See Emergency Operations Plan page v: Level 1: Local Emergency, Level 2: Local Disaster, Level 3: Major Disaster)



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Determine location of EOC

- ☐ EOC Location _____
- ☐ Location 2 _____
- ☐ Location 3 _____

Contact individual who has keys to open EOC location

- ☐ Location 2 _____
- ☐ Location 3 _____

Determine route to EOC

- ☐ Determine route based upon available transportation corridor clearances

Actions to be Taken Upon Arrival at EOC

If you are first to arrive at EOC:

- ☐ Determine availability of power
- ☐ If no power is available, begin operation in manual mode
- ☐ Notify EOC staff of mode of operation
- ☐ Indicate what to bring to EOC
- ☐ Set-up phone system (Logistics/Communications Unit)
- ☐ If power is available and communications systems are set-up, i.e. phones, fax, am/fm radio battery powered radio, proceed with operations.
- ☐ Initiate and maintain activity log
- ☐ Make decision for staffing needs: clerical support staff, runners for messages
- ☐ Meet with Section Officers and staff for situation updates
- ☐ Ensure communications & radio systems are available
- ☐ Notify Board of situation/incidents



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Be prepared to provide general status reports to Madera County Operational Area EOC
- ☐ Hold morning and afternoon briefings as well as during change of shifts
- ☐ Authorize news releases from Public Information Officer
- ☐ Discuss with Liaison coordination with other agencies as required or helpful, i.e. Cities, County
- ☐ Make decision about any requests for mutual aid from the Cities or the Madera County Operational Area EOCs. Meet with Operations and Logistics Section Chiefs to make this determination.
- ☐ Ensure accurate records are available regarding employee status, damage and condition of City facilities and sites. Meet with Planning & Intelligence, Logistics and Operations Section Chiefs to make this determination.
- ☐ Determine when operations will return to normal. Plan for transition from EOC operations to normal operations.

Action Checklist

- ☐ Read the entire action checklist.
- ☐ Obtain a briefing from each Incident Commander as appropriate.
- ☐ Don appropriate identification (vest, badge, etc.).
- ☐ Depending on the type and extent of incident, implement partial or full activation of the EOC.
- ☐ Determine if essential personnel or alternates are in the EOC or have been notified.
- ☐ Jointly assess the situation with the EOC Section Chiefs and identify needed protective action missions including: rescue, medical aid, evacuation, shelter, control or containment, public information & warning, fire suppression, and security.
- ☐ Establish priorities.
- ☐ Develop and execute the EOC Action Plan.
- ☐ Estimate duration of response.
- ☐ Establish operational work periods for all EOC personnel. (Twelve-hour maximum shifts are recommended.)
- ☐ Assess available resources and request assistance as needed.
- ☐ Formulate rules, regulations, and orders.
- ☐ Notify adjacent agencies/jurisdictions of hazards that may impose risks across boundaries.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Request activation of Madera County Operational Area EOC if appropriate.
- ☐ Establish the frequency of briefing sessions.
- ☐ Brief, as required, EOC Section Staff Section chiefs:
 - ✓ Operations Section Chief
 - ✓ Planning and Intelligence Section Chief
 - ✓ Logistics Section Chief
 - ✓ Administration and Finance Section Chief
- ☐ Designate a representative to the Madera County EOC and other agencies as needed.
- ☐ Review and approve all requests from the Operations Section Chief for outside resources and mutual aid. Forward approved requests to Logistics.
- ☐ Coordinate all EOC functions with neighboring communities, Madera County, State and Federal Emergency Organizations.
- ☐ Prepare a Mutual Aid Provision Plan to other jurisdictions.
- ☐ Maintain all required records to support the history of the emergency:
 - ✓ Messages received and sent
 - ✓ Action taken and activities
 - ✓ Requests filled
 - ✓ EOC personnel and time on duty

Actions to be Taken for EOC Deactivation

- ☐ Formal critique for all EOC staff.
- ☐ Direct Planning & Intelligence Section Chief to prepare an After-Action Report to be used for post-disaster meetings with the County and State.
- ☐ Notify City Council emergency response is ended.
- ☐ Ensure proper application for disaster assistance within two weeks after disaster for long-term repair, etc. Meet with Finance & Administration Section Chief for this information.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Terrorism and WMD Action Checklist For EOC Assistant Director

- ☐ Sign in at EOC and wear vest that identifies your position
- ☐ Set first meeting of the Command Staff
- ☐ Read the entire Action Checklist
- ☐ Depending on the type of incident, request a technical expert from Operations to serve as an advisor to the Command Staff.
- ☐ Determine objectives for the first operational period
- ☐ Consider declaring a disaster or asking the Public Health Director for a Public Health Declaration.
- ☐ Check with the safety officer on adequacy of personnel protection in the field for threat being faced.
- ☐ Request assessment of the EOC's security status from Law Enforcement.
- ☐ Make sure liaisons to the State and FBI have been assigned and are communicating to the Command Staff.
- ☐ Check with other affected Cities/town's managers as to current situation (s), keep lines of communications open as to facilitate possible requesting or rendering mutual aid.
- ☐ Check to make sure all lines of communications are operational between the EOC and all field units



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Legal Advisor

Reports to EOC Director

Assigned City Officials

Primary Responsibility – City Attorney

Alternate Responsibility – Contract Legal Counsel

Legal Counsel for EOC Director and Policy Group

Action Checklist

- ☐ Read the entire Action Checklist.
- ☐ Don appropriate identification (vest, badge, etc.).
- ☐ Obtain a situation briefing on the extent of the emergency from the Assistant Director.
- ☐ Establish areas of legal responsibility and potential liabilities.
- ☐ Appoint and brief the Policy Group as necessary.
- ☐ Prepare proclamations, emergency ordinances and other legal documents as required by the City Council and the Assistant Director.
- ☐ Advise the City Council, Assistant Director, and the EOC Section Chiefs on the legality and or legal implications of contemplated emergency actions and policies.
- ☐ Develop rules, regulations and laws required for acquisition and/or control of critical resources.
- ☐ Develop necessary ordinances and regulations to provide a legal basis for evacuation or control of the City's population.
- ☐ Commence civil and criminal proceedings as necessary and appropriate to implement and enforce emergency actions.
- ☐ Prepare documents relative to the demolition of hazardous structures or conditions.
- ☐ Maintain records to support the history of the emergency:
 - ✓ Messages received and sent
 - ✓ Action taken and activities
 - ✓ Requests filled



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ✓ Legal personnel and time on duty

Terrorism and WMD Action Checklist For Legal Advisor

- ☐ Advise the EOC Manager on the legal implications for response and recovery if incident is a terrorist act.
- ☐ If evacuations or medical quarantines are necessary, educate the Operations Section on the legal and policy issues involved.
- ☐ Develop or use existing declarations required for acquisition and control of resources.
- ☐ Develop or use existing declarations to protect City actions and personnel.
- ☐ Develop or use existing declarations for evacuation and /or population control.
- ☐ Ensure detailed and complete records are maintained of all actions.
- ☐ Prepare an After Incident Report when incident concluded.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Public Information Officer

Reports to EOC Director

Assigned City Official

Primary Responsibility – Director Parks Community Services

Alternate Responsibility – City Clerk

Responsibility

The Public Information Officer is responsible for the formulation and release of information about the incident to the news media, emergency workers, and other appropriate agencies and organizations.

Actions to be Taken Prior to Arrival at EOC

Equipment & Supplies Needed:

- ☐ Portable emergency communications radio
- ☐ Telephone
- ☐ Cellular phone
- ☐ Clerical support
- ☐ Personal supplies for duration of emergency

Time of Notification

- ☐ Time received _____ am/pm
- ☐ Who sent message _____

Call Director

- ☐ Take note of instructions & location of EOC during Emergency Notification System transmission
- ☐ Instructions received _____

Grab "GO" Kit with Personal Supplies & Supplies needed as instructed

- ☐ Includes cellular phone, change of clothing, medications, lap-top computer/lithium batteries, paper writing tablets, pencils & list of media contacts

Determine route to EOC

- ☐ Determine route based upon available transportation corridor clearances



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Actions to be Taken Upon Arrival at EOC

If you are first to arrive @ EOC:

- ☐ Determine availability of power
- ☐ If no power is available, begin operation in manual mode
- ☐ Set-up phone system (Logistics/Communications Unit)
- ☐ If power is available and communications systems are set-up, i.e. phones, fax, am/fm radio battery powered radio, computer, proceed with EOC PIO operations.
- ☐ Set-up PIO desk close to Director
- ☐ Meet with Director for current status
- ☐ Activate PIO Support Person
 - ✓ Contact _____ to assist with support functions
 - ✓ Phone: _____
- ☐ Determine if emergency broadcast message is needed.
 - ✓ Television Stations _____
 - ✓ Radio Stations _____
- ☐ Establish contact with PIOs in other agencies, i.e. Cities/County Operational Area EOC
- ☐ Establish a Press Room
- ☐ Ensure news media are not allowed in EOC
- ☐ Obtain Situation Status, Damage Assessment data from EOC staff
- ☐ Prepare news releases and have approved by Director
- ☐ Prepare & distribute employee information bulletins as authorized by Director
- ☐ Implement rumor control procedures
- ☐ Maintain complete files of release information and clippings.
- ☐ Provide recommendations to Planning & Intelligence Section Chief for After Action Report



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Action Checklist

- ☐ Read entire Action Checklist
- ☐ Don appropriate identification (badge, vest, etc.).
- ☐ Obtain briefing from Assistant Director.
- ☐ Prepare an initial information summary as soon as possible after arrival.
- ☐ Obtain approval for release of all information from Assistant Director or designated representative.
- ☐ Open and staff the Joint Information Center (JIC) and establish necessary contacts with the media (Newspapers, Radio Stations, Television Stations) to provide information and assistance as required.
- ☐ Gather and disseminate instructions, warnings and announcements.
- ☐ Coordinate information releases with State and Federal teams as needed.
- ☐ Coordinate with EBS or other communications systems to issue warnings.
- ☐ Post the information in the EOC, and the news media center.
- ☐ Provide an escort service for media and VIPs.
- ☐ Attend all EOC Staff Meetings to update news bulletins and media news releases.
- ☐ Arrange meetings between the media and emergency personnel and/or members of the City Council or other VIPs.
- ☐ Provide information to the public on available transportation routes and closures.
- ☐ Publicize an official list of assistance centers and shelter sites.
- ☐ Ensure that announcements and information are translated for special populations.
- ☐ Maintain all required records to support the history of the emergency:
 - ✓ Messages received and sent
 - ✓ Action taken and activities
 - ✓ Requests filled
 - ✓ PIO personnel and time on duty



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Terrorism and WMD Action Checklist For Public Information Officer

- ☐ Sign in at EOC wear vest that identifies your position.
- ☐ Develop communications with other PIO's / agencies involved with incident if not confined to your jurisdiction.
- ☐ Assess need for additional staffing, and plan staffing for 24 hours.
- ☐ If a federal or FBI Joint Information Center (JIC) is established, send a representative.
- ☐ If chemical, biological or radiological agent is used request a technical expert from the Operations Section or the Health Department to help disseminate a clear and accurate message.
- ☐ Establish safe media conference areas, distant from the incident command post
- ☐ Establish regular briefings, and determine what information is appropriate to release to avoid panic and promote the best community response.
- ☐ Develop information releases that support response activities.
 - ✓ Medical facilities that victims can report to
 - ✓ Transportation routes and other areas that are closed
 - ✓ Immediate first aid measures that can be taken
 - ✓ Location of shelter facilities where evacuated personnel have been moved.
- ☐ After an event release non sensitive information about the event
 - ✓ Where, what, why, how
 - ✓ Units responding
 - ✓ Number of Casualties
- ☐ Do not release sensitive information
 - ✓ Names of fatalities/causalities
 - ✓ Specific type/agent involved
 - ✓ Dispersal methods used
 - ✓ Specific law enforcement activities.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Safety and Security Officer

Reports to EOC Director – Advises Assistant Director

Assigned City Officials

Primary Responsibility – Police Commander

Alternate Responsibility – Police Lieutenant

Responsibility

Safety Officer Responsibilities: Monitor and assess hazardous and unsafe situations and develop measures for assuring personnel safety. Although the Safety Officer may exercise emergency authority to stop or prevent unsafe acts when immediate action is required, the officer will generally correct unsafe acts or conditions through the regular line of authority. The officer maintains awareness of active and developing situations, approves the Medical Plan (ICS Form 206), and includes safety messages in each incident Action Plan.

Security Officer Responsibilities: Responsible for providing access control and security for the EOC facility. Controls personnel access to the EOC in accordance with policies established by the EOC Director. Handles any situation arising from inappropriate personnel actions within the EOC. Oversees personnel check-in and checkout rosters.

Actions To Be Taken Prior To Arrival At EOC

Equipment & Supplies Needed:

- ☐ Portable emergency communications radio
- ☐ Telephone
- ☐ Cellular phone
- ☐ Clerical support (if necessary)
- ☐ Personal supplies for duration of emergency

Time of Notification

- ☐ Time received: _____ am/pm
- ☐ Who sent message: _____

Call Director for Instructions

- ☐ Take note of instructions & location of EOC
- ☐ Instructions received: _____



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Grab "GO" Kit with Personal Supplies & Supplies needed

- ☐ Includes cellular phone, change of clothing, medications, paper writing tablets, pencils/pens

Determine route to EOC

- ☐ Determine route based upon available transportation corridor clearances

Actions To Be Taken Upon Arrival At EOC

If you are first to arrive @ EOC:

- ☐ Determine availability of power
- ☐ If no power is available, begin operation in manual mode
- ☐ Set-up phone system (Logistics/Communications Unit)
- ☐ If power is available and communications systems are set-up, i.e. phones, fax, am/fm radio battery powered radio, proceed with EOC Safety Officer operations as follows:
 - ☐ Set-up Safety desk close to Director
 - ☐ Maintain activity log (see reverse)
 - ☐ Meet with Director for current status
 - ☐ Establish contact with Operations Officer for safety issues
 - ☐ Identify and mitigate safety hazards and situations
 - ☐ Keep Director informed of safety issues
 - ☐ Anticipate situation changes, i.e. effects of safety upon aftershocks

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Don appropriate identification (badge, vest, etc.).
- ☐ Obtain a situation briefing on the extent of the Emergency from the Assistant Director.
- ☐ Start an activity log documenting names, times, places and activities for all persons under your scope of supervision. Be sure to include yourself, beginning the log with the time and circumstances under which you



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

were notified of the event. This log MUST be continually updated and maintained for the ENTIRE DURATION of the incident. Consider assigning this task to a scribe.

- ☐ Determine the current EOC security requirements and arrange for staffing as needed.
- ☐ Determine needs for special access to EOC facilities
- ☐ Provide executive and VIP security as appropriate and required
- ☐ Provide recommendations as appropriate to EOC Director
- ☐ Prepare and present security briefings for the EOC Director and General Staff at appropriate meetings
- ☐ Appoint and brief Safety Staff as necessary.
- ☐ Advise the City Council, Assistant Director, and EOC Section Chiefs of the safety issues presented by the event.
- ☐ Develop safety plans and announcements and distribute to personnel.
- ☐ Participate in development of the Incident Action Plan.
- ☐ Exercise authority to stop activities in order to prevent unsafe acts.
- ☐ Investigate accidents that may occur.
- ☐ Maintain all required records to support the history of the emergency:
 - ✓ Messages received and sent
 - ✓ Action taken and activities
 - ✓ Requests filled
 - ✓ Safety personnel and time on duty

Terrorism and WMD Action Checklist For Safety/Security

- ☐ Sign in at EOC and wear vest that identifies your position.
- ☐ Request maintenance staff to check the security of building such as ventilators and air ducts.
- ☐ Contact Operations to get an update and find out what safety and security issues are at this time and those anticipated in the future.
- ☐ Determine the appropriate type of protection and protective zones if biological, chemical or nuclear weapons have been used.
- ☐ Increase security of EOC above natural disaster levels.
- ☐ Control access to EOC building grounds



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Consider having all vehicles and traffic moved away from EOC building.
- ☐ Have all EOC participants present picture ID at EOC Checkpoint
- ☐ Limit the number of entrances to the EOC
- ☐ Screen mail and all deliveries to the EOC
- ☐ Make everyone aware of the possibility of secondary attacks.
- ☐ Develops safety plan and assures that all personnel are briefed on its content.
- ☐ Ensure airspace closure over the site.
- ☐ Brief shift replacement fully on all ongoing operations.
- ☐ Reviews all plans at sites for safety and security issues.

DRAFT



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Liaison

Reports to EOC Director

Assigned City Officials

Primary Responsibility – Director Community Development

Alternate Responsibility – City Engineer

Responsibility

The Liaison Officer is the point of contact for assisting and cooperating agency representatives. This includes agency representatives from other fire agencies, Red Cross, community-based organizations, law enforcement, Public Services, hospitals, schools and engineering organizations, and all others. The Liaison Officer ensures visiting agency representatives are provided with the necessary workspace, communications, information and internal points of contact necessary to perform their responsibilities. The Liaison Officer will also ensure the EOC Director is informed as to what agencies are represented in the EOC.

Actions To Be Taken Prior To Arrival At EOC

Equipment & Supplies Needed:

- ☐ Portable emergency communications radio
- ☐ Telephone
- ☐ Cellular phone
- ☐ Clerical support (if necessary)
- ☐ Personal supplies for duration of emergency

Time of Notification

- ☐ Time received: _____ am/pm
- ☐ Who sent message: _____

Call Director for Further Instructions

- ☐ Take note of instructions & location of EOC
- ☐ Instructions received: _____



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Grab "GO" Kit with Personal Supplies & Supplies needed as instructed.

- ☐ Includes cellular phone, change of clothing, medications, paper writing tablets, pencils/pens

Determine route to EOC

- ☐ Determine route based upon available transportation corridor clearances

Actions To Be Taken Upon Arrival At EOC

If you are first to arrive @ EOC:

- ☐ Determine availability of power
- ☐ If no power is available, begin operation in manual mode
- ☐ Set-up phone system (Logistics/Communications Unit)
- ☐ If power is available and communications systems are set-up, i.e. phones, fax, am/fm radio battery powered radio, proceed with EOC Liaison operations.
- ☐ Set-up Liaison desk close to Director
- ☐ Maintain activity log (see reverse)
- ☐ Meet with Director for current status
- ☐ Determine if clerical support is needed.
 - ✓ Clerical Support Name: _____
 - ✓ Phone: _____
- ☐ Establish contact with supporting agencies
- ☐ Serve as official liaison to agencies, i. e. Red Cross
- ☐ Verify accuracy of information to be relayed to the Director or PIO. Refer public information announcements to PIO for events and actions by other agencies to Director
- ☐ Participate in EOC briefings
- ☐ Coordinate dependent care for EOC staff.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Don appropriate identification (badge, vest, etc.).
- ☐ Obtain a situation briefing on the extent of the emergency from the Assistant Director.
- ☐ Assign assisting/coordinating agencies as directed.
- ☐ Assist in the development and execution of the Incident Action Plan.
- ☐ Appoint and brief staff, as necessary.
- ☐ Identify and establish contact with agency representatives from each agency inside and outside the EOC.
- ☐ Respond to requests from incident personnel for inter-organizational contacts.
- ☐ Monitor incident operations to identify current or potential inter-organizational problems.
- ☐ Provide assistance to EOC Staff, Assistant Director and Policy Group members.
- ☐ Maintain all required records to support the history of the emergency:
 - ✓ Messages received and sent
 - ✓ Action taken and activities
 - ✓ Requests filled
 - ✓ Liaison personnel and time on duty



Madera County Operational Area Representative

Reports to Assistant Director

Assigned by the EOC Director when requested by the Madera County Operational Area.

Responsibility

The Operational Area Representative shall represent the city in all areas of concern at the Madera County Emergency Operations Center. The representative shall report directly to the Director.

Action Checklist

- ☐ Establish contact with Madera County Emergency Services personnel and other outside agencies with whom you may interact as a member of the emergency management team.
- ☐ Adhere to protocols and policies governing Operational Area communications with subordinate organizations.
- ☐ Attend Operational Area briefings on behalf of the city.
- ☐ Channel Operational Area requests and directives to the appropriate section chiefs and officers in the city organization.
- ☐ Maintain all required records to support the history of the emergency:
 - ✓ Messages received and sent
 - ✓ Action taken and activities
 - ✓ Requests filled
 - ✓ Staff personnel and time on duty



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Policy Group

Counsel and advice to the EOC Director

Primary Responsibility – Mayor, City Council, City Attorney

Alternate Responsibility – Mayor, City Council, City Attorney

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing on the extent of the emergency from the Assistant Director.
- ☐ Work with the Assistant Director and EOC Section Chiefs to develop an overall strategy and an Incident Action Plan:
 - ✓ Assess the situation
 - ✓ Define problems
 - ✓ Establish priorities
 - ✓ Determine the need for evacuation
 - ✓ Estimate the incident duration
- ☐ Assist in implementing the Incident Action Plan.
- ☐ Work with the Public Information Officer to conduct media briefings and disseminate public information.
- ☐ Maintain all required records to support the history of the emergency:
 - ✓ Messages received and sent
 - ✓ Action taken and activities
 - ✓ Requests filled
 - ✓ Policy Group personnel and time on duty



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Emergency Operations Center Coordinator

Reports to Assistant Director

Assigned City Officials

Primary Responsibility – Police Chief and/or Fire Chief (or designee)

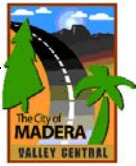
Alternate Responsibility – Commander and/or Deputy Fire Chief or designee

Responsibility

The EOC Coordinator is responsible for facilitating the overall functioning of the EOC. Assists and serves as an advisor to the Assistant Director and General Staff as needed, providing information and guidance related to the internal functions of the EOC and ensure compliance with operational area emergency plans and procedures. Assists the Liaison Officer in ensuring proper procedures are in place for directing agency representatives and conducting VIP/visitor tours of the EOC.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Don appropriate identification (badge, vest, etc.).
- ☐ Obtain a briefing on the extent of the emergency from the EOC Section Chiefs.
- ☐ Set up the EOC (phones, fax, tables, chairs/stools, office supplies, refreshments).
- ☐ Develop, implement and maintain an EOC check-in/out Plan and Security Plan.
- ☐ Assist the Assistant Director in filling needed work station personnel.
- ☐ Provide assistance and information to the EOC Section Chiefs.
- ☐ Prepare to be temporarily assigned to serve in any of the Management Section positions as assigned by the Assistant Director.
- ☐ Provide assistance and information to EOC Section Chiefs as required.
- ☐ Assist the Assistant Director in developing an overall strategy and Incident Action Plan.
 - ✓ Assess the situation
 - ✓ Define problems
 - ✓ Establish priorities
 - ✓ Determine the need for evacuation
 - ✓ Estimate the event duration
 - ✓ Establish the frequency of briefing sessions
 - ✓ Determine the need for an "Emergency Declaration"



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Facilitate periodic briefing sessions conducted by the Assistant Director.
- ☐ Maintain all required records to support the history of the emergency:
 - ✓ Messages received and sent
 - ✓ Action taken and activities
 - ✓ Requests filled
 - ✓ Staff personnel and time on duty

DRAFT



Operations Section

Operations Section Chief

Reports to Assistant Director

Assigned City Official

Primary Responsibility – Assigned by EOC Director depending on event. Will include either the Police Chief, Fire Chief, Fire Deputy Chief

Alternate Responsibility – Fire Deputy Chief, Division Chief or Police Commander (assigned by the Director)

Responsibility

The Operations Section Chief, a member of the general staff, is responsible for the management of all tactical operations directly applicable to the primary mission. The Operations Chief activates and supervises organization elements in accordance with the EOC Action Plan and directs its execution in the Operations Section. The Operations Chief also directs the preparation of unit operational plans, requests or releases resources, recommends expedient changes to the EOC Action Plan as necessary, and reports such to the Director.

Actions To Be Taken Prior To Arrival At EOC

Equipment & Supplies Needed:

- Portable emergency communications radio
- Telephone
- Cellular phone
- Clerical support (if necessary)
- Personal supplies for duration of emergency

Time of Notification

- Time received: _____ am/pm
- Who sent message: _____

Call Director for Further Instructions

- Take note of instructions & location of EOC during Emergency Notification System transmission
- Instructions received: _____



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Grab "GO" Kit with Personal Supplies & Supplies needed

- Includes cellular phone, change of clothing, medications, paper writing tablets, pencils/pens

Determine route to EOC

- Determine route based upon available transportation corridor clearances

Actions To Be Taken Upon Arrival At EOC

If you are first to arrive @ EOC:

- Determine availability of power
- If no power is available, begin operation in manual mode
- Set-up phone system (Logistics/Communications Unit)

If power is available and communications systems are set-up, i.e. phones, fax, am/fm radio battery powered radio, proceed with EOC Operations Officer operations as follows:

- Set-up Operations Section desk with needed supplies. If supplies are needed,
- Notify Resource & Logistics Section Chief.
- Maintain activity log (see reverse)
- Meet with Director for current status
- Determine if Operations clerical staff needs to be activated.
 - ✓ Clerical Support Name: _____
 - ✓ Phone: _____
- Meet with Safety Officer to review and authorize immediate actions according to safety & emergency operation procedures, i.e. on-site treatment of injured, policy for employees & others not needed for emergency response, occupancy status of buildings.
- Direct Public Services to cordon-off unsafe areas, secure facilities and control access where there is damage.
- Where needed have all utilities shutdown if presenting possible hazard.
- Direct establishment of Medical Treatment area
- Ensure traffic controls established for emergency vehicles
- Establish & control Visitor Rendezvous Area
- Make requests to Logistics Section Chief needed soon, i.e. equipment, food for FOC field staff, etc.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- Forward information Situation Status and other in EOC of events & actions.
- Prepare plan for large-scale egress from site.
- Coordinate with Planning & Intelligence Officer and FOC/Damage Assessment to identify priorities for inspections, repairs, facility restoration
- Plan for ongoing operations with other EOC Officers.
- Provide lists of personnel on duty and personnel matters to Admin & Finance/Compensation & Claims Unit.
- Provide information & recommendations to Planning and Intelligence Section Chief for After Action report
- Support Admin & Finance/Compensation & Claims Unit files with photographs, and source documents, i.e. time records, field notes, etc.

Action Checklist

- ☐ Read entire Action Checklist for the position and those of any sections you may be responsible for.
- ☐ Don appropriate identification (badge, vest, etc.).
- ☐ Obtain briefing from the Emergency Manger.
- ☐ Evaluate current field conditions associated with the event.
- ☐ Determine the resources committed and further resources required.
- ☐ Develop a briefing for the PIO and Policy Group with the Assistant Director.
- ☐ Working with the EOC staff, develop a strategy and an EOC Action Plan.
- ☐ Exercise overall responsibility for the coordination of Branch and Unit activities within the Operations Section.
- ☐ Assign and brief branch directors on the Incident Action Plan.
- ☐ Assign specific work tasks to various branches of the Operations Section as required.
- ☐ Keep the Assistant Director advised and briefed.
- ☐ Coordinate the activities of all the functions within the Operations Section.
- ☐ Determine the need for additional resources. Make requests through the Assistant Director, coordinating resource needs with the Logistics Section Chief.
- ☐ Receive, evaluate and disseminate emergency operational information.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Provide all relative emergency information to the Public Information Officer.
- ☐ Maintain all required records to support the history of the emergency:
 - ✓ Messages received and sent
 - ✓ Action taken and activities
 - ✓ Requests filled
 - ✓ Operations staff personnel and time on duty

Terrorism and WMD Action Checklist For Operations Section Chief

- ☐ Report to the EOC sign in and wear your vest which identifies your position.
- ☐ Contact Operations Chief in other affected jurisdiction(s) if any and offer your support.
- ☐ Get briefed on the issues and needs of the operations underway
- ☐ Establish regular communications intervals with field and command personnel
- ☐ Identify major operational problems
- ☐ Brief Operations Unit Leaders on available information
- ☐ Develop Operation Section of the EOC Action Plan
- ☐ Keep the Planning Section Chief Informed of incident intelligence and response operations of all branches.
- ☐ Coordinate with County emergency activities
- ☐ Establish a method for receiving reports from all Operations Branch Directors
- ☐ Determine if the high priority needs of the City are being met, address employment requests for mutual aid.
- ☐ Establish staging areas and appoint staging area managers.
- ☐ Determine the need and then request additional personnel
- ☐ Maintain a record of any and all activities of the operations section.
- ☐ Determine unique incident needs and requests
- ☐ Provide advice on recovery and reconstruction operations



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Fire Branch Director

Reports to Operations Section Chief

Assigned City Official

Primary Responsibility – *Fire Department Division Chief or Fire Deputy Chief (Assigned by the Director)*

Alternate Responsibility – *Fire Department Division Chief or Fire Deputy Chief*

Responsibility

The Fire Branch Director is responsible for management of fire prevention, control, and suppression; rescue operations; and hazardous materials releases incidents to the emergency or disaster response. The Fire Branch Director also implements that part of the EOC Action Plan dealing with coordination of resources that provide for the rapid mobilization, organization, and operation of fire equipment and personnel to mitigate the effects of the emergency.

Action Checklist

- ☐ Read entire Action Checklist for unit function and related positions.
- ☐ Don appropriate identification (badge, vest, etc.).
- ☐ Obtain briefing from Operations Section Chief.
- ☐ Assess the impact of the Emergency on the Fire & Rescue operational capability.
- ☐ Determine if all essential fire management personnel have been notified.
- ☐ Begin recall to fill required and anticipated field and clerical staffing levels.
- ☐ Request mutual aid as needed through Area Fire Coordinator.
- ☐ Coordinate resource requests with Logistics Section Chief.
- ☐ Check the status (availability and deployment) of fire apparatus.
- ☐ Determine the viability of the communications system.
- ☐ Determine if the water system is functional for fire fighting. Coordinate with Water Unit in Public Services Branch.
- ☐ Work with Incident Command Staff to prioritize fire-related problems.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Direct field personnel in mitigation of identified problems.
- ☐ Provide recon and communicate results to Situation Unit in the Planning Section.
- ☐ Participate in Operations Section planning and strategy meetings.
- ☐ Periodically brief Operations Section Chief.
- ☐ Get updated weather information from the Situations Analysis Unit in the Planning Section.
 - Determine if current and forecast weather conditions will complicate large and intense fires, hazardous materials releases, major medical incidents or other potential problems.
- ☐ Ensure a consistent flow of information to and from Division and Group Supervisors.
- ☐ Assist in planning the evacuation of injured victims to first aid facilities, casualty collection points or hospitals.
- ☐ Determine need (and issue orders) for evacuation of threatened areas and for return to such areas when deemed safe.
- ☐ Arrange for feeding of Fire & Rescue personnel through the Supply and Facilities Units in the Logistics Section.
- ☐ Maintain all required records and documentation to support the history of the emergency.

Terrorism and WMD Action Checklist For Fire Branch

- ☐ Report to EOC, sign in and wear your vest that identifies your position.
- ☐ Contact Fire Branch at the Command Post and get briefed on situation there.
- ☐ Get briefing from the EOC Manager
- ☐ Determine Fire-Rescue needs at the present time and in the future as the incident unfolds.
- ☐ Recall all necessary field and support personnel
- ☐ Contact Fire Branch(s) of any other affected jurisdictions and obtain their situation status and offer assistance.
- ☐ Develop and update list of all units on scene and in staging.
- ☐ Maintain key information on EOC Map and Charts. Include depiction of cold, warm and hot zones, CP location, staging area, ingress and egress routes as defined by the Command Post.
- ☐ Assess the need for additional transport and triage units
- ☐ If evacuation is ordered monitor special medical needs.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Depict accurate information of hospital capacities on EOC Chart
- ☐ Request mutual aid if needed.
- ☐ Request technical assistance through the State if needed by the Hazmat Team.
- ☐ Coordinate with Public Works Director to support gross decon if fire resources are inadequate.
- ☐ Coordinate with the Logistics Section on additional equipment and manpower that is needed now or is anticipated for future operations.
- ☐ Maintain an activity log for all personnel and equipment used at the scene

DRAFT



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Law Enforcement Branch Director

Reports to Operations Section Chief

Assigned City Official

Primary Responsibility – *Police Lieutenant*

Alternate Responsibility – *Police Sergeant*

Responsibility

The Law Enforcement Branch Director is responsible for maintaining law and order, evacuating populations in a timely manner, controlling traffic, coordinating criminal investigations and providing animal control incidents to the emergency or disaster response. The Law Enforcement Branch Director also implements that part of the EOC Action Plan dealing with coordination of resources that provide for the rapid mobilization, organization, and operation of police equipment and personnel to mitigate the effects of the emergency.

Action Checklist

- ☐ Read entire Action Checklist for unit function and related positions.
- ☐ Don appropriate identification (badge, vest, etc.).
- ☐ Obtain briefing from Operations Section Chief.
- ☐ Participate in Operations Section planning and strategy meetings.
- ☐ Periodically brief Operations Section Chief.
- ☐ When necessary, alert essential Law Enforcement personnel as to the potential need for a recall and initiate recall as required.
- ☐ Maintain running status on resources committed and available.
- ☐ Request additional resources through Operations Section Chief.
- ☐ Order an immediate general survey of the areas affected by the event by field units. Report information to the Operations Section Chief and the Planning & Intelligence Section Chief.
- ☐ Plan and conduct evacuation of areas of the City where there is severe damage or life-threatening hazards.
- ☐ Prepare and implement a Public Warning Plan as needed.
- ☐ Prepare a plan to screen traffic coming into the City, especially into dangerous areas.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Work with the Public Services Branch to establish emergency traffic routes and initiate traffic control.
- ☐ Prepare a security plan for:
 - ✓ Evacuation Areas
 - ✓ Designated Shelter Sites
 - ✓ Fatality Collection Areas
 - ✓ Emergency Medical Treatment Facilities
 - ✓ Casualty Collection Points
 - ✓ Fire Stations
 - ✓ EOC
- ☐ Work with Animal Control Personnel to prepare and implement an Animal Control Plan as necessary.
- ☐ Assist the Coroner's Office in the identification of remains, body collection, body removal, and the operation of a temporary morgue.
- ☐ Coordinate food and shelter requirements for Law Enforcement personnel with the Facilities Unit in the Logistics Section.
- ☐ Prepare a plan to handle requests for assistance from other jurisdictions.
- ☐ Maintain all required records and documentation to support the history of the emergency.

Terrorism and WMD Action Checklist For Law Enforcement Branch

- ☐ Report to the EOC, wear your vest which identifies your position.
- ☐ Contact the Law Branch at the command post and get briefed of the situation. Determine Law Enforcement needs.
- ☐ Contact the Law Branches of any other jurisdiction(s) involved and offer assistance, find our situation in their area, offer assistance if possible.
- ☐ Document the level of protection required and the need for additional protective equipment coordinate with the logistics section.
- ☐ Maintain key information on EOC Map and Charts. Include depictions of cold, warm and hot zones, CP location, staging area, and ingress and egress routes as defined by the Command Post.
- ☐ Assign specific work tasks to division/group supervisors.
- ☐ Provide situation and resource information to Operations Section Chief and the Planning Section.
- ☐ Recall off duty officers and support personnel as needed.
- ☐ Request mutual aid (if necessary) to support the day-to-day patrol activity.
- ☐ If resources are short, make policy change to respond to only serious calls for service until such time as adequate personnel are available.
- ☐ Monitor deployment of special units, SWAT, Bomb and other forces.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Request assistance from the Public Works Department to help establish road blocks.
- ☐ Send liaison to FBI Command Post or Joint Field Office (JFO).
- ☐ Evaluate and relocate available resources according to needed priorities update as the priorities change.
- ☐ Develop current lists of personnel and equipment both on the scene and at the staging areas.
- ☐ If evacuation is being considered alert Logistics Section for shelter and transportation.
- ☐ Maintain a current log of personnel duties and details handled.

DRAFT



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Coroner Unit Leader

Reports to Law Enforcement Branch Director

Assigned County Official

Primary Responsibility – Madera County Sheriff or designee

Alternate Responsibility – Madera County Sheriff or designee

Responsibility

Under the direction of the law Enforcement Branch Director, and in the absence of the Madera County Coroner, the Coroner Group Supervisor is responsible for identifying and documenting the remains of deceased persons, coordinating with mortuary personnel in removing remains from emergency scenes, and storing remains.

Action Checklist

- ☐ Read entire Action Checklist for unit function and related positions.
- ☐ Don appropriate identification (badge, vest, etc.).
- ☐ Obtain briefing from Law Enforcement Branch Director.
- ☐ Organize and coordinate Coroner Field Teams consisting of members of local mortuaries and a City Police representative.
- ☐ Establish radio contact with Coroner Field Teams.
- ☐ Report all field activities to the Coroner at Madera County EOC.
- ☐ Establish temporary morgues as needed.
- ☐ Collect and organize records of reports concerning deaths, injuries, missing and located persons.
- ☐ Segregate casualty information concerning law enforcement, fire, and other agency personnel from general casualty information.
- ☐ Maintain a list of hospitals, evacuation centers, temporary first aid stations, and morgue facilities.
- ☐ Establish liaison with local mortuaries, morgues, and fatality collection points.
- ☐ Arrange for security and accountability of personal belongings of deceased.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Maintain the following records:
 - ✓ Identification of deceased
 - ✓ Date/time of death
 - ✓ Name, address, phone, etc., of person who found the body
 - ✓ Date, time, location where fatal injuries were received
 - ✓ Name, badge number, and department of officer investigating the death
 - ✓ Name of person transporting the body
 - ✓ Name of person receiving and identifying the body
 - ✓ Photographs of deceased prior to removal
 - ✓ Inventory of deceased's personal belongings
 - ✓ Circumstances surrounding death
 - ✓ Apparent cause of death
 - ✓ Date, time, and name of person to whom the body is released.
- ☐ Maintain all required records and documentation of personnel and equipment used throughout the event response.

DRAFT



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Communications Unit Leader

Reports to the Operations Section Chief

Assigned City Official

Primary Responsibility – *Police Sergeant*

Alternate Responsibility – *Police Office Supervisor*

Responsibility

Responsible for the development of plans for the effective use of communications equipment and facilities; installation and testing of communications equipment such as telephones and radio systems for the EOC; acquisition of radio frequencies as needed to facilitate operations; supervision of the communications center; distribution of communications equipment to incident responders; assignment of Amateur Radio Operators as needed to augment primary communications networks; and the maintenance and repair of communications equipment.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing on the extent of the event from the Operations Section Chief.
- ☐ Continually monitor and test the activated radio and telephone systems. Keep the Operations section informed of system failures and restoration activities.
- ☐ Establish and maintain the EOC Communications Center.
- ☐ Provide Communications Support Personnel, Dispatchers, and Operators.
- ☐ Coordinate with telephone companies to obtain portable telephone banks or cellular on wheels (COWs), as necessary.
- ☐ Develop and implement a Communications Coordination Plan to include radio frequencies and telephone numbers for:
 - ✓ Police
 - ✓ Fire
 - ✓ Public Services
 - ✓ EOC sections
 - ✓ Amateur Radio Operators
 - ✓ Madera Unified School District
 - ✓ Red Cross
 - ✓ Utility Companies
 - ✓ Other Agencies
 - ✓



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Contact ALCO Radio repair facility for supplies, services and replacement equipment as required.

DRAFT



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

☐ Monitor and report on the following technical information:

- ✓ Adequacy of communications systems in operation
- ✓ Geographic limitation of communication systems
- ✓ Amount and types of equipment available
- ✓ Problems in the use of communication equipment
- ✓ Equipment service requirements
- ✓ Equipment tests and repairs
- ✓ Equipment inventory control (collection and distribution)

Support Operations Section where needed as long as primary Communications Unit responsibilities are fulfilled

☐ Maintain all required records and documentation of personnel and equipment used.

Terrorism and WMD Action Checklist For Communications Unit

- ☐ Report to the EOC, sign in wear your vest which identifies your position
- ☐ Assess the current adequacy of field communications by talking to Operations and Dispatch.
- ☐ If EOC communications lines are inadequate, order additional lines installed with the approval of the Logistics Chief.
- ☐ Assess computer and data lines and upgrade as necessary.
- ☐ Install TV *outside* the EOC for the Command Section to view news.
- ☐ Order temporary hard lines to command posts, staging areas, shelters or other incident related facilities to relieve communications congestion.
- ☐ Activate any additional communications resources.
- ☐ Make sure of adequate communications between EOC, State and FBI liaisons and offices.
- ☐ Contact local wireless providers for extra phones for disaster service workers.
- ☐ Request HAM radio operators activated for additional communications.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Medical Branch Director

Reports to Operations Section Chief

Assigned County Official

Primary Responsibility – *Fire Department Emergency Personnel*

Alternate Responsibility – *Assigned Fire Department Personnel*

Responsibility

The Medical Branch Director is responsible for taking action to reduce injuries and the loss of lives by ensuring timely and coordinated medical response, treatment, and transportation. The Medical Branch Director also implements that part of the Incident Action Plan dealing with coordination of resources that provide for the rapid mobilization, organization, and operation of medical equipment and personnel to mitigate the effects of the emergency.

Action Checklist

- ☐ Read the entire Action Checklist.
- ☐ Obtain a briefing from the Operations Section Chief.
- ☐ Review and implement assignments in the Incident Action Plan.
- ☐ Coordinate activities with the Operations Section Chief and consult with other branches and units within the Operations Section to assess the situation.
- ☐ Determine the following:
 - ✓ Location and nature of the event
 - ✓ Approximate number of injuries and deceased persons
 - ✓ Best response routes
 - ✓ Needs for medical assistance:
 - Triage Teams
 - Treatment Teams
 - Transport
 - Red Cross
 - Blood Banks
 - Staging Areas
 - Emergency Medical Treatment Facilities
 - First Aid Stations
 - Casualty Collection Points
 - ✓ Other resources
 - ✓ Pertinent information such as hazardous materials.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Establish radio contact with Madera County Emergency Medical Services (EMS).
- ☐ Coordinate all requests for additional Medical assistance through Madera County EMS.
- ☐ Update and brief Operations Section Chief.
- ☐ Review and follow Multi-Casualty Incident (MCI) guidelines in Madera County Medical Protocols.
- ☐ Establish locations for Staging Areas, Casualty Collection Points, and Fatality Collection Points. Inform Operations Section Chief and Madera County. Coordinate this with the Facilities Unit in the Logistics Section.
- ☐ Notify the Logistics and Planning & Intelligence Chiefs of the following:
 - ✓ Casualties
 - ✓ Shelter needs for casualties
 - ✓ Needs for additional resources
- ☐ All for appropriate reaction times to establish emergency medical facilities.
- ☐ Coordinate the following with the Law Enforcement Branch:
 - ✓ Traffic flow
 - ✓ Crowd control
 - ✓ Access and egress for ambulances, fire equipment, and other authorized emergency vehicles
 - ✓ Security perimeter control
 - ✓ Emergency transportation
 - ✓ Medical teams
 - ✓ Medical supplies
- ☐ Provide medical aid, transportation and related support for the handicapped and elderly.
- ☐ Develop and implement a plan for medical supply procurement and distribution.
- ☐ Maintain all required records and documentation to support the history of the event.

Terrorism and WMD Action Checklist For Medical Branch

- ☐ Report to the EOC, sign in and wear your vest which identifies your position
- ☐ Contact field operations personnel and obtain situation briefing as well as from the EOC Manager.
- ☐ Establish and maintain environmental monitoring of all zones, run off, inside and outside the shelters and hospitals.
- ☐ Request community physicians respond as needed
- ☐ Provide PIO with public information on threat protection measures.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Order quarantines where necessary; coordinate with the Operations Section Chief.
- ☐ Advise the EOC Manager on the need to declare a public health emergency.
- ☐ Communicate with each receiving facility by all available means to:
 - ✓ Ensure that they have been given preliminary information including product or agent information.
 - ✓ Reconfirm phone, modem, and fax numbers that can be used for communication.
 - ✓ Identify hospital liaison for future communications.
 - ✓ Identify a preliminary antidote if need.
- ☐ Coordinate with responding hospital(s); establish off site treatment facilities as required.
- ☐ Record all communications with hospital facilities
- ☐ Request additional security from the Law Enforcement Branch
- ☐ Request Logistics Section to provide facility setup support if required
- ☐ Coordinate the documentation of all Field Medical Personnel, and patients, maintain a full record of your units activities at the incident.
- ☐ Coordinate with Mental Health for Critical Incident Stress Debriefings for victims and workers.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Medical Unit Leader

Reports to the Medical Branch Director

Primary Responsibility – *Fire Department Representative (assigned by the Section Chief)*

Alternate Responsibility -- *Fire Department Representative (assigned by the Section Chief)*

Responsibility

The Medical Unit Leader is responsible for development of the Medical Emergency Plan; obtaining medical aid and transportation for injured and ill incident responders; and preparation of reports and records. The Medical Unit may also be called upon to assist the Operations Section in supplying medical care and assistance to civilian casualties.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing from the Medical Branch Director.
- ☐ Obtain workers and supplies to establish treatment centers as required.
- ☐ Establish locations for medical treatment of emergency workers.
- ☐ Provide crisis counseling to emergency workers as needed.
- ☐ Maintain radiation exposure records for response personnel.
- ☐ Determine necessary disease prevention measures (inoculations, water purification, pest control, etc.).
- ☐ Acquire, inventory, store, and distribute barrier protection against blood-borne pathogens supplies for all emergency workers.
- ☐ Develop and implement a Bio-hazard Disposal Plan.
- ☐ Maintain all required records and documentation to support the history of the event.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Public Works Branch Director

Assigned City Official-- Reports to Operations Section Chief

Primary Responsibility – *Public Works Operations Director*

Alternate Responsibility – *Administrative Analyst - PW*

Responsibility

The Public Works Branch Director is responsible for water supply, wastewater treatment, debris removal, assistance in traffic control, assistance in rescue operations, and other duties as required. The Public Works Branch Director also implements that part of the EOC Action Plan dealing with coordination of resources that provide for the rapid mobilization, organization, and operation of Public Services equipment and personnel to mitigate the effects of the emergency.

Action Checklist

- ☐ Read entire Action Checklist for branch function and related positions.
- ☐ Don appropriate identification (badge, vest, etc.).
- ☐ Obtain briefing from Operations Section Chief.
- ☐ Participate in Operations Section strategy and planning meetings.
- ☐ Keep Operations Section Chief advised and informed.
- ☐ Coordinate all activities with the Operations Section Chief and consult with other branches and units within the Operations Section to assess the situation.
- ☐ Alert Public Services personnel and initiate recall procedure as required.
- ☐ Determine if all key Public Services personnel or their alternates are in the FOC or have been notified.
- ☐ Assess the impact of the event on the Public Services operational capability.
- ☐ Coordinate resource requests with the Operations and Logistics Section Chiefs.
- ☐ Log on to E-Team.
- ☐ Confirm that Public Services personnel needs are met (feeding, sheltering). Work with Facilities Unit and the Food Unit in the Logistics Section.
- ☐ Support clean-up, debris removal, and other recovery operations.
- ☐ Maintain all required records and documentation of personnel and equipment used throughout the event response.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Coordinate with Water Supply Group Supervisor at the Public Services FOC.
- ☐ Coordinate with Construction and Engineering Group Supervisor at the Public Services FOC.

Terrorism and WMD Action Checklist For Public Works Branch

- ☐ Report to EOC sign in and wear your vest which identifies your position
- ☐ Contact the public works branch at the Incident Command Post for briefing of the situation.
- ☐ Get briefing from the EOC Manager
- ☐ Determine Public Works needs now and those anticipated for the future as the incident unfolds.
- ☐ Recall all off duty personnel needed for the incident.
- ☐ Contact the Public Works Units of any other affected jurisdiction(s) and get briefed on their situation and offer your assistance.
- ☐ Assess availability of barricades and other possible equipment needed from other non-affected jurisdictions
- ☐ Provide gross decon for victims at the scene, in close coordination with Fire-Rescue.
- ☐ Resolve logistics problems reported from the field
- ☐ Coordinate with Medical Unit Leader to provide gross decon assistance at local hospitals if required.
- ☐ In close coordination with the on scene Hazmat Team Commander control decon hazardous material runoff to protect the environment.
- ☐ Monitor the quality of water and air, if the type of incident calls for it i.e.: Hazmat, Bio, or Nuclear.
- ☐ Assist in burying the dead if requested by the coroner.
- ☐ Assess the impact of the event on the Public Works operational capacity
- ☐ Assess the impact of the event on the water supply or waste water operations
- ☐ Test water supply and issue water treatment advisories as required through the Public Information Officer.
- ☐ Maintain an activity log for all personnel and equipment used in the incident.
- ☐ Coordinate with the Damage Assessment unit and inventory the following essential City services to establish restoration priorities.
 - ✓ Electrical Power
 - ✓ Natural Gas
 - ✓ Telephone Service
 - ✓ Traffic ingress and egress
 - ✓ Damaged structures
 - ✓ Bridges & Over Crossings
 - ✓ Under Passes
 - ✓ Water System
 - ✓ Sewer System
 - ✓ Storm Drain System



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Water Supply Group

Reports to Public Works Operations Director

Assigned City Official

Primary Responsibility – *Water/Sewer Operations Manager*

Alternate Responsibility—*Water System Supervisor*

Responsibility

Under the direction of the Public Services Branch Director, the Water Group Supervisor is responsible for coordinating all water supply and wastewater activities.

Action Checklist

- ☐ Report to the Public Services Field Operations Center (FOC).
- ☐ Read the entire action checklist.
- ☐ Obtain a briefing from the Public Services Branch Director.
- ☐ Determine if key water supply and wastewater personnel or alternates are in the FOC.
- ☐ Assess the impact of the event on the water supply and wastewater operations.
- ☐ Coordinate with California Water Service and Zone 7 to establish water supplies to all areas in the City.
- ☐ Set water supply and wastewater priorities based on the nature of the event.
 - ✓ Sewer System
 - ✓ Storm Drain
- ☐ Develop and implement a plan for Potable Water and Sewer System Protection.
- ☐ Brief and update the Public Services Branch Director of all water supply and wastewater emergency responsibilities including priorities, plans, and resources.
- ☐ Inventory all water supply and wastewater installations and systems. Check for possible failures.
- ☐ Test water supply and issue water treatment advisories as required through the Public Information Officer.
- ☐ Establish priorities for the restoration of water supply and wastewater services.
- ☐ Coordinate all activities with other branches and units as required.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Develop a plan to provide assistance to other jurisdictions once City resources are stable.
- ☐ Maintain all required records and documentation to support the history of the event.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Construction and Engineering Group Supervisor

Reports to Public Works Operations Director

Assigned City Official

Primary Responsibility – *Streets & Storm Drainage Operations Manager*

Alternate Responsibility – *Streets and Storm Drainage Supervisor*

Responsibility

Under the direction of the Public Works Operations Director, the Construction and Engineering Group Supervisor is responsible for coordinating debris removal, assistance in traffic control, assistance in rescue operations, and assistance in damage assessment.

Action Checklist

- ☐ Report to the Public Services Field Operations Center (FOC).
- ☐ Read entire Action Checklist.
- ☐ Obtain briefing and preliminary damage survey to develop complete information for the Situation Analysis Unit.
- ☐ Obtain tasking from the Public Works Operations Director.
- ☐ Coordinate with Damage Assessment Unit and inventory the following essential City services to establish restoration priorities:
 - ✓ Electrical Power
 - ✓ Natural Gas
 - ✓ Telephone Services
 - ✓ Traffic ingress and egress
 - ✓ Damaged Structures
 - ✓ City of Madera
 - ✓ Other Public Agencies
 - ✓ Private
 - ✓ Bridges
 - ✓ Over Crossings
 - ✓ Under Passes
- Provide debris clearance personnel and resources.
- ☐ Provide sanitation services as required. (Work with Facilities Unit.)
- ☐ Demolish hazardous structures as required.
- ☐ Drain flooded areas as required.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Coordinate with other local utilities:
 - ✓ Pacific Telephone
 - ✓ PG&E
- ☐ Coordinate all response activities with other branches and units as required.
- ☐ Maintain all required records and documentation to support the history of the event.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Operations Assistant

Reports to Operations Section Chief

Assigned City Officials

Primary Responsibility – Police Sergeant

Alternate Responsibility – Police Officer

Responsibility

Enters incident and resource request information into the E Team emergency management software system. Provides E Team support to the Operations Section. Provides support to the Operations section as specified by the Operations Section Chief.

Action Checklist

- ☐ Read the entire Action Checklist.
 - ☐ Obtain a briefing from the Operations Section Chief.
 - ☐ Enter incoming incident information into the E Team emergency management software system and update this information as it changes.
 - ☐ Assist other Operational functions with the E Team system.
 - ☐ Receive printed message forms and route them to the appropriate person in Logistics if you cannot access E Team.
 - ☐ Send printed message forms to the appropriate section in the EOC if you cannot access E Team, and file a copy of the outgoing message.
 - ☐ Route incoming messages to the appropriate function in Operations and follow up on outgoing messages that have not been fulfilled.
 - ☐ Provide support to the Operations section as specified by the Operations Section Chief, such as answering phones.
-



Planning Section

Planning & Intelligence Section Chief

Reports to the Assistant Director

Assigned City Official

Primary Responsibility – Planning Manager

Alternate Responsibility - Assistant Planner

Responsibility

The Planning and Intelligence Section Chief is responsible for collection, evaluation, dissemination and use of information about the development of the incident and status of resources. The information provided is used for: 1) understanding the current situation, 2) predicting a probable course of incident events, 3) preparing alternative strategies, 4) accomplishing effective recovery, and, 5) providing public information. Work with others in the Planning and Intelligence Section to monitor and maintain information about the development of the incident and status of resources in the E Team system.

Actions To Be Taken Prior To Arrival At EOC

Equipment & Supplies Needed:

- Portable emergency communications radio
- Access to telephone or message runner
- Clerical support (EOC message boards, personal supplies) for duration of emergency

Time of Notification

- Time received: _____ am/pm
- Who sent message: _____

Call Director for Further Instructions

- Take note of instructions & location of EOC during Emergency Notification System transmission
- Instructions received: _____

Grab “GO” Kit with Personal Supplies & Supplies needed

- Includes cellular phone, change of clothing, medications, paper writing tablets, pencils/pens



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Determine route to EOC

- Determine route based upon available transportation corridor clearances

Actions To Be Taken Upon Arrival At EOC

If you are first to arrive @ EOC:

- Determine availability of power
- If no power is available, begin operation in manual mode
- Set-up phone system (Logistics/Communications Unit)

If power is available and communications systems are set-up, i.e. phones, fax, am/fm radio battery powered radio, proceed with EOC Planning & Intelligence operations as follows:

- Set-up Planning & Intelligence Section working area with needed supplies. If supplies are needed, notify Logistics Section Chief.
- Maintain activity log
- Meet with Director & Operations Section Chief for status
- Determine if Planning & Intelligence clerical support needs to be activated.
 - ✓ Clerical Support Name: _____
 - ✓ Phone: _____

Communicate with Operations Section Chief assuring that:

- Initial facility inspections are made
- Proper reports and assessments are made
- Damage to City facilities are fully documented
- Damage estimates are made
- Damaged buildings are posted and secured
- Advise Operations Section Chief whether follow-up inspections are needed by Structural Engineers
- Coordinate damage assessment functions with other EOC functions.
- Assist Admin & Finance/Recovery Unit by providing documentation of damage estimates
- Collect information from all EOC staff and prepare After Action report



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- Assist Finance & Administration with City's application for disaster assistance from the State of California and FEMA

Action Checklist

- ☐ Read the entire Action Checklist.
- ☐ Don appropriate identification (badge, vest, etc.).
- ☐ Obtain a briefing on the extent of the event from the Assistant Director.
- ☐ Determine if all essential Planning and Intelligence Section personnel or alternates are in their assigned positions or have been notified. Recall staff members as required.
- ☐ Organize and assign Planning & Intelligence Units as follows:
 - ✓ Situation Analysis Unit
 - ✓ Resource Status Unit
 - ✓ Damage Assessment Unit
 - ✓ Documentation Unit
 - ✓ Technical Specialist Unit
- ☐ Develop situation analysis with information from the following sources:
 - ✓ Wheels (windshield surveys)
 - ✓ Madera Unified School District
 - ✓ Red Cross
 - ✓ Operations Section
 - ✓ Media (Radio/Television)
 - ✓ Madera Community Hospital
- ☐ Assess the impact of the event on the City including the initial damage assessment by the Damage Assessment Unit and information from other field units.
- ☐ Keep the Management Section advised and briefed.
- ☐ Develop an EOC Action Plan by priorities and objectives with input from Incident Commanders, Management Section and the EOC Staff.
- ☐ Review intelligence information, determine its credibility and predict its influence on the event response.
- ☐ Assemble information on alternative strategies.
- ☐ Identify needs for special resources.
- ☐ Provide periodic predictions based on compiled information to Assistant Director.
- ☐ Prepare and distribute Management Section orders.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Compile and display event status and information summaries.
- ☐ Prepare situation summaries for transmission to Madera County EOC.
- ☐ Work with Administration & Finance Section Recovery Unit to develop a Recovery Plan. (See ANNEX I – Disaster Recovery.)
- ☐ Prepare After Action Report and other required local, state, and Federal reports.
- ☐ Maintain all required records and documentation of personnel and equipment used during the event response.

Terrorism and WMD Action Checklist For Planning Section Chief

- ☐ Report to the EOC, sign in and wear your vest which identifies your position
- ☐ Get briefing on situation from the EOC Director
- ☐ Coordinate Management Staff meeting schedule
- ☐ Coordinate development and distribution of EOC action plan.
- ☐ Establish a weather data system for the effected area.
- ☐ In coordination with Federal, State and local resources, develop a prediction on potential scope, duration, size and social impact of the incident over the next 24 hours.
- ☐ Supervise the distribution and display of incident status information.
- ☐ Activate a strong recovery unit.
- ☐ Identify special resource needs and pass this information to Logistics Section.
- ☐ Supervise a thorough and accurate damage assessment



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Resource Status Unit Leader

Reports to the Planning & Intelligence Section Chief

Assigned City Official

Primary Responsibility – Assistant Engineer

Alternate Responsibility – Assistant Engineer

Responsibility

The Resource Status Unit Leader is responsible for establishing all incident check-in activities; preparation and processing of resource status change information; preparation and maintenance of displays, charts and lists that reflect the status and location of incident resources, transportation, and support vehicles; and maintenance of a master check-in list of resources assigned to an incident. Responsible for monitoring the critical asset screen, organization chart screen and the status of resource requests in the E Team system and confirming information with the Logistics Section.

Action Checklist

- ☐ Read the entire Action Checklist.
- ☐ Obtain a briefing on the event from the Planning & Intelligence Section Chief.
- ☐ Organize, assign duties to and supervise Resource Status Unit personnel.
- ☐ Establish contact with event facilities (telephone, radio, communications center), and begin maintaining resource status display.
- ☐ Develop, implement and maintain a Resource Check-in Plan.
- ☐ Prepare and maintain the EOC resource status display that includes the organization chart, organization assignment list, resource allocation list, and resource deployment list. In E Team, monitor and maintain the critical asset, organization chart screen and the status of resource requests in the E Team system.
- ☐ Prepare and maintain resource status of transportation and support vehicles and personnel display.
- ☐ Confirm dispatch and estimated time-of-arrival of ordered Resource Unit personnel.
- ☐ Request, as required, additional personnel or release excess personnel.
- ☐ Gather, analyze and report resource data at planning meetings.
- ☐ Prepare resource summary information to Situation Analysis Unit as requested.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Prepare situation reports and updates to the Planning and Intelligence Section Chief at established intervals or when significant changes occur.
- ☐ Demobilize the Resource Unit when ordered.
- ☐ Maintain all required records and documentation of personnel and equipment used during the event response.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Situation Analysis Unit Leader

Reports to the Planning & Intelligence Section Chief

Assigned City Official

Primary Responsibility – Deputy City Engineer

Alternate Responsibility – Engineering Technician

Responsibility

The Situation Analysis Unit Leader is responsible for the collection and organization of incident status and situation information; the evaluation, analysis, and display of that information for use by incident personnel, dispatchers, and the Emergency Operations Center (EOC). Responsible for the Situation and Infrastructure reports in the E Team system. Also works with the Documentation Unit to provide a situation status report to the County via the RIMS system.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing on the event from the Planning & Intelligence Section Chief.
- ☐ Organize, make assignments and supervise the Situation Analysis Unit.
- ☐ Request additional or release excess personnel as needed.
- ☐ Collect, compile and record the following data:
 - ✓ Location and nature of event
 - ✓ Special hazards
 - ✓ Number of injured
 - ✓ Number of deceased
 - ✓ Property damage estimate (dollar value)
 - ✓ City resources committed to event response
 - ✓ City resources available for other responses
 - ✓ Assistance provided by outside agencies and other agency resources committed
 - ✓ Shelter types established and locations
 - ✓ Number of people that can be accommodated at shelters
- ☐ Enter the compiled information into the appropriate reports in the E Team system. e.g. Situation Reports and Infrastructure Reports.
- ☐ Develop and track sources of information for each of the Section Chiefs.
- ☐ Assist Planning & Intelligence Section Chief in collecting and organizing data from other Section Chiefs.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Develop and implement an Information Source Check System to ensure follow-up contacts are made.
- ☐ Post and maintain weather & roadway condition and closure information updates.
- ☐ Develop and submit a traffic plan for the Planning & Intelligence Section Chief.
- ☐ Prepare predictions at periodic intervals or as requested. Submit to Planning & Intelligence Section Chief.
- ☐ Prepare situation reports and updates at established intervals or when significant changes occur. Submit to Planning & Intelligence Section Chief. (Create a Jurisdictional Situation Report in the E Team system.)
- ☐ Compile and present data at Incident Planning sessions.
- ☐ Provide photographic services and maps as necessary. (Ensure maps in E Team system are accurate and up to date.)
- ☐ Demobilize Situation Analysis Unit when ordered.
- ☐ Maintain all required records and documentation to support the history of the event.

Terrorism and WMD Action Checklist For Situation Analysis Unit

- ☐ Report to the EOC, sign in and wear your vest which identifies your position
- ☐ Collect and maintain incident data from the Operations Section and other sources
- ☐ Post incident information on charts including cold zone, warm zone and hot zones, evacuated areas, quarantined areas, (Biologic incident) and sheltering in place areas.
- ☐ If monitoring is being done for biological, chemical or radiological, collect and map readings for each established area.
- ☐ Map areas impacted and resources on scene or in staging areas Provide aerial and digital photos of affected area (s).
- ☐ Collect incident data:
 - ✓ Address and nature of incident (s)
 - ✓ Status of each incident (out of control, contained, controlled)
 - ✓ Special Hazards
 - ✓ Persons evacuated
 - ✓ Shelters
 - ✓ Persons injured
 - ✓ Persons dead
 - ✓ Property damage (est. \$ loss)
 - ✓ City resources used
 - ✓ Outside agencies assisting



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Damage Assessment Unit Leader

Reports to the Planning & Intelligence Section Chief

Assigned City Official

Primary Responsibility – Chief Building Official

Alternate Responsibility – Combination Building Inspector II

Responsibility

The Damage Assessment Unit Leader is responsible for the collection and documentation of information connected with all structural damage during an incident, including the inspection of structures and safety determinations as well as implementing the emergency inspection program for city property and for coordinating efforts in developing an emergency inspection program for private property within the City. The Damage Assessment Unit will placard structures as appropriate. Responsible for entering damage information into E Team or giving this information to the Situation Analysis Unit.

Action Checklist

- ☐ Read the entire Action Checklist.
- ☐ Obtain a briefing on the event from the Planning & Intelligence Section Chief.
- ☐ Collect information from Fire, Police, and Public Services reports.
- ☐ Coordinate with Inspection Services Unit and prepare an initial damage estimate of the City.
- ☐ Collect and record the following information:
 - ✓ Type of damage
 - ✓ Damage cost estimates
- ☐ Organize and assign damage assessment teams to mark hazardous structures and record damage.
- ☐ Review evacuation routes and determine their safety with regard to damage.
- ☐ Coordinate with the following for collection damage assessment information from the field:
 - ✓ Amateur Radio Operators
 - ✓ Madera Unified School District
 - ✓ PG&E
 - ✓ Madera Parks & Community Services
 - ✓ Media
- ☐ Maintain all required records and documentation to support the history of the event.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Coordinate the recall of Building and Engineering Division personnel if required.
- ☐ Alert and activate all structural inspection personnel.
- ☐ Develop and implement a plan for an initial inspection of the entire City. Report the following:
 - ✓ Damaged structures
 - ✓ Damaged utilities
 - ✓ Damaged roads
 - ✓ Unlit intersections and facilities
 - ✓ Special hazards at:
 - Government facilities
 - Schools
 - Utilities
 - Hospitals and other special facilities
- ☐ Enter damage information into Jurisdiction Situation Report and Infrastructure Reports in the E Team system if specified by the Planning and Intelligence Section Chief.
- ☐ Develop and implement an inspection program to assist private citizens and businesses in determining whether their property is safe.
- ☐ Inspect and post damage status on structures for occupancy or condemnation using colored placards.
- ☐ Provide results to Damage Assessment Team to be compiled in reports.
- ☐ Initiate requests for mutual aid building inspection personnel and structural engineers as needed through the Logistics Section Chief.

Terrorism and WMD Action Checklist For Damage Assessment Unit

- ☐ Provide an accurate damage assessment of the impacted area.
- ☐ Define the number of residential, industrial or commercial addresses affected.
- ☐ Determine the approximate dollar value of each loss.
- ☐ Determine buildings that are no longer safe for entry and mark as such.
- ☐ If cold, warm and hot zones are defined, safely determine how many residents and what residential addresses are in each zone.
- ☐ If businesses and homes have been contaminated, estimate the dollar value of the loss and report this to the Planning Chief for inclusion to the situation report to the County OES.
- ☐ Make list of utilities and other City infrastructure that is damaged and document same.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Demobilization Unit Leader

Reports to the Planning & Intelligence Section Chief

Assigned City Official

Primary Responsibility – Parks Planning Manager

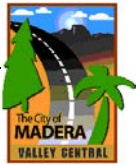
Alternate Responsibility – Business Manager

Responsibility

The Demobilization Unit Leader is responsible for the preparation of the demobilization plan and assisting incident sections/units in ensuring an orderly, safe, and cost-effective plan for movement of personnel and equipment from incident sites.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing on the extent of the event from the Planning & Intelligence Section Chief.
- ☐ Review event resource records to determine probable extent of demobilization effort.
- ☐ Assess and fill unit needs for additional personnel, workspace, and supplies.
- ☐ Obtain Management Section objectives, priorities and constraints on demobilization.
- ☐ Meet with outside agency representatives to determine the following:
 - ✓ Agencies not requiring formal demobilization
 - ✓ Personal rest and safety needs for responders
 - ✓ Coordination procedures with cooperating and assisting agencies
 - ✓ Critical Incident Stress debriefing requirements
- ☐ Be aware of ongoing Operations Section resource needs.
- ☐ Obtain identification and description of surplus resources and probable release times.
- ☐ Evaluate logistics and transportation capabilities to support the demobilization plan.
- ☐ Establish communications links with appropriate off-incident facilities.
- ☐ Prepare a Demobilization Plan. Include the following sections:
 - General** – Discussion of demobilization procedure
 - Responsibilities** – Specific implementation responsibilities and activities
 - Release Priority** – According to agency and kind/type of resources



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Release Procedures – Detailed steps and processes to be followed

Directories – Maps, phone numbers, instructions, and other information

- ☐ Obtain approval of the Demobilization Plan from the Planning & Intelligence Section Chief.
- ☐ Distribute the Demobilization Plan to each processing point on and off incident.
- ☐ Clarify section, branch and unit responsibilities outlined in the Demobilization Plan as required.
- ☐ Implement, coordinate and monitor the Demobilization Plan.
- ☐ Brief Planning & Intelligence Section Chief on progress of the demobilization effort.
- ☐ Maintain all required records and documentation to support the history of the event.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Documentation Unit Leader

Reports to the Planning & Intelligence Section Chief

Assigned City Official

Primary Responsibility – City Clerk

Alternate Responsibility – Deputy City Clerk

Responsibility

The Documentation Unit Leader is responsible for collecting and maintaining accurate and complete incident files (both printed and in E Team); providing duplication services to incident personnel; and storage of incident documentation for legal, analytical, and historical purposes.

Action Checklist

- ☐ Read the entire Action Checklist.
- ☐ Obtain a briefing on the event from the Planning & Intelligence Section Chief.
- ☐ Coordinate with other units of the Planning and Intelligence Section.
- ☐ Submit Jurisdiction Situation Reports to the Operational Area via RIMS
- ☐ Create and maintain incident files to support the history of the event.
- ☐ Develop and implement an Event Record and Message Collection Plan.
- ☐ Check accuracy and completeness of records submitted for file.
- ☐ Correct errors by checking with appropriate people.
- ☐ Develop and maintain a Duplication Services Plan. Locate and procure duplicating equipment and supplies.

When you are able to access E Team:

- ☐ Monitor incident status screen on E Team and correct errors by checking with appropriate people.
- ☐ Periodically print out the E Team information and maintain files as a backup to the system.
- ☐ Monitor incoming messages to the Planning and Intelligence Section and route to the appropriate function.
- ☐ Follow up with appropriate people on incomplete information in the E Team system.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Technical Specialist Unit Leader

Reports to Planning & Intelligence Section Chief

Responsibility

This is not a pre-assigned position. When filled, Technical Specialists are advisors with special skills needed to support incident operations, such as GIS. Technical Specialists may report to the Planning Section Chief; may function within an existing unit such as the Situation Unit; form a separate unit if required; or be assigned to other parts of the organization like Operations, Logistics, or Finance.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing on the event from the Planning & Intelligence Section Chief.
- ☐ Assess the event relative to projected duration and intensity of the response.
- ☐ Develop and implement a Data Processing and Information Resource Plan.
- ☐ Request resources through the Logistics Section Chief.
- ☐ Set up and provide technical assistance for EOC workstations.
- ☐ Maintain all required records and documentation to support the history of the event.



Logistics Section

Logistics Section Chief

Reports to the Assistant Director

Assigned City Official

Primary Responsibility – Director HR

Alternate Responsibility – Administrative Analyst - HR

Responsibility

The Logistics Section Chief is responsible for providing personnel, facilities, services, and materials to support the incident response. The Logistics Chief participates in development and implementation of the EOC Action Plan, activates, and supervises the branches and units under the section. The Logistics Chief performs all Logistics Section functions if subordinate positions are not filled.

Actions To Be Taken Prior To Arrival At EOC

Equipment & Supplies Needed:

- Emergency Communications Radio
- Cellular phone
- Procurement materials
- Access to fax
- Emergency services contracts in place
- Personal supplies for duration of emergency

Time of Notification

- Time received: _____ am/pm
- Who sent message: _____

Call Director for Further Instructions

- Take note of instructions & location of EOC during Emergency Notification System transmission
- Instructions received: _____



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Grab “GO” Kit with Personal Supplies & Supplies needed

- Includes cellular phone, change of clothing, medications, paper writing tablets, pencils/pens

Determine route to EOC

- Determine route based upon available transportation corridor clearances

Actions To Be Taken Upon Arrival At EOC

If you are first to arrive @ EOC:

- Determine availability of power
- If no power is available, begin operation in manual mode
- Set-up phone system (Logistics/Communications Unit)

If power is available and communications systems are set-up, i.e. phones, fax, am/fm radio battery powered radio, proceed with EOC Resource & Logistics Section operations as follows:

- Report to Director for status of emergency and establish working area with needed supplies.
- Maintain activity log
- Set-up supporting Section functions with assigned EOC staff:
- Check with Section Officers to identify needed resources.
- Arrange for an Emergency Services Resolution from the Board, if needed.
- Prepare for provisions for all resources for the EOC including procurement & delivery arrangements

If resources are beyond what the City can provide:

- Contact County EOC through the EOC Liaison to request mutual aid.
- Support shelter operations
- Maintain status of all personnel, members of the public, visitors and contractors on City property
- Track emergency expenses incurred by the Logistics Section
- Assist Finance & Administration Section with collection of documentation & records.
- Provide information and recommendations to Planning & Intelligence Section Chief for After-Action Report



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Action Checklist

- ☐ Read entire Action Checklist for this position and the branches/units under this section.
- ☐ Don appropriate identification (badge, vest, etc.).
- ☐ Obtain briefing on extent of the event from the Assistant Director.
- ☐ Collect information on personnel schedules and rosters. (Can delegate.)
- ☐ Confirm that all essential Logistics Section personnel or alternates are in the EOC or have been notified. Recall as required.
- ☐ Establish, organize, brief and manage Logistics Section branches/units.
- ☐ Divide units into 2 branches (Support and Service) when span of control dictates.
- ☐ Update Assistant Director on concerns for resources and support for the event. Include priorities and proposed plans.
- ☐ Attend Incident Action Plan meetings.
- ☐ Review Incident Action Plan and estimate section needs for the next operational period.
- ☐ Prepare service and support elements of the EOC Action Plan.
- ☐ Coordinate support operations with the Operations Section Chief for facilities, services and materials needed to support units of the Operations Section. Advise on current services and support capabilities.
- ☐ Coordinate and process all requests for resources.
- ☐ Track all deployed and standby resources.
- ☐ Coordinate with Emergency Coordinator on services and support required for the EOC and staff.
- ☐ Maintain all required records and documentation to support the history of the event.

Terrorism and WMD Action Checklist For Logistics Section Chief

- ☐ Report to the EOC, sign in and wear your vest which identifies your position
- ☐ Contact Logistics officer at the Command Post and get briefed and ask what is needed.
- ☐ Consult with Operations Sections, get briefed on equipment currently being utilized and projected needed in the field especially Decontamination Equipment and Supplies.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Supervise a thorough and accurate damage assessment.
- ☐ Check supplies needed for command posts and staging areas, including tents, temporary buildings, portable showers, inflatable buildings, Tyvex suits, porta potties, tables, chairs, communications equipment, for command posts and staging areas.
- ☐ Meet with the Demobilization Branch in the Plans section to anticipate needs in the recovery phase, including vendors to decontaminate buildings and grounds.
- ☐ Maintain a log of all resource requests for the incident.
- ☐ Alert Plans section if new resources, equipment or personnel are en route.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Supply Unit Leader

Reports to the Logistics Section Chief

Assigned City Official

Primary Responsibility – *Procurement Services Manager*

Alternate Responsibility – *Purchasing Assistant*

Responsibility

The Supply Unit Leader is primarily responsible for ordering personnel resources, equipment, and supplies; receiving and storing supplies for the incident; maintaining an inventory of supplies; and servicing non-expendable supplies and equipment. Makes updates to the Resource Requests and Critical Asset screens in E Team.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing from the Logistics Chief.
- ☐ Develop, implement and maintain a Supply & Equipment Acquisition Plan.
- ☐ Receive, distribute and store supplies and equipment.
- ☐ Determine the type and amount of supplies required.
- ☐ Develop and maintain supply and equipment safety & security requirements.
- ☐ Maintain inventories of supplies and equipment. In E Team, this would be on the Critical Asset screen.
- ☐ Prioritize distribution of supplies and equipment.
- ☐ Advise Logistics Section Chief on capabilities and limitations.
- ☐ Provide for service of reusable equipment.
- ☐ Demobilize Supply Unit when ordered.
- ☐ Maintain all required records and documentation of personnel and equipment used during the event response.

Terrorism and WMD Action Checklist For Supply Unit

- ☐ From the Logistics Chief, determine supply needs at the Command Post, staging areas, and shelters.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Review and fill all requests for supplies as soon as possible.
- ☐ Report any requests you're unable to fill to the Logistics Chief.
- ☐ Work with Food Unit and Shelter Unit to service the Command Post, staging areas, shelter and EOC



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Personnel and Volunteer Unit Leader

Assigned City Official

Primary Responsibility – Human Resources Technician II

Alternate Responsibility – Human Resources Technician II

Responsibility

Responsible for providing for the coordination of City employees, registration of volunteers, and for the overall management of manpower. The Personnel and Volunteer Resource Unit Leader shall coordinate registration and use of volunteers as Emergency Service Workers; and also coordinate receipt, storage, and distribution of donated goods.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing from the Logistics Section Chief.
- ☐ Coordinate with Public Information Officer for public release of the location of a volunteer registration area.
- ☐ Determine the number and location of people already working as volunteers.
- ☐ Register, train and assign volunteers as required.
- ☐ Develop and maintain a Volunteer Worker Tracking Plan.
- ☐ Recruit additional volunteers as needed.
- ☐ Forward personnel time records and related documentation to the Time Unit of the Administration & Finance Section.
- ☐ Receive, inventory, store, and distribute all donated goods.
- ☐ Maintain all required records and documentation to support the history of the event



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Facilities Unit Leader

Reports to the Logistics Section Chief

Assigned City Official

Primary Responsibility – Recreation/Community Services Supervisor

Alternate Responsibility – Recreation/Community Services Coordinator

Responsibility

The Facilities Unit Leader is primarily responsible for the layout and activation of incident facilities, including the base, camp(s), shelters, Disaster Assistance Centers, and Emergency Operations Center (EOC). The unit provides sleeping and sanitation facilities for incident personnel and manages base and camp operations. Each facility base or camp is assigned a manager who reports to the Facilities Unit Leader. The basic functions or activities of the base and camp manager are to provide security service and general maintenance.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain briefing from the Logistics Chief.
- ☐ Obtain and review a copy of the Incident Action Plan.
- ☐ Provide data for Logistics Section and Support Branch planning activities.
- ☐ Identify and address the need for opening pre-designated and alternate shelters for disaster victims, families of essential workers, and special needs groups.
- ☐ Determine the type of facilities required (EOC, Mobilization Centers, Disaster Field Offices, Disaster Recovery Application Centers, Shelters).
- ☐ Determine requirements for each facility to be established.
- ☐ Prepare a layout for each facility.
- ☐ Develop and implement Activation & Management Plans for each facility.
- ☐ Assign facility managers.
- ☐ Obtain personnel to operate facilities.
- ☐ Provide for sleeping, food and water arrangements.
- ☐ Arrange for security of facilities.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Develop and implement an Environmental Hazard Plan for each facility.
- ☐ Provide for facility maintenance, sanitation, lighting, and cleanup.
- ☐ Demobilize facilities when ordered.
- ☐ Maintain all required records and documentation to support the history of the event.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Transportation Unit Leader

Reports to Logistics Section Chief

Assigned City Official

Primary Responsibility – Streets Storm Drain Supervisor

Alternate Responsibility – Fleet Manager

Responsibility

The Transportation Unit Leader is primarily responsible for support of out-of-service resources; transportation of personnel, supplies, food, and equipment; fueling, maintenance and repair of vehicles and other ground equipment; and implementing a traffic plan for the incident.

Action Checklist

- ☐ Read entire Action Checklist
- ☐ Obtain briefing on extent of event from the Logistics Chief.
- ☐ Provide and maintain a resource list for the following:
 - ✓ Heavy Equipment
 - ✓ Cars
 - ✓ Busses
 - ✓ Light Trucks
 - ✓ Heavy Trucks
- ☐ Check fuel levels of all City facilities:
 - ✓ Airport
 - ✓ Fire Station Numbers 1,2, and 4 (Diesel only)
 - ✓ Maintenance Service Center (Gasoline & Diesel)
- ☐ Check fuel availability from bulk fuel vendors.
- ☐ Establish staging areas for vehicles.
- ☐ Establish communications with all staging areas.
- ☐ Provide transportation for workers to and from sites as required.
- ☐ Provide transportation for evacuation as required. Include transportation suitable for special needs populations.
- ☐ Provide fuel for equipment at scenes for extended operations.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Alert the following agencies and request assistance as required:
 - ✓ First Transit
 - ✓ Madera Unified School District

- ☐ Conduct demobilization checks.

- ☐ Maintain all required records and documentation to support the history of the event.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Shelter Unit Leader

Reports to the Logistics Section Chief

Assigned City Official

Primary Responsibility – Recreation/Community Services Manager

Alternate Responsibility – Recreation/Community Programs Coordinator

Responsibility

Responsible for providing staffing and coordinating mass care and sheltering for affected residents and visitors.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing from the Logistics Section Chief.
- ☐ Identify and address the need for opening pre-designated and alternate shelters for disaster victims, families of essential workers, and special needs groups. Work with the American Red Cross to set up shelters and develop a shelter plan if they are not immediately available.
- ☐ Identify any other (not pre-designated) locations that may be required for future shelter, evacuation and treatment centers. Coordinate Fire, Police and Medical Units in Operations Section.
- ☐ Obtain workers and supplies to establish evacuation, shelter and treatment centers as required.
- ☐ Develop a plan to assist the special needs population of the City with evacuation, sheltering or transportation to a treatment center.
- ☐ Prepare a file for each center listing
 - ✓ Location
 - ✓ Type of Center (Evacuation, Shelter, Treatment)
 - ✓ Date/time opened
 - ✓ Managing agency/organization
 - ✓ Maximum accommodations
 - ✓ Supplies/materials delivered/consumed
 - ✓ Date/Time closed
 - ✓ Number of people served
- ☐ Coordinate with Transportation Unit on transportation needs to and from center locations.
- ☐ Coordinate with Logistics and Admin & Finance Section in procuring necessary supplies and materials for center locations.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Develop and implement a Shelter Shut Down Plan and coordinate with Demobilization Unit.
- ☐ Maintain all required records and documentation to support the history of the event.

Terrorism and WMD Action Checklist For Shelter Unit

- ☐ If directed to establish shelters, ask for projected numbers being evacuated and where the cold zone begins.
- ☐ Identify locations for the shelters needed and check to see if predetermined site will suffice if not make arrangements for additional locations for shelters. Coordinate with Police, Fire and Medical Units.
- ☐ Develop a plan to assist the special needs population of the City with evacuation, sheltering or transportation to a treatment center.
- ☐ Prepare a file for each center listing:
 - ✓ Location
 - ✓ Type or Center (Evacuation, Shelter, Treatment)
 - ✓ Date/Time opened
 - ✓ Managing agency/organization
 - ✓ Supplies/materials delivered/consumed
 - ✓ Date/Time closed
 - ✓ Number of people served
- ☐ Coordinate with Logistics and Finance Sections in procuring necessary supplies and materials for center locations
- ☐ Consult with the Red Cross on the availability of their services.
- ☐ If evacuees have been in the area of a nuclear, biological, or chemical release determine through the Medical Branch or Madera County Public Health whether evacuees will need to be decontaminates prior to shelter entry.
- ☐ If evacuees have been exposed and need decontamination, request support from Operations for decontamination.
- ☐ Request from Supply Branch, Tyvex suits or new clothing for the shelter residents.
- ☐ Contact Salvation Army for clothing
- ☐ If a nuclear, biological or chemical release has occurred, request regular monitoring of the shelter and vicinity.
- ☐ Post any health monitoring readings in the shelter to prevent anxiety of the occupants.
- ☐ Set up regular information briefings on exposure and decontamination in the shelters by a health professional, which should be supported by a mental health professional.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Work with the Food Unit in the EOC to provide food at shelters or request food services from the Red Cross or Salvation Army
- ☐ Establish a First Aid Station in the shelter with Red Cross nurses or ask the Medical Branch or Madera County Public Health for support.
- ☐ Request Red Cross or Mental Health to staff the shelter with a Mental Health Team 24/7 until further notice.
- ☐ Request communications, request from local phone company several banks of telephones for use by the evacuees.
- ☐ Establish multiple communications channels to the shelters
- ☐ Contact animal control to establish a pet shelter on the site.
- ☐ Develop and implement a shelter shut down plan and coordinate with the Demobilization Unit.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Food Unit Leader

Reports to the Logistics Section Chief

Assigned City Official

Primary Responsibility – Senior Nutrition Program Monitor

Alternate Responsibility – Rec. Comm. Programs Coordinator

Responsibility

The Food Unit Leader is responsible for determining feeding requirements at all incident facilities; menu planning; determining cooking facilities required; food preparation; food service; potable water provisions; and general maintenance of food service areas.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing from the Logistics Chief.
- ☐ Determine location of working assignments and number of personnel assigned to the event.
- ☐ Determine the best method of feeding for each situation.
- ☐ Interface with American Red Cross or other relief organizations and coordinate feeding with them.
- ☐ Prepare menus to ensure personnel have well-balanced meals.
- ☐ Ensure sufficient potable water is available at all sites.
- ☐ Ensure that all health, safety, and sanitary measures are in place.
- ☐ Supervise food unit personnel.
- ☐ Keep inventory of food & water on hand and check in orders to the Food Unit.
- ☐ Provide Supply Unit with food and supply orders.
- ☐ Demobilize Food Unit when ordered.
- ☐ Maintain all required records and documentation of personnel, supplies, and equipment used



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Information Services Unit Leader

Reports to the Logistics Section Chief

Assigned City Official

Primary Responsibility – I. S. Manager

Alternate Responsibility – Network Administrator

Responsibility

Responsible for the installing, supporting and maintaining data processing hardware, connections, networks and software essential to the efficient management of the event. Assist EOC positions in determining appropriate types and numbers of computers and computer applications required to facilitate operations. Conduct training as required on use of information management systems.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing on the extent of the event from the Logistics Section Chief.
- ☐ Determine the status of computer equipment and network technology in the EOC and its ability to maintain connectivity throughout the city.
- ☐ Make repairs or temporary installations as required.
- ☐ Determine the need for and procure computer and technology equipment required for EOC operations.
- ☐ Provide technical assistance in set up of hardware and installation of software.
- ☐ Develop a plan to support and maintain all computer and technology equipment servicing the EOC throughout the event.
- ☐ Develop a technology demobilization plan.
- ☐ Continually monitor and test RIMS if available, and ensure automated information links with the Operational EOC are maintained.
- ☐ Develop instructional guidance for use of computers and computer programs such as RIMS and E Team. Be prepared to conduct training sessions or provide guidance for EOC staff as necessary.
- ☐ Maintain all required records and documentation of personnel and equipment used



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Logistics Section Assistant

Reports to the Logistics Section Chief

Assigned City Officials

Primary Responsibility – City Engineer

Alternate Responsibility – Deputy City Engineer

Responsibility

Monitors resource request screen on E Team and updates resource status information. Provides E Team support to the Logistics section by entering information such as facility and shelter details. Provides additional support to the Logistics section as specified by the Logistics Section Chief.

Action Checklist

- ☐ Read the entire Action Checklist.
- ☐ Obtain a briefing from the Logistics Section Chief.
- ☐ Monitor resource request screen on E Team and route requests to the appropriate position in Logistics.
- ☐ Follow up to make sure resource requests are followed up on.
- ☐ Submit resource requests with prior approval to the Operational Area through RIMS.
- ☐ Enter resource status, shelter details and facility information into the E Team system.
- ☐ Assist other Logistical functions with the E Team system.
- ☐ Receive printed message forms and route them to the appropriate person in Logistics if you cannot access E Team.
- ☐ Send printed message forms to the appropriate section in the EOC if you cannot access E Team, and file a copy of the outgoing message.
- ☐ Follow up on outgoing messages that have not been fulfilled.
- ☐ Provide support to the Logistics section as specified by the Logistics Section Chief.



Administration and Finance Section

Administration & Finance Section Chief

Reports to the Assistant Director

Assigned City Official

Primary Responsibility – Finance Director

Alternate Responsibility – Financial Services Manager

Responsibility

The Administration and Finance Section Chief is responsible for all financial and cost analysis aspects of the incident; supervising units under the Administration and Finance Section; and participating in the development and implementation of the EOC Action Plan. The Admin and Finance Chief performs all section functions if subordinate positions are not filled.

Actions To Be Taken Prior To Arrival At EOC

Equipment & Supplies Needed:

- Calculation and accounting tools
- Personal supplies for duration of emergency

Time of Notification

- Time received: _____ am/pm
- Who sent message: _____

Call Director for Further Instructions

- Take note of instructions & location of EOC during Emergency Notification System transmission
- Instructions received: _____

Grab “GO” Kit with Personal Supplies & Supplies needed

- Includes cellular phone, change of clothing, medications, paper writing tablets, pencils/pens
- Determine route to EOC
- Determine route based upon available transportation corridor clearances



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Actions To Be Taken Upon Arrival At EOC

If you are first to arrive @ EOC:

- Determine availability of power
- If no power is available, begin operation in manual mode
- Set-up phone system (Logistics/Communications Unit)

If power is available and communications systems are set-up, i.e. phones, fax, am/fm radio battery powered radio, proceed with EOC Finance & Administration operations as follows:

- Report to Director and establish working area with needed supplies. If supplies are needed, notify Logistics Section Chief.
- Maintain activity log
- Activate and organize Finance & Administration Section, Units and Clerical Staffs
- Set up accounting system including labor, procurement, contracts, and all other accounts
- Oversee all accounting & financial aspects of disaster.
- Prepare periodic reports for Director
- Set up OES/FEMA documentation files
- Compile overtime costs and personnel information for OES/FEMA documentation
- Assist Damage Assessment with the preparation of reports & damage estimates.
- Provide information and recommendations to Planning & Intelligence Section Chief for After-Action Report

Action Checklist

- ☐ Read entire Action Checklist and position descriptions for all subordinate positions.
- ☐ Don appropriate identification (badge, vest, etc.).
- ☐ Obtain a briefing on the extent of the event from the Assistant Director.
- ☐ In cooperation with the Management Section and other EOC Section Chiefs, develop the Incident Action Plan.
- ☐ Attend all Management Section planning meetings and gather data to contribute to the overall strategy.
- ☐ Organize and supervise the Administration & Finance Section Branches and Units.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Inform the Assistant Director when Admin & Finance Section is fully operational.
- ☐ Provide data in all plans for financial and cost analysis.
- ☐ Make recommendations for cost savings to the Management Section.
- ☐ Prepare all financial obligation documentation.
- ☐ Review and expedite invoices, claims and applications for relief from vendors, victims, and others.
- ☐ Provide periodic cost analysis updates to the Assistant Director.
- ☐ Prepare applications and claims for Federal and State assistance.
- ☐ Coordinate with Facilities Unit in the Logistics Section and the Madera County OES for establishing a Disaster Service Center, if needed. Include provisions for office space, communications, and support personnel.
- ☐ Develop and implement a Price Stabilization, Rent Stabilization, and Consumer Rationing Plan in compliance with the State Economic Stabilization Plan, if necessary.
- ☐ Review the Incident Action Plan and assess Section needs for the next operational period.
- ☐ Maintain all required records and documentation to support the history of the event.

Terrorism and WMD Action Checklist For Finance Section Chief

- ☐ Keep records of all expenditures relating to the incident.
- ☐ Meet with County liaisons to ascertain what costs may be reimbursed by the State or Federal Government.
- ☐ Keep time for all personnel at the scene
- ☐ Keep records of all volunteers working at the site and the time they spent there
- ☐ Maintain a file of all equipment rented.
- ☐ Close out a workers time and make sure all pertinent information is recorded before he/she is released from the incident
- ☐ Ensure departments maintain proper records supporting assistance claims
- ☐ Procure supplies and equipment in support of emergency operation.
- ☐ Evaluate, reallocate and redistribute financial resources.
- ☐ Supervise the preparation and completion of all financial obligation documents



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Coordinate all financial transactions pertaining to recovery and reconstruction to assure proper documentation for recovery of funds. Ensure the tracking of such transactions and expenditures in keeping with FEMA/OES procedures. (This will allow for the ease of completion of Damage Assessment Summaries)
- ☐ Brief agency administration personnel on all related business management issues needing attention and follow up.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Cost Unit Leader

Reports to the Administration & Finance Section Chief

Assigned City Official

Primary Responsibility – Administrative Analyst-Finance

Alternate Responsibility – Utility Billy Supervisor

Responsibility

The Cost Unit Leader is responsible for collecting all cost data, performing cost analyses, providing cost estimates, and recommending ways to reduce costs.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing from the Admin & Finance Section Chief.
- ☐ Collect and record all cost data associated with the event.
- ☐ Maintain fiscal records of all expenditures related to the event.
- ☐ Ensure all obligation documents initiated are properly prepared and accurately identified.
- ☐ Maintain accurate records on the actual cost for the use of all assigned resources.
- ☐ Ensure that all hired equipment and personnel that require payment are identified.
- ☐ Ensure that all EOC Sections maintain proper supporting records and documentation to support later claims.
- ☐ Make recommendations for cost savings to the Admin & Finance Section Chief.
- ☐ Prepare event cost summaries as required.
- ☐ Maintain all required records and documentation to support the history of the event.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Time Unit Leader

Reports to the Administration & Finance Section Chief

Assigned City Official

Primary Responsibility – Payroll Specialist

Alternate Responsibility – Accounting Technician III

Responsibility

The Time Unit Leader is responsible for personnel time recording and managing the operation.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing from the Admin & Finance Section Chief.
- ☐ Create and maintain a file for employee time records. Each file should include for each person:
 - ✓ Correct identification
 - ✓ Specific pay provisions
 - ✓ Hours worked
 - ✓ Travel
 - ✓ Time of termination of involvement in the response.
- ☐ Create and maintain a file for time reports on equipment that either needs regular maintenance or is rented/leased.
- ☐ Maintain records on each shift worked.
- ☐ Close out personnel time reports before they leave the response.
- ☐ Maintain all required records and documentation to support the history of the event.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Compensation and Claims Unit Leader

Reports to the Administration & Finance Section Chief

Assigned City Official

Primary Responsibility – Administrative Analyst - HR

Alternate Responsibility – Human Resources Technician II

Responsibility

The Compensation & Claims Unit Leader is responsible for the overall management and direction of all compensation for injury and claims during the incident; administering financial matters arising from serious injuries and deaths occurring during the incident; and for handling all claims-related activities other than injury.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing from the Admin & Finance Section Chief.
- ☐ Develop and implement an Accident Investigation Plan for the event.
- ☐ Prepare claims for damage to City property.
- ☐ Notify and file claims with insurers.
- ☐ Ensure that public employees injured during the response have completed claims at the Personnel Unit.
- ☐ Receive claims against the City in the absence of the City Clerk.
- ☐ Assign staff as needed.
- ☐ Periodically review logs and forms for completeness, accuracy, timeliness, and compliance with policies and procedures.
- ☐ Maintain all required records and documentation to support the history of the event.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Recovery Unit Leader

Reports to the Administration & Finance Section Chief

Assigned City Official

Primary Responsibility – Accounting Technician III

Alternate Responsibility – Accounting Technician III

Responsibility

The Recovery Unit Leader is responsible for compilation of cost reimbursement data and completion and filing of applications for cost reimbursement for personnel, materials, equipment, and damage arising from the incident.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing from the Admin & Finance Section Chief.
- ☐ Coordinate with the Facilities Unit to identify suitable sites for Local Assistance Centers (LAC).
- ☐ Establish LACs in conventional locations to better serve the displaced and homeless persons whenever able. Consider the following:
 - ☐ Locate close to public transportation
 - ☐ Co-locate with shelter sites
 - ☐ Use Public Facilities as alternate sites
 - ☐ Notify the Operational Area that Madera is opening a LAC.
- ☐ Refer to the State Office of Emergency Services (OES) LAC Guide on which agencies to invite to LAC: (e.g. American Red Cross, Salvation Army, Small Business Administration (SBA), Federal Emergency Management Agency (FEMA), etc.)
- ☐ Accompany State & Federal Coordinating Officers to damaged areas to supervise Damage Survey Report (DSR) preparation and filing.
- ☐ Provide volunteers to assist displaced and homeless persons with forms in the LACs.
- ☐ Compile data and prepare reports for the Assistant Director upon request.
- ☐ Maintain all required records and documentation to support the history of the event.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Terrorism and WMD Action Checklist For Recovery Unit

- ☐ Gather information for initial recovery implications of the emergency response
- ☐ Establish County Liaison with staff.
- ☐ Provide early information sharing of recovery priorities established by the EOC Manager with County, State and Federal agencies.
- ☐ Develop, with other effected cities or areas an effective disaster "legislative agenda" for local and regional legislators.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Procurement Unit Leader

Reports to the Administration & Finance Section Chief

Assigned City Official

Primary Responsibility – Procurement Manager

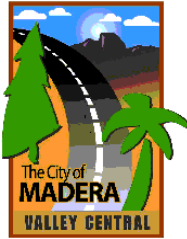
Alternate Responsibility – Purchasing Assistant

Responsibility

The Procurement Unit Leader is responsible for administering all financial matters pertaining to vendor contracts and purchase of supplies and materials.

Action Checklist

- ☐ Read entire Action Checklist.
- ☐ Obtain a briefing from the Admin & Finance Section Chief.
- ☐ Request a needs list from each Unit.
- ☐ Inform Unit Leaders of any special procedures.
- ☐ Order, receive, and distribute supplies as needed.
- ☐ Coordinate with other jurisdictions and volunteer organizations on plans and supply sources.
- ☐ Develop and implement an Incident Procurement Plan.
- ☐ Prepare and sign contracts and land-use agreements as required.
- ☐ Establish contracts with vendors as required.
- ☐ Interpret contracts and agreements and resolve claims or disputes within delegated authority.
- ☐ Coordinate with Compensation and Claims Unit on procedures for handling claims.
- ☐ Complete final processing and send documentation for payment processing.
- ☐ Coordinate cost data in contracts with Cost Unit Leader.
- ☐ Demobilize the Procurement Unit when ordered.
- ☐ Maintain all required records and documentation to support the history of the event.



CITY OF MADERA, CALIFORNIA
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

APPENDIX 3

EMERGENCY STANDARD OPERATING PROCEDURES



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Emergency Standard Operating Procedures

Hazard-Specific Checklists

All events are UNIQUE. Following are lists of various considerations for specific types of emergencies. These checklists are designed to be used ***in conjunction with*** the general duties of the positions outlined in APPENDIX 2 (Disaster Response Checklists). An important thing to keep in mind is that EVERY type of emergency also has the potential to become a HAZMAT incident.

Table of Contents

<i>Earthquake</i>	<i>2</i>
<i>Hazardous Materials Incidents (HAZMAT)</i>	<i>3</i>
<i>Floods and Storms</i>	<i>4</i>
<i>Fire</i>	<i>5</i>
<i>Transportation Incidents</i>	<i>6</i>
<i>Civil Unrest and Disobedience</i>	<i>8</i>
<i>Critical Incidents – Tactical Callouts</i>	<i>9</i>



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Earthquake

- ☐ Obtain a status report of critical facilities that may have been damaged, then direct emergency personnel to those areas as needed. Major earthquakes may have the most widespread impact on the City of any emergency... In some cases, depending on the severity of the damage to a particular structure, individual Incident Command Posts may have to be established in those areas.
- ☐ A determination needs to be made by those on scene as to the magnitude of the event based upon EOC activation guidelines contained in Annex A Notification and Reporting Procedures (Type of response event requires).
- ☐ Provide first-aid for injured parties if it can be done safely.
- ☐ Most of the large companies in Madera have internal Emergency Management protocols in place. The managers of these firms will be well suited to assist Public Safety personnel at the scene.
- ☐ Obtain a status report on nearby highways and roads. Develop a consistent plan for the flow of traffic. Ensure adequate traffic control is in place to assist emergency vehicles with ingress and egress to incident scenes.
- ☐ Initiate a Critical Facilities log that indicates which of those facilities have been checked and their disposition.
- ☐ Field units should initiate a general area survey after completing their critical facilities check. Be aware of fires, fuel leaks, ruptured pipes, downed power lines, utility disruptions, chemical spills, etc.
- ☐ Be prepared to inform PG & E of any known electrical and gas complications.
- ☐ In the event of a significant aftershock, repeat the above steps.
- ☐ On Scene Commanders may need to set up a facility or area for triage near the location of the emergency. Be considerate of this in conducting affairs of your assigned position.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Hazardous Materials Incidents (HAZMAT)

- ☐ Consult ANNEX D to this Plan and the MFD Hazardous Materials Area Plan for specific guidance.
- ☐ A determination needs to be made by those on scene as to the magnitude of the event based upon EOC activation guidelines contained in Annex A Notification and Reporting Procedures (Type of response event requires).
- ☐ Attempt to identify the substance, remaining UPWIND, UPHILL and/or UPSTREAM at a SAFE DISTANCE.
 - ✓ Container or packaging can provide valuable information. Use binoculars to read. Observe the chemical itself. Note its actions and physical characteristics.
 - ✓ If spilled from a vehicle, ask the driver to provide information about the substance or attempt to locate any warning placards that may be posted on the vehicle. Additional information may also be found in the shipping manifest or on the bill of lading.
 - ✓ Consult the orange Emergency Response Guidebook for specific warnings, cautions and handling guidelines.
- ☐ If the substance cannot be identified or is hazardous, contact Cal-Fire Department as soon as possible. They are equipped to deal with containment and cleanup.
- ☐ Check information to see if the substance is flammable. Do not use road flares for traffic control. Use cones or other portable, non-sparking traffic control materials.
- ☐ Consider the potential affects of weather such as wind, rain, heat, etc.
- ☐ Advise Water Resources and Public Services immediately if the water supply could be affected (drains, sewers, canals, creeks).
- ☐ In the event that helicopters are required for medical evacuations, consider the potential spreading effect of the rotor downdraft. Choose a remote landing area.
- ☐ Establish a decontamination/treatment area for exposure victims if necessary.
- ☐ Consider isolating exposure victims from others, especially if bio-hazards are involved.
- ☐ Provide first-aid for injured parties if it can be done safely and without contamination.
- ☐ Begin evacuation of the immediate and surrounding areas, depending on the substance. Voluntary evacuation should be considered; however, depending on the substance, mandatory evacuation may be necessary.
- ☐ Notify the local health authority. Such notification is mandatory when a spilled or released item is a pesticide (Health and Safety Code § 105215).
- ☐ Notify the Department of Toxic Substances Control. This is mandatory when an employee comes in contact with, or is aware of, the presence of a suspected hazardous substance at a site where an illegal controlled substance is or was manufactured. (Health and Safety § 25354.5).
- ☐ IMPORTANT: Evacuation is the assisted removal of people BEFORE a threat arrives... On the other hand RESCUE is an issue that deals with the removal of persons once the threat is upon them.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Floods and Storms

- ☐ Consult the Hazard Vulnerability Assessment section of this plan.
- ☐ A determination needs to be made by those on scene as to the magnitude of the event based upon EOC activation guidelines contained in Annex A Notification and Reporting Procedures (Type of response event requires).
- ☐ Provide first-aid for injured parties if it can be done safely.
- ☐ Obtain a status report on nearby highways and roads. Develop a consistent plan for the flow of traffic. Ensure adequate traffic control is in place to assist emergency vehicles with ingress and egress to incident scenes. It's important to realize that approximately 80% of flood deaths occur in vehicles.
- ☐ Stay in contact with Water Resources for updated flood stage information.
- ☐ Floods are generally preceded by powerful storms. Check for downed power lines and inform PG&E immediately to prevent electrocution hazards.
- ☐ The canals, creeks and arroyos are an attractive nuisance to children, especially when heavy rains increase the water levels and turn them into raging currents. Ensure these areas are clear and remain off-limits to civilians. Depending on severity, consider requesting a helicopter to check for problem areas. (Helicopter flights may be restricted in severe weather conditions.)
- ☐ Floodwaters may carry additional health and safety risks, such as bacteria from dead animals, raw sewage or hazardous substances. Sandbags tend to act as sponges for these hidden dangers, so ensure precautions are taken when handling them or coming into contact with the water itself.
- ☐ **IMPORTANT:** Evacuation is the assisted removal of people BEFORE a threat arrives... On the other hand RESCUE is an issue that deals with the removal of persons once the threat is upon them.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Fire

- ☐ Determine the size of the involved area, both actual and potential.
- ☐ Determine the apparent direction the fire is traveling and what lies in its path.
- ☐ Consider the type of area (business, residential, open land, etc.) and determine the need for evacuation.
- ☐ If a home, business or vehicle is involved, determine if chemicals or hazardous substances are involved or potentially in danger of being involved. Determine what the chemicals or substances are, their location, and how much.
- ☐ Remain DOWNHILL and UPWIND from fires.
- ☐ Constantly be aware of the potential for toxic smoke or fumes.
- ☐ Immediately establish a liaison with the Fire Incident Commander.
- ☐ Maintain ingress and egress routes for emergency vehicles.
- ☐ Establish a perimeter control, keeping unauthorized vehicles and pedestrians out of the involved areas.

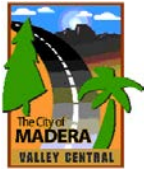
IMPORTANT: Evacuation is the assisted removal of people BEFORE a threat arrives... On the other hand RESCUE is an issue that deals with the removal of persons once the threat is upon them.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Transportation Incidents

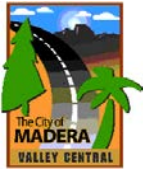
- ☐ Transportation incidents include aircraft crashes, train derailments, overturned trucks, and multi-vehicle accidents. They are generally mass-casualty incidents (MCIs).
- ☐ A determination needs to be made by those on scene as to the magnitude of the event based upon EOC activation guidelines contained in Annex A Notification and Reporting Procedures (Type of response event requires).
- ☐ Immediately protect the scene from unauthorized persons by establishing a perimeter. A 2000 foot clearance is recommended.
- ☐ Establish and maintain unobstructed ingress and egress for emergency responders.
- ☐ Consider and plan for the likely rescue campaign at any involved structure, then evaluate and plan for any structure that could potentially become involved later.
- ☐ Attempt to determine the number of persons involved so area hospitals can be placed on emergency alert.
- ☐ Respond from UPWIND, UPHILL, and/or UPSTREAM until it can be determined that no toxic substances (fumes, liquids, solids, smoke) are present.
- ☐ Responding units SHOULD NOT approach the scene on the same path as used by the involved vehicles. If necessary, clear an alternative approach where none exists.
- ☐ Restrict air traffic over the scene, including media helicopters.
- ☐ Conduct a search for survivors well beyond the immediate incident scene. Deceased or injured victims may have been displaced by impact.
- ☐ Protect the scene for subsequent investigation.
 - Ensure all crash debris, including wreckage, deceased victims and any body parts, remains undisturbed.
 - Identify all witnesses and obtain contact information
- ☐ Provide first-aid for injured parties if it can be done safely and without contamination.
- ☐ Begin evacuation of the immediate and surrounding areas, depending on the substance. Voluntary evacuation should be considered, however, depending on the substance, mandatory evacuation may be necessary.
- ☐ Notify the local health authority. Such notification is mandatory when a spilled or released item is a pesticide (Health and Safety Code § 105215).



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Notify the Department of Toxic Substances Control. This is mandatory when an employee comes into contact with, or is aware of, the presence of a suspected hazardous substance at a site where an illegal controlled substance is or was manufactured (Health and Safety § 25354.5).

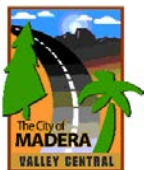
- ☐ Ensure the appropriate agencies are notified as soon as possible including:
 - Military, if applicable
 - National Transportation Safety Board
 - Federal Aviation Administration



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Civil Unrest and Disobedience

- ☐ Advise dispatch immediately of:
 - ☐ Location, activities and number of participants involved
 - ☐ Observation of any weapons involved
 - ☐ Direction of movement
 - ☐ Additional Law Enforcement personnel required
- ☐ A determination needs to be made by those on scene as to the magnitude of the event based upon EOC activation guidelines contained in Annex A Notification and Reporting Procedures (Type of response event requires).
- ☐ Monitor and provide intelligence on whether protective riot gear is necessary.
- ☐ When sufficient resources are present issue an initial Dispersal Order for unlawful assembly.
- ☐ CONTAIN and ISOLATE the disorder to the smallest area possible. Cordon off the area as necessary to prevent growth and deny access to persons not yet involved.
- ☐ CONTROL violent, potentially violent or unruly subjects as necessary.
- ☐ Assemble responding personnel into squads and mobile field forces (MFFs). Every effort should be made to position the staging area away from public/media view.
- ☐ Establish the tactical mission(s) to be accomplished, such as crowd control, traffic control, site security, etc.
- ☐ Coordinate and uniformly agree upon tactics and force options to be used. Know the capabilities of the squads. Maintain squad integrity and avoid individual actions.
- ☐ Think LIABILITY! Assign a person to videotape the incident then, if possible, use another person to videotape or photograph aggressive persons in the crowd.
- ☐ Consider using air support to assist in coordinating movement and observation.
- ☐ Know the location of available medical services. Have paramedics' standby.
- ☐ Use standby time to scout the crowd. Gather intelligence and analyze information.
- ☐ Arrange for the response of a field booking team, as well as the subsequent transportation of suspects from field booking area to detention facilities.
- ☐ RETURN TO ORDER, maintaining a highly visible law enforcement presence.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Critical Incidents – Tactical Callouts

- ☐ Immediately determine the nature of the threat and any weapons involved.
- ☐ Brief Command Staff of the need for SWAT, once a determination is made on the issue of SWAT initiate the call out procedure.
- ☐ Establish containment and maintain a perimeter, with all responders staying behind cover.
- ☐ Cordon off the area at a safe distance, preventing entry by unauthorized persons.
- ☐ If deemed necessary, arrange for the safe and timely evacuation of nearby residents and businesses.
- ☐ Establish and maintain verbal contact with the suspect(s), by phone where necessary.
- ☐ Arrange to have medical and fire response standing by in a safe location.



CITY OF MADERA, CALIFORNIA
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

APPENDIX 4

RESOURCE GUIDE

Telephone Listing

MADERA CITY GOVERNMENT

Building
City Administrator
City Attorney
City Clerk
Code Enforcement
Community Development
Engineering
Economic Development
Finance
Fire Department
Fleet
Grants
Human Resources
Information Systems
Parks
Police
Public Works
Purchasing
RDA
Solid Waste
Waste Water

PHONE NUMBERS

661-5439
661-5402
661-5480
661-5409
661-5114
661-5435
661-5423
675-7768
661-5454
675-7799
662-5469
661-3692
661-5401
661-5411
661-5495
675-4200
661-5466
661-5463
661-5110
662-5406
661-5467

MADERA COUNTY GOVERNMENT**PHONE NUMBER**

Administration	675-7703
Animal Control	675-7891
Assessor	675-7710
Auditor/Controller	675-7707
Board of Supervisors	675-7700
Chamber of Commerce	675-3563
Child Protective Services	675-7829
County Clerk	675-7721
District Attorney	675-7726
Economic Development	675-7768
Emergency Services/Civil Defense	675-7792
Engineering	661-6333
Building Inspections	661-6333
Environmental Health	661-6333
Fairgrounds	674-8511
Fairmead Landfill	673-2225
Fire Department	675-7799
Health Department	675-7893
Housing Department	674-5695
Risk Management	675-7703
Library	675-7871
Mental Health Services	673-3508
Mosquito Abatement	674-6729
Personnel	675-7705
Planning	661-6333
Postmaster	664-8578

Purchasing	675-7715
Recorder	675-7724
Redevelopment	661-5110
Road Department	675-7811
Sheriff/Coroner	675-7769
Transportation	675-3927

RESOURCES/RESPONSE

Chemtrec	800-424-9300
PG&E	800-743-5000
Poison Control Center	800-523-2222
Union Pacific/Southern Pacific Railroad	800-726-1091
USA Underground	800-227-2600

STATE GOVERNMENT

California Highway Patrol	675-1025
CALTRANS	674-7118
Department of Fish and Games	
Office of Emergency Services	800-852-7550
Public Utilities Commission	415-703-2782
State Dept. of Toxic Substances Control	800-852-7550
State Fire Marshall	626-305-1908
Department of Transportation	488-4020

US Government

Department of Energy	202-586-5000
Environmental Protection Agency (EPA)	202-272-0167
Federal Aviation Administration (FAA)	866-835-5322
FEMA	202-646-2500
National Response Center	800-424-8802

AMBULANCE	PISTORESI AMBULANCE SERV.	113 N R ST	(559) 673-8004
AUTO SUPPLIES	AUTOZONE	211 N GATEWAY DR	(901) 495-7059
	AUTOZONE	1520 COUNTRY CLUB DR	(901) 495-8813
	GEORGE'S AUTO SUPPLY	467 S PINE ST, # 101	(559) 673-5117
	GODINEZ AUTO BODY PARTS	812 S GATEWAY DR	(559) 674-2660
	NAPA AUTO PARTS	109 E 6TH ST	(559) 674-2451
	O'REILLY AUTO PARTS	1341 COUNTRY CLUB DR	(559) 673-9031
	O'REILLY AUTO PARTS	301 W OLIVE AVE	(602) 265-9200
CLOTHING & SHOES	dd's DISCOUNTS #5146	1311 COUNTRY CLUB DR	(925) 965-4526
	J & L T-SHIRT OUTLET	2185 W CLEVELAND AVE, #J	(559) 303-2088
	MADERA UNIFORM & ACCESS	17035 ROAD 26	(559) 661-0777
	MARSHALLS	2060 W CLEVELAND AVE #100	(559) 662-1503
	PAYLESS SHOE SOURCE	1105 COUNTRY CLUB DR	(559) 673-8746
	PAYLESS SHOE SOURCE	2091 W CLEVELAND AVE	(559) 675-8252
	RUE 21	2060 W CLEVELAND AVE	(724) 776-9780
	WAL-MART	1977 W CLEVELAND AVE	(559) 675-9212
COMMUNICATIONS	MADERA RADIO DISPATCH	325 S D ST	(559) 673-9037
	RADIO SHACK	2055 W CLEVELAND AVE	(559) 673-5175
	JAY'S COMMUNICATION	550 Alluvial, #101, Fresno	(559) 442-4400
DENTISTS	AHMED ELSAYED DENTAL CORPORATION	620 W YOSEMITE AVE	(559) 661-4113

BASSAM MICHIEL DDS	515 N I ST	(559) 673-2268
BRANDON SMITH D.D.S.	700 W YOSEMITE AVE	(559) 673-0321
CHRISTOPHER SABOURIN DDS	515 N I ST	(559) 322-5054
DAVE PARKER, D.D.S.	118 N A ST	(559) 674-5428
D. SCOTT STEVINSON D.D.S.	816 EMILY WAY	(559) 661-6080
EAST YOSEMITE DENTAL	515 E YOSEMITE AVE	(559) 673-0199
EMILIO E. GARCIA D.D.S.	500 E YOSEMITE AVE	(559) 673-1830
HAPPY TEETH DENTAL	1111 W 4TH ST	(559) 307-4211
IDEAL SMILE DENTISTRY	475 E ALMOND AVE #103	(559) 662-1018
JASON H KELEDJIAN DDS	900 E ALMOND AVE	(559) 673-2257
JOHN PAUL WILLIAMS, D.D.S	312 W YOSEMITE AVE	(559) 674-6246
JOHN R. ROW JR.,DDS	1525 N SCHNOOR AVE #103	(559) 673-3698
LABMAN DENTAL LAB	410 E YOSEMITE AVE	(559) 675-7071
LESTER K. LOWE, D.D.S.	312 W OLIVE AVE	(559) 673-5944
MADERA FAMILY DENTISTRY	509 S I ST	(559) 322-1989
MADERA KIDS DENTAL WORLD	2295 W CLEVELAND AVE #D	(559) 662-1071
MUNA ALMOAYAD D.D.S	500 E ALMOND AVE #3	(559) 661-7000
NASSAR DENTAL GROUP	483 E ALMOND AVE #101	(559) 661-1500
NORTHWEST DENTAL CARE	2531 HOWARD RD #103	(559) 674-0927
NUNEZ YOSEMITE DENTAL CENTER	708 W YOSEMITE AVE	(559) 660-5375
PRECISION DENTAL LAB.	515 N I ST	(559) 673-8045
SANTA MARIA DENTAL OFFICE	1182 COUNTRY CLUB DR	(209) 675-7000
SMILES AND TEETH	610 W YOSEMITE AVE	(559) 472-8742
SUKHJIT S. PUREWAL D.D.S.	1150 E ALMOND AVE	(559) 674-9122
TIM G.PEFFLY, DDS INC	615 N I ST	(559) 673-8044
VIVIAN VAN VO DDS A PROFESSIONAL CORP.	816 W YOSEMITE AVE	(559) 674-5477
WESTERN DENTAL SERVICES, INC.	1100 N GATEWAY DR	(800) 417-4444
ELECTRICAL		
BILL MOSS ELECTRIC	129 WALNUT ST	(559) 674-8490
LANDEROS & SONS ELECTRIC	521 N G ST	(559) 674-2887

	ROGERS ELECTRIC	18880 HANOVER DR	(559) 673-5074
EQUIPMENT	HERTZ CORPORATION	404 S GATEWAY DR	(559) 662-8696
	KUCKENBECKER TRACTOR CO	800 MADERA AVE	(559) 674-2496
	MIDLAND TRACTOR COMPANY	1901 W CLEVELAND AVE	(559) 674-8757
	SCOTT'S APPLIANCE RENTAL	27231 PERKINS RD	(209) 673-7648
	UNITED RENTALS	750 MADERA AVE	(559) 673-5831
FOOD (PREPARED)	ABC PHO DERA	200 W OLIVE AVE	(559) 395-4260
	BASKIN-ROBBINS	2180 W CLEVELAND AVE #100	(559) 304-0847
	BLACK BEAR DINER	1209 E ALMOND AVE	(559) 675-1332
	BURRITO KING	319 N GATEWAY DR	(559) 674-7596
	CARL'S JR #7459	1305 COUNTRY CLUB DR	(559) 674-9772
	CARL'S JR #7458	301 MADERA AVE	(559) 674-7863
	CAZADORES BAR & GRILL	1663 N SCHNOOR AVE #101	(559) 661-9140
	CHINA KITCHEN	2380 W CLEVELAND AVE #4	(559) 674-4000
	CLUB HOUSE RESTAURANT	23200 AVENUE 17	(559) 675-3553
	COOL HAND LUKE'S	1830 W CLEVELAND AVE	(559) 661-2100
	CORNER GRILL	530 W OLIVE AVE #100	(559) 706-8993
	COUNTRY WAFFLES	1101 COUNTRY CLUB DR	(559) 664-0486
	DELI DELICIOUS	2380 W CLEVELAND AVE #E-6	(559) 673-3502
	DI-CICCO'S PIZZERIA	516 S I ST	(559) 674-2435
	DOMINO'S PIZZA #7963	2001 W CLEVELAND AVE #G	(559) 675-5000
	THE DONUT HOUSE	1216 W OLIVE AVE	(559) 674-4091
	EDGAR'S ITALIAN RESTAURANT	1922 HOWARD RD	(559) 661-0306
	FARNESI'S RESTAURANT & COCKTAIL LOUNGE	2085 W KENNEDY ST	(559) 673-9164
	FASTWAY FRIED CHICKEN	749 N D ST	(559) 674-2922
	FINE DONUTS	2370 W CLEVELAND AVE #102	(559) 661-4900
	FRESH DONUTS	1137 COUNTRY CLUB DR	(559) 673-1568
	FROSTY QUEEN	1120 N GATEWAY DR	(559) 673-7678

FULL O BULL	1930 HOWARD RD #L	(559) 674-4112
IHOP	2201 W CLEVELAND AVE	(559) 675-5179
JACK IN THE BOX	950 N GATEWAY DR	(559) 661-1412
KEBOB GRILL	300 N GATEWAY DR #106	(559) 664-1100
KENTUCKY FRIED CHICKEN	1144 COUNTRY CLUB DR	(559) 673-4341
LITTLE CAESARS	1426 E YOSEMITE AVE	(559) 673-7288
LITTLE CAESARS	2338 W CLEVELAND AVE	(559) 661-4444
MADERA VALLEY INN RESTAURANT	317 N G ST	(559) 664-0102
MAYA GRILL	219 E YOSEMITE AVE	(559) 704-5917
MC DONALD'S RESTAURANT	2290 W CLEVELAND AVE	(559) 661-1415
MC DONALD'S RESTAURANT	1500 HOWARD RD	(559) 673-0304
MC DONALDS RESTAURANT	1977 W CLEVELAND AVE	(559) 661-1415
MC DONALD'S RESTAURANT	1406 E YOSEMITE AVE	(559) 217-2128
ME-N-ED'S PIZZA PARLOR	120 DWYER AVE	(559) 675-9613
MOUNTAIN MIKE'S PIZZA	2180 W CLEVELAND AVE	(559) 664-9990
NONNI'S BAKERY	1930 HOWARD RD #G	(559) 392-3300
PACIFICA PIZZA	1153 COUNTRY CLUB DR	(559) 673-1113
PANDA EXPRESS	1900 W CLEVELAND AVE	(559) 664-1302
PERKO'S CAFE	1825 W CLEVELAND AVE	(559) 675-8020
PETRUCCI'S CATERING	13571 ROAD 23 1/2	(559) 673-3121
PIZZA HUT	1475 COUNTRY CLUB DR	(559) 675-1000
PLAYERS SMOKED BBQ	1816 HOWARD RD #5	(559) 674-4149
PREMIER BRICK OVEN PIZZA	1628 HOWARD RD	(559) 395-4322
RISTORANTE GABRIELA	1643 N SCHNOOR AVE #109	(559) 474-2978
ROMEO'S	1510 E YOSEMITE AVE	(559) 675-9757
ROUND TABLE PIZZA	1930 HOWARD RD #101	(559) 673-7043
ROYAL'S DONUTS	1510 E YOSEMITE AVE #102	(559) 674-4640
SAL'S MEXICAN RESTAURANTS	2001 W CLEVELAND AVE	(559) 673-0301
SNO WHITE	600 E YOSEMITE AVE	(559) 674-5457
STARBUCKS COFFEE	1933 HOWARD RD	(206) 318-8705
STARBUCKS COFFEE	2295 MARKETPLACE DR	(559) 674-2794

	SUB SHOP	1301 W OLIVE AVE #D	(559) 673-2665
	SUBWAY	1405 HOWARD RD #101	(559) 675-9297
	TACO BELL	1420 HOWARD RD	(559) 673-8220
	TACO BELL	2350 W CLEVELAND AVE	(559) 673-8220
	TERIYAKI HOUSE	1174 COUNTRY CLUB DR	(559) 661-0828
	TOGO'S	2180 W CLEVELAND AVE #120	(559) 304-0847
	THE VINEYARD	605 S I ST	(559) 674-0923
	WING STOP	2180 W CLEVELAND AVE #116	(209) 602-4512
	YUM YUM DONUTS	105 W YOSEMITE AVE	(559) 661-9017
FUNERAL SERVICES	SMITH MANOR GRACE CHAPEL	801 E YOSEMITE AVE	(559) 662-8825
GASOLINE	B & W PETROLEUM	1030 N LAKE ST	(209) 577-6000
	CHEVRON	1801 W CLEVELAND AVE	(559) 673-9311
	CHEVRON	101 S GATEWAY DR	(559) 673-3101
	HARRY'S LIQUOR & GAS	500 N GATEWAY DR	(559) 675-1966
	MADERA MOBIL	1030 N GATEWAY DR	(559) 673-1515
	TESEI PETROLEUM, INC.	1300 S GATEWAY DR	(559) 673-3597
	VALERO	1040 S GATEWAY DR	(559) 673-0538
	VALERO	1502 E YOSEMITE AVE	(559) 779-6260
GENERAL SUPPLIES	BIG 5 SPORTING GOODS #403	2140 W CLEVELAND AVE	(310) 536-0611
	DOLLAR GENERAL STORE #13620	1200 S MADERA AVE	(559) 514-6128
	DOLLAR TREE STORE, INC. #1220	2140 W CLEVELAND AVE	(559) 661-1642
	FAMILY DOLLAR INC #9310	1440 E YOSEMITE AVE	(559) 661-4691
	SOUTH C MARKET 99 CENT STORE	605 S C ST	(559) 662-0206
	WAL-MART	1977 W CLEVELAND AVE	(559) 675-9212
	97 CENTS PLUS	112 S C ST	(559) 479-8757
	99 CENTS AND MORE	177 E ALMOND AVE #102	(559) 664-8635
	99 CENTS ONLY STORE #191	1333 COUNTRY CLUB DR	(323) 980-8145

GROCERY	BRIDGE STORE, INC	748 N D ST	(559) 674-2922
	FOOD FAIR MARKET INC	1100 N D ST	(559) 674-3911
	FOOD 4 LESS	2360 W CLEVELAND AVE	(209) 661-6190
	GROCERY PLUS	2001 N LAKE ST #A	(559) 661-7712
	RANCHO SAN MIGUEL	1410 E YOSEMITE AVE	(559) 664-9155
	SAFEWAY INC. #3121	2237 W CLEVELAND AVE	(559) 661-6440
	SAVE MART SUPERMARKET #376	1143 COUNTRY CLUB DR	(559) 661-0767
	SAVE MART SUPERMARKET #77	1504 HOWARD RD	(559) 661-0767
	7 ELEVEN STORE	904 E CLEVELAND AVE	(559) 674-1371
HEAT & A/C	BRIAN'S HEATING & COOLING	2820 DRIFTWOOD DR	(559) 675-1681
	FM A/C, HEATING & REFRIGERATION SERV	2419 TREVOR CT	(559) 674-2505
	RVD HEATING & AIR & SONS	401 W OLIVE AVE, STE 8	(559) 675-3621
	TALKINGTON AIR CONDITION	16873 CAMDEN DR	(559) 673-4946
HOSPITAL	MADERA COMMUNITY HOSPITAL	1250 E ALMOND AVE	(559) 673-5101
LODGING	DAYS INN-MADERA	2095 W KENNEDY ST	(559) 674-8817
	HAMPTON INN & SUITES	3254 AIRPORT DR	(559) 661-0910
	HOLIDAY INN EXPRESS	2290 MARKETPLACE DR	(559) 661-7400
	QUALITY INN	317 N G ST	(559) 664-0100
	SPRINGHILL SUITES MADERA	1219 E ALMOND AVE	(559) 673-5142
	SUPER 8 MOTEL	1855 W CLEVELAND AVE	(559) 661-1131
	3-D'S MOTEL & MINI MART	1100 S GATEWAY DR	(559) 674-7240
MEDICAL SUPPLIES	MAMMOTH OXYGEN SUPPLY	177 E ALMOND AVE #102	(559) 709-1596
	PACIFIC MEDICAL SUPPLY	200 W OLIVE AVE #B	(707) 769-9606
OFFICE SUPPLIES	OFFICE DEPOT	2220 W CLEVELAND AVE	(559) 675-1732
PHARMACY	ALMOND AVE PHARMACY	510 E ALMOND AVE	(559) 673-9222

BK PHARMACY CORP.	1129 W 4TH ST	(209) 675-1688
CVS PHARMACY	1109 COUNTRY CLUB DR	(559) 673-0016
CVS PHARMACY #2423	1456 E YOSEMITE AVE	(559) 662-8020
CVS PHARMACY #9986	1400 HOWARD RD	(559) 661-8090
MADERA MEDICAL PHARMACY	402 MADERA AVE	(559) 674-8554
THE PILL BOX PHARMACY	1108 N LAKE ST	(559) 674-1625
RITE AID CORP #5856	335 W OLIVE AVE	(559) 673-8058
WALGREENS	1300 W YOSEMITE AVE	(559) 637-8017
WALGREENS	2020 W CLEVELAND AVE	(847) 315-3404

PHYSICIAN

BAZ ALLERGY, ASTHMA & SINUS CENTER	2311 W CLEVELAND AVE	(559) 436-4500
CALIFORNIA EMERGENCY PHYSICIANS	1250 E ALMOND AVE	(510) 835-7412
CAMARENA HEALTH	505 E ALMOND AVE #101	(559) 675-5600
CAMARENA HEALTH	344 E 6TH ST	(559) 675-5600
CENTRAL VALLEY MEDICAL LLC	110 N GATEWAY DR	(559) 765-0306
EYE AND VISION CENTRAL CALIFORNIA INC.	2325 W CLEVELAND AVE #103	(559) 674-4700
MADERA CHILDREN MED CLINIC	1130 COUNTRY CLUB DR	(559) 673-3297
MADERA FAMILY MEDICAL GROUP	1111 W 4TH ST	(559) 662-8101
MADERA SURGERY CENTER, INC	1015 W YOSEMITE AVE	(559) 673-0700
MADERA VALLEY PHYSICIANS	1250 E ALMOND AVE	(559) 675-3051
MADERA WOMEN'S HEALTH INC	300 E ALMOND AVE #108	(559) 673-8031
NATURAL VISION	1011 W YOSEMITE AVE	(559) 673-3535
PACIFIC PULMONARY SERVICES	402 S MADERA AVE #B	(415) 893-1518
PEDIATRIC ASSOCIATES CALIFORNIA	363 E ALMOND AVE #105	(559) 673-6085
VALLEY PEDIATRICS	2339 W CLEVELAND AVE #101	(559) 675-9400

PLUMBING

AVILA PLUMBING	901 N D ST	(559) 674-6256
DISCOUNT PLUMBING	110 S M ST	(559) 395-6092
ESPINOZA SEWER SERVICE	16475 N LAKE ST	(209) 673-1121
GARZA PLUMBING	P.O. BOX 487	(559) 674-7082
M & M PLUMBING	1309 ROGERS ST	(559) 674-7207

	PRAYTOR & SON PLUMBING	36477 BLANCA	(559) 675-8277
	SPARKS PLUMBING	25250 AVENUE 18	(209) 661-4676
PORTABLE RESTROOMS	FAVI PORTABLE RESTROOMS	2164 DRIFTWOOD DR	(559) 474-0688
PROPANE	PIONEER PROPANE	1732 E YOSEMITE AVE	(559) 673-8119
PUBLISHING	CREATIVE COPY CENTER	109 N R ST	(559) 675-8281
	PECK'S PRINTERY	201 S PINE ST	(559) 674-5401
REBUILDING SUPPLIES	D-R DOOR SERVICE	36938 KENSINGTON DR	(209) 645-7104
	ENO'S HARDWARE	1001 N LAKE ST	(559) 673-9128
	GENERAL BUILDERS SUPPLY	1808 HOWARD RD	(559) 674-8542
	THE HOME DEPOT	2155 N SCHNOOR AVE	(559) 675-0127
	LEE'S CONCRETE MATERIALS	200 S PINE ST	(559) 673-9189
	LOWE'S HOME CENTERS	2100 W CLEVELAND AVE	(559) 416-4000
	MADERA SCREEN & DOOR	14799 ROAD 28	(209) 673-9455
	S AND J LUMBER INC	12806 RD 26	(559) 661-5311
	SHERWIN-WILLIAMS CO.	1809 HOWARD RD	(559) 674-8012
	THE WATER CONNECTION	16596 AVE 17	(559) 661-8333
STAGING	B.P.O ELKS LODGE #1918	112 W 6TH ST	(559) 673-1918
	GALA TENT RENTALS	22100 MELROSE CT	(559) 664-8502
	THOMAS JEFFERSON JR. HIGH	1407 SUNSET AVE	(559) 292-0265
TIRE SERVICES	AMERICAN TIRE DEPOT	200 S D ST	(559) 661-8400
	BIG O TIRES #5181	2245 W CLEVELAND AVE	(559) 673-3530
	GARCIA'S TIRE SHOP	803 N D ST	(559) 661-4770
	GATEWAY TIRES & WHEELS	700 S GATEWAY DR	(559) 673-7763

	MADERA TIRE CENTER	300 S GATEWAY DR	(559) 661-8392
	SCHOETTLER GENERAL TIRE	608 N GATEWAY DR	(559) 674-4678
	SEVERN'S WHEELS AND TIRES	325 S PINE ST 101B	(559) 803-3747
	#1 TIRE CENTER	505 S GATEWAY DR	(559) 673-3425
TOWING SERVICES	ALWAYS TOWING LLC	528 NOBLE ST #102	(209) 564-6797
	AQUINO'S TOWING & SERVICE	17870 GOLDEN STATE BLVD	(559) 661-1631
	CENTRAL VALLEY TOWING	22704 AVENUE 18 1/2 #1	(559) 674-9518
	EPPLER TOWING	22704 AVENUE 18 1/2 #2	(559) 659-3939
	NICKS TOWING SERVICE	28804 OREGON AVE	(559) 661-3729
	PENA'S TOWING DIAL A ROLL	1101 CELESTE CT	(559) 974-4366
	RON'S TOWING	16288 GOLDEN STATE DR	(559) 674-7094
TRANSIT	DOLPHIN TAXI CAB	508 E YOSEMITE AVE	(559) 673-3976
	ENTERPRISE RENT-A-CAR	709 N GATEWAY DR	(559) 261-8555
	CITY OF MADERA TRANSIT SYSTEM	123 N E ST #102	(559) 661-7435
VETERINARIAN & ANIMAL SUPPLIES	AMBROSE VETERINARY HOSP	150 DWYER AVE	(559) 674-8869
	MADERA VETERINARY CENTER	2446 N SCHNOOR AVE	(559) 675-3044
	PETCO ANIMAL SUPPLIES	2140 W CLEVELAND AVE #100	(858) 453-7845
WATER	MONTEREY WATER COMPANY	823 E CLEVELAND AVE	(209) 239-3117
	MONTEREY WATER COMPANY	521 S A ST	(209) 239-3117
	MONTEREY WATER COMPANY	528 S I ST	(209) 239-3117



ANNEX A

WARNING AND COMMUNICATIONS



Table of Contents

ANNEX A	1
TABLE OF CONTENTS.....	2
OVERVIEW	3
 ANNEX A – PART 1.....	4
NOTIFICATION AND REPORTING PROCEDURES	5
Introduction.....	5
EOC Activation	5
EOC Alerting Procedure	8
City Staff Reporting and Alerting Procedures	8
Notification Of Outside Agencies.....	9



Overview

- Part one of the Warning and Communication Annex includes notification and/or reporting procedures for Emergency Operations Center (EOC) staff, city employees, outside agencies, businesses and schools in the event of an emergency.



ANNEX A

NOTIFICATION AND REPORTING PROCEDURES



Notification and Reporting Procedures

Introduction

The following outlines the notification and/or reporting procedures for the Emergency Operations Center (EOC) staff, city employees, outside agencies, businesses, and schools in the event of an emergency.

EOC Activation

The City EOC is activated in the event of a natural or man-made disaster when the routine availability of resources requires support and/or augmentation. (Refer to Appendix Two in the Madera Emergency Management Plan for detailed activation and checklist information.) City EOC Activation is ordered by the City Administrator or from the City staff listed below:

- Chief of Police
- Police Commander
- Fire Chief
- Fire Deputy Chief
- Community Development Director

The following activation guidelines are a recommendation only. The City official who decides to activate the EOC will implement the Standardized Emergency Management System (SEMS) as appropriate to the scope of the emergency and the City's role in response to the emergency. He/She may function from the EOC or from other locations depending on the situation.

Activated EOCs may be partially or fully staffed to meet the demands of the situation. The City maintains four staffing levels that can be applied to various situations. Activation criteria are as follows:



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

EOC Activation Guide

Level	Conditions	EOC Duties	Activation	Actions
0	<ol style="list-style-type: none"> 1. No potential severe weather 2. No increasing international tension 3. No increasing national or local tension 4. No increasing probability of hazard 	<ol style="list-style-type: none"> 1. Monitor world, national, regional, and local news and monitor regional weather forecasts and space forecasts. 	<ol style="list-style-type: none"> 1. Only minimal staff in normal operations 	<ol style="list-style-type: none"> 1. No actions.
1	<ol style="list-style-type: none"> 1. Serious increase in international tension 2. Possibility of local unrest 3. Severe weather watch is issued 4. Situational conditions warrant 5. Small incidents involving one facility 6. Earthquake advisory 7. Flood watch 	<ol style="list-style-type: none"> 1. Continuous monitoring of event 2. Check & update all resource lists 3. Distribute status and analysis to EOC personnel 4. Receive briefing from field personnel as necessary 	<ol style="list-style-type: none"> 1. Only basic support staff or as determined by Director 	<ol style="list-style-type: none"> 1. EOC Section Chiefs review Plan and Guidelines and check readiness of staff and resources.
2	<ol style="list-style-type: none"> 1. Small scale civil unrest 2. Situational conditions warrant 3. Severe weather warning issued 4. Moderate earthquake 5. Wildfire affecting specific areas 6. Incidents involving 2 or more facilities 7. Hazardous materials evacuation 8. Imminent earthquake alert 9. Major scheduled event 	<ol style="list-style-type: none"> 1. Continuous monitoring of event 2. Initiate EOC start-up checklist 3. Facilitate field personnel 4. Provide status updates to EOC personnel 	<ol style="list-style-type: none"> 1. Staffed as situation warrants and liaison to other agencies 2. Primary EOC personnel will be available and check-in regularly 	<ol style="list-style-type: none"> 1. Briefings to City Executive staff and Department Heads 2. EOC begins full operation
3	<ol style="list-style-type: none"> 1. International crisis deteriorated to the point that widespread disorder is probable 2. Acts of terrorism (biological, technical, other) are imminent 3. Civil disorder with relatively large scale localized violence 4. Hazardous conditions that affect a significant portion of the City 5. Severe weather is occurring 6. Verified and present threat to critical facilities 7. Situational conditions warrant 8. Major emergency in the City or Region 9. Incidents occurring involving heavy resource involvement 10. Major earthquake 	<ol style="list-style-type: none"> 1. Brief arriving staff on current situation 2. Facilitate EOC staff 	<ol style="list-style-type: none"> 1. As determined by the Director 2. EOC essential and necessary staff 3. Key department heads 4. Required support staff 	<ol style="list-style-type: none"> 1. As situation warrants



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

If it is determined that the EOC should be activated, there are two types of activations:

Partial activation. The EOC is activated, but only some of the positions are filled. This may involve a smaller emergency that a limited number of responders can handle, it might involve the early stages of an expanding disaster, or it might involve the late stages of a response prior to deactivation of the EOC. In a partial activation, the appropriate staff, as directed, should report to the EOC. This may include the Management section and Operations section along with the Planning and Intelligence Section Chief, the Logistics Section Chief and the Finance Section Chief. Other staff may be assigned depending on the emergency.

Full activation. The EOC is activated, and all or most of the positions are filled. This involves an emergency requiring an all-out response effort.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

EOC Alerting Procedure

The City Administrator or authorized staff who activated the EOC will contact the Section Chiefs and Management Section of the EOC.

Section Chiefs are responsible for calling their section members. Upon activation, personnel assigned to positions on the EOC Team should report to the EOC location (Madera Police Department Conference Room) and check in with their respective Section Chief.

If phone lines are down during a disaster, EOC staff should listen to 580AM for instructions and safety information and proceed to the EOC if it is safe to do so. Shifts and specific roles will be assigned depending on the scope of the disaster and availability of staff.

City Staff Reporting and Alerting Procedures

Each department has a disaster reporting procedure that is specific for that department. Employees should check with their supervisors to learn how and when they need to report and to learn about their disaster role.

General Reporting Procedure:

If disaster strikes while employees are at work, they are expected to remain on duty for disaster service until they are dismissed or relieved.

If disaster strikes while employees are at home, they should report back according to their department's reporting procedure. If phone lines are down, employees can report back to their normal duty station if it is safe to do so or to the City's EOC if they have a pre-assigned role there. Employees should listen to the radio (580 AM) for information and instructions.

In the event that it is not safe for employees to travel back to their duty station after a disaster, they can consider volunteering their services in the City where they live. Employees should contact their local Office of Emergency Services in their own community for additional information.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Notification Of Outside Agencies

Initial Outside Agency Notification (prior to the EOC being activated)

Fire or Police, after arriving on scene, will:

1. Determine if the event requires EOC activation (refer to EOC activation procedures in the City of Madera Emergency Management Plan)
2. Advise the Fire Division Chief or Police Watch Commander of initial assessment of the incident

If EOC Activation Is NOT Required

The Duty Chief or Police Watch Commander will:

1. Determine if outside agencies will be directly affected by the emergency and should be notified. Example agencies include: Madera Unified School District, hospitals/clinics, etc.
2. Depending on the scope of the emergency and workload of those involved, the Police Watch Commander or Fire Duty Chief or dispatch should notify outside agencies of the emergency.

If EOC Activation Is Required

Step One: The Duty Chief or Police Watch Commander will initiate notification of EOC staff.

Step Two: The Duty Chief or Police Watch Commander will initiate notifications as appropriate to the affected outside agencies using the telephone or fax (depending on the situation). (See Appendix A for the form that should be used to inform outside agencies about the emergency.) Notify the Operations Section Chief of who was notified and send the completed Outside Agency Emergency Notification Form and list of contacted agencies to the EOC as soon as possible.

Step Three: Once the EOC has been activated, the Operations Section Chief or designated staff should verify that the appropriate outside agency notifications were completed. At completion, a copy of the completed "City of Madera Outside Agency Emergency Notification Form" should be filed with the Documentation Position in the Planning and Intelligence Section at the EOC.



ANNEX B

EVACUATION



Table of Contents

Evacuation Procedure	2
Concept of Operations	3
Overview	3
Planning Assumptions.....	3
Operations	4
Activities Necessary to Support the Concept of Operations	5
Pre-positioning of Necessary Resource.....	6
Information Exchange	6
Managing Adjustments to the Evacuation	7
Host Response Operations.....	7
Planning	8
Traffic Management Plans	8
Shelter Operations Plans	8
Public Information Plans	9
Completion of the Evacuation.....	9
Re-entry into the Evacuated Areas	10
Responsibilities.....	11
Overview	11
The City of Madera Disaster Preparedness Manager.....	11
Emergency Operations Center.....	12
After-Action Assessment.....	13
All Agencies	13
Maintenance of this Annex.....	14
Evacuation Protocol	15
Overview	15
Implementation	15
Decision Phase.....	15
Evacuation Phase	16
Re-entry Phase.....	16



City of Madera

Evacuation Procedure

Introduction

This operational procedure will be used by agencies and organizations in the City of Madera to manage and coordinate evacuations in response to any hazard which would necessitate such actions. This document defines the scope of procedure, details the concept of operations and assigns responsibility for implementation.

Purpose

This procedure establishes a consistent operational methodology for the City of Madera to plan for and implement evacuations, regardless of the geographic area in which they occur. The availability of consistent city-wide procedures facilitates an adequate understanding on the part of all agencies, organizations and levels of government regarding their responsibilities during an evacuation, and establishes uniform operational techniques through which those responsibilities can be fulfilled.

Authority

This annex is adopted as an operational element of the City of Madera Comprehensive Emergency Management Plan, and is incorporated by reference thereto. As such, it is intended to be consistent with and supportive of the Comprehensive Emergency Management Plan, and to be implemented, when needed, with the same authorities under law as provided therein.

Scope

This procedure applies to all City Emergency Response Team personnel and local emergency and response agencies tasked with planning for and implementing evacuations. Implementation of this procedure is under the direction of the Director of Emergency Services, through the City Emergency Operations Center. This procedure defines the circumstances under which evacuations in the city may be necessary. It also defines the roles and responsibilities of local response agencies.



Concept of Operations

Overview

This section describes the concepts and provisions through which the Emergency Operations Center will determine the need for, and implement, an evacuation. The concept of operations for this procedure provides guidance and structure for both the planning and implementation of evacuations. The procedure relies on effective preplanning for evacuations as well as the implementation of established plans accordingly.

Planning Assumptions

The principal assumptions underlying the concept of operations for an evacuation are as follows:

- Activation of this procedure will occur for all hazards which could necessitate evacuation and sheltering operations involving all or parts of the City of Madera. However, the need to implement certain aspects of the procedure, such as opening shelters in non-threatened areas or terminating evacuations and opening refuges-of-last-resort, may vary based on the specific hazard, degree of vulnerability, and projected area of impact.
- The evacuation of large numbers of people from vulnerable areas will stress the limited capabilities of roadways available for this purpose, potentially requiring substantial additional time to complete an evacuation. Consequently, an evacuation must be initiated as soon as feasible upon recognition of the threat, and must continue to function efficiently until completion.
- Evacuations will require a substantial level of personnel and equipment resources for traffic control, which could stress and/or exceed the capabilities of the City. Specific procedures may be developed regarding the pre-deployment of mutual aid personnel and equipment resources to as required.
- Coordination between the Operational Area and the City in the implementation of an evacuation will occur through exchanges of information regarding decision-making, protective actions, and resource coordination and deployment.
- The capacity of available public evacuation shelter facilities in and adjacent to the impacted areas may be limited, potentially requiring the full use of all shelters within the evacuation region (see Annex C of the City of Madera Comprehensive Emergency Management Plan). A high level of coordination will be necessary to effectively communicate protective action and shelter information to evacuees.
- For certain hazards, large vulnerable populations and limited evacuation road networks may necessitate termination of evacuations prior to full completion and evacuees still at risk would need to be directed to refuges-of-last-resort as quickly as possible.
- An evacuation will require expedited coordination of all City departments to maintain an efficient and safe movement of evacuation traffic out of the impacted areas and to adequate shelter locations.



City of Madera, California
Comprehensive Emergency Management Plan

Operations

The staff of the City Emergency Operations Center will monitor hazardous situations as they develop. Regular conference calls will be held between the Operational Area Emergency Operations Center, other potentially affected city emergency operations centers (risk and host) and appropriate state and federal agencies as to the degree of threat to Madera and the potential for escalation. In addition, the City Emergency Operations Center will coordinate with local agencies as to whether the hazard will require coordination and implementation of protective actions including evacuations across multiple jurisdictions. If so, the City Emergency Operations Center and potentially affected jurisdictions' emergency operations centers will begin implementation of the evacuation process.

The City Emergency Operations Center will coordinate and reach consensus on the area(s) most likely to be impacted. The City Emergency Operations Center will then notify all agencies potentially involved in the response, and request that the Director declare a Local Emergency. Working together, the City and other affected agencies and organizations will then initiate the evacuation in accordance with the provisions of this procedure, including the pre-deployment of personnel and equipment resources, if applicable.

Under circumstances involving evacuations of multiple areas, the Director may recommend to the Operational Area that a county-directed evacuation is necessary. At the Director's discretion, language may be included in the Director's Declaration identifying mandatory evacuations and directing a coordinated response from the City Emergency Operations Center among all local response agencies. County direction of the evacuation may also occur when some or all of the following conditions are present:

- In support of evacuations, response operations including sheltering, traffic management, and emergency public information may be required in areas not threatened by the hazard;
- Multiple jurisdictions will use a limited number of evacuation routes necessitating central coordination and direction;
- The threat will necessitate evacuation of large numbers of people, requiring the coordination of emergency operations among two or more counties;
- The Director has issued a Declaration of a Local Emergency; and
- The City of Madera Comprehensive Emergency Operations Center has been activated.

[Note: this list is not exclusive; rather it is intended to provide guidance as to when County-directed evacuations may be necessary.]

The City Emergency Operations Center will monitor the progress of the evacuation and exchange information on an established time schedule to promote effective coordination by all involved. Through this procedure, the City and Operational Area Emergency Operations Centers will coordinate the efficient deployment of resources when needed, efficient use of available evacuee shelter capacity, and effectively address modifications to evacuation routes, if necessary.



City of Madera, California
Comprehensive Emergency Management Plan

Activities Necessary to Support the Concept of Operations

In order to effectively implement an evacuation, this procedure requires pre-hazard planning by all parties, pre-event coordination, consistent implementation strategies, and post impact assessments. A general description of these activities is provided in Exhibit One.

EXHIBIT ONE Operational Phases				
Preparedness Phase	Stand-By Phase	Decision Phase	Evacuation Phase	Re-entry Phase
<ul style="list-style-type: none">• Procedure update• Pre-hazard public information program• Training and exercising	<ul style="list-style-type: none">• Monitor progress of hazard• Conference calls• Assess vulnerability and decision times	<ul style="list-style-type: none">• Resource pre-positioning• Evacuation decision• Pre-event public information	<ul style="list-style-type: none">• Enhanced coordination• Monitoring of evacuation• Assess need to terminate	<ul style="list-style-type: none">• Develop reentry plan• Post-event public information

Immediately preceding an event that may necessitate an evacuation, and under a Local Emergency declared by the Director, the City may implement response efforts through the pre-positioning of resources. The City will coordinate with the Operational Area Emergency Operations Center regarding the dissemination of appropriate public information.

During implementation, local response agencies will monitor the progress of the evacuation and exchange information on the level of traffic on routes and the use of public shelter space. Ongoing public information will be provided through the broadcast media to inform the evacuees of any change in evacuation routes, the availability of hotel and public shelter space in host jurisdictions, and similar information.

After the threat has passed, the City Emergency Operations Center will coordinate with other affected areas to develop a re-entry traffic management plan. Post-event activities will also include a review and critique of the evacuation and associated procedures to determine the need for any modifications. The post-event critique should consider the need for more training or exercises to improve the capabilities of response personnel to implement this procedure.



City of Madera, California
Comprehensive Emergency Management Plan

Pre-positioning of Necessary Resource

Implementation of an evacuation will require substantial personnel, equipment and supplies at various locations along the evacuation routes and at facilities designated as shelters. Further, mutual aid resources necessary for initiating and sustaining the evacuation process may need to be pre-positioned prior to or concurrently with the Director's emergency declaration. **Therefore, the incident action plan must include procedures regarding the pre-deployment of resources, the agencies involved, and the coordination process that will occur.**

Pre-positioning City law enforcement personnel in support of local traffic management plans should occur consistent with the resources available and the magnitude of the event. Upon implementation of this procedure, the City Emergency Operations Center will instruct the responsible agencies to pre-position resources as specified in the Incident Action Plan or as agreed to during local coordination conference calls.

Exhibit Two lists the types of pre-positioned resources that agencies should consider in the development of evacuation procedures.

Exhibit Two Pre-Positioned Resources

- Electronic programmable message boards
- Portable AM / FM radio transmitters
- Tow trucks
- Gasoline tankers at stations along regional routes
- Ambulances and medical personnel
- Shelter management personnel
- Buses for transport of evacuees without other means

Information Exchange

In order to effectively manage an evacuation, it is essential that every involved agency and organization have timely and accurate information regarding the current characteristics of the evacuation, support operations, resource availability, and the hazard itself. To that end, a process for routine communications and coordination should be initiated by the City Emergency Operations Center and all other involved emergency operations centers upon determining that an evacuation must be implemented.

Immediately upon the decision to implement an evacuation, all affected agencies and organizations will use the Incident Action Plan provided by the City EOC, as a guide to communicate information to the City Emergency Operations Center at regular intervals. Examples of such information regarding evacuations could include:

- The characteristics of the hazard and associated events
- The designated evacuation area, initiation times and resource mobilization status
- The progress of resource pre-deployment
- The status of evacuation routes
- The status of available public shelter and hotel/motel space by location
- Assessment of the need to terminate the evacuation prior to full completion
- Estimated time of evacuation completion



Managing Adjustments to the Evacuation

During an evacuation, for a wide variety of unanticipated reasons, it may become necessary to adjust or modify procedures stipulated in the Incident Action Plan. The most readily apparent reasons for such modifications could include, but are not necessarily be limited to, the following:

- Changes in the direction or intensity of the hazard;
- Blockage or excessive vehicle congestion on an evacuation route;
- Filling of available capacity at public shelters and hotels/motels in host areas;
- Anticipated failure to complete the evacuation prior to hazardous conditions impacting evacuees.

If alternative routes, actions or resource deployment can be pre-planned to address these possibilities, appropriate procedures will be included in the Incident Action Plan. For other situations that cannot be anticipated during the planning of an evacuation, the City Emergency Operations Center will work with all relevant agencies at the time to make adjustments in the evacuation.

In the event of a physical blockage of an evacuation route, the Emergency Operations Center will coordinate with the Operational Area, as necessary, to remove the blockage. If removal is not feasible, the City Emergency Operations Center will coordinate with all affected emergency operations centers to plan and implement alternative routing.

Host Response Operations

An evacuation will generate impacts outside areas immediately at risk and may necessitate the use of local resources in non-threatened areas to support the response. The City Emergency Operations Center will determine whether activation of response operations in designated host areas outside the immediate area of impact is necessary. If so, the City Emergency Operations Center, in conjunction with the Director's Declaration, will direct the assistance of any or all local agencies, and request as needed adjacent agencies, to support the evacuation as follows:

1. The City Emergency Operations Center may request that the Operational Area direct host areas to implement protective actions in support of evacuations in risk areas. All emergency operations centers within designated host areas may be requested to activate and prepare to initiate host response plans.
2. All jurisdictions within designated host areas may be included in any Governor's Declaration of a State of Emergency and all requests by the Governor for emergency disasters and major disaster declarations.
3. The Operational Area may be requested to coordinate traffic management issues with local law enforcement from within host and risk areas and with the highway patrol and CALTRANS, when necessary.



City of Madera, California
Comprehensive Emergency Management Plan

4. In support of host response operations the City Emergency Operations Center may request, at a minimum, that the Operational Area make the following information available to host areas, including those in other counties, on a continuous basis or when warranted by the situation:
 - a. CALTRANS real-time traffic counter data for roads within the host area or on all roads leading into the area;
 - b. Traffic Reports from CALTRANS, local news organizations and the highway patrol;
 - c. Any significant changes to the situation in adjoining counties that may have an impact on host sheltering operations;
 - d. The content of any public information released by other agencies.

Planning

Traffic Management Plans

Identify specific actions to maintain a smooth flow from evacuation routes into the region to host shelters including:

- Traffic control points and the responsible agency for providing staffing and operational control;
- Barricade plans including location and staffing; and
- Potential one way / reverse lane operations.

Shelter Operations Plans

Identify specific actions to address staffing and other host shelter operational requirements including:

- The possibility of refuge operations;
- Shelter manager / staff deficiencies;
- Any phased opening of host shelters within the region as a whole or within counties;
- Any resource or other operational shortfalls that will require state support.



City of Madera, California
Comprehensive Emergency Management Plan

Public Information Plans

Identify specific actions for communicating emergency information to evacuees en route including:

- Shelter locations, shelter openings and closings; and directions to the shelters from major evacuation routes;
-
- Ensuring hotel /motel capacity and status information is incorporated into emergency public information procedures:
 - ✓ Pre-developed messages for release to the media;
 - ✓ The placement of variable message signs and procedures for updating their messages;
 - ✓ The placement of portable radio transmitters and procedures for updating their messages;
 - ✓ Providing maps, fliers or other shelter information to law enforcement / traffic control personnel, and at other key locations along major evacuation routes (restaurants, gas stations) both prior to and during the event;
 - ✓ The location and operation of host shelter information centers; and
 - ✓ Integrating county public information operations with California Highway Patrol and CALTRANS public information officers
- Coordinate refuge-of-last-resort procedures to address the possibility that evacuees may be stranded on evacuation routes within the area;
- Exchange critical information with all agencies within the area via conference calls. Relay host area information to the Operational Area Emergency Operations Center.

Completion of the Evacuation

The City Emergency Operations Center will notify the Operational Area Emergency Operations Center of the estimated time of completion of the evacuation within the city, and subsequently, when the evacuation has been completed.



City of Madera, California
Comprehensive Emergency Management Plan

Re-entry into the Evacuated Areas

Following an evacuation, the process for re-entry into the evacuated areas must be coordinated to ensure the safety of the public, protection of property, and effective response of the numerous organizations and jurisdictions involved. This procedure anticipates that the re-entry decision and traffic management will be a carefully managed process coordinated by the City Emergency Operations Center.

Throughout the re-entry process, the EOC *Law Enforcement Branch* will facilitate coordination conference calls with local law enforcement and transportation agencies to include all risk and host areas. These calls will serve as a mechanism to coordinate the timing of re-entry into impacted areas and the resources necessary to support the efforts. In addition the *Public Information Officer*, will facilitate similar calls with other organizations and agencies as well as county public information officers to coordinate the dissemination of consistent information to risk and host areas. Additional re-entry procedures are included in the Incident Action Plan.



City of Madera, California
Comprehensive Emergency Management Plan

Responsibilities

Overview

The section describes the general responsibilities of the principal players expected to participate in the implementation of an evacuation pursuant to this procedure. The intent of this section is to explain only the general framework for accomplishing the tasks necessary to implement this procedure. Additional duties and responsibilities of individual agencies and organizations will be defined in the Incident Action Plan.

The City of Madera Disaster Preparedness Manager

Periodically, the City's Disaster Preparedness Manager will coordinate with all agencies to ensure that they are adequately prepared to implement an evacuation. To assure this preparedness, the Disaster Preparedness Manager will undertake the following duties:

- ☐ Support agency planning efforts through necessary meetings and training sessions;
- ☐ Solicit the involvement of other agency and organization representatives in the planning process where necessary;
- ☐ Fulfill the City's role in developing and presenting the necessary public information programs to support implementation of this procedure, promoting and assisting as needed the local public information programs;
- ☐ Review this procedure and provide training to appropriate City Emergency Operations Center staff;
- ☐ When appropriate, use the procedure during the annual county-wide earthquake exercise, DOE Site joint exercises, and other training opportunities to promote improved understanding of its operational concepts at the local level; and
- ☐ Ensure that all agencies and organizations have an up-to-date copy of this procedure.



City of Madera, California
Comprehensive Emergency Management Plan

Emergency Operations Center

During the implementation period of an evacuation, the City Emergency Operations Center will have the following responsibilities:

- ☐ Coordinate with Operational Area Emergency Operations Center to ensure that all known impediments to facilitated traffic flow along evacuation routes have been removed, closed or otherwise addressed;
- ☐ Continually monitor the direction, intensity, and potential for escalation of the hazard;
- ☐ Continually compile information from each agency;
- ☐ Provide resources to assist in the implementation of the evacuation;
- ☐ Prepare and release appropriate public information in concert with the Operational Area emergency operations center and respond to inquiries from the affected population;
- ☐ Continually monitor the progress of the evacuation;
- ☐ Determine if the evacuation will be completed prior to impact of hazardous conditions on evacuees or if changes to currently implemented procedures are indicated;
- ☐ Upon notification from one or more agencies that an evacuation route has been blocked, develop corrective response(s) in cooperation with the Operational Area Emergency Operations Center(s) with responsibility for the affected portion of the route;
- ☐ If the evacuation is to be terminated prior to completion, secure the Director's concurrence and instruct agencies to implement actions for termination.
- ☐ Coordinate media releases and public information broadcasts with the media to instruct evacuees to seek refuges-of-last-resort;
- ☐ Mobilize response personnel to provide medical, search and rescue, transportation and shelter services, and other needed resources to impacted evacuees promptly after the hazard has passed;
- ☐ Assist areas where refuges-of-last-resort have been utilized in securing the necessary resources and personnel;
- ☐ Take other such actions during evacuation implementation as may be indicated by the circumstances.
- ☐ Using the Incident Action Plan and coordination conference calls, identify the point when each involved agency and organization has judged the evacuation within their area to be complete
- ☐ Notify all agencies of the time of completion of the evacuation process, to initiate demobilization of appropriate personnel;
- ☐ Issue appropriate public information regarding the completion of the evacuation, the shelters opened, etc.



City of Madera, California
Comprehensive Emergency Management Plan

After-Action Assessment

The City's Disaster Preparedness Manager will arrange for an after-action assessment of the event and evacuation operations to address the following:

- ☐ The effectiveness of this procedure and any indicated changes needed;
- ☐ The timeliness and technical validity of the decision to implement an evacuation;
- ☐ The adequacy of the personnel, equipment and supply resources available and the timeliness of their mobilization, as well as the responsibility for taking any corrective action;
- ☐ Any additional training and/or exercise needs in evacuation planning as indicated;
- ☐ The effectiveness of the public information used and the appropriateness of public behavior; and
- ☐ Any other circumstance or condition that indicates a need for modification of plans and procedures or the provision of additional resources.

Following such an assessment, the Disaster Preparedness Manager will provide coordination to assure any corrective actions indicated are implemented in a timely manner.

All Agencies

In order to maintain the capability of effectively implementing an evacuation, all agencies and organizations that support emergency operations, working under the coordination of the Disaster Preparedness Manager, will accomplish the following:

- ☐ Participate in and support, as appropriate, evacuation planning efforts;
- ☐ Provide information regarding the City's available personnel, equipment, facilities and supplies to facilitate the implementation of evacuations;
- ☐ Review appropriate state and local procedures to ensure adequate understanding of the City's responsibilities and commitment pursuant to each potential hazard;
- ☐ Integrate the responsibilities and operational concepts defined here into the agency's other emergency plans and procedures;
- ☐ Provide and/or participate in training regarding the implementation of evacuation procedures;
- ☐ Maintain preparedness to implement the City's responsibilities when events necessitate or the Director calls for an evacuation;



Comprehensive Emergency Management Plan

- ☐ Upon the Director's decision to implement an evacuation, conduct local operations to support the evacuation in accordance with these procedures and other plans and procedures used by the Operational Area Emergency Operations Center; and
- ☐ Participate in after-action evaluations and assessments of these and other local procedures.

Maintenance of this Annex

Periodically, the City's Disaster Preparedness Manager, working through the designated Operational Area Coordinator as needed, should take the following steps to ensure that this procedure is maintained:

- ☐ Ensure that evacuation planning meetings are convened and that, at a minimum, participants complete the following activities:
 - ✓ *Review the existing evacuation procedures for all hazards to ensure continued accuracy and validity, and make any necessary modifications;*
 - ✓ *Review the availability of evacuation routes, public shelters and hotel/motel capacities for all hazards, and modify as needed;*
 - ✓ *Determine the need to develop additional procedures;*
 - ✓ *Ensure that training in this procedure has been made available to all relevant agencies.*
- ☐ Consider simulated implementation of this procedure as a part of the annual county-wide earthquake exercise, DOE Site joint exercises, and other training opportunities;
- ☐ Modify this procedure accordingly;
- ☐ Review all public information materials to ensure their adequacy to support and facilitate an evacuation anywhere in the City;
- ☐ Identify any state or federally, as well as locally sponsored construction projects that may significantly decrease the capacity of any designated evacuation route; coordinate with the involved agencies to evaluate and define feasible alternative actions in the event of an evacuation along that route; and
- ☐ Provide training for the City Emergency Operations Center staff in the use and implementation of this annex.



Evacuation Protocol

Overview

The implementation of an evacuation will occur through three operational phases:

- The **Decision Phase** is initiated when the EOC, the Unified Command leadership and threatened areas determine that implementation of evacuations of vulnerable residents is necessary to preserve life. Tasks identified in this phase will be implemented prior to the initiation of an evacuation.
- The **Evacuation Phase** is initiated at the time the decision to implement an evacuation is finalized. Tasks identified under this phase are implemented throughout the evacuation process until the evacuation is completed.
- The **Re-entry Phase** begins immediately following the completion of an evacuation. Tasks identified in this phase will be implemented as hazardous conditions abate and continue until the re-entry process is determined by the EOC to be complete.

Implementation

Decision Phase

The Director of Emergency Services will coordinate with the Unified Command leadership including the California Department of Forestry (CDF) Incident Commander, as well as potential risk areas to determine whether an event impacting or threatening the City of Madera could necessitate an evacuation. Upon receiving a recommendation from the Unified Command that a regional evacuation may be necessary, the following actions will be implemented:

- ☐ The EOC will coordinate with potential risk and host area EOCs regarding identified vulnerable areas, populations at risk, available evacuation routes, and possible host sheltering destinations;
- ☐ EOC staff will coordinate with local agencies regarding evacuation and sheltering resource needs;
- ☐ The EOC and will continually monitor the event for changes that may affect in movement of evacuees and potential impacts to evacuation and sheltering resources;
- ☐ The EOC and will coordinate the release of emergency public information through the EOC Public Information Officer and conference calls;
- ☐ Field units will identify and communicate to the EOC any issues that may impact the implementation of an evacuation or sheltering operation (holidays, high tourism season, roadway construction, etc.);
- ☐ The EOC will notify the Madera County Operational Area of the potential need for an evacuation and ensure that a Local Emergency and all necessary emergency ordinances and resolutions are in effect;
- ☐ The EOC and will activate emergency information telephone lines, if necessary, to respond to inquiries from the affected population;



City of Madera, California
Comprehensive Emergency Management Plan

- ☐ The EOC will notify the Operational Area of potentially impacted risk and host areas;

Evacuation Phase

Upon reaching a decision by the Unified Command and threatened areas that an evacuation and sheltering operation must be initiated, the following actions will be implemented:

- ☐ The EOC will instruct agencies to begin pre-positioning personnel, equipment and supply resources to support local operations (this may occur during the Decision Phase if events warrant);
- ☐ All affected agencies and organizations will coordinate and finalize designation of risk and host areas involved in the evacuation;
- ☐ The EOC will make estimations regarding initiation time for the evacuation and notify all affected agencies and organizations accordingly;
- ☐ The EOC will mobilize all necessary resources, direct the use of resources in non-threatened areas (if necessary), and coordinate deployment of available mutual aid resources to support the implementation of the evacuation and sheltering operation;
- ☐ The EOC Public Information Officer will continue to coordinate the release of emergency public information through public information conference calls; the EOC will support local efforts to provide emergency information to vulnerable residents by all available means;
- ☐ Risk and host areas will be identified by the EOC, and when the evacuation is completed for that area; the EOC will relay this information to all affected agencies and organizations;
- ☐ The EOC will support local law enforcement agencies with security for evacuated areas. All non-emergency access to evacuated areas will be denied during this phase.

Re-entry Phase

Following an evacuation, the EOC and the Unified Command leadership will coordinate regarding the suitability and feasibility of allowing re-entry into evacuated areas. The decision to allow re-entry into impacted areas following an evacuation will be made jointly by the EOC, City Administrator, Law Enforcement and the Unified Command. Re-entry traffic control will be directed by law enforcement, with support and coordination provided through the EOC. Re-entry will not be allowed until the Unified Command agrees that conditions within evacuated areas are favorable for residents to return. Upon completion of initial impact assessments, appropriate agencies will initiate the actions listed below to develop and implement a re-entry plan:

- ☐ The EOC will facilitate re-entry coordination conference calls with all affected risk areas, host areas, and the Unified Command and identify which, if any, evacuated areas are in a condition to permit re-entry;
- ☐ The EOC, as well as other relevant City agencies, will provide to Director information on the condition and accessibility of designated evacuation routes;
- ☐ The EOC will coordinate with appropriate county and state agencies to map the regional routes available for re-entry into evacuated areas, identify traffic control resource needs, and prepare a re-entry traffic management plan;



City of Madera, California
Comprehensive Emergency Management Plan

- ☐ The EOC will coordinate with the Operational Area EOC to identify the impact in areas throughout the planning process and support agency and organization planning efforts for re-entry traffic control within its jurisdiction;
- ☐ The EOC will finalize the re-entry plan as needed and initiate traffic control resource mobilization based on agency and organization input;
- ☐ The EOC will coordinate re-entry times into each risk and host area and arrange for publicly announced re-entry;
- ☐ The EOC PIO will prepare and release consistent, appropriate public information regarding the time re-entry is to be allowed, the areas opened, and the routes to be used by returning residents; and
- ☐ The EOC in conjunction with local law enforcement will monitor re-entry traffic on a city-wide basis, identify any needed adjustments in the re-entry plan, and take corrective action.



ANNEX C

SHELTER AND MASS CARE



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Table of Contents

Emergency Medical Mass Care	3
Operations-EMS Response To A Multi-Casualty Incident.....	3
Shelter And Mass Care.....	11
Introduction.....	11
Responsibility.....	12
Mutual Aid.....	14
Procedures.....	14
Selecting Shelter Sites.....	15
Standard Operating Procedure For Opening A Shelter.....	17
Registration.....	20
Food Services.....	21
Health Care Services.....	22
Mental Health Services.....	23
Transportation.....	24
Shelter Information Needs.....	24
Social And Personal Needs.....	25
Animal Services.....	27
Volunteers.....	27
Safety And Security.....	28
Shelter Maintenance And Equipment.....	29
Appendices.....	30
Appendix A: Red Cross Shelter Registration Form.....	31
Appendix B: Shelter Rules And Regulations.....	32
Appendix C: Shelter Supplies And Equipment.....	33
Appendix D: Roles And Responsibilities Of Shelter Personnel.....	37
Designated Shelter Sites.....	42



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Emergency Medical Mass Care

OPERATIONS:

EMS RESPONSE TO A MULTI-CASUALTY INCIDENT

INTRODUCTION:

Multi-Casualty Incident (MCI) is defined as any incident where the number of injured persons exceeds the day to day operating capabilities; requiring additional resources and/or the distribution of patients to multiple hospitals. This will be different for each incident based on time of day, location, resources available etc.

The intent of this policy is to provide an operational guideline for pre-hospital and hospital personnel in the event of an MCI. The ultimate goal on any incident is to provide the highest level of care, for the most people, in the shortest amount of time.

Incident organization is based on, and comply with the State of California Standard Emergency Management System (SEMS), principles and practices of standard Incident Command System (ICS), and the **Simple Triage And Rapid Treatment (START)** method of triage.

SEMS is designed to provide standard terminology, operational concepts, mutual aid procedures and common communications at the state and local level.

- ICS is an escalating process starting at the simplest type of field organization and progressing to a formal MCI organization. The speed with which the MCI organization develops will be directly proportional to the arrival time of trained command personnel.
- The START method of triage is used to determine the severity of injury and transport category based on an assessment of the patient's ventilation, perfusion and mental status. In START, the first rescuers on the scene begin the triage process immediately.

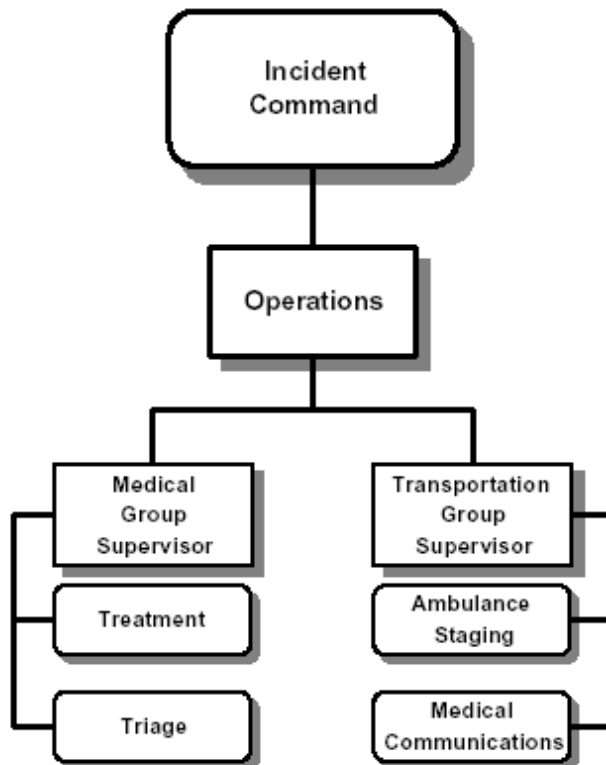


COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

INCIDENT COMMAND SYSTEM (ICS)

Command and Control: The Incident Command System is designed to be a flexible management system designed to fit the specific needs of any incident. The ICS organizational structure builds from the top down and expands as needed depending on the size of the incident and the resources available with responsibility and performance placed initially with the Incident Commander. If one individual can simultaneously manage all major functional areas, no further organization is required. If one or more of the area requires independent management, an individual should be delegated the responsibility for that particular area (e.g. triage, treatment, transport, etc.)

EMS POSITIONS IN ICS





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

PATIENT CARE

Triage:

- Use the START method of triage.
- Triage Tags should always be used.
- The Triage Tag Number will be documented on the PCR and MCI Log.

Recognized Triage Categories: Standardized terminology will be used. The level of severity will be identified using the following criteria:

- **Immediate**: Critical patient, life threatening injuries, likely to survive if patient receives definitive care within 30 minutes. Casualties tagged “Immediate”, or non-ambulatory casualties will be moved with minimal stabilization as quickly as possible to designated treatment areas for reassessment and treatment.
- **Delayed**: Serious injuries but stable, maybe life threatening. Likely to survive if care is received within several hours.
- **Minor**: Not considered life threatening, walking wounded. Casualties tagged “Minor” or “Delayed” and patients without obvious injuries will be moved as quickly as possible to the ambulatory casualty collection area for reassessment and treatment.
- **Deceased**: Mortally wounded or death is eminent. Casualties tagged “Deceased” will not be disturbed unless approved by the Coroner and if necessary, investigated by law enforcement.

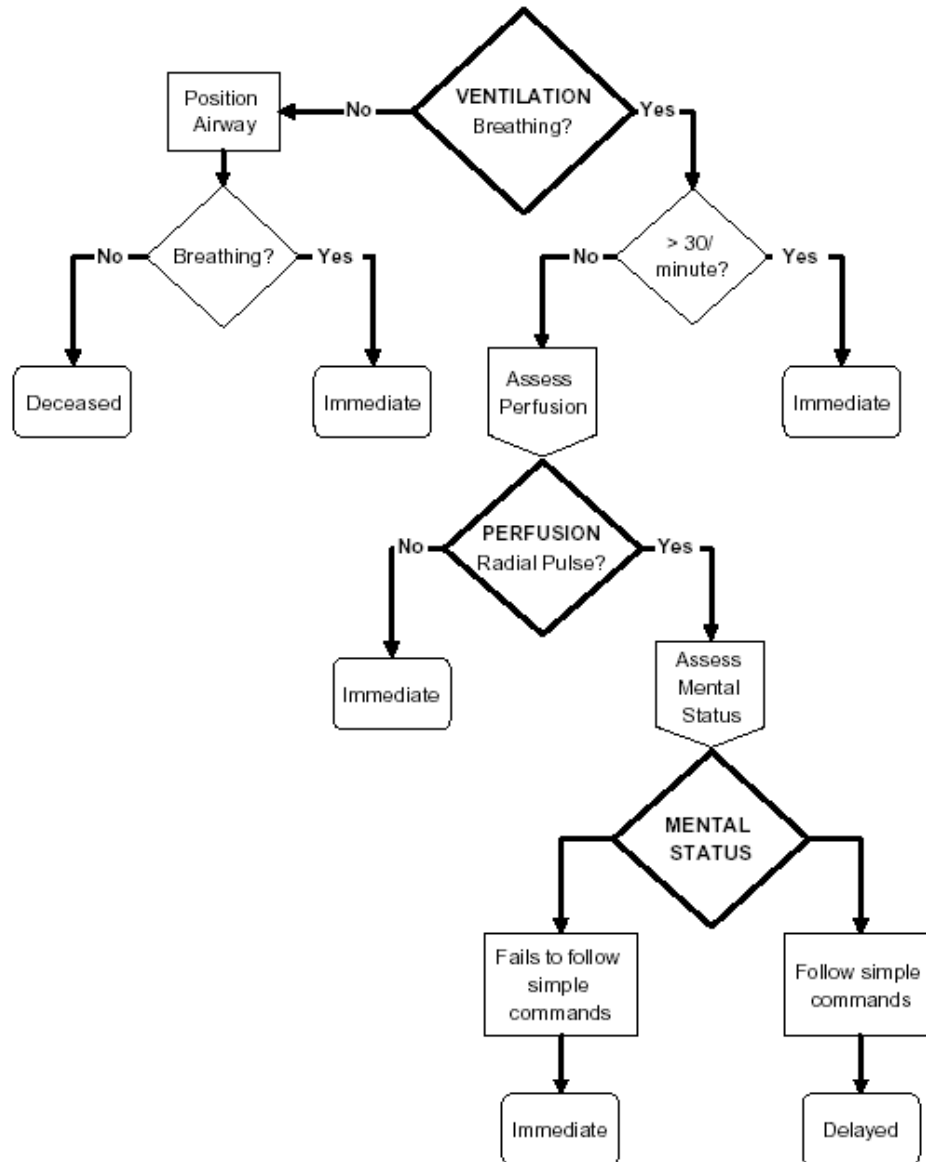
Recognized Triage Categories:

CATEGORY	CRITERIA	ACTION(S)
Immediate:	Critical patient, life threatening injuries, likely to survive if patient receives definitive care within 30 minutes.	Casualties tagged “Immediate”, or non-ambulatory casualties will be moved with minimal stabilization as quickly as possible to designated treatment areas for reassessment and treatment.
Delayed:	Serious injuries but stable, maybe life threatening. Likely to survive if care is received within several hours.	Casualties tagged “Minor” or “Delayed” and patients without obvious injuries will be moved as quickly as possible to the ambulatory casualty collection area for reassessment and treatment.
Minor:	Not considered life threatening, walking wounded.	
Deceased:	Mortally wounded or death is eminent.	Casualties tagged “Deceased” will not be disturbed unless approved by the Coroner and if necessary, investigated by law enforcement .



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

START TRIAGE CATEGORIES





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

DESIGNATED AREAS

After the scene has been determined safe, the specific areas (such as the Treatment, Staging, Morgue Area, etc.) shall be determined/approved by the Incident Commander or his/her designee.

AREA	CRITERIA
Treatment Area:	<ol style="list-style-type: none">1. Treatment Areas should be located a safe distance away from hazards, up wind from toxic fumes and provide easy access / egress.2. Clearly identify the Treatment Area representing the respective triage categories using salvage covers, cones, barrier tape etc.<ul style="list-style-type: none">• Small Incident: Establish a Centralized Treatment Area or treat patients in the impact area.• Large Incident: Establish a Centralized Treatment Area.
Staging Area:	A separate staging area should be established for Fire Department and Ambulance resources. These areas will be the gathering point for personnel and equipment. Transport units will be maintained in a one way traffic pattern facing the loading area.
Loading Area:	This is the area designated for the loading of patients into transport units. It shall be located in very close proximity to the Treatment Area. Position helicopter landing zone to not block access or egress of ground transportation.
Morgue:	Area designated for the temporary storage of deceased patients. This area should be located away from the treatment area(s) and is the responsibility of Law Enforcement/Coroner's office.

Treatment Area:

Treatment Areas should be located a safe distance away from hazards, up wind from toxic fumes and provide easy access / egress.

Clearly identify the Treatment Area representing the respective triage categories using salvage covers, cones, barrier tape etc.

- **Small Incident:** Establish a Centralized Treatment Area or treat patients in the impact area.
- **Large Incident:** Establish a Centralized Treatment Area.

Staging Area:

A separate staging area should be established for Fire Department and Ambulance resources. These areas will be the gathering point for personnel and equipment. Transport units will be maintained in a one way traffic pattern facing the loading area.

Loading Area

This is the area designated for the loading of patients into transport units. It shall be located in very close proximity to the Treatment Area. Position the helicopter landing zone to not block access or egress of ground transportation.

Morgue

Area designated for the temporary storage of deceased patients. This area should be located away from the treatment area(s) and is the responsibility of Law Enforcement and Coroner's office.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

COMMUNICATIONS

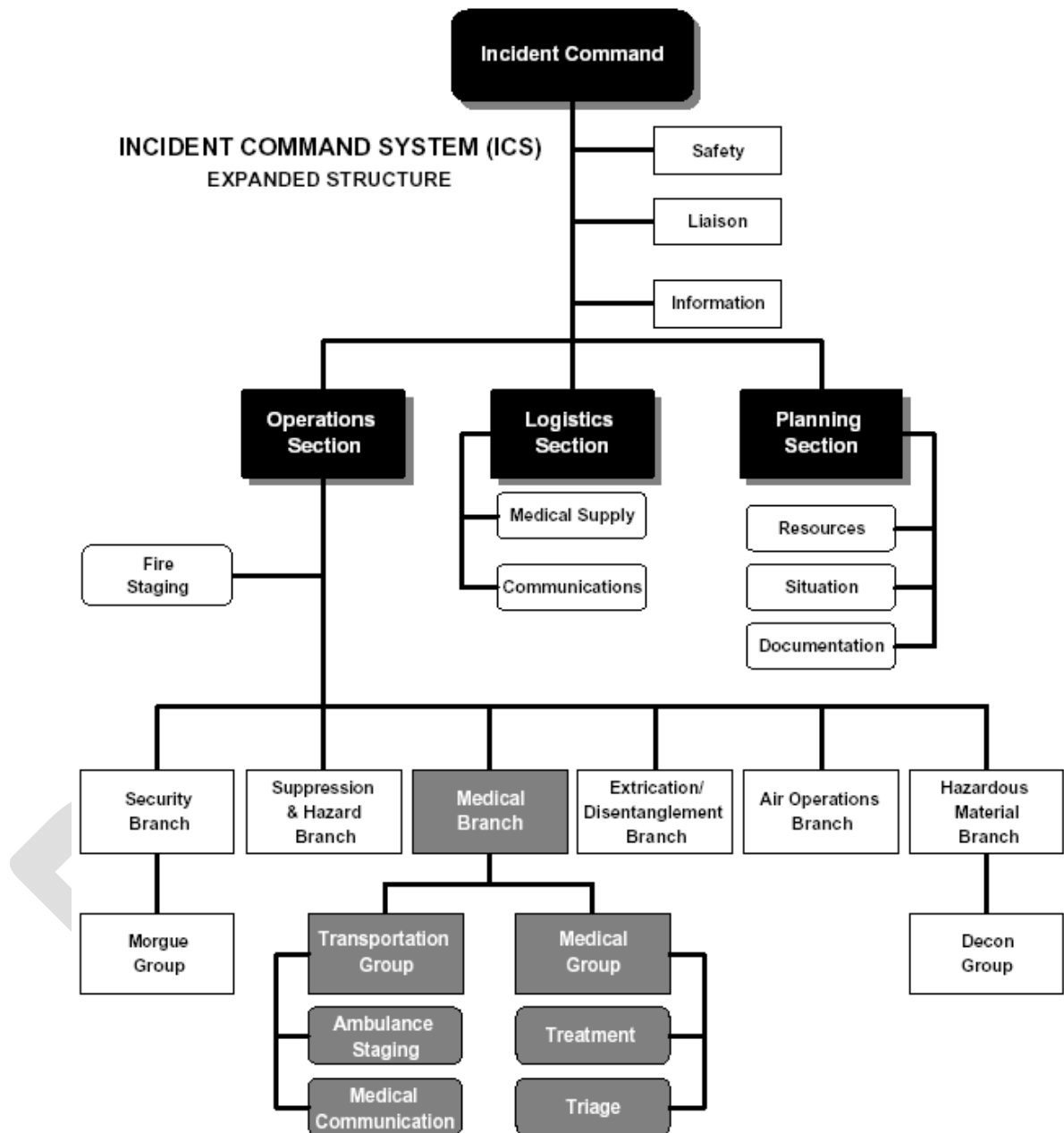
Communication between all involved agencies is of the utmost importance and should be established early in the incident. Communication procedures may vary depending on the type of incident and different agencies involved. The following communications procedure should be implemented on every MCI.

The first on scene fire department company officer and first on-scene EMS unit will meet face to face. They shall determine an appropriate communications plan between fire and EMS, such as a common radio channel, face to face, or assigning a liaison.

DRAFT

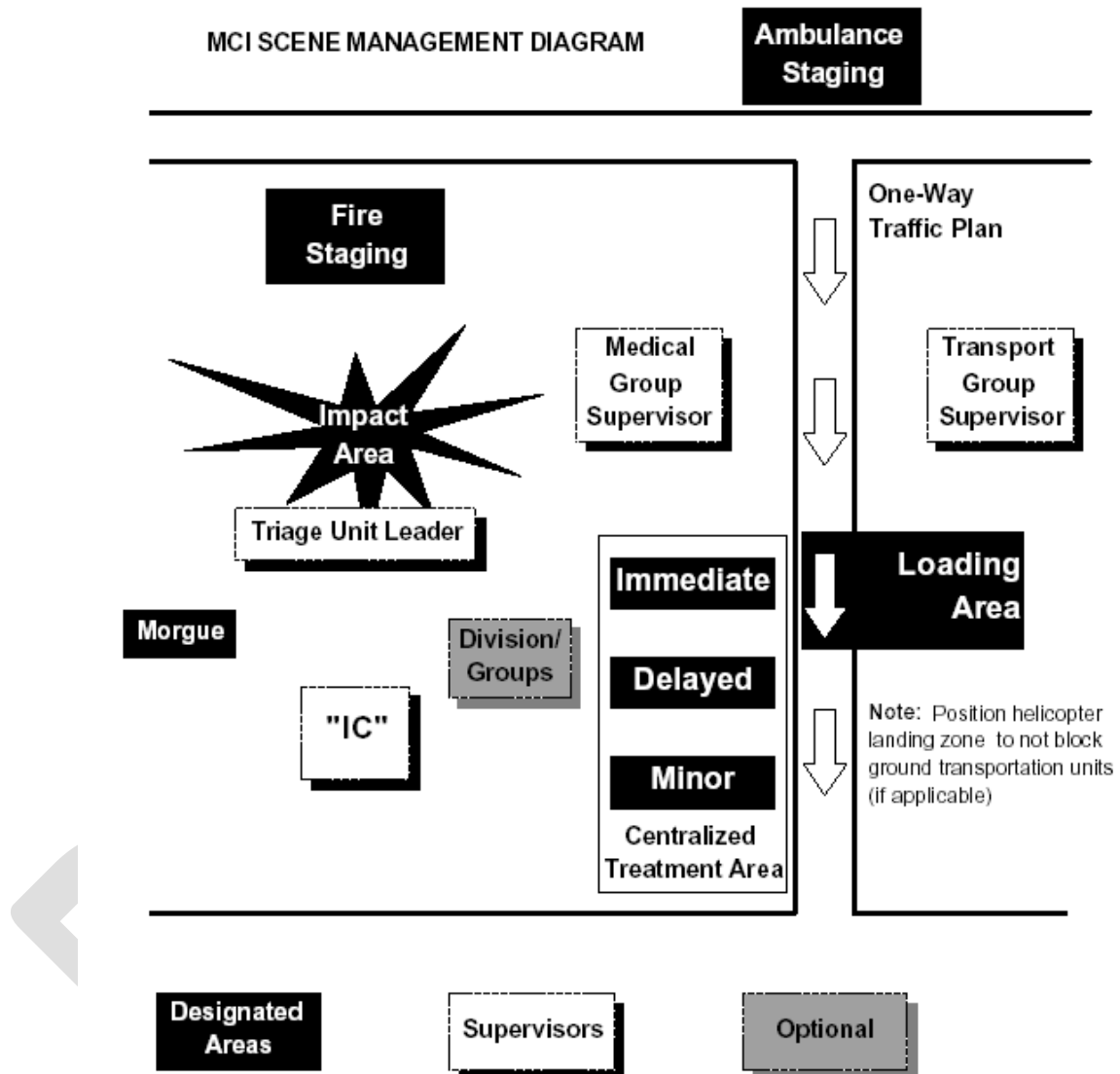


COMPREHENSIVE EMERGENCY MANAGEMENT PLAN





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Shelter and Mass Care

Overview

This Annex outlines the City of Madera's responsibility to its citizens to:

- Coordinate and/or support food, clothing, shelter, and other basic necessities of life on a mass care basis to persons unable to provide for them as a result of a disaster.
- Coordinate and/or support an inquiry service in conjunction with the Red Cross to reunite separated families or respond to inquiries from relatives and friends outside the affected area.
- Provide food, clothing, shelter, and other basic necessities of life to City employees and their families as necessary.
- Assure an orderly transition from mass care to separate family living, to post-disaster recovery.

Introduction

Many disasters force people to flee their homes. If alternate housing is not available, these people would be out on the streets without water, food, shelter or sanitary facilities. This annex describes policies and procedures for meeting these basic human needs during disasters.

Preparedness Phase

As stated in the Basic Plan, this phase involves activities taken in advance of an emergency. With regard to Mass Care and Shelter, during this phase, it's necessary to prepare plans, procedures, call out lists of personnel, and resource lists that will guide those people assigned to a Mass Care and Shelter team during a response. Plans and procedures should provide for coordination and communication between organizations, especially schools, government and the Red Cross.

Response Phase

Once a disaster occurs, if needed, it is the City's responsibility to open mass care shelters and feeding facilities. The City Care and Shelter Team (Facilities Unit, Food Unit and Shelter Unit under the Logistics Section) and a representative from the Red Cross should report to the City EOC if it has been activated to determine what shelter sites require activation.

The Public Information Officer (PIO) should work with the Care and Shelter Team to provide information to the public on shelter and feeding facilities.

If there has been ample warning, shelter, feeding and other care services will have begun outside the threatened area. However, should an opened shelter be impacted, evacuees and shelters may need to be moved.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Recovery Phase

In the Post-emergency period, most of the basic needs of the population will have been provided, and, if the disaster was large, the Federal and State governments will have become heavily involved in providing financial aid to victims. Disaster Assistance Centers will be set up to coordinate the delivery of these services. County and City officials and private organizations still have responsibility for phasing out the mass care facilities and assisting displaced persons in obtaining temporary housing and other aid.

Responsibility

City of Madera

Under the City of Madera's Emergency Organization, the Logistics Section bears the full responsibility for managing a Mass Care and Shelter program. Specifically, the teams under the Logistics Section who are designated to manage and support the elements of the program are:

- Facilities Unit
- Food Unit
- Shelter Unit

Facilities Unit

The Facilities Unit is primarily responsible for the selection of shelter sites and Local Disaster Assistance Centers. This unit coordinates with owners and managers of selected sites for accessing and opening.

Food Unit

The Food Unit is responsible for determining feeding requirements at all incident facilities, including community shelters. Unit members prepare menus, determine cooking facilities required, prepare food, serve food, provide for potable water, and conduct general maintenance for food service areas.

Shelter Unit

The Shelter Unit coordinates ingress and egress to shelters, provides sleeping and sanitation facilities and deals with the physical and material needs for each shelter and facility in operation.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Madera County

The County Director of Health and Human Services is the Operational Area Care and Shelter Coordinator and will coordinate County and city resources, request and respond to mutual aid forces and support the Red Cross. The Coordinator will submit requests for support to the Mutual Aid Care and Shelter Coordinator.

For a peacetime disaster, the American Red Cross is the official disaster relief agency, as mandated by Federal Law 36 USC 3 and reaffirmed in Public Law 93.288. The Salvation Army is also available to assist. The Salvation Army would assist in mass feeding.

Mutual Aid Region

The State Office of Emergency Services Mutual Aid Region Care and Shelter Coordinator (representative of the State Department of Social Services) will coordinate care and shelter operations within the Region and will submit requests for support to the State Director of Care and Shelter.

State

Social Services

The Director of the State Department of Social Services will serve as the State Director of Care and Shelter and will coordinate care and shelter operations. The Department of Social Services is responsible for:

- Serving as the lead agency in coordinating State agency care and shelter response to support local operations.
- Providing personnel and other resources to Disaster Assistance Centers.
- Coordinating with the County Health and Human Services Agency.
- Recommending transfer of evacuees or resources as needed.

Department of Corrections

- Lodging and food

Department of Parks and Recreation

- Lodging and food

Department of Forestry

Feeding equipment and prepared food



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Military Department (California National Guard)

- Moving equipment and resources

Department of Motor Vehicles

- Information to support the identification and location of persons by the Welfare Inquiry Services.

Federal

Federal support for care and shelter operations will be provided by those Federal agencies, such as the Department of Agriculture and the Department of Defense, whose responsibilities include disaster response prior to a Presidential Declaration. After a Presidential Declaration, the Federal Emergency Management Agency will coordinate more support.

American Red Cross

The American Red Cross works with the County and City to provide emergency mass care to persons affected by disasters. In fact, in many situations, the Red Cross is the primary provider of staff and supplies for emergency shelters. For more information, refer to Memorandum of Understanding between the Red Cross and the County.

Mutual Aid

If City and resources (both public and private) are not adequate, the City can request support through the County to the State Office of Emergency Services Mutual Aid Region. If the requirement cannot be met through resources available within the region, the Regional Office will request help from the State Office of Emergency Services in Sacramento. OES will then forward the request to the State Department of Social and Health Services for final action.

Procedures

In peacetime disasters, the Red Cross will provide the bulk, if not all, of the care and shelter services, and schools and churches will fulfill the need for shelter buildings. Less than 25 percent of evacuees go to shelters. Most will choose to stay with relatives, friends or in hotels and motels.

Registration and Inquiry Operations

The Red Cross has established a system for registration and inquiry (Disaster Welfare Inquiry). This system includes trained Disaster Welfare Inquiry workers, a system to recruit volunteer workers and a tested program to handle mass inquiries. They will establish a center to accomplish this goal.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Communications should be established between the Center and shelters, hospitals and coroner's offices and morgues. Registration lists and location changes are sent to the Center daily.

Lodging Operations

In large disasters, all suitable buildings other than those being used for other emergency functions may be used for lodging. Schools are best, since they are public facilities and can hold a large number of persons. Churches can be used, as they are often large and equipped with kitchens.

During a disaster, motels and hotels should be reserved for the infirm that require above average comforts and conveniences. Pets will not be allowed in shelters. Arrangements for care will have to be made through animal shelters and veterinarian facilities as well as private kennel and animal boarding facilities.

Only minimal health needs will be attended to in the lodging facilities. If possible, sick persons will be transferred to medical facilities.

Feeding Operations

Mass feeding operations will be the joint responsibility of the City, Madera County and the Red Cross. During operations, arrangements will be made, when possible, for mobile feeding and refreshment services, as well as food delivery to persons in remote locations.

Special diets will be provided, if possible. Arrangements will be made with restaurants and fast food outlets to provide supplies of food initially, until mass feeding operations can be organized. Later, government-owned food will be obtained, if possible, and donated bulk food will be used.

Selecting Shelter Sites

Examples of Potential Shelter Sites

1. Public and Private School Buildings
 - School gymnasiums and large multipurpose rooms are ideal for sleeping areas
2. City-Owned Facilities
 - Community centers, senior centers, recreational facilities, or auditoriums
3. Congregations
 - Churches, temples, synagogues or other privately owned facilities

Use of School Buildings: California law, as stated by the "Katz Bill", requires public and private school districts and school authorities to make their facilities available as public shelter sites in a declared disaster. This makes school facilities, especially larger high school buildings, a logical first choice for shelter operations in an event where there has been widespread destruction. However, use schools as public shelters only when other resources are unavailable. First, schools may already be sheltering their own student population. Second, a community needs to resume normal activities as soon as possible after a disaster. Therefore, in short time the shelter population will need to be moved from the school, so that students can ultimately return to classes.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Other Building Options: Because the city has ownership of these facilities, community centers and other public facilities are also a logical choice as shelter sites. However, Recreation and Park sites are smaller than schools and some facilities lack adequate bathrooms and showers. Senior centers are the smallest of all and as disaster shelters they can accommodate only 50 to 70 persons. Local congregations are another option as many congregations have classrooms and large multipurpose rooms, in addition to kitchen facilities.

Ideal shelter facilities have the following characteristics:

1. Space for parking
2. Space for Sleeping (40 square feet per person)

In addition, envision space for the following within the facility:

- Registration Area
 - Shelter Manager's Office
 - Health Services Area
 - Mental Health Services Area
 - Food Preparation or Serving Areas (including space for a snack table)
 - Recreation Area
3. Toilet and Shower Facilities (one toilet per 40 people)
 4. Kitchen / Cooking Facilities
 5. Emergency Generator on Site
 6. Safety Features (e.g., fire extinguisher, fire sprinklers and fire alarm)
 7. Building Heating and Cooling Capacity
 8. Telephones
 9. Accessibility for People with Disabilities
 - See [Appendix F - Tips to Maximize Shelter Accessibility](#), for more information on ADA requirements and reasonable accommodations.
 10. Secured Storage Areas
 11. Separate Rooms within the Facility (e.g., private space for elderly persons, families with children, or persons that need isolation; also rooms for nursing and office space)

To accommodate large numbers of displaced persons, some jurisdictions may want to designate areas for camping, or setup tents in parks and other open space areas. Given the work involved to create the necessary infrastructure (i.e., electricity, sanitation, water, cooking, security, etc.) along with the public health implications, think of this option as a last resort for sheltering. Sheltering residents in existing buildings, where a basic infrastructure is already in place, remains the first and best option.

Setting up camping areas will require much logistical work to negate the sanitation, hygiene and environmental health issues. The first question is what are people going to use for bathroom facilities? Portable toilets must be put in place immediately. Secondly, disease is going to be



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

harder to control and will spread more easily. Then there is the challenge of providing meals along with all the other shelter services discussed earlier (e.g., health, mental health, information, and other personal services). Finally, it is also going to be more difficult to meet special needs in an out door environment. Ultimately, the Northridge experience was that once established these campsites are hard to disperse.

Standard Operating Procedure For Opening a Shelter

- ☐ Fire or Police generally identifies the need for care and shelter operations. A large disaster event will require activation of the Emergency Operations Center (EOC).
- ☐ Logistics Section works with Planning and Operations to identify safe areas of the City to open a shelter and the extent of shelter needed (i.e., number of persons to be sheltered and any special needs involved, such as large numbers of elderly persons, or persons who may need medical supervision/care).
- ☐ Facilities Unit selects appropriate shelter facility(ies) based on the need.
- ☐ In a major earthquake, damage assessment field units must inspect each shelter site both before occupancy and after each significant aftershock.
- ☐ In a local emergency, fire or police may call the Disaster Preparedness Coordinator or dispatch to make the appropriate contact with the shelter facility to open the facility. If the EOC has been activated, the Facilities Unit will make contact with the appropriate people.
- ☐ Local jurisdiction notifies the American Red Cross via (800) 660-4272 *
* This (800) number is to be used exclusively by local jurisdictions as a 24-hour "On Call" number for emergency Red Cross response.

If the Red Cross is Available to Open the Shelter:

- ☐ Local jurisdiction will provide a city staff person assigned the care and shelter responsibility to work in cooperation with the American Red Cross and the shelter facility liaison.
- ☐ Care and shelter is a local responsibility and cannot be delegated.
- ☐ Schools are required by law to make their facilities available to the local jurisdiction for use as shelter sites during a declared disaster.
- ☐ The American Red Cross and other sheltering agencies will assist the local jurisdiction with care and shelter operations.
- ☐ The local jurisdiction will assist the Red Cross as needed to ensure that adequate food supplies, equipment, staff and services are available to launch and sustain shelter operations. Coordinate needs/requests with the EOC's Logistics Section.
- ☐ The American Red Cross will pay costs that the Red Cross incurs.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Representatives of the local jurisdiction, the selected shelter site and the American Red Cross will respond to the shelter site to begin care and shelter operations.

If the Red Cross is NOT Available to Open the Shelter:

- ☐ Local jurisdiction deploys the shelter manager and support personnel, along with startup supplies, to open and run the shelter.
- ☐ The shelter manager is responsible for the overall operation of the shelter facility.
- ☐ The local jurisdiction should have a current roster of shelter managers who are qualified to open and run the shelter. In addition, identify backup personnel who can assist the shelter manager with shelter operations.
- ☐ Secure additional shelter staff from the EOC's Logistics Section (Personnel Unit).
- ☐ Shelter Manager and staff arrive at site and begin the process of opening the shelter.
 1. Performs a facility walk-through to survey the condition of the shelter before occupancy (along with shelter owner or other representative if available).
 2. Arranges the building for shelter operation and occupancy (see next page).
 3. Checks availability of existing supplies at facility.
 4. Establishes communications with the EOC; works with the Logistics Section for additional resources (see Appendix C -- Shelter Supplies & Equipment).
 5. Arranges for the care of pets, as needed.
 6. Organizes available human resources as a shelter operations team (see Appendix E -- Shelter Roles and Responsibilities). Involves shelter residents to help in running the shelter.

Note: If shelterees are already outside, set aside an area within the shelter for people to wait comfortably.

- ☐ Once shelters are confirmed, the Public Information Officer (PIO) can inform the public of the shelter location(s) and status.
- ☐ Public information messages should clearly identify the location of shelters and encourage persons to bring a "Go Kit" with them to include their own blankets, a change of clothes and basic toiletries including any prescription medications.
- ☐ The shelter will need a high visibility sign to identify its location.
- ☐ Shelter Manager begins relief operations at shelters by:
 1. Registering shelter residents
 2. Providing emergency first aid as needed
 3. Offering beverages and snacks as soon as people register
 4. Beginning regular meal service soon thereafter
 5. Arranging for individual and family support services

Note:



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- The sooner that "routines" are established within the shelter, the better for the adjustment of shelter residents.
- Shelter personnel will need to ration limited resources initially. Resources will trickle in faster and faster as mutual aid and outside assistance becomes available.
- ☐ If multiple shelters are operating, activate a central database of shelter registrations and a welfare inquiry system to coordinate information on missing/displaced persons.
- ☐ Document the names and number of persons sheltered; keep records on all activities and expenses incurred by shelter operations.
- ☐ Maintain ongoing contact with the local EOC to report on (1) the number of people being sheltered and number of meals served, (2) the status of supplies and (3) any problem areas.
- ☐ In closing down shelter operations:
 - Coordinate the transition of shelter operations to the American Red Cross (if the Red Cross will assume control after the initial startup).
 - Return the facility to its original condition upon closing. Document any damages.

Red Cross Shelter Layout Recommendations

In allocating space, give consideration to the following needs:

- | | |
|-----------------------------------|-----------------------------------|
| ■ Reception and Registration | - Storage for Personal Belongings |
| ■ Sleeping | - Storage for Food and Supplies |
| ■ Feeding | - Recreation |
| ■ Emergency Medical Care | - Child Care |
| ■ Counseling / Interviewing Space | - Rest Room for Staff |
| ■ Manager's Office | |

Additional Shelter Layout Tips (from the American Red Cross):

- ☐ Shelterees should first proceed to the registration desk before going to their lodging area.
- ☐ Set-up a bulletin board near the registration table. Post messages received for shelter residents and shelter rules and relief information.
- ☐ Set-up the sleeping area, so each person (cot) has 40 square feet of space (5'x8'). Space cots or bedding to allow access for people with mobility disabilities and ensure clear paths to all fire exits. If space permits, set-up separate sleeping areas for the elderly, people who are ill, and families with small children.
- ☐ Provide adequate space for a shelter manager and associated staff to function 24 hours per day. This includes space for staff meetings, administrative functions, communications and volunteer coordination.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Organize the space so that it is accessible for people with visual or mobility disabilities; make space for disabled parking in the parking lot. In addition, organize space to provide for adequate ventilation.
- ☐ Locate medical and health services in a well-lighted room or area that is away from public view. If possible, keep medications and medical equipment in a lockable storage compartment.
- ☐ Create an additional quiet area for counseling or interviewing persons.
- ☐ The food storage area should be secure and accessible by truck.
- ☐ Ensure that garbage is stored away from food storage and occupied shelter areas. A major earthquake disaster may disrupt garbage removal service for some time.
- ☐ Designate an outdoor smoking area away from air intake vents and flammable materials. If using a public school site, state law stipulates that there be no smoking on school grounds.
- ☐ Create an area outside for the handling of pets.
- ☐ Ensure that the shelter address is clearly visible from the nearby street; post a sign that clearly marks the building as a disaster shelter.

Registration

Care and shelter personnel must plan for a method of registering each person housed in the shelter, including both their dates of arrival and departure. This information is the only documentation for the jurisdiction of who is in the shelter. It also helps the jurisdiction to locate missing family members.

- ☐ Document All Occupants -- Ensure the registration of all shelter occupants upon their arrival to the shelter. Assign volunteers or someone on site to perform this task.
- ☐ Registration Data -- Keep a simple record on plain 3 x 5 inch cards of every person who is housed in the shelter (see Annex A for an example Red Cross Shelter Registration Form). The following registration information is needed:
 1. Family last name (at the top of the card)
 2. First, and middle names for husband and wife (include wife's maiden name)
 3. Names and ages of all other family members
 4. Pre-disaster address
 5. Note any health concerns or special needs
 6. Date arrived in the shelter; date departed shelter
 7. Post-disaster address
- ☐ Special Needs -- Use registration as an opportunity for people to self-identify any medical, dietary, medication, or accommodation needs (i.e., needs for special assistance).
- ☐ Sign-in/Sign-out Policy -- Establish a sign-in/sign-out policy when shelter residents leave for any period. This helps to keep an accurate shelter population head count.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Food Services

- A. Option One - Catered or Fast Food. The simplest strategy for feeding the shelter population is to have food catered or brought in from the outside.
- ☐ Fast Food Outlets -- Given the confusion immediately following the disaster (or until mass feeding operations can be organized), it may be easiest to initially use 24-hour restaurants or fast food outlets in obtaining meals for shelter residents. Later it will become easier to prepare hot meals.
 - ☐ Restaurant Caterers -- Identify local commercial suppliers – restaurants, catering firms, hotels, etc. – and make pre-planned arrangements for suppliers to provide meals to persons in shelters.
 - ☐ Institutional Suppliers -- SYSCO, 1-800-877-7012, <http://www.sysco.com>, is one of the larger suppliers of fully prepared, packaged meals for institutions and in an emergency, SYSCO could be used to supply disaster shelters.
- B. Option Two -- Designate a Central Kitchen. An alternative strategy is to designate one large, central institutional kitchen within the local jurisdiction as the site to prepare and provide meals for each shelter operating within the jurisdiction.
- ☐ Bulk Food Donations -- Utilize the Logistics Section of the EOC to obtain large bulk food items from local sources and then direct supplies to the central kitchen.
 - ☐ Shelter Delivered Meals -- Once meals are prepared, they can be delivered to local shelters (similar to a meals on wheels operation).
- C. Option Three -- On Site Meal Preparation. A third strategy, assuming the shelter site contains kitchen or cafeteria facilities, is to prepare meals on site.
- ☐ Cafeteria Staff -- If a school is used for the shelter facility, care and shelter personnel may have the use of food services staff that normally operates the cafeteria.
 - ☐ Food Preparation and Cleanup Volunteers -- Shelter residents can also assist as part of food preparation and cleanup crews.
 - ☐ Basic Menu Planning Tips -- Plan menus in terms of foods available. Use perishable foods first. Prepare sufficient food to provide second servings, if possible.
- D. Meeting Special Diet Needs -- Consider special dietary needs, including ethnic, vegetarian and infant considerations. Strive to meet as many special diet requests as possible, although resources to do so may be limited immediately following a disaster.
- ☐ Low Salt/Sugar -- If meals are prepared through an on-site or central kitchen, use low salt and low sugar guidelines in consideration of persons with restrictions.
 - ☐ Infant Nutrition -- Determine the need for infant formulas or baby foods.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Hospital Dietary Departments -- For other persons on special diets (such as a person with diabetes, heart, or kidney disease), care and shelter personnel may need to consult with medical staff or have meals catered from local hospitals.

Health Care Services

Given that health care issues will arise, shelter facilities must provide access to adequate health care services. A well-run shelter must protect the health of residents, prevent disease, and provide first aid as needed.

- A. First Aid -- Shelter personnel must plan to have basic first aid assistance available at the shelter. People will come to the shelter with minor injuries.
 - ☐ Identify Staff with First Aid Training -- Inventory city employees as to disaster skills and have employees with first aid skills assigned to shelter teams.
 - ☐ Use Trained Shelter Residents -- Residents within the shelter may include persons with first aid, nursing, or medical backgrounds.
 - ☐ Medical Emergencies -- Call upon local paramedics or coordinate with the Medical Unit in the Operations Section of the EOC for medical emergencies. Transfer anyone with serious injuries, or anyone who is very sick, to the care of a local hospital.
- B. Role of the County Public Health Department -- Care and shelter personnel should plan to call upon County Public Health when needed to perform the following.
 - ☐ Health & Sanitation Inspections -- To provide periodic health inspections of the shelter, including a sanitary inspection.
 - ☐ Public Health Nurses -- To provide public health nursing services to shelter residents.
 - ☐ Prevent Communicable Disease -- To monitor/evaluate the health status of the shelter population and prevent the spread of communicable disease.

Note: In a large disaster, the available pool of Public Health nurses and medical personnel will be extremely limited. Moreover, additional nursing staff may be necessary if there is a significant amount of illness in the shelter population.

 - ☐ Other Resources -- Local community clinics and Nursing Homes are also a health care or medical resource for jurisdictions.
 - ☐ Contract for Medical Personnel -- Local jurisdictions may need to plan to hire, or contract for additional medical personnel from private sources.
- C. Contagious Disease Concerns & Medically Fragile Persons
 - ☐ Separation to Reduce Spreading -- Plan to provide for the separation of persons with suspected communicable diseases that can range from common colds to more severe influenza and intestinal infections.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Note: Given the close confines of shelter conditions, illness (especially respiratory infections) spread easily among the shelter population without intervention actions.

- ☐ Temporary Infirmary -- If necessary, set aside a part of the shelter as a section for the privacy and isolation of ill persons. In addition, use this area to provide a higher level of care for persons who are more medically fragile.
 - ☐ Alternative Facilities -- Setup an alternate shelter facility and coordinate support through the Op Area given the following. If a large number of persons have a communicable disease in the shelter, or if a large population needs ongoing medical assistance (such as an evacuation of residents from a medical care facility).
- D. Prescription Drug Management -- Some persons within the shelter will have very individualized medication regimes that cannot be interrupted without consequences.
- ☐ Storage of Medication -- Plan for the storage of medications; refrigeration is required for some medications (e.g., insulin and some HIV antibiotics).
 - ☐ Prescription Refills -- Plan to refill prescriptions; establish vendor agreements with local pharmacies and clarify how to obtain medications post-disaster (e.g., with a current prescription, with a prescription phoned in by a licensed physician, with a prescription validated by another pharmacy, or with a prescription bottle).
- E. Other
- ☐ Identifying Concerns -- Plan to use the registration process as an opportunity for shelter residents to identify any medical problems or medication needs.
 - ☐ Documentation -- Maintain records on all health incidents and related actions taken.

Mental Health Services

The mental health impact of disasters ranges from emotional stress and anger to severe trauma and depression. The potential for drug and alcohol abuse increases. Mental health support for shelter residents is very important in helping people to deal with their losses and begin the recovery process. It will also help people to manage feelings of post-traumatic stress.

- A. Enlist Mental Health Counselors – Obtain qualified personnel to provide counseling and support disaster victims with their emotional needs.
- ☐ Community Counseling Resources -- In addition to County Mental Health (see below), develop a resource list of community mental health providers or services to call upon if needed.
These resources include:
 - CBOs that provide crisis counseling
 - Ecumenical or Pastoral Counseling Services (congregations and faith-based organizations often provide counseling services)
 - Volunteers from the community who are trained as licensed therapists



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Note: In a large disaster, the available pool of County Mental Health counselors may be extremely limited (similar to the situation with Public Health Nurses).

B. Role of County Mental Health Services

- ☐ Assess Mental Health Needs -- To assess and activate responses to mental health issues resulting from the disaster.
- ☐ Provide Crisis Support -- To provide crisis support services for shelter and community residents traumatized by the disaster.

C. Organizing Additional Support

- ☐ Debriefing Sessions -- Without trained counselors, shelter personnel can organize community group debriefing sessions as an opportunity for shelter residents to share their feelings and to realize that their particular reactions are not abnormal.
- ☐ Children -- Consider activities to help children express their feelings about the disaster.

Transportation

During the period in which the shelter is in operation, some persons will require transportation to the shelter, as well as door-to-door transportation from the shelter to medical and other appointments. In addition, people with mobility disabilities will need paratransit assistance.

- A. Transporting People-- Consider plans for moving large numbers of people if there is a need for a mass evacuation of community residents to disaster shelters
 - ☐ Transportation Resources -- Aside from local government and county resources (e.g., City of Madera Transit), other transportation resources for moving people may include school buses and commercial shuttle vans.
 - ☐ Paratransit Resources -- Identify local paratransit resources for the transport of persons using wheelchairs. In addition, identify local taxi service to support the transportation needs of frail elderly persons.
- B. Transporting Supplies & Resources -- The movement of shelter supplies and resources will also require transportation resources.

Shelter Information Needs

Shelter personnel must plan for the collection, communication and distribution of care and shelter information. This includes information about the disaster, about relief services available to shelter residents, as well as information to help reunite separated family members.

- A. Public Shelter Messages -- As the jurisdiction puts out public messages about shelter locations, stress that residents going to disaster shelters bring a go-kit with blanket or sleeping bag, change of clothes, personal hygiene items and prescription medications.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- B. Bulletin Boards -- Set-up bulletin boards near the shelter registration area as a means for disseminating information to the shelter population.
 - ☐ News Postings -- Post daily updated news on the response to the disaster, along with news and information about shelter activities for the day.
 - ☐ Recovery Services -- Provide information on recovery services available through disaster relief organizations such as the American Red Cross, Salvation Army, and FEMA, along with other government disaster assistance programs.
 - ☐ CBO Relief Assistance -- In addition, include information on any active community-based or faith-based relief and assistance programs.
 - ☐ Special Needs Communications -- Consider the information needs of persons who are deaf, or blind, or non-English speaking.
- C. Shelter Meetings -- Hold daily shelter meetings as another way to share information and dispel false rumors that may be circulating within the shelter population.
- D. Disaster Welfare Inquiries -- Respond to disaster welfare inquiries (seeking to located persons who are presently unaccounted) by referring to shelter registrations.
 - ☐ Central Shelter Registration Log -- Consider implementing a central shelter registration log to combine registrations from all shelter locations.
 - ☐ Coordination with Red Cross -- Coordinate family reunification support with the American Red Cross, which operates a regional Disaster Welfare Inquiry system.
- E. EOC Communication -- Telephones are the primary communication link between shelter facilities and the EOC. If telephones are not functional, use amateur radio operators for ham radio communications. As a last resort, use runners to relay messages.
- F. Additional Telephone Resources -- Plan for additional telephones to facilitate communication between shelter residents and family members outside the area. The telephone company can bring in a phone trailer to supplement shelter telephone capacity.

Social and Personal Needs

Given a significant disaster event, residents will begin to work toward recovery while in the shelter. Shelter personnel should plan to coordinate with external agencies and services (via the Logistics Section of the EOC) to help meet the personal recovery needs of shelter residents.

- A. Child Care -- If a shelter remains open for more than a day or two, plan to provide child care services to support parents with child supervision and care needs.
 - ☐ Staff Support -- Arrange for staffing support from qualified city childcare workers, or from community volunteers with child care skills.
- B. Clothing -- Emergency clothing becomes a need when possessions are lost in a disaster.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Community Donations -- Local businesses may provide bulk clothing donations.
- ☐ Red Cross Clothing Vouchers -- Traditionally, the Red Cross makes vouchers available to disaster victims for the purchase of new clothes at local retail stores.
- C. Comfort Kits -- Shelter residents will need basic hygienic items such as soap, a washcloth, toothbrush, toothpaste, a razor, and a comb.
 - ☐ Local Suppliers -- Plan to obtain these items either through commercial vendors, or through donations from local businesses.
- D. Long Term Housing Assistance
 - ☐ Housing Resource List -- Identify resources (e.g., hotels, motels, apartment complexes, local congregations, trailer parks, etc.) with the potential to provide post disaster temporary housing for shelter residents.
 - ☐ Transitional Support Needs -- Collaborate with family services providers and county social workers to support shelter residents in their transition from the shelter into temporary or longer-term housing.
- E. Language Translation -- Consider the following options for bilingual support.
 - ☐ Bilingual Shelter Residents -- Ask bilingual shelter occupants to volunteer and assist non-English speaking shelter occupants.
 - ☐ Bilingual Volunteers -- Seek out city disaster volunteers with bilingual skills.
 - ☐ CBOs with Ethnic Specific Services -- Coordinate with CBOs that specialize in serving specific ethnic communities and have bilingual staff.
- F. Recovery Services -- Shelter residents will need assistance in identifying where to go for services to meet their specific disaster recovery needs. Disaster relief organizations such as the American Red Cross, Salvation Army, and FEMA, along with other government, faith and community-based relief programs, may all initiate recovery services for disaster victims.
 - ☐ Distribute Resource Lists -- Develop resource lists with contact information and a description of available relief and recovery services for disaster victims.
 - ☐ Information and Referral Services -- Care and shelter personnel can work in coordination with community-based Information and Referral service programs that are in turn linked with hundreds of human service providers.
 - ☐ CBO Collaboration -- In general, care and shelter personnel will operate to identify the needs of those in shelters and then coordinate, via the Logistics Sections of the EOC, with support agencies and relevant CBOs to arrange assistance.
- G. Replacement Equipment -- Elderly persons and people with disabilities will need help to replace personal supplies and equipment, if lost or damaged in the disaster (e.g., items like orthopedic braces, wheelchairs, or hearing aids).



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Local Vendors -- Work through local vendors (e.g., Longs Drugs, Walgreens, Rite Aid Pharmacies, etc.) to replace items.

Animal Services

Care and shelter personnel must have plans in place to shelter pets. Unless given prior notification, pet owners who evacuate to disaster shelters will likely arrive at the shelter with their pet. Other than service animals, which legally must remain with their owner at all times, shelter personnel are advised not to allow animals inside due to health and safety concerns for other shelter occupants.

- A. Option One – Offsite Care -- Work with the local animal shelter, SPCA, local kennels or the humane society to plan for the care of pets during the sheltering operation. Ensure that a shelter facility for animals is identified in the plan and that provisions are made for the temporary care of pets.
 - ☐ Communicate the Pet Policy -- Clearly and publicly state the policy regarding pets to avoid misunderstanding when people arrive at public disaster shelters.
 - ☐ Reassurance -- Pet owners need to be fully reassured that their pet will be safely cared for -- issues are sure to arise of pet owners refusing to evacuate or go to a shelter if it means separating from their animal.
 - ☐ Pet ID Tags -- Plan to identify the pet with an ID tag, to make for easy reunification with its owner later.
- B. Option Two – Onsite Holding Area -- Create a makeshift pet holding area outside the shelter facility. This requires the provision of food, water, and exercise for pets, and if necessary, supplies from Logistics to create a pet holding area (e.g., cages or fencing).

Volunteers

Care and shelter personnel must plan for the involvement of volunteers in all aspects of delivering care and shelter services. Volunteers (either from the community, or from the shelter population) may help to staff shelter functions.

- A. Sources for Volunteer Recruitment
 - ☐ Shelter Residents -- Use volunteers from within the shelter population.
 - ☐ Community Residents -- Use volunteers from the community, either through referrals from the city's personnel office, the Red Cross or local Volunteer Center.
 - ☐ Voluntary Organizations -- CBOs, faith-based organizations and local congregations are another source for voluntary support.

Maintain a Volunteer List -- The jurisdiction may want to train a cadre of local volunteers, in advance of a disaster, to provide support at disaster shelters.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

B. Areas for Volunteer Involvement. The following are some of the roles for volunteers within the shelter.

- Reception -- Meet and greet arriving shelter residents and provide comfort.
- Registration -- Help newly arrived shelter residents to fill out registration forms.
- Runners -- Help in obtaining goods and services or acting as “runners”.
- Amateur Radio -- Recruit ham radio operators from local amateur radio clubs such as RACES (Radio Amateur Civil Emergency Service), or ARES (Amateur Radio Emergency Services).
- General Operations -- Support with shelter operations such as shelter set up, food services, shelter maintenance, etc.
- Health and Human Services -- Support with more specialized services such as first aid, mental health, child care, recreation and personal assistance services from support to seniors and people with disabilities, to help with language translation.

Safety and Security

Care and shelter personnel must plan to operate shelter facilities in a manner that promotes the safety and security of each resident within the shelter. This includes establishing and posting clearly understood rules so all shelter occupants understand what is expected of them.

A. Shelter Rules

- ☐ Provide Rules at Registration -- Shelter residents must understand the rules upon registration. Plan to have rules prominently posted (or passed out as an information sheet) and then reinforced at shelter orientation sessions. See Appendix B -- Shelter Rules and Regulations.
- ☐ Translation of Rules -- For non-English speaking persons have shelter rules and regulations translated into other languages (e.g., Spanish and Chinese).
- ☐ Enforcement of Rules -- Use rules as a cause for dismissal if broken. Depending on the circumstances, employ a shelter committee to oversee disputes and call on local law enforcement to assist with serious disputes or rules violations.

B. Policing Functions

- ☐ Security/Safety Inspections -- Plan to regularly inspect the facility (and the surrounding grounds) to ensure compliance with shelter rules, fire regulations and to spot any potential problems. Coordinate with local Law Enforcement and Fire Services for assistance when needed.
- ☐ Private Security -- Given a large shelter population, plan to contract with a private security company to handle policing functions.
- ☐ Monitoring Occupant Flow -- Establish one entrance and exit to the shelter and secure all other entrances and exits. This is to prevent theft from people outside the facility and to facilitate sign-in/sign-out procedures.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Shelter Maintenance and Equipment

Operating a shelter for a sustained period requires plans for the daily upkeep of the facility and for the ongoing acquisition of equipment and supplies. Since it is their “temporary home,” ask shelter residents to assist with housekeeping and cleaning activities. Staff normally responsible for the facility (e.g., school janitorial services) may be available to support operations. County Health Services can address food, water safety and sanitation issues in shelters.

- A. Shelter Supplies -- See Appendix C -- Shelter Supplies and Equipment for more information.
 - ☐ Initial Inventory -- Conduct a pre-occupancy inventory of potential shelter sites to determine what operational supplies may already be in place.
 - ☐ On-Site Cache of Supplies -- Consider pre-positioning critical shelter supplies (e.g., water, nonperishable food, cots, blankets, first aid kits, tools and other supplies) in trailers or shipping containers on the grounds of, or near, potential shelter sites.
 - ☐ Vendor Agreements -- Form as many agreements or vendor relationships as necessary with local businesses now, to supply goods later during shelter operations.
 - ☐ Donated Goods/Services -- During operations, work with Logistics to obtain donated goods and services to support shelter operations.
- B. Waste Management -- Plan to arrange for daily garbage/waste removal. A major earthquake disaster will most likely disrupt regular service.
- C. Portable Toilets -- As necessary, arrange for the installation of additional toilets and possibly shower facilities. See Appendix C -- Shelter Supplies and Equipment for more information.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Appendices

- Appendix A: Red Cross Shelter Registration Form
- Appendix B: Shelter Rules and Regulations
- Appendix C: Shelter Supplies and Equipment
- Appendix D: Roles and Responsibilities of Shelter Personnel

DRAFT



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

APPENDIX - A

American Red Cross (ARC) Shelter Registration Form

American Red Cross				DISASTER SHELTER REGISTRATION	
Family Last Name				Shelter Location	
Names	Age	Medical Problem Killed Injured Hospitalized	Referred To Nurse	Shelter Telephone No.	Date of Arrival
Man				Pre-disaster Address and Telephone No.	
Woman (Include Maiden Name)					
Children in Home					
Family Member not in Shelter (Location if Known)				I <input type="checkbox"/> do, <input type="checkbox"/> do not, authorize release of the above information concerning my whereabouts or general condition.	
				Signature	
				Date Left Shelter	
				Time Left Shelter	
				Post-disaster Address and Telephone Number	
SHELTER MASTER FILE				AMERICAN RED CROSS FORM 5972 (5-79)	





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

APPENDIX - B

Examples of Shelter Rules and Regulations

[Information Source – American Red Cross]

Examples of rules or safety regulations are as follows:

- ☐ Indicate any restricted areas within the shelter facility
- ☐ Encourage shelter residents to keep valuables elsewhere. If this is not possible, encourage residents to keep valuables with them at all times
- ☐ Establish quiet hours, but provide a place for those who cannot sleep
- ☐ Establish shower and bathing schedule and post prominently
- ☐ Establish a curfew and stick to it
- ☐ Establish policies regarding use of telephones
- ☐ Establish outdoor smoking areas (if using a public school site, state law stipulates that there be no smoking on school grounds)
- ☐ No abusive or belligerent behavior toward staff or other shelter residents
- ☐ No stealing or destruction of property
- ☐ No food in the dormitory area
- ☐ Children must be accompanied at all times
- ☐ Shelter residents must be dressed appropriately at all times (i.e., must wear something that covers them)
- ☐ No alcohol or drugs are allowed in the shelter and no admittance into the shelter is allowed while a person is under the influence of alcohol or drugs
- ☐ No weapons in the shelter
- ☐ No pets in the shelter



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

APPENDIX - C

Shelter Supplies and Equipment

The following section gives an overview of the supplies and equipment to operate a disaster shelter. Local governments are encouraged to plan now for the acquisition of these materials.

Obtaining Supplies

Some of the items listed may already be in shelter locations, or local governments can obtain them by pooling or shifting local resources from existing departments. The Op Area is another resource for requesting supplies and equipment. Yet, resources at the Op Area will initially be limited in a disaster where there is countywide damage. Local jurisdictions are encouraged to plan to obtain these items either through commercial vendors, or through donations from local businesses. Local governments should consider developing vendor agreements as needed.

Planning Assumption (from the American Red Cross)

The American Red Cross uses the following standards in planning for material resources at disaster shelters.

- 1 toilet per 40 persons (6 for 200 persons and 14 for 500 persons)
- 40 to 60 square feet of sleeping space per person (an area of 5' by 8')
- 1 quart of drinking water (minimum) per person per day
- 5 gallons of water per person per day (all uses from drinking to bathing)
- 2,500 calories per person per day (approximately 3½ pounds of unprepared food)

Supplies and Equipment to Operate a Disaster Shelter

1. Bedding Provisions (Cots & Blankets)

Unless shelter occupants bring their own sleeping bags or blankets, consider provisions for sleeping (e.g., cots and blankets). No city will have thousands of cots or blankets stored in advance, although schools may already have some fold-up cots stored on site. Schools will also have gym mats to use as a sleeping surface. The Red Cross has 10,000 cots presently stored in various trailers throughout Madera County. However, this cot supply may not be immediately available. Given a shortage of cots, make seniors and persons with disabilities the first priority.

- ☐ Sample List of Vendors for Cots, Blankets, Sleeping Bags
 - ☐ Large retailer such as Walmart
- ☐ Local hotels/motels are a resource for blankets
- ☐ Thermal Blankets -- Sporting goods stores (Big 5 Sporting Goods) stock inexpensive, insulated emergency blankets that fit in your hand when folded.

2. Comfort Kits (1 kit per person)



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

It is doubtful shelter occupants will arrive with toiletries or personal hygiene kits, so some supplies must be provided to allow for their daily grooming and hygiene needs.

☐ Adult Comfort Kit * -- Resealable plastic bags with such items below.

- | | |
|-------------------------------|-----------------------------------|
| ■ Toothpaste (8.5 oz) | - Lotion (2 oz) |
| ■ Toothbrush and holder | - Shaving cream (2 oz.) and razor |
| ■ Soap (3.5 oz) and washcloth | - Additional Items May Include: |
| ■ Shampoo (8 oz) | - Socks |
| ■ Comb (8") and brush | - Flashlights and Batteries |
| ■ Tissues | - Sweat Pants |
| ■ Deodorant (1.5 oz) | - Towels and Blankets |
| ■ Toothpaste (8.5 oz.) | |

☐ Child's Comfort Kit *

- | | |
|-------------------------------|------------------------|
| ■ Soap (3.5 oz) and washcloth | - Toothpaste (8.5 oz) |
| ■ Shampoo (8 oz.) | - Toothbrush |
| ■ Comb (8") | - Pencil and Sharpener |
| ■ Crayons and Fun Pad | |

* Information from the American Red Cross

☐ Vendors – Any local pharmacy (Walgreens, Rite Aid, CVS, etc.)

3. Communications Equipment

Select from below based on equipment that is already on-site:

- | | |
|---|----------------------------------|
| - Ham Radio and Operators | - Fax Machines |
| - Multi-Channel 2-Way Radios | - Additional Telephones |
| - Cellular Telephones and Chargers* | - Telephone Books for Local Area |
| - Portable Computers with Modems / Internet | - Battery-Powered Radios |
| - Public Address Systems | |

* Be aware that cellular systems may be completely saturated after an event.

4. First Aid Kits/Supplies

In the absence of First Aid Kits, select from the items below (obtainable at any pharmacy)

- | | |
|--|-------------------------------|
| - Ace Bandages | - First-Aid handbooks |
| - Adhesive tape and bandages in assorted sizes | - Foot Powder |
| - Alcohol Swabs | - Gauze Pads |
| - Antacid | - Latex Gloves |
| - Antibiotic Cream | - Medical Tape |
| - Anti-diarrhea medication / laxatives | - Moistened Towelettes |
| - Antiseptic solution | - Non-Drowsy Allergy Medicine |
| - Aspirin / Tylenol | - Petroleum Jelly |



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- Dust Masks / Surgical Masks
- Eye Drops
- Saline Solution
- Scissors and Tweezers
- Smelling Salts for Fainting Spells
- Respirator Masks
- Safety Pins in Assorted Sizes
- Thermometers
- Wooden Splints

5. Pharmaceuticals

- ☐ Use -- Vendor agreements with local pharmacies will expedite prescription refills or provide emergency replacement prescriptions. They will also support replacement equipment needs for elderly persons and people with disabilities (e.g., items like orthopedic braces, wheelchairs, hearing aids and breathing aids)
- ☐ Obtaining Prescription Refills -- In developing vendor agreements, determine how to obtain prescription medications post-disaster.
 - ☐ With a current prescription
 - ☐ With a prescription phoned in by a licensed physician
 - ☐ With a prescription validated by another pharmacy
 - ☐ With a prescription bottle
- ☐ Possible Vendors:
 - ☐ CVS Pharmacy
 - ☐ Longs Drug
 - ☐ Rite Aid Pharmacy
 - ☐ Walgreens
- * The American Red Cross has statewide agreements with Long's Drug Stores and Shield Health Care

6. Portable Toilets/Chemical Toilets (1 per 40 persons)

Self contained, chemical type toilets are necessary, to supplement regular toilets, or when regular toilets are either disrupted, or are not a part of the shelter.

- ☐ Possible Vendors:
 - ☐ Porta Potty Rental, (Serving the Madera Area), 888-997-3423
 - ☐ Zters Waste Value, (Serving the Madera Area), 877-808-4694

7. Power and Lighting

Check on the availability of emergency generators at designated shelter sites. Emergency (backup) power is necessary for lighting, ventilation, cooking, refrigeration, and heating or cooling the shelter facility.

- ☐ Options Include:
 - Portable Generators
 - Portable stadium/floodlights
- ☐ Possible Vendors (See Yellow Pages)
 - Event Production Companies/Services
 - Trade Fairs and Shows



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- Lighting Equipment Companies

8. Water, Food and Cooking Equipment

Shelters need an adequate supply of drinking water and a food plan. If meals are catered from the outside, supply needs are minimal. The following considers food preparedness and cleanup supplies required for preparing meals on site.

Equipment options include:

- Water Containers
- Water Purifiers
- Waterproof Tubs / Coolers
- Refrigerator Units
- Portable Commercial Ice Makers
- Propane or Gas Stoves, Fuel
- Packaged Ice
- Pots, Pans, Can Openers
- Handi-Wipes
- Plastic Trash Bags for Waste
- Eating Utensils (Plates, Cups, Etc.)
- Aluminum Foil
- Plastic Storage Containers

Food Options Include:

- Ready-to-Eat Canned Meats
- Fruits and Vegetables
- Canned Juices, Milk
- Soups
- Staples (Sugar, Salt, Pepper)
- High-Energy Foods (Peanut Butter, Trail Mix)
- Infant Foods / Foods for Special Dietary Needs
- Comfort Foods (Cookies, Candy)
- Pet Food

Possible Vendors:

- Food 4 Less
- Walmart
- Pak N Save
- Save Mart

9. Emergency Equipment

- Flashlights and batteries
- Electric Lantern and Batteries
- Fire Extinguishers
- Pry Bars
- Tool Kits
- Rope (50 feet)
- Shovel
- Pick Axe
- Hammer
- Plastic Tarps
- Duct Tape
- Utility Knife
- Map of the Area
- Pliers
- Shut-Off Wrench for Utilities
- Matches (in waterproof container)



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

APPENDIX -D

Shelter Roles and Responsibilities

Management / Command

1. Shelter Manager

The Shelter Manager makes staffing assignments based on the functions necessary to carry out shelter operations (see Operations below). It is up to the shelter manager to ensure that the needs of shelter residents are met and to provide for the overall health and safety of all residents and staff.

- ☐ Inspect the facility to ensure the safety of all areas for shelter operations use. Block off unsafe areas and areas not to be used (only use areas that can be directly supervised by staff).
- ☐ Establish communications with the local city EOC and report on needs (equipment, supplies or personnel needs) and shelter status.
- ☐ Assign arriving staff to shelter functions. Provide ongoing supervision of shelter staff to ensure effective accomplishment of all shelter operations. Conduct daily meetings with staff on shelter management issues.
- ☐ Coordinate activities with the media and clear any news releases with the local city EOC (specifically the PIO or Public Information Officer).

Note: Rotate shelter staff positions. The shelter manager position can be rotated on a daily shift schedule, or instead the shelter manager may serve on site for the duration of the operation and employ 2 or 3 shift supervisors or Assistant Shelter Managers who rotate. Other staff positions may work an 8 to 12 hour shift).

2. Assistant Shelter Manager

Larger shelter operations of more than 100 persons will require an assistant shelter manager. Assistant shelter managers can assume a more "field level" role and assume some of the functions below, given staff shortages.

Operations

1. Registration

The Registration Coordinator oversees the registration of shelter occupants. In addition to collecting basic registration data, registration is also an opportunity to identify shelter residents with needs that may require additional staff support.

- ☐ Choose one entrance for registration. Set up a registration table and chairs. Post a *Shelter Registration Point* sign, as well as a sign indicating that no weapons, drugs, alcohol, or pets are allowed in the facility. Translate signs into other languages (Spanish, Chinese, etc.), based on the demographics of the community.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Ensure an adequate supply of registration forms (see [Appendix A](#) for a copy of the [Red Cross Registration Form 5972](#)). Have persons entering the shelter fill out one registration form for each household.
- ☐ Identify any special needs on behalf of persons registering – needs for medical care, counseling, medications, dietary restrictions, or other accommodations. Refer persons who are injured or ill to health care staff, if available. Identify any shelter residents with medical training.
- ☐ Maintain a sign-out log for shelter residents who leaving temporarily.

2. Food Services

The Meals Coordinator is responsible for planning, preparing and/or ordering meals for shelter residents. This person also supervises other food services staff.

- ☐ If applicable, inspect the food preparation area at the shelter site. Obtain any keys necessary to access food storage areas. Determine if cooking equipment is still functioning and is safe to use.
- ☐ Coordinate with Logistics for food supplies (or in ordering pre-prepared food) and any additional staff or equipment needs. Coordinate with Health Services for any special dietary needs. Plan meals 2-3 days ahead of time.
- ☐ Set up a dining area. Post meal times in a conspicuous place. Keep meal times as consistent as possible. A large shelter may require more than one seating to serve everyone.
- ☐ Recruit shelter residents to assist with food preparation, cooking, serving, and clean up.
- ☐ Keep a log of the number of meals served and supplies ordered. Keep receipts for food that is delivered.

3. Dormitory

The Dormitory Coordinator is responsible for setting up, supervising, and closing down the sleeping area. If using a school, the sleeping area for shelter residents must be separate from the area where any students remain sheltered.

- ☐ Inspect the dormitory area(s). Move aside athletic equipment, desks, or anything that might present a hazard to shelter residents. Request any needed supplies and equipment (such as cots, blankets, mats and personal hygiene kits) through Logistics.
- ☐ If using a school, students or children remaining at the school should have their own dormitory area. School staff must maintain supervision until the reunification with parents or guardians is complete.
- ☐ Set-up the sleeping area(s) and distribute any available blankets and personal hygiene supplies. To provide adequate ventilation open doors and windows of the dormitory area during the day. If custodial services are not available, recruit shelter residents to assist in daily dormitory clean up.
- ☐ Post sleeping area rules. Rules include: 1) Quiet Hours or Time for Lights Out, 2) No Alcohol, 3) Always use the same cot, etc.
- ☐ Monitor sleeping area (this requires establishing staff shifts). Ensure shelter occupants do not consume food or liquids in the dormitory area (a violation of Public Health code). Stay alert for such



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

potential dormitory problems as drug use or sale, unattended children, fighting, theft, or shelter residents becoming ill.

- ☐ Keep the shelter manager informed of any suspicious actions, health concerns and the status of dormitory resources.

4. First Aid and Health Care Services

The Health Services Coordinator promotes and maintains good public health standards within the shelter. This includes overseeing the provision of basic first aid and ensuring access to other health care services as needed.

- ☐ Establish procedures for handling medical emergencies (presumably, the local fire department or paramedic services will be the first contact).
- ☐ Set aside an area within the shelter as a health station. Refer persons with health concerns or illnesses to the health station. Check with the registration coordinator and ask if persons who register with medical or nursing training can volunteer at the health station. Establish a 24-hour shift rotation for the health station.
- ☐ Document all health care performed (injuries/illnesses treated, medications issued, etc.). Use Logistics to request supplies, equipment, or additional personnel.
- ☐ Advise the Meals Coordinator about special dietary needs if there are shelter residents (such as persons with diabetes).
- ☐ Stay alert for anyone with a communicable disease. If necessary, prepare a separate room as a quarantine area.

5. Mental Health Counseling

Shelter conditions are stressful for shelter occupants (especially children) and staff. The Mental Health Coordinator provides or arranges for counseling services.

- ☐ Secure a quiet area or room away from public view. Work with Logistics to find local mental health resources and counseling services to support shelter residents.
- ☐ Monitor the stress conditions for staff and shelter occupants. Intervene in crisis situations when practical. Coordinate with the health services coordinator and registration coordinator to identify shelter residents who might welcome counseling support.
- ☐ Work with the shelter manager to plan activities or entertainment that will help morale and reduce the stress of the living environment. If possible, provide shelter residents with access to local news via a television or radio. Lack of information following a disaster often contributes to rumors, hysteria, and fear.
- ☐ Debrief shelter staff before they are released.

6. Additional Shelter Services

Other staff may be assigned as needed. Coordinate with Logistics for supplies, equipment, and personnel (personnel may include community volunteers).

Recreation

- ☐ Obtain/provide items such as books, games, videos and recreational equipment.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Organize activities for shelter residents. Examples of possible activities include sports tournaments, birthday parties, entertainment, and religious services.

Child Care

- ☐ Select a safe area for child care away from the general shelter population; remove any hazardous furniture, equipment, or other items from the area.
- ☐ Request supplies appropriate for kids through Logistics: toys, coloring books, stuffed animals, puzzles, etc.

Animal/Pet Care

- ☐ Select a fenced-in area outside and away from the shelter for pets.
- ☐ Post a notice that pet owners are responsible for the care and restraint of their animals (i.e., ensure shelter residents restrain their pets on leashes).
- ☐ Use Logistics to contact the local SPCA, Animal Control, and nearby kennels for assistance in boarding and caring for animals.

Security/Safety

- ☐ Maintain the following safety suggestions: 1) Regularly inspect the facility to see that all areas are safe; 2) Keep exits clear and unblocked; 3) Locate all fire extinguishers and ensure compliance with fire safety regulations (e.g., ensure that garbage, debris, or refuse does not pose a fire hazard or block doorways).
- ☐ Work with Logistics to provide signage that clearly identifies all rules and safety regulations (see Appendix B - Shelter Rules and Regulations). Monitor compliance.
- ☐ Establish a "patrol team" to roam the shelter during the night and ensure night safety.
- ☐ When necessary, coordinate with local Law Enforcement and Fire Services for assistance.

Planning

The shelter manager may assume the role of shelter operations planning. However, a staff planning position can assist the shelter manager by obtaining timely and accurate information, (which is often hard to come by immediately after a large disaster).

- ☐ Gather as much information as possible from sources both within and outside the shelter on needs, resource availability, services, and the status of events. Monitor media sources to keep current on all disaster-related news, especially news about relief services, recovery operations and outside assistance.
- ☐ Maintain close and ongoing contact with the local EOC to ensure a reciprocal sharing of planning information.
- ☐ Develop action plans based on the information above and from information gathered at planning meetings. Work with the shelter manager in planning for anticipated shelter needs and in planning for the next 24 to 48 hours of shelter activity. Plan staffing schedules and determining staffing rotations.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Provide information on available recovery assistance (especially information on the availability of temporary or long-term housing); keep information up-to-date and post in a visible place for shelter residents (e.g., bulletin boards).
- ☐ Keep a disaster activity log with detailed records of meetings, decisions and actions (e.g., who made what decisions). Record important inter-agency contacts and agreements. This is vital for after-action reports and for future planning.
- ☐ Support information needs related to helping reunite family members.

Logistics

The Logistics Coordinator at the shelter works in close coordination with the Logistics Section at the local EOC to accomplish the following:

- ☐ Obtain all resources necessary to operate the shelter facility in coordination with the EOC Logistics Section.
 - Personnel
 - Food
 - Transportation
 - Supplies and Equipment
 - Communication Resources
 - All other personal services as applicable for shelter residents (health, mental health, translation, etc.)
- ☐ Work with the Finance Coordinator to set up vendor agreements with local businesses as necessary for the purchase of supplies and equipment to operate the shelter.

Finance

The position of Finance/Administration Coordinator maintains financial records, processes purchase orders and manages all financial agreements including vendor contracts and leases.

- ☐ Develop a financial tracking system for authorizing and recording all shelter expenditures, including staff time beyond normal working hours. Save copies of all receipts. This helps to ensure later cost recovery by reimbursement agencies such as the American Red Cross, City or County and FEMA. Reimbursement depends on complete, detailed and accurate records from the first hour forward.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Madera Shelter List

IMPORTANT NOTE:

If a disaster or emergency occurs and you need to be sheltered, please listen to local authorities on which shelters have been opened. **DO NOT automatically report to the shelters listed below as they may not be open.** You can find out which shelters are open by listening to your local media, such as 580 AM.

The opening of a shelter is determined based on the number of people that need to be sheltered and the type and location of the emergency. In the event of an earthquake, a building needs to be structurally evaluated before it can be designated as a shelter. We list many facilities below because some of the main shelter sites may be unusable depending on the damage assessment. In addition, emergencies that involve fire or a hazardous material release may make it dangerous to occupy or travel to one of the buildings listed below.

Note that detailed contact information (both during and after business hours) and building information/floor plans for each of the following shelters is on file with the City of Madera Human Resources Department.

<u>Shelter</u>	<u>Address</u>	<u>Phone Number</u>
Pan-Am Community Center	703 East Sherwood Way	559-675-2095
John Wells Youth Center	701 East 5 th Street	559-661-5478



ANNEX D

All Hazard Vulnerability Assessment



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Table of Contents

INTRODUCTION	3
Risk Assessment	3
Kinds of Hazard	3
Severity of Hazard	4
Affect of Hazard	4
Impact of Hazard on the Community	4
DEMOGRAPHIC	5
Land Use	5
Transportation	5
General Climate	5
Severe Weather	5
CRITICAL FACILITIES	7
Inventory of Assets and Facilities	7
Risk Prioritization	7
NATURAL HAZARDS	8
Earthquake	8
Hazard Analysis	9
Modified Mercalli Intensity Scale	10
Faults	11
Earthquake Probability	11
Historic Earthquake	12
Flood	13
Significant Flood Events	13
Flood Loss Estimation	14
HAZUS Loss Estimation Models: Flood	14
Local Flood Information	15
Flood History	15
Severe Weather	17
El Niño	17
Wild Land Fire	18
Land slides	20
Hazards From "Mudslides", Debris Flows	21
Debris Flows	21
Rock Slides	23
MAN-CAUSED HAZARDS	234
Dam Failure Inundation	24
Hidden Dam	25
Hazard Materials Vulnerability Threat Summary	27
Hazardous Materials Sites & Transportation Routes	30
Regulatory Agencies	30
Federal	30
State	30
Local	31
Hazardous Materials Business Plan	32
Emergency Response	32
Contaminated Site Cleanup	32
Hazardous Materials Targets	33
Hazardous Wastes Generated by Businesses	33
Household Hazardous Waste	33



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Medical Wastes.....	34
Hazardous Materials Transportation	34
Pacific Ethanol Plant	35



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

City of Madera All-Hazard Vulnerability Analysis

Introduction

This document describes natural and technological (human-made) hazards, which can potentially impact the people, economy, environment, and property of the City of Madera. It serves as a basis for city-level emergency management programs. It is the foundation of effective emergency management and identifies the hazards that organizations must mitigate against, prepare for, respond to, and recover from in order to minimize the effects of disasters and emergencies. The All-Hazard Vulnerability Analysis is an overview of hazards that can cause emergencies and disasters.

Risk Assessment

Risk assessment answers the fundamental question that fuels the natural hazard mitigation planning process: *"What would happen if a natural hazard event occurred in Madera?"* Risk assessment is the process of measuring the potential loss of life, personal injury, economic injury, and property damage resulting from natural hazards by assessing the vulnerability of people, buildings, and infrastructure to natural hazards.

Risk assessment provides the foundation for the rest of the mitigation planning process. The risk assessment process focuses attention on areas most in need by evaluating which populations and facilities are most vulnerable to natural hazards and to what extent injuries and damages may occur. It tells you:

- What these hazards can do to physical, social, and economic assets;
- Which areas are most vulnerable to damage from these hazards; and
- The resulting cost of damages or costs avoided through future mitigation projects.

In addition to benefiting mitigation planning, risk assessment information also allows emergency management personnel to establish early response priorities by identifying potential hazards and vulnerable assets.

The preparation of this assessment considers the following:

Kinds of Hazard

Quite naturally, many people are only aware of the most obvious risks, usually as a result of a disaster that affected their community or state in the recent past such as an earthquake or flood. In many cases, however, there are hazards most people are not aware of because they haven't affected the community or state during the lifetimes of current residents.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Severity of Hazard

It's important to know the location and amount of land area that may be affected by certain kinds of hazards. For example, there may be areas that can be affected repetitively by a hazard in one part of the community (such as floodplains adjacent to streams and rivers) or there may be potential community-wide impacts from events such as earthquakes. A specific type of hazard can have varying effects on the community, depending on the severity of individual hazard events. For example, differences in the depth of floodwaters from discrete flood events will yield corresponding differences in the amount of damages.

Affect of Hazard

An inventory helps identify the assets that can be damaged or affected by the hazard event. For these assessments, the inventory also includes information on special populations and building characteristics like size, replacement value, content value, and occupancy. In many cases, community assets may be vulnerable to more than one type of hazard, so different characteristics of the same asset are considered to understand its vulnerability to each type of hazard. For example, if a building is subject to both floods and earthquakes, the location and elevation of the building are considered to tell how much of its structure and contents will be damaged by flooding. Also considered is the construction of the building and its ability to resist physical damage caused by the anticipated ground movements during an earthquake.

Impact of Hazard on the Community

Hazards create direct damages, indirect effects, and secondary hazards to the community. Direct damages are caused immediately by the event itself, such as a bridge washing out during a flood. Indirect effects usually involve interruptions in asset operations and community functions, also called functional use. For example, when a bridge is closed due to a flood, traffic is delayed or rerouted, which then impacts individuals, businesses, and public services, like fire and police departments that depend on the bridge for transportation. Secondary hazards are caused by the initial hazard event, such as when an earthquake causes a tsunami, landslide, or dam break. While these are disasters in their own right, their consequent damages should be included in the damage calculations of the initial hazard event. Your loss estimations will include a determination of the extent of direct damages to property, indirect effects on functional use, and the damages from secondary hazards for each of the hazards that threaten your community or state.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Demographic

The City of Madera has an estimated population of 63,605 (2014 Census). The City of Madera is located approximately 166 miles south east of the San Francisco Bay Area and 240 miles north east of Los Angeles. Fresno County borders on the south, Mariposa and Merced counties on the north and Mono County to the east.

Land Use

The City of Madera sits in the center of the California Emergency Management Agency (Cal EMA) Inland Administrative Region, between the Coastal and Southern Administrative Regions. The City of Madera covers approximately 15,789 square miles and is part of the Region V Operational Area. The current population of the City of Madera is 63,605.

Transportation

Highway 99 links the County with the entire State. Highway 41 serves the Southern entrance to Yosemite. Highway 49 (The Golden Chain) starts at Oakhurst and runs north through the historic California Gold Rush Country in the Sierra foothills. Highway 152 links Highway 99 and Interstate 5 for a direct route to the Coast and the San Francisco Bay area. Highway 145 runs south from Madera to the Morro Bay/Pismo Beach area. Continental Trailways and Greyhound buses serve the valley. Atchison, Topeka & Santa Fe and Southern Pacific railroads serve the valley area and Amtrak stops in Madera. Airline service is available in Fresno. Madera has local Senior Citizens bus, taxi and Dial-A-Ride services. There are 27 common carriers and 10 general-haul truck lines. United Parcel Service is available.

General Climate

Valley climate is warm and dry. Average maximum temperature in July - 99F, low - 62F. Average maximum in temperature in January - 48F, low - 33F. Frosts possible December through February. Hottest day in July, 1979 - 106F. Coldest day in December, 1979 - 26F. Rainfall average 12 inches. Relative humidity at 4 p.m. varies from 17 to 22% in summer and 50 to 70% in winter. In the mountain communities winter temperatures average 24F to 30F minimum and rise to a maximum of 85F to 95F in summer. Snowfall around 3,000 feet averages 7 inches. Above 5,000 feet winters can be severe with year round snow on the highest ranges. Foggy season, January through February. Advantage: Flood and storm damage potential, low. Disadvantage: None significant.

Warming and cooling center operations are activated on an "as needs" basis during times of excessive weather conditions. The center sites are located throughout the City and County of Madera. The Hanford National Weather Service advises excessive heat warning criteria as two consecutive days (or longer) with daytime heat index values reaching 105 degrees, AND nighttime heat index values at 80 degrees or higher ALL NIGHT.

Severe Weather

The City and County of Madera is susceptible to extreme weather/storm conditions. **Excessive weather conditions** are a generalized term used to describe thunderstorms, heavy precipitation,



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

high winds, extreme heat or cold, and drought. Extreme weather may cause a variety of damages, depending on the type or weather situation. Damage may range from temporary power and utility outages due to thunderstorm and high wind. Excessive weather such as a drought can have long-term economic repercussions.

Warming and cooling center operations are activated on an “as needs” basis during times of excessive weather conditions. The center sites are located throughout Madera County and the City of Madera. The Hanford National Weather Service advises excessive heat warning criteria as two consecutive days (or longer) with daytime heat index values reaching 105 degrees, AND nighttime heat index values at 80 degrees or higher ALL NIGHT.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Critical Facilities

Critical Facilities are an inventory of the assets that can be damaged or affected by the hazard event. This inventory also includes information on special populations and building characteristics like size, replacement value, content value, and occupancy. In many cases, community assets may be vulnerable to more than one type of hazard. Facility characteristics have been evaluated to help identify its vulnerability to each type of hazard. For example, if a building is subject to both floods and earthquakes, the location and elevation of the building are considered to tell how much of its structure and contents will be damaged by flooding and the construction of the building and its ability to resist physical damage caused by the anticipated ground movements during an earthquake.

Inventory of Assets and Facilities

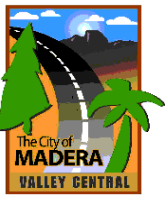
Asset inventory for the City is maintained by the City of Madera Human Resources Department.

Risk Prioritization

The inventory listing was evaluated to determine the “criticality” of each asset and facility. The evaluation was based on a numerical score assigned to 6 categories (and sub-categories). The categories are:

1. Target Criteria Score (based on its susceptibility to a terrorist or WMD attack)
2. System Criteria Score
3. Damage Criteria Score
4. Casualty Potential Criteria Score
5. Risk Criteria Score
6. Consequence and Insurance Services Organization (ISO) Score.

The listing of Madera’s Critical Facilities is located in the Human Resources Department.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Natural Hazards

Earthquake

Earthquakes are sudden releases of strain energy stored in the earth's bedrock. The great majority of earthquakes are not dangerous to life or property either because they occur in sparsely populated areas or because they are small earthquakes that release relatively small amounts of energy. However, where urban areas are located in regions of high seismic activity, damaging earthquakes are expectable, if not predictable, events. Seismic risk is assumed by every occupant and developer in Madera County.

The major effects of earthquakes are ground shaking and ground failure. Severe earthquakes are characteristically accompanied by surface faulting. Flooding may be triggered by dam or levee failure resulting from an earthquake, or by seismically-induced settlement or subsidence. All of these geologic effects are capable of causing property damage and, more importantly, risks to life and safety of persons.

Although Madera County is not known for its seismic activity, Madera County does border with Mono County and close to the county line is Mammoth Mountain a dormant volcano, which lies just 30 miles east of our mountain communities and approximately 75 miles from central Madera County. There are constant tremors from this area which on occasions are felt in the foothill communities; the possibility for serious damage and ash deposits is ever present. It is imperative that we plan for a potential earthquake disaster. In any earthquake, the primary consideration is saving lives. Time and effort must also be given to providing for people's mental health by reuniting families, providing shelter to the displaced persons and restoring basic needs and services. A major effort will be needed to remove debris and clear roadways, demolish unsafe structures, assist in reestablishing public services and utilities and provide continuing care and temporary housing for affected citizens.



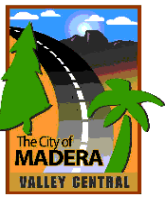
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Part 1 General Information **HAZARD ANALYSIS**

A “major” earthquake is defined as one with $M \geq 6.7$ (where M is moment magnitude). As experience from the Northridge, California ($M 6.7$, 1994) and Kobe, Japan ($M 6.9$, 1995) earthquakes has shown, earthquakes of this size can have a disastrous impact on the social and economic fabric of urbanized areas. To reevaluate the probability of large earthquakes striking the San Joaquin Valley Region, the U.S. Geological Survey solicited data, interpretations, and analyses from dozens of scientists representing a wide cross section of the Earth-science community. The primary approach of this new Working Group was to develop a comprehensive, regional model for the long-term occurrence of earthquakes, founded on geologic and geophysical observations and constrained by plate tectonics. The model considers a broad range of observations and their possible interpretations. Using this model, rates of occurrence of earthquakes and 30-year earthquake probabilities are determined.

<u>Earthquake Size Descriptions</u>		
Descriptive Title	Richter Magnitude	Intensity Effects
Minor Earthquake	1 to 3.9	Only observed instrumentally or felt only near the epicenter.
Small Earthquake	4 to 5.9	Surface fault movement is small or does not occur. Felt at distances of up to 20 or 30 miles from the epicenter. May cause damage.
Moderate Earthquake	6 to 6.9	Moderate to severe earthquake range; fault rupture probable.
Major Earthquake	7 to 7.9	Landslides, liquefaction and ground failure triggered by shock waves.
Great Earthquake	8 to 8+	Damage extends over a broad area, depending on magnitude and other factors.

The overall energy release of an earthquake is its most important characteristic. Other important attributes include an earthquake's duration, its related number of significant stress cycles, and its accelerations.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Another way to recognize the intensity of an earthquake is to refer to the Modified Mercalli Intensity Scale. This scale was devised before seismographs were invented. The Modified Mercalli Intensity Scale remains useful in plotting maps that show the general range and severity of ground effects, structural damage, personal observation and sensations during an earthquake. The scale is largely dependent upon the observations and reports of victims of an earthquake.

<u>Modified Mercalli Intensity Scale</u>	
Numerical Code	Description
I	Not felt by people, except under especially favorable circumstances.
II	Felt only by persons at rest on the upper floors of buildings, some suspended objects may swing.
III	Felt by some people who are indoors, but may not be recognized as an earthquake. The vibration is similar to that caused by the passing of light trucks. Hanging objects swing.
IV	Felt by many people who are indoors and by a few outdoors. At night some people are awakened. Dishes, windows and doors are disturbed; walls make creaking sounds; stationary cars rock noticeably. The sensation is like a heavy object striking a building; the vibration is similar to that caused by the passing of heavy trucks.
V	Felt indoors by practically everyone, and by most people outdoors. The direction and duration of the shock can be estimated by the people outdoors. At night, sleepers are awakened and some run out of buildings. Liquids are disturbed and sometimes spilled. Small, unstable objects and some furnishings are shifted or upset. Doors close and open.
VI	Felt by everyone. Many people are frightened and run outdoors. Walking is difficult. Small church bells ring. Windows, dishes and glassware are broken. Liquid spills. Books fall from shelves and furniture is moved or overturned. Poorly built buildings may be damaged and weak plaster will crack.
VII	Causes a general alarm. Standing upright is very difficult. Persons driving cars also notice the shaking. Damage is negligible in buildings of very good design and construction, slight to moderate in well-built ordinary structures, and considerable in poorly built or designed structures. Some chimneys are broken. Interiors of buildings and furnishings are damaged considerably. Architectural ornaments such as fountains, statues, and gargoyles are damaged. Small slides occur along sand or gravel banks of water channels; concrete irrigation ditches are damaged. Waves form on water surfaces and muddy bottoms become agitated.
VIII	General fright or panic. Steering cars is difficult. Damage is slight in specifically designed earthquake-resistant structures, considerable in well-built ordinary buildings, poorly built or designed buildings experienced partial collapse. Numerous chimneys fall; the walls of frame buildings are damaged; interiors are heavily damaged. Frame houses that are poorly bolted move off their foundation. Decayed pilings are broken off. Trees are damaged. Cracks appear in wet ground and steep slopes. Changes in water flow and temperature in springs and wells are noticed.
IX	Panic is general. Interior damage is considerable in specially designed earthquake-resistant structures. Well-built ordinary buildings are severely damaged with partial collapse. Frame structures are thrown out of plumb or shifted off foundations. Unreinforced masonry buildings collapse. The ground cracks conspicuously and some underground pipes are broken. Reservoirs are severely damaged. Reservoirs are seriously damaged.
X	Most masonry and many frame structures are destroyed. Specially designed earthquake-resistant structures may suffer serious damage. Some well-built bridges are destroyed. Dams, dikes, and embankments are seriously damaged. Large landslides are triggered by the shock. Water is thrown onto banks of canals, rivers and lakes. Sand and mud are shifted horizontally on beaches and flat land. Railroad rails are bent slightly. Many buried pipes and conduits are broken.
XI	Few, if any masonry structures remain standing. Other structures are severely damaged. Broad fissures, slumps and slides develop in soft or wet ground. Underground pipelines and conduits are put completely out of service. Railroad rails are severely bent.
XII	Damage is total, with practically all works of construction severely damaged or destroyed. Waves are observed on ground surfaces. All soft or wet ground is greatly disturbed. Heavy objects are thrown into the air and large land masses are displaced.



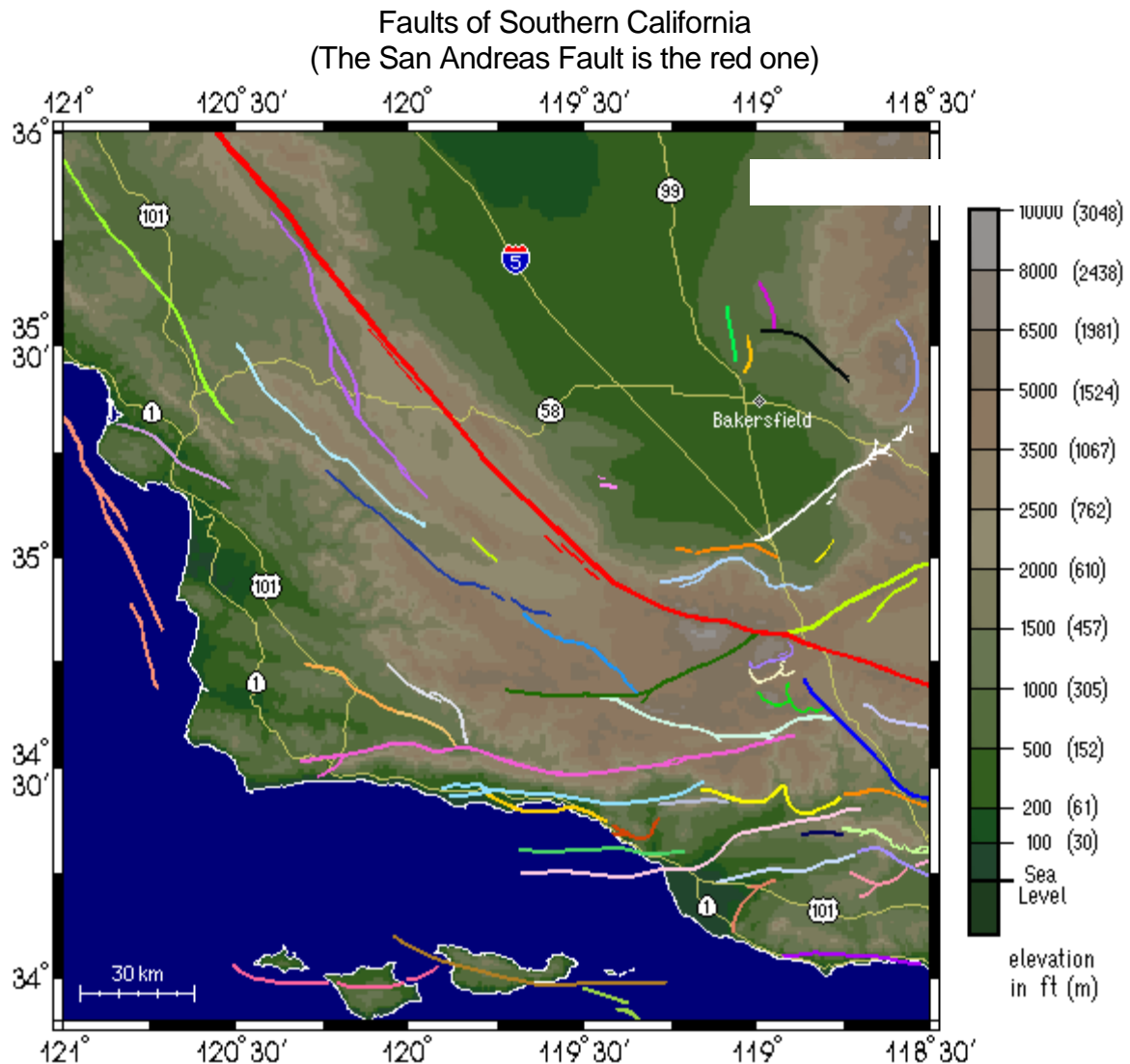
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Faults

A fault is a fracture in the earth's crust along which rocks on opposite sides have moved relative to each other. Active faults have high probability of future movement. Fault displacement involves forces so great that the only means of limiting damage to man-made structures is to avoid the traces of active faults. Any movement beneath a structure, even on the order of an inch or two, could have catastrophic effects on the structure and its service lines.

Faults and Earthquakes

The San Joaquin Valley and the mountains surrounding the valley are cut by many faults, several of which are associated with recent earthquakes. The map below shows some of the larger faults in southern California, the largest one, or course, being the famous San Andreas Fault.

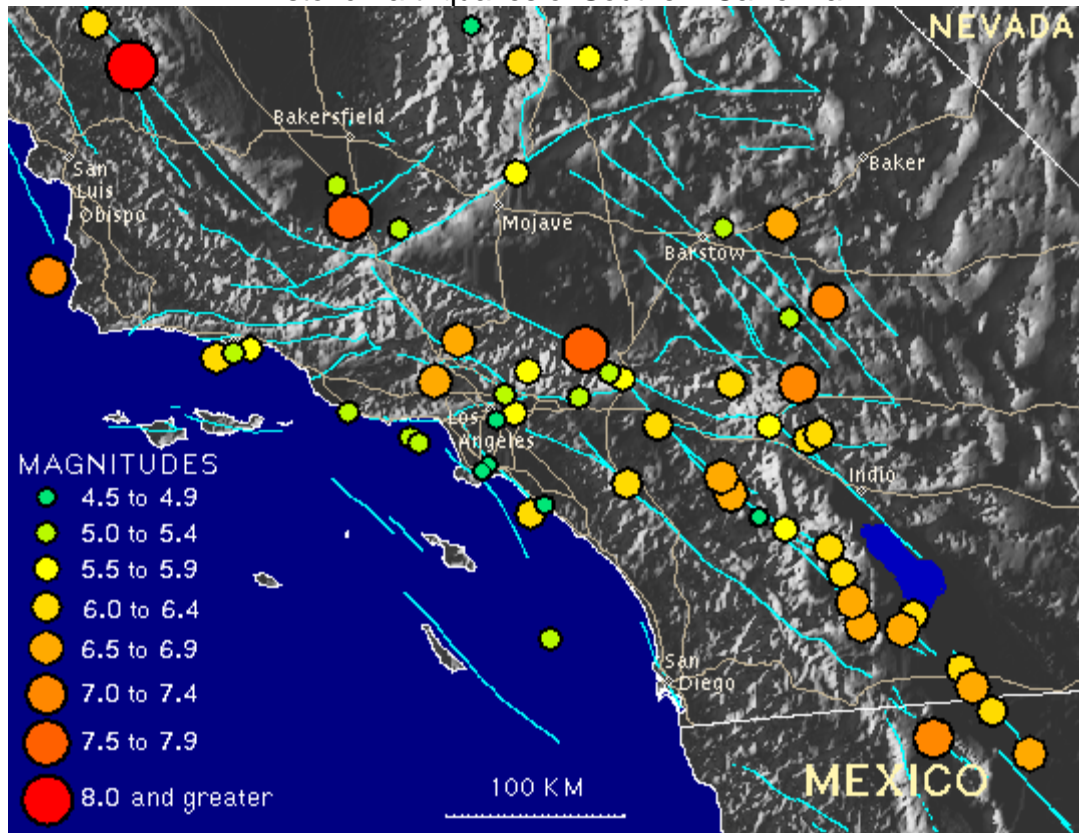


Movement along these faults has resulted in many, many earthquakes in California over the years, with the larger historic earthquakes being shown in the map below.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Historic Earthquakes of Southern California



The main earthquakes to hit the San Joaquin Valley in historic times are the [Tejon Earthquake](#) in 1857 on the San Andreas Fault and the [Bakersfield Earthquake](#) in 1952 on the White Wolf Fault. The Tejon earthquake was close in size to, and some believe larger than, the Great San Francisco earthquake of 1906, whereas the Bakersfield earthquake was the third largest quake in California after the Tejon and San Francisco events.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Flood

Floods are the most common and widespread of all natural disasters— except fire. Most communities in the United States can experience some kind of flooding after spring rains, heavy thunderstorms, or winter snow thaws. Floods can be slow or fast rising but generally develop over a period of days.

Dam failures are potentially the worst flood events. A dam failure is usually the result of neglect, poor design, or structural damage caused by a major event such as an earthquake. When a dam fails, a gigantic quantity of water is suddenly let loose downstream, destroying anything in its path.

Flash floods usually result from intense storms dropping large amounts of rain within a brief period. Flash floods occur with little or no warning and can reach full peak in only a few minutes.

1. Flood waters can be extremely dangerous. The force of six inches of swiftly moving water can knock people off their feet. The best protection during a flood is to leave the area and go to shelter on higher ground.
2. Flash flood waters move at very fast speeds and can roll boulders, tear out trees, destroy buildings, and obliterate bridges. Walls of water can reach heights of 10 to 20 feet and generally are accompanied by a deadly cargo of debris. The best response to any signs of flash flooding is to move immediately and quickly to higher ground.
3. Cars can easily be swept away in just 2 feet of moving water. If flood waters rise around a car, it should be abandoned. Passengers should climb immediately to higher ground.

Significant Flood Events

A significant event is one with 1,500 or more paid losses, or occasionally one added for other reasons. Following are significant flood events that have affected California:

Flood Event Name	(FEMA data)	Date	# of paid losses	Total Losses	Average Loss
California Flood February 1986		Feb-86	1,865	\$33,244,108	\$17,825
N. California Flood		Jan-95	595	\$8,301,151	\$13,952
California Flood December 1996		Dec-96	1,831	\$39,433,756	\$21,537
California Flood – Northern		Jan-98	2,073	\$33,117,214	\$15,976



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Flood Loss Estimation

HAZUS Loss Estimation Models: Flood

The flood loss estimation methodology consists of two basic analytical processes: flood hazard analysis and flood loss estimation analysis. In the hazard analysis module, characteristics such as frequency, discharge, and ground elevation are used to estimate flood depth, flood elevation, and velocity. In the loss estimation module, physical damage and economic loss is calculated based on the results of the hazard analysis. The results are displayed using a series of reports and maps.

Users may perform three levels of analysis using HAZUS Flood. The following describe the information and expertise needed for each level:

Level 1

All of the information needed to produce a basic estimate of local flood losses will be included as default data, based on national databases and nationally applicable methods.

Level 2

More accurate estimates will be needed including detailed information on local conditions. Modification of default databases will be required, along with the inclusion of local data and analyses.

Level 3

Detailed and site-specific input data will be used to create state-of-the-art damage estimates and situation assessment profiles. Level 3 is intended for the expert user.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

History

Flood history, summarized from the *Madera County Flood Insurance Study* (FEMA, 2008), is highlighted below.

City of Madera

The Madera area is known to have experienced many floods in the past. Records show that floods occurred in 11 of the past 38 years prior to the construction of Hidden Dam in September of 1976. Flooding occurred in 1938, 1943, 1945, 1950, 1952, 1955, 1956, 1958, 1962, 1963, and 1969. Since the operation of Hidden Dam in September of 1976, no floods have occurred in the study area.

Madera County (unincorporated area)

Cottonwood, Root, Dry, and Schmidt Creeks, Schmidt Creek Tributary, and Madera Ranchos North and South do not have perennial flow. They are all dry from May through October. All of the channels of these streams are poorly defined. Floods produce high flows and large volumes of water that exceed channel capacities and spread overland. In the developed area in the upper reaches of Madera Ranchos North and South, significant flooding occurred in the winter storm of 1983. There was no record made of flow amounts during that storm.

Significant flooding in 1997 on the San Joaquin River revealed new flood plains. A restudy of the San Joaquin River from SH-99 to SH-145 was conducted after floods along the river indicated a significant increase in the river's hydrology. Table 4-6 below lists the historical floods that have occurred in the County and indicates which floods have led to presidential or state disaster declarations.

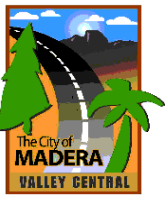
Table 4-6. Recent Floods in Madera County

Time Period	Disaster Proclamation
Winter 1969	Yes – State
Winter 1982	Yes – Federal
February 1986	Yes – Federal
Jan-Feb 1992	Yes – Federal
Jan-Mar 1995	No
January 1997	Yes – State
Winter 1998	No
April 2006	Yes – Federal
October – 2007	No

Sources: FEMA, 2009; Cal EMA, 2009; Cal OES, 1999

Location

The magnitude of flood used as the standard for floodplain management in the U.S. is a flood having a probability of occurrence of 1 percent in any given year, also known as the 100-year flood or base flood. The most readily available source of information regarding the 100-year flood is the system of Flood Insurance Rate Maps (FIRMs) prepared by FEMA. These maps are used to support the National Flood Insurance Program. The FIRMs show 100-year floodplain boundaries for identified flood hazards. These areas are also referred to as Special Flood Hazard Areas and are the basis for flood insurance and floodplain management requirements. The FIRMs also show floodplain boundaries for the 500-year flood, which is the flood level given a 0.2 percent chance of occurrence in any given year. FEMA prepared Digital FIRMs, known as a DFIRM, for Madera County in September 2008.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Extent and Probability of Future Events

Floods are described in terms of their extent (including the horizontal area affected and the vertical depth of floodwaters) and the related probability of occurrence. Flood studies often use historical records, such as stream-flow gages, to determine the probability of occurrence for floods of different magnitudes. The probability of occurrence is expressed in percentages as the chance of a flood of a specific extent occurring in a given year.

The following factors contribute to the frequency and severity of riverine flooding:

- Rainfall intensity and duration
- Antecedent moisture conditions
- Watershed conditions, including steepness of terrain, soil types, amount and type of vegetation, and density of development
- The existence of attenuating features in the watershed, including natural features such as swamps and lakes and human-built features such as dams
- The existence of flood control features, such as levees and flood control channels
- Velocity of flow
- Availability of sediment for transport, and the erodibility of the bed and banks of the Watercourse

The following factors contribute to the frequency and severity of localized flooding:

Inadequate carrying or holding capacity of a system (storm sewer inlets, curb and gutter streets, storm sewers, roadside ditches, culverts, creeks, rivers, lakes, etc.)

In Madera County, both riverine and storm water flooding up to 3 feet can occur. High risk areas are all located in the western portion of the County. Although well over the majority of the county is classified as being at a minimal or undetermined risk level, some areas of risk could experience a flood in the next 100 years.

Historical occurrences indicate that Madera County can expect to experience a heavy precipitation event almost every winter; therefore, occurrences of both riverine and localized flooding are likely to occur annually. Heavy floods leading to state or presidential disaster declarations have historically occurred every 1-8 years since 1982.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Severe Weather

El Niño

The term El Niño refers to a rapid, dramatic warming of the sea-surface temperatures in the eastern tropical Pacific, chiefly along the north-central coast of South America and westward. El Niño is a temporary change in the climate of the Pacific Ocean in the region around the equator. Strong winds blow east to west and pile up water in the western part of the Pacific causing colder water to be pulled up to fill the void in the east. This condition weakens the wind allowing the warmer water to slump back to the east. As the winds weaken and water continues to warm, the condition exacerbates. This poses a flood and storm damage threat to the west coast and the Bay Area. The primary storm forecast window is usually January through March during an El Niño year. The position of the jet stream will determine where landfall of the storms occurs.

El Niño is NOT:

- A series of catastrophic flood producing weather events in California or the West
- A hurricane
- A period of drought in California or the West
- A series of storms

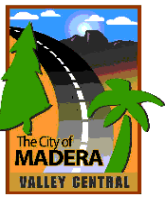
Any of these MAY occur as an impact of El Niño (or be associated with it coincidentally).

Not all flooding events in California occur during El Niño years, and not all El Niño years produce widespread flooding. For example, 1997 (a non El Niño year) saw seasonal rainfall totals near normal throughout most of California. However because most of the 1997 season's precipitation fell during December and January (instead of being spread throughout the season) there were record floods in many parts of the state. Some other historic floods in California that have occurred during non-El Niño Years include Christmas 1955, December 1964, January 1982 and February 1986.

Initial newspaper, television and radio reports (in summer 1997) on the issue of El Niño and its impact on California rainfall in many cases were misleading. For example, early (summer 1997) attempts at computer modeling of impacts of El Niño patterns on California precipitation did indeed produce a unified view that heavier than normal precipitation would occur, particularly in Southern California.

In addition, much confusion was apparent in the press on the issue of what El Niño actually was and what the impacts of El Niño would be. All of this has led to a domino effect of poorly drawn conclusions and overreactions.

However, some of the computer runs produced extreme outlier "foreshadowings" of 300-400% normal precipitation or greater. General reports in the media focused on these extreme numbers (without providing the context) and not the consensus view of meteorologists. Misinterpretations of such results of computer modeling predictions (that really applied to Southern California) then were reported widely as applying to the whole state and also attributed to meteorologists in general. Flooding events in



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

California relate to timing and intensity of the rainfall systems that affect the state. It is true that storms on a greatly-strengthened subtropical storm track are more frequent in El Niño years. However, the phasing of such storms and other factors such as the saturation of the soils and tides determine whether or not flooding and mud-sliding will occur even in an El Niño year in which the yearly precipitation is substantially greater than normal

The type of situation that most often leads to flooding in California is when a succession of low latitude storms impacts an already saturated region in a short period of time. The probability of this occurring is greater during El Niño events because of the shift in the storm track, but even a day or two break between weather systems can make a large difference in the flood potential.

For the eight well-documented Type 1 winter El Niño events since 1950 (rainfall seasons of 1951-52, 1957-58, 1965-66, 1968-69, 1972-73, 1977-78, 1982-83 and 1991-92), **rainfall at San Francisco averaged about 37% greater than normal**, with a mean anomaly of about 7.5 inches at San Francisco (thus, implying an average rainfall for Type 1 El Niño events of around 28.5" compared to the 30 year average of 21" or so). Note also that several Type 1 seasons were very wet (>170%), suggesting that there should be a reasonable concern for such amounts in the winter of 1997-98.

Wild Land Fire

Wildfire is a critical part of California's ecosystem, both as a result of natural phenomena, such as climate, vegetation, and lightning, and as a result of human activities. Every year these factors combine into a set of potential burning conditions that raise the question not of *whether* it will burn but of *when* it will burn.

During late October and early November of 1993, the citizens of California were shown what can happen when weather and fuel conditions are right for wildfire. Last fall's Southern California fires resulted in the loss of 4 lives and the destruction of over 1,500 structures. The Oakland Hills Fire, which occurred under similar conditions in fall of 1991, resulted in the loss of 26 lives and the destruction of over 2,500 homes. Since 1990 alone, California has lost over 4,500 homes and 30 lives to catastrophic wildfire. A general trend we are seeing in our wildfire seasons is that the number of acres that burns is remaining about the same while the number of structures destroyed is increasing. In addition to these impacts of loss of life and property, there are also the impacts of soil erosion, water quality degradation, forest and rangeland vegetation destruction, loss of wildlife habitat, and damage to infrastructure such as power lines.

When the hazards of structures, fire prone fuels, steep topography and fire weather are intermixed with the risk associated with people, often with no clearly defined boundary or interface, the possibility of mutual destruction by wildfire greatly increases. The structures themselves are highly vulnerable to wildfire, historically being built with little concern for resisting ignition. Survivability and self-protection were not considered; reliance on fire department response was their protection. It is important to keep in mind, in the populated portions of California, 90 percent or more of the fires involving vegetation are caused either by people directly or by their activities [e.g., arson, settlements, recreational pursuits, various types of machine uses, power lines, and railroads].

Madera experiences long, dry summers with high wild land fire hazards. The risk of wildfire hazard is related to a combination of factors including winds, temperatures, humidity levels, and fuel moisture content. Of these four factors, wind is the most critical. Steep slopes also contribute to fire hazard by intensifying the effects of wind, and making fire suppression difficult. Features in parts of the area are



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

highly flammable vegetation, warm and dry summers, rugged topography and occasional human presence. This creates a situation that results in potential wild land fires.

Fire hazards present a considerable problem to vegetation and wildlife habitats throughout the area. Grassland fires are easily ignited, particularly in dry seasons. These fires are relatively easy to control if they can be reached by fire equipment. The burned slopes, however, are highly subject to erosion. While brush lands are naturally adapted to frequent light fires, fire protection and prevention measures, in recent decades, has resulted in heavy fuel accumulation on the ground.

Vegetation fires, particularly near the end of the dry season, tend to burn fast and very hot, threatening homes in the area and leading to serious destruction of vegetation cover. While woodland fires are relatively cool under natural conditions, a vegetation fire that spreads to woodland could generate a destructive hot crown fire. No suitable management technique of moderate cost has been devised to reduce the risk of vegetation fires.

Cal-Fire maintains standard operating procedures for responding to wild land fires. Because of the developed area in and around Madera County, fires of this nature should not pose a threat to the extent of becoming a disaster; however, their occurrence during a disaster response most certainly would exacerbate matters.

To quantify this potential risk, the California Department of Forestry (CDF) has developed a Fire Hazard Severity Scale which utilizes three criteria in order to evaluate and designate potential fire hazards in wild land areas. The criteria are fuel loading (vegetation), fire weather (winds, temperatures, humidity levels and fuel moisture contents) and topography (degree of slope). According to CDF maps, wild land fire hazard is moderate throughout the Madera County Areas.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Land slides

A landslide is the movement of rock and soil that may take place gradually over a small area, or it may be very rapid and involve an huge area. Landslides may also be initiated by removal, or absence, of soil-retaining vegetation, from causes such as wild land fires or changes in agricultural practices. Removal of material at the base of slopes may result in unstable conditions. Heavy building structures, mine dumps and road fill may add enough stress to initiate landslide movement in otherwise stable conditions.

Water and wind carry soil from our land down into our streams, lakes. This soil carries with it pollutants such as oil and grease, chemicals, fertilizers, animal wastes and bacteria, which threaten our water quality.

Nature slowly wears away land, but human activities such as construction increase the rate of erosion 200, even 2,000 times that amount. When we remove vegetation or other objects that hold soil in place, we expose it to the action of wind and water and increase its chances of eroding.

The loss of soil from a construction site results in loss of topsoil, minerals and nutrients, and it causes ugly cuts and gullies in the landscape. Surface runoff and the materials it carries with it clog our culverts, flood channels and streams. Sometimes it destroys wildlife and damages recreational areas such as lakes and reservoirs.



Bare Slopes vs. Vegetatively Stabilized Slopes (USGS)



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Hazards from "Mudslides", Debris Flows

More than 100 Californians have been killed by debris flows during the past 25 years. Most of these 100 deaths occurred when debris flows buried persons who were sleeping in lower-floor bedrooms that were adjacent to hazardous slopes.

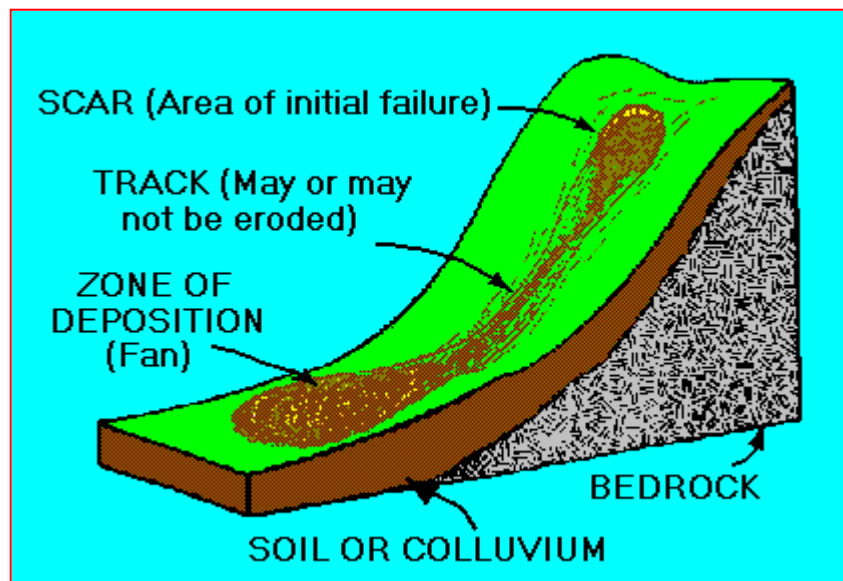
Sudden "mudslides" gushing down rain-sodden slopes and gullies are widely recognized by geologists as a hazard to human life and property. Most "mudslides" are localized in small gullies, threatening only those buildings in their direct path. They can burst out of the soil on almost any rain-saturated hill when rainfall is heavy enough. Often they occur without warning in localities where they have never been seen before.

The ashy slopes left denuded by wildfires in California are especially susceptible to "mudslides" during and immediately after major rainstorms. Those who live down-slope of a wildfire area should be aware of this potential for slope failure that is present until new vegetation rebinds the soil.

Debris Flows

Debris flows (popularly called "mudslides") are shallow landslides, saturated with water, that travel rapidly down-slope as muddy slurries. The flowing mud carries rocks, bushes, and other debris as it pours down the slopes.

A debris avalanche (Figure 1) is a fast-moving debris flow that travels faster than about 10 mph or approximately 25 yards in about 5 seconds. Speeds in excess of 20 mph are not uncommon, and speeds in excess of 100 mph, although rare, do occur locally.



Sketch of a typical debris avalanche scar and track. Although this figure shows the "zone of deposition" as quite near the source, debris avalanches can travel thousands of feet or, in exceptional cases, miles from the point of origin.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Debris avalanches pose hazards that are often overlooked. Houses in the path of debris avalanches can be severely damaged or demolished. Persons in these structures can be severely injured or killed.

Most rainstorms are of such low intensity that they do not trigger debris avalanches. Some intense storms may trigger only a few debris avalanches. However, when the ground is already saturated from previous rain, even relatively short high-intensity rainstorms may trigger debris avalanches.

The most common cause of debris avalanches and debris flows is the combination of heavy rainfall, steep slopes, and loose soil. Most fairly steep slopes have enough soil and loose rock for potential landslides. Although "stable" when dry, such slopes can produce local debris flows, often without warning.

Normally the source of the excess water is intense rainfall, although broken water pipes or misdirected runoff concentrated by roads, roofs, or large paved areas may trigger, or help to trigger, debris avalanches and debris flows. In California, most debris flows occur during wet winters.

Debris avalanches occur all over the world. They are particularly common in mountainous areas underlain by rocks that produce sandy soils. Debris avalanches have been noted in southern California during at least nine rainy seasons since 1915. They have occurred in northern California during at least 14 rainy seasons since 1905.

Debris flows are known to start on slopes as low as 15 degrees, but the more dangerous, faster moving flows (debris avalanches) are more likely to develop on steeper slopes. About two-thirds of all debris avalanches start in hollows or troughs at the heads of small drainage courses. Typically, a debris avalanche bursts out of a hillside and flows quickly down-slope, inundating anything in its path. Because the path of a debris flow is controlled by the local topography just like flowing water, debris avalanches and debris flows generally follow stream courses.

Slopes burned by wild fires are especially susceptible to debris avalanches and debris flows because of the absence of vegetation and roots to bind the soil. The areas directly down-slope are especially subject to damage from debris flows.

The hazard from debris flows that occurs in modified slope cuts can be decreased by

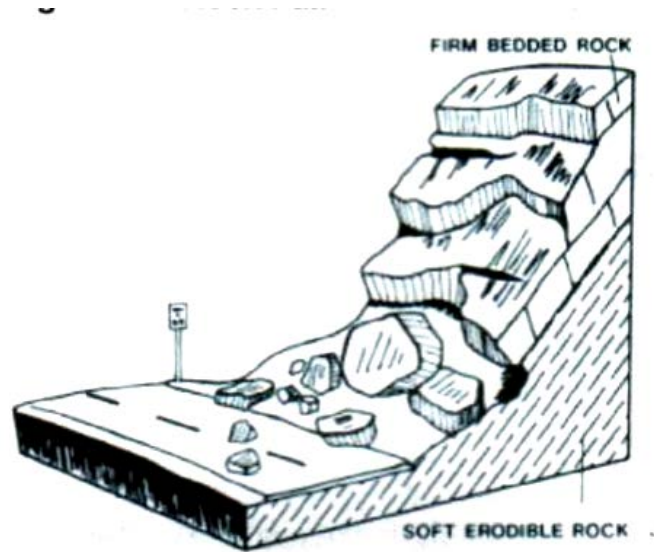
1. Limiting the height and slope of cuts and fills,
2. Properly compacting fills and keying them into bedrock, and
3. Properly controlling the flow of water onto slopes. If steep cuts or fills occur below the discharge points of runoff water from streets, downspouts, or similar drainage facilities onto a slope, it may be wise to obtain advice from an engineering geologist or erosion control specialist.

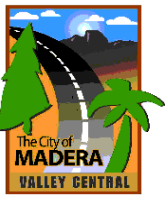


COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Rock Slides

Rock slides occur where sedimentary rocks are capped by tertiary lava flows. When the sedimentary rock weathers and erodes it undermines the lava cap and a rock fall results.





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Man-Caused Hazards

Dam Failure Inundation

Dam failures can result in the worst flood events. A dam failure is usually the result of neglect, poor design, or structural damage caused by a major event such as an earthquake. When a dam fails, a gigantic quantity of water is suddenly let loose downstream, destroying anything in its path. For example, in 1889, more than 2,200 lives were lost as a result of the Johnstown, Pennsylvania flood caused by an upstream dam failure. Billions of dollars of property damage can also occur as a result of a dam failure.

More recently, in 1971, during the San Fernando earthquake, shaking caused a major slide of the top thirty feet of the Lower San Fernando Dam. The dam was very close to completely failing. Eighty thousand people living downstream of the dam were immediately ordered to evacuate. At the time, there were no dam failure inundation maps available showing the areas which would be affected by a dam failure, and there were no planned evacuation procedures to follow.

As a result of the near failure of the Lower San Fernando Valley Dam, the Dam Safety Act was passed into law. This new law required dam owners to create maps showing areas that would be flooded if the dam failed. The California Office of Emergency Services (OES) approves the maps and distributes them to local governments, who in turn adopt emergency procedures for the evacuation and control of areas in the event of a dam failure.

In hydraulic fills, materials are mixed with water and pumped to the fill location where they are poured into place. As the water drains, the sand settles in distinct layers that are prone to liquefaction failure. In the 1971 San Fernando earthquake, shaking and resulting liquefaction caused a major slide of the top thirty feet of the Lower San Fernando Dam. This hydraulic-fill dam was very close to completely failing. Eighty thousand people living downstream of the dam were immediately ordered to evacuate. Most hydraulic fill dams were deemed to be unsafe and have been replaced with other types of dams. Various other standards for dam structures have been improved and applied.

Besides the passage of the Dam Safety Act, other improvements concerning dams have been made throughout California as a result of the near-failure of the Lower San Fernando Valley Dam. Hydraulic fill dams, the type of dam that the Lower San Fernando Valley Dam was, were deemed to be unsafe and have been replaced with other types of dams (usually rolled earth dams in the Bay Area). Various other standards for dam structures have been improved and applied.

The California Water Code entrusts the regulatory Dam Safety Program to the Department of Water Resources. The principal goal of this program is to avoid dam failure and thus prevent loss of life and destruction of property. Dams under State jurisdiction are an essential element of the California infrastructure that provides constant water supply integrity.



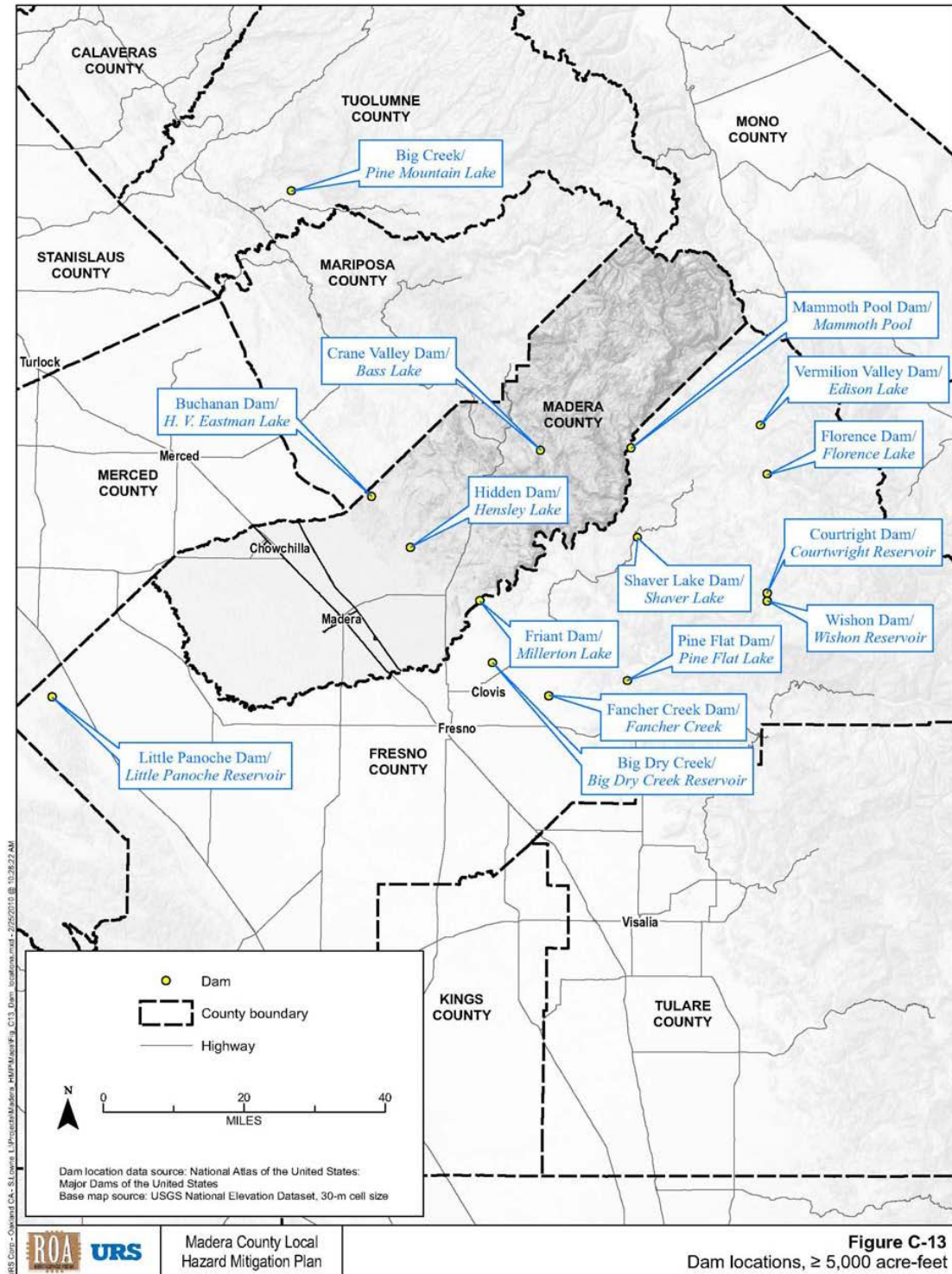
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

The Hidden Dam poses the greatest risk of danger for the City of Madera. The Dam is located on the Fresno River 16 miles northeast of Madera, in Madera County. The construction of Hidden Dam was completed in 1972. Flooding from a dam failure at Hidden Dam is expected to extend along the Fresno River Canyon and inundate the entire City of Madera and the surrounding communities. The majority of the population at risk from a Hidden Dam failure is located in and around Madera, with a few small communities upstream and downstream of Madera. Regular inspections and required maintenance of the dams substantially reduce the potential for catastrophic failure.

The statistics for the Hidden Dam are as follows; Gross Pool Elevation – 540 feet, Lake Surface – 1,570 acres, Volume – 90,000 acre feet, Crest Length – 5,730 feet, Maximum Height – 163 feet, Flood Elevation – 556.2 feet, Reservoir Surface Area – 1,790 acres and Volume – 117,500 acre feet.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Hazard Materials Vulnerability Threat Summary

The production and use of hazardous materials has become a normal part of everyday life. A hazardous material is any substance that may be explosive, flammable, poisonous, corrosive, reactive, radioactive, or any combination thereof, because of its quantity, concentration or characteristics. Hazardous Materials require special care in handling because of the hazards they pose to the public's health and safety, and the environment. The Hazardous Materials Response Team (HMRT) is staffed by county fire department personnel and on call environmental health personnel. The **Madera County Hazardous Material Area Plan** has been developed by the Madera County Environmental Health Department to more specifically address hazardous materials response. The Madera County Environmental Health Department is the lead agency.

A hazardous incident involves the uncontrolled release of a hazardous substance during storage or use from a fixed facility or mobile transport. Releases of hazardous materials can be especially damaging when they occur in highly populated areas or along transportation routes used simultaneously by commuters and hazardous materials transports.

Due to the multitude of hazardous substances being transported in California, incidents are more likely to occur along highways and railways. Fixed facilities do have occurrences of hazardous materials incidents too. Fixed facilities include chemical manufacturing or processing facilities, manufacturing and light industrial facilities.

Agriculture in the surrounding Madera County areas is a thriving industry. With that, comes the potential for hazardous materials incidents. Accidental releases of pesticides, fertilizers and other agricultural chemicals may be harmful to the public health, safety and the environment.

Hazardous materials incidents in the City of Madera and surrounding Madera County areas would most likely occur on the transportation routes or at a fixed hazardous materials facility. Hazardous materials are often transported through the Madera County area on State Route Highways 99, 152, 145, 41, 49, and on the Union Pacific and Amtrak Railroads. Surface streets are also used for the local transportation of hazardous materials. The hospital and two clinics located in Madera County have a variety of hazardous materials, radioactive materials and solvents, and they maintain current lists of the hazardous materials in their facilities.

Transportation Emergencies

The City of Madera and the surrounding Madera County areas are susceptible to several different types of transportation emergencies, including emergencies involving the Union Pacific and Amtrak Railroads, major truck/auto accidents and airplane crashes. Many of these emergency situations may cause ancillary emergencies such as hazardous materials spills, which may require extensive population movement and sheltering efforts.

Specific Situation

These railroads pass through many populated areas within the Madera Operational Area. In the Cities of Madera, and Chowchilla, a train accident in or near any of these areas can result in considerable injuries, loss of life and/or significant property damage. An accident in rural areas of the County will pose more of a threat to livestock and the environment. Hazardous materials spills, fires, significant property damage and mass casualty incidents are the potential hazards associated with cargo and passenger train accidents in the County of Madera, requiring movement and shelter operations in the affected area(s).



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Major trucking routes include State Route Highways 152, 145, 99, 41, and 49, which are the main access roads throughout the City and County.

A major truck/auto accident has the potential of shutting down a major transportation artery for north/south traffic statewide. Closures will cause traffic to overflow onto surface roads adjacent to freeways, creating significant traffic problems for local law enforcement agencies.

Often the impact of a disabled aircraft as it strikes the ground creates the potential for multiple explosions, resulting in an intense fire. Wherever the crash occurs, the resulting explosions and fires have the potential to cause injuries, fatalities and the destruction of property at, and adjacent to the impact point. The time of day when the crash occurs may have a profound effect on the number of injuries and fatalities. It can be anticipated that the mental health needs of survivors, surrounding residents and emergency responders will greatly increase due to the trauma associated with such a catastrophe.

There is one airport within the City of Madera, which is administered by the City. The potential for a disaster is significant in the City of Madera as well as Madera County. The Madera County Operational Area is under one of several flight paths into Yosemite International Airport located in Fresno County with several commercial flights traversing the area on a daily, if not hourly basis. The potential for an air crash is higher in Eastern Madera County which lies directly under commercial flight paths; the likelihood of a crash in the high terrain of Madera County will make response and recovery extremely hazardous for rescuers.

Civil Disturbance

Specific Situation

Civil disturbances include incidents that are intended to disrupt a community to the degree that law enforcement intervention is required to maintain public safety. Civil disturbances are generally associated with controversial political, judicial, or economic issues and/or events. Locations within the City of Madera that have large public gatherings have the potential for unstable conditions, possibly impacting an Operational Area jurisdiction's ability to provide sufficient law enforcement and fire protective services.

The effects of civil disturbances are varied and are usually based upon the type, severity, scope and duration of the disturbance. The effects of civil disturbances include traffic congestion or gridlock, illegal assemblies, disruption of utility service, property damage, injuries, and potentially loss of life.

Facilities

During a civil disturbance that affects the City of Madera, there are certain facilities within the City that may be more at risk than other facilities. The following locations often hold musical concerts, sporting events, and other events that attract large numbers of people, which create significant traffic congestion problems and the potential for disruptive behavior: Madera County Fairgrounds and Town and Country Amphitheater.

Terrorism

General Situation Terrorism involves a struggle between competing principles and ideologies below the level of conventional war. A terrorist act is defined as: "The use, or threatened use, of force to achieve a political or social goal." The person(s) who instigate these acts can be from either foreign or domestic sources, and, unfortunately, terrorist acts in America are increasing in frequency. We can count on the fact that these attacks will continue, that any place in our country can be a target, and that the local law enforcement officers, firefighters and emergency medical



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

personnel will be called on to handle the first response to these acts. It is a frightening reality of these attacks that within the last two years we have begun to use the term WMD (Weapons of Mass Destruction) in referring to large-scale terrorist incidents. With the advent of cheap and easily constructed explosives, such as ammonium nitrate fuel oil (ANFO) and the abundant material available on biological weapons such as Ricin, a focused and well-developed and coordinated response is needed. The effects of terrorist attacks can vary greatly depending on the type, severity, scope and duration of the activity. Terrorist activities may result in disruption of utility services, property damage and mass loss of life. Potential targets would be Government, Federal, State, County and City buildings. Generally, the threat of attack increases along with the level of government as the highest risk potential. Remember targeted sites do not have to be government buildings. Today, any place where there are large numbers of people, such as sports arenas, ballparks, convention centers and transportation centers like bus stations, railroad stations or airports, can be potential targets. Other targets to consider are places of high visibility or strong interest, such as abortion clinics, political party headquarters, places of worship of the homes of political or religious leaders.

A terrorist can take many paths. However, 80% of past terrorist attacks involved explosives. Under the Federal authority of Presidential Decision Directive-39, the FBI is the lead agency in any act of foreign or domestic terrorism and will assume command of the incident and subsequent criminal investigation. The first responders to a terrorist attack will be responsible for the swift treatment of the injured, the preservation of the crime scene and to assist in the ultimate arrest and prosecution of the terrorists.

We have to remember that the goal of a terrorist act is to affect some type of change through the use of fear. To create the level of fear desired, the terrorist will destroy and kill as much as possible with a single well-planned act. The act can be so well developed, that in some cases, secondary explosions have been used to harm and kill the first responders who represent government authority and who are on scene to help the original casualties.

A TERRORIST IS ONLY LIMITED BY HIS OR HER IMAGINATION FOR EVIL.

A TERRORISM ANNEX IS A SEPARATE DOCUMENT KEPT at the City of Madera, Human Resources Department.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Hazardous Materials Sites & Transportation Routes

The California Health and Safety Code defines a hazardous material as, "...any material that, because of its quantity, concentration, or physical or chemical characteristics, poses a significant present or potential hazard to human health and safety, or to the environment. Hazardous materials include, but are not limited to, hazardous substances, hazardous waste, radioactive materials, and any material which a handler or the administering agency has a reasonable basis for believing that it would be injurious to the health and safety of persons or harmful to the environment if released into the workplace or the environment." (Health and Safety Code §25501). Infectious and bio-hazardous wastes, such as those generated by medical facilities, are regulated differently under State laws and regulations, but are also discussed in this section.

As of 2002 issues related to the transportation, storage, use, generation, and disposal of hazardous materials in the City of Madera are as follows. First, the regulatory agency framework associated with hazardous materials is described; next, the responsibilities of the City under the Certified Unified Program Agency program and various other hazardous materials programs are identified. Sites in the City of Madera where a release of hazardous materials to the environment has been reported are also listed.

Products as diverse as gasoline, paint, solvents, film processing chemicals, household cleaning products, refrigerants and radioactive substances are categorized as hazardous materials. What remains of a hazardous material after use, or processing, is considered to be a hazardous waste. Bio-hazardous wastes are composed of medical waste which may contain hazardous or infectious materials. Of concern to all communities are the handling, transportation, and disposal of such wastes. Improper handling of hazardous materials or wastes may result in significant effects to human health and the environment.

Regulatory Agencies

Federal

The Environmental Protection Agency provides oversight and supervision for federal Superfund investigation/remediation projects, evaluates remediation technologies, and develops hazardous materials disposal restrictions and treatment standards.

State

Department of Toxic Substances Control

The Department of Toxic Substances Control provides cleanup and action levels for subsurface contamination; these levels are equal to, or more restrictive than, federal levels. The Department of Toxic Substances Control has developed land disposal restrictions and treatment standards for hazardous waste disposal in California.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Air Resource Board.

The Air Resources Board and local air quality districts to inventory sources of over 200 toxic air contaminants, to identify high priority emission sources, and to prepare a health risk assessment for each of these priority sources.

State Water Resource Control Board.

The State Water Resources Control Board issues regulations on how to implement underground storage tank programs. It also allocates monies to eligible parties who request reimbursement of funds to clean-up soil and groundwater pollution from underground storage tank leaks.

California Department of Fish and Game.

This agency responds to surface water pollution incidents.

California Office of Emergency Services.

The Office of Emergency Services is the state agency which develops regulations for the Hazardous Materials Business Plan and California Accidental Release Prevention Program. The Office's State Warning Point acts as the Governor's 911 Dispatch Center. The State Warning Point must be notified as soon as possible after an incident. The Office of Emergency Services compiles statewide statistics on spills and releases, and dispatches other regional, State, and federal agencies to the scene, if necessary.

Regional

San Joaquin River Hydrologic Region

The City of Madera currently receives potable water supplies exclusively from groundwater through 19 active wells. These wells pump from the local groundwater supply (Madera Sub-basin) directly into the distribution system to meet all of the City's demands. Although the City does not utilize surface water supplies and does not plan to utilize surface water within the planning horizon. It does receive groundwater recharge benefits from the surface water bought in by the Madera Irrigation District (MID) through canal seepage. On an average, MID has about 30 percent of conveyance losses through its delivery system. The City is located in the San Joaquin River hydrologic region and extracts its groundwater from the Madera Sub-basin, one of nine Sub-basins in the San Joaquin Valley Groundwater Basin.

San Joaquin Valley Air Pollution District.

The City of Madera is under the jurisdiction of the San Joaquin Valley Air Pollution Control District, the local enforcement agency for Air Resources Board regulations. This regional agency regulates point source air pollutants, as well as mobile sources (e.g., automobiles).



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

County Fire Department

The Hazardous Materials Response Team (HMRT) is staffed by the County Fire Department personnel and on call Environmental Health Personnel. The Madera County Hazardous Material Area Plan has been developed by the Madera County Environmental Health Department to more specifically address hazardous materials response. The Madera county Environmental Health Department is the lead agency.

Madera County Department of Environmental Health.

The Madera County Department of Environmental Health may act as lead agency to ensure proper remediation of leaking underground petroleum product tank sites and certain other contaminated sites within the City and County of Madera.

Hazardous Materials Business Plan.

Businesses that store hazardous materials in excess of specified quantities, as set forth by City, State, and federal regulations, must report their chemical inventories to the Madera County Environmental Health Department. This information informs the community on chemical use, storage, handling, and disposal practices. It is also intended to provide essential information to firefighters, health officials, planners, elected officials, workers, and their representatives so that they can plan for and respond to potential exposures to hazardous materials.

Emergency Response.

Cal-Fire acts as first responder to all chemical emergencies, such as hazardous material spills that occur at businesses or on City streets, illegal dumping, complaints, or potential releases involving hazardous materials. Hazardous Materials Division staff help identify substances spilled, notify responsible State agencies concerned with such incidences, determine how the public can best be protected from any harmful effects, and may oversee site clean-up.

Cal-Fire maintains the Hazardous Materials Area Plan which contains protocols and guidance for response to Hazardous Materials Incidents. Cal-Fire acts as first responder to all chemical emergencies, such as hazardous material spills that occur at businesses or on City streets, illegal dumping, complaints, or potential releases involving hazardous materials. Hazardous Materials Division staff help identify substances spilled, notify responsible State agencies concerned with such incidences, determine how the public can best be protected from any harmful effects, and may oversee site clean-up.

Contaminated Site Cleanup.

The City of Madera refers sites with known or suspected contamination to other agencies, such as the Department of Toxic Substances Control, Madera County Department of Environmental Health, and Regional Water Quality Control Board, for clean-up. Contaminated site clean-up is governed by State and regional regulations and policies.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Hazardous Materials Targets

A major spill of chemicals stored in the City and County of Madera could cause major loss of life, injury and property damage. Hazardous materials are classified in three states: *gas*, *solid*, and *liquid*. They may be stored at high or low pressure and may be affected by the environment where an incident may take place.

Madera County Environmental Health maintains a list of facilities for both the City and County of Madera that have been determined to be Hazardous Materials Target Hazard Sites.

Hazardous Materials Business/Response Plans

The hazardous materials business program ensures that accurate information is available so that communities may be informed regarding the hazardous materials that are handled and/or stored at a business. Each business that handles 55 gallons or more of a liquid, 500 pounds or more of a solid, or 200 cubic feet or more of a compressed gas, or any quantity of an Acutely Hazardous Material (AHM) must establish a business plan for emergency response to a release or threatened release of a hazardous material. The CUPA provides this information to emergency rescue personnel.

This program consists of:

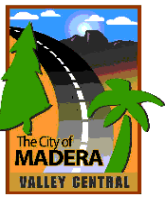
Permitting, Inspection and Enforcement

Madera County Hazardous Materials Response Plan

Household Hazardous Waste

Many of the items routinely used by Madera residents, such as paints and thinners, cleaning products, motor oil, and other such items, are hazardous materials. Because they are commonly used around the house, many people are unaware of the potential hazards associated with the use and disposal of these items. An undetermined, but probably large, percentage of these materials are improperly stored and disposed of; half-finished items may be stored in kitchens, garages or basements, or may be poured down storm drains, dumped into the garden, or placed into the household garbage can. None of these disposal methods is satisfactory as they expose the occupants and others, to unnecessary risks and could potentially contaminate soils and groundwater at transfer stations and solid waste disposal sites.

The City participates in household hazardous programs with the Madera County Waste Management Authority. The programs are designed to increase public awareness of household hazardous waste issues and provide safe and convenient disposal options for household hazardous waste. Citizens can drop off their household hazardous waste at the local landfill.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Medical Wastes

Medical waste is defined as bio-hazardous waste, sharps waste, or waste which is generated or produced as a result of the diagnosis, treatment, or immunization of human beings or animals, in medical research, or in the production or testing of biological materials. Medical waste may also contain infectious waste. In the City of Madera, the State enforces the Medical Waste Management Act. The Medical Waste Management Act establishes handling, tracking, storing, hauling, treating and disposal requirements for medical waste. Typical medical waste generators regulated by the Act include hospitals, nursing homes, veterinarians, laboratories, clinics, dentists, and physicians. Medical waste generators who generate more than 200 pounds of medical waste per month and/or perform on-site treatment of medical wastes must register with the State.

The City has two Kiosk's, one located at the City of Madera Police Department and Fire Station #7, where citizens can drop off their medical sharps. The City in conjunction with Madera County has one Medication drop off which is located at the Sheriff's Department at the Airport.

Hazardous Materials Transportation

In addition to the hazards of stored chemicals, there are hazards of transporting chemicals into and through the area. Accidents involving the transportation of chemicals could be just as catastrophic as accidents involving stored chemicals, possibly more so, since the location of a transportation accident is not predictable.

The Union Pacific conducts rail operations in the Madera area. Cargoes of electronics, fabricated metals, plastics, precision machinery, agricultural chemicals, construction materials, rock/sand/gravel aggregates and other hazardous materials are also shipped over the rail lines.

A spill of bulk hazardous materials could result in fire, explosion, toxic cloud or direct contamination of people and property. The effects may involve a local site or many square miles. Health problems may be immediate, such as corrosive effects on skin and lungs, or be eventual, such as the development of cancer from a carcinogen. Damage to property could range from immediate destruction by explosion to permanent contamination by a persistent hazardous substance.

The Highway 99, 152, 41 corridors affords a large amount of truck movement throughout the Central Valley. At its western end, it connects to Interstate 5, the major north-south route through California. The weigh stations operated by the California Highway Patrol report that, on a month-by-month basis, an average of 25,000 trucks pass through. Approximately 8% of those trucks, or 2,000 trucks per month, display hazardous materials placards. Assuming each vehicle had an average load weight of 35,000 pounds... that would convert to approximately 35,000 tons of placarded material a month moving through the Central Valley.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Pacific Ethanol Plant

Pacific Ethanol started the process of a parcel map split that would allow it to sell a granary located next to the plant on Avenue 12, off of Highway 99. Pacific Ethanol, Inc (PEIX) is the leading producer and marketer of low-carbon renewable fuels in the Western United States. Pacific Ethanol also sells co-products, including wet distillers grain (WDG), a nutritional animal feed. Serving integrated oil companies and gasoline marketers who blend ethanol into gasoline. Pacific Ethanol provides transportation, storage and delivery of ethanol through third-party service providers in the Western United States. The facility is near their respective fuel and feed customers, offering significant timing, transportation cost and logistical advantages. Ethanol is listed as a known carcinogen by the International Agency for Research on Cancer. Spills of pure ethanol or gasoline containing ethanol from leaking storage tanks can create a benzene plume up to 150% larger than a spill from a non-ethanol fuel.



Annual Capacity: 40 million gallons per year ethanol



CITY OF MADERA, CALIFORNIA
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

ANNEX E

Terrorism



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Introduction

The City of Madera developed a Terrorist Incident Emergency Response Protocol which is intended for use by Law Enforcement and other First Responder agencies. The Office of Emergency Services (OES) maintains the Protocol which is classified as "For Official Use Only".

The Terrorism Protocol described the countywide collective initial actions that will be taken to prevent or mitigate the effects of a threatened or actual terrorist attack against any jurisdiction within the county. It doesn't replace the County's or any jurisdiction's emergency plans or procedures; rather, it augments existing documents to assist in coordinating the initial planning and response efforts.

The Protocol defines the command and control structures for responding to specific types of Weapons of Mass Destruction (WMD) attacks, provides the actions needed to respond to all phases of a terrorist attack, and identifies the critical response tasks and implementation steps necessary to mitigate an attack. The Protocol includes two appendices, terrorism Response Matrix and Critical Task Implementation Steps that incorporate critical response tasks and implementation steps.

Purpose

This annex provides a summary of the Terrorist Incident Emergency Response Protocol. This protocol defines the framework for developing and sustaining a comprehensive and integrated approach addressing terrorism in the Operational Area (OA). It is a blueprint for the development of OA efforts for responding to and combating terrorism, with special emphasis on terrorist acts employing weapons of mass destruction (WMD) such as nuclear, biological or chemical (NBC) terrorism in addition to conventional weapons (bombs).

Scope

The Terrorism Protocol only addresses the coordination efforts expected of jurisdiction within Madera County. It doesn't alter or supplant existing plans. Standard Operating Procedures (SOP's), roles and responsibilities listed under the National Incident Management System (NIMS's), the City of Madera Emergency Operating Plan, or the documents that direct the emergency actions of the individual jurisdictions. This Protocol is not intended to usurp the authority or prerogatives of local jurisdictions.

Readiness Conditions Activities

OES has defined three phases or readiness conditions and a fourth phase of response actions that correlate with the OA EOP and the OA Emergency Operations Center (EOC) activities and SOP's. The three readiness conditions are:

- 1) Preparedness
- 2) Increased Readiness
- 3) Alert



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Response Actions

Response actions are the initial activities that occur for a terrorist attack within the County. These are used as a guide until the Incident Action Plan for the first operational period is developed and implemented.

Movement between readiness conditions may not be progressive as changing circumstances may require skipping to a more proactive readiness condition based on intelligence and actual events. Certain actions in the readiness conditions correlate to the National Terrorism Advisory System (NTAS) conditions. Additionally, the above phases can cross NTAS condition boundaries. The decision to initiate activities for OES within any of these readiness conditions will be made by the Director of OES or his/her designee in response to conditions or intelligence within the OA, the region, state and/or the nation. The actions in the readiness/response phases and related activities are described in the Terrorism Protocol.

Whole Community Approach

The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security resilience. This annex supports the following whole community principles:

- Understand and meet the needs of the entire community, including people with disabilities and those with other access and functional needs.
- Engage and empower all parts of the community to assist in all phases of the disaster cycle.
- Strengthen what works well in communities on a daily basis.

In keeping with the whole community approach, this annex was developed with the guidance of representatives of law enforcement, fire services and emergency management. The effectiveness of the emergency response is largely predicated on the preparedness and resiliency of the community.

Community Resiliency Consist of Three Key Factors:

1. The ability of first responder agencies e.g. fire, law and Emergency Medical Services (EMS) to divert from their day to day operations to the emergency effectively and efficiently.
2. The strength of the emergency management system and organizations within the region, to include EOC's, mass notification systems and communication system.
3. The civil preparedness of the region's citizens, businesses and community organizations.

Focusing on enhancing all three of these components constantly focuses the OA on improving the region's resiliency.

Concept of Operations

The Terrorist Incident Emergency Protocol addresses actions to be taken during a response to a terrorism event. Activities are described for all three readiness phases as well as the initial response phase.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Each phase is related to the National Terrorism Advisory System (NTAS) and has specific intelligence and warning indicators and triggers. Different actions are defined for County and City Governments.

The Protocol contains a matrix that outlines the roles of the multitude of agencies involved in a response to a terrorist attack. This helps to ensure a coordinated response among the different disciplines and provides an understanding of their roles and how they relate to the other responding agencies.

The final portion of the Protocol lists those Critical Tasks identified by the Department of Homeland Security. The tasks address the host of functions necessary for readiness postures to terrorist threats and for the initial response to attacks. Functions include investigations, detection, identification, health/hazard assessments; monitoring, sampling and surveying operations; alert and mobilization of OA EOC staff; protective actions, emergency public information; etc. The Protocol provides a detailed breakdown of the steps required for each task/function.

Organization and Assessment of Responsibilities

Local law enforcement and/or fire agencies will initially serve as the lead agency during any land-based terrorist incident, until such time that the Federal Bureau of Investigations (FBI) can assume the lead role.

If the terrorist incident involves an environmental hazard, the Environmental Protection Agency is likely to be involved in coordinating the response. For any terrorist incident impacting the maritime environment (i.e. oil spill, chemical leak, etc.) the United States Coast Guard Captain of the Port will be the Incident Commander in charge of Response until a Unified Command can be established. The Federal Government may designate a Principle Federal Official for events of national significance.

When the terrorist incident is confined to one of the military bases within the OA, the Department of Defense (DoD) will serve as the lead agency, with support from other federal agencies, and state and local as necessary. If the incident extends beyond the confines of the military base, the DoD will likely initiate a Unified Command structure with the affected jurisdictions.

All other agencies play a supporting role in the response to a terrorist incident, and may be part of a Unified Command. Supporting agencies/organizations are designated as such based on their ability to provide equipment, personnel and expertise in support of functional tasks.

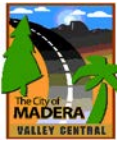
Organization

A Unified Command structure is commonly utilized for a coordinated response to any terrorist incident. The Unified Command provides the platform for an effective response by allowing individual agencies to carry out their own jurisdictional responsibilities. Whether supporting the lead agency directly, or supporting a Unified Command structure, OES will work with law partners in implementing a coordinated region-wide response effort. OES and other responding agencies will respond under the established structure and direction of the lead agency. The OA EOC and jurisdictional EOC's within the OA will all work together to support the federal response under the National Incident Management System (NIMS).

Assignment of Responsibilities

All agencies are responsible for the following:

- Assist with fulfilling intrastate and interstate mutual aid when possible
- Provide situational and operational status reports in accordance with existing procedures and/or as requested by the primary agency



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- Support and coordinated services for people with disabilities and other access and functional needs
- Capture costs associated with response

For specific agency responsibilities, refer to standard operating procedures (SOP's) and other supporting plans of each individual support agency

Support Functions

Various support agencies take the lead for specific response activities within a particular function. In all cases, agencies work through or in close contact with federal and state level law enforcement and intelligence agencies that may have actionable threat information, including:

- Law Enforcement Coordination Center
- State Operations Center
- California Highway Patrol
- Regional Emergency Operations Center
- Madera County Sheriff's Department
- California Border Patrol
- Criminal Intelligence Agency
- Department of Justice
- Immigration and Customs Enforcement
- National Security Agency
- FBI
- Defense Intelligence Agency
- Department of Homeland Security
- United States Navy
- United States Marine Corps.
- Department of Defense
- Local Law Enforcement
- Local EOC's

Direction, Control, or Coordination

Activation and Termination

The Director of OES activates this annex based on information obtained from credible sources through established relationships. When this annex is activated OES will remain in coordination with the lead agency and also coordinate with the Law Enforcement Coordination Center (LECC) for terrorist related information. This annex will remain activated until the terrorist threat is no longer present and the OA EOC is no longer activated as a result of the emergency subsiding.

Coordination

The OA EOC will assign a liaison to coordinate with the lead agency or Unified Command. Through the liaison, the OA EOC will be able to communicate its needs and support for the response.

The LECC plays a major role in coordination, communication, and information sharing for terrorist related intelligence. OES will typically send a liaison to the LECC during an incident and may even request a liaison be present in the OA EOC. The LECC and the OA EOC support one another on any requests for assistance.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

When terrorism is suspected or confirmed at the local level, the local jurisdictions share information with the LECC and vice versa. The LECC disseminates developed information and makes appropriate notifications to affected public safety agencies and state law enforcement agencies. Based on the information received from the LECC, OES will coordinate with the Regional Emergency Operations Center (REOC) and/or the State Operations Center (SOC) to support the local response.

The LECC works with federal, state, regional and local law enforcement agencies and serves as the state repository for homeland security information and incident reporting. The LECC provides real-time intelligence support to law enforcement and public safety authorities and consolidates information and data on suspicious activities and threats from all jurisdictions.

The LECC, OA EOC, and the REOC and/or SOC actively share information before and during terrorist incidents, and are of central importance in effective information gathering and sharing, enhancing emergency management functions at each response level.

Information Collection and Dissemination

The sharing of information is a vital part of the response. The LECC, working with the OA EOC, and other supporting agencies, will attempt to collect, develop, collate, analyze and disseminate important information to the Incident Commander or the Unified Commander and other appropriate stakeholders. The Incident Commander or Unified Command will coordinate with the appropriate Public Information Officer (PIO) or Joint Information Center (JIC) concerning the dissemination of information to the media and the public.

Law enforcement and emergency management personnel coordinate the release of any specific local warnings or informational messages to the public ensuring accessibility and the needs of the whole community are adequately addressed. Due to the sensitivity of some law enforcement and intelligence sources and methods, it may be necessary to restrict dissemination of information to selected emergency management and health officials in some instances. Information providers, such as the LECC, provide the information, its classification level, and a recommendation on what to share and what not to share. The decision to share the information rests with the Incident Commander or Unified Command. Information being released by the OA EOC will follow the guidelines that are established. All jurisdictional PIO's will coordinate information sharing via the Regional Communications Protocol.

The effectiveness of coordination and control, communications and warning functions depend on teamwork among key decision-makers and responsible entities.

Communications

All responding agencies will need to maintain constant communications during any terrorist incident response. To ensure a common operating picture, the OA will utilize WebEOC to ensure all partners have a clear understanding of response priorities and operations.

Notifications and Warning

The LECC will notify the OA EOC of any terrorist incident and each agency will take appropriate notification actions as outlined in internal SOP's. The OA EOC will notify appropriate partners of an OA EOC activation and notify appropriate personnel to report to the OA EOC.

Timely warnings of an emergency condition or an incident are essential to preserving the safety of City County residents as well as establishing an effective incident response.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Internal Communications

All communications should be transparent between all responding agencies, and incident communications should be kept internal as it may be classified as “for official use only” information. When communicating, all incident response personnel should use plain language to avoid any confusion (no acronyms or abbreviations).

Administration, Finance, and Logistics

Under the Standardized Emergency Management System (SEMS), special districts are considered local governments. As such, they are included in the emergency planning efforts throughout the OA. The OA Emergency Organization, in accordance with SEMS, supports and is supported by:

- Cities within the OA
- The County of Madera
- Special Districts
- Other Counties
- The State of California
- The Federal Government

NIMS provides a consistent nationwide template to enable Federal, State, local and tribal governments and private-sector and non-governmental organizations to work together effectively. NIMS also enables these entities to efficiently prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity, including acts of catastrophic terrorism.

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other OA Mutual Aid Agreements.

The private sector is an important part of the emergency organization. Business and industry own or have access to substantial response and support resources. Community Based Organizations (CBO's) or Non-Governmental Organizations (NGO's) provide valuable resources before, during, and after a disaster. These resources can be effective assets at any level. OES has established the ready Business Alliance. The Alliance will have a virtual connection to the OA EOC via a social networking system fed through an RSS feed from WebEOC.

There are some City and County personnel who do not have specific task assignments. They are automatically designated by State Law as Disaster Service Workers (DSW's) during a disaster, and serve in the response effort.

- " All public employees and all registered volunteers of a jurisdiction having an accredited disaster council are Disaster Service Workers", per Government Code Title 1, Division 4, Chapter 8, and Labor Code, Part 1, Division 4, Chapters 1 and 10.
- The term public employees include all persons employed by the State, or any County, City or public district.
- Other personnel including volunteers can be quickly registered by OES as DSW's, which provides Worker's Compensation and liability coverage.

OES maintains a list of pre-registered volunteers affiliated with volunteer organizations that have been signed up as DSW's.

It is imperative that local government maintain duplicate records of all information necessary for restoration of normal operations. This process of record retention involves offsite storage of vital computerized and paper-based data that can be readily accessible.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Annex Development and Maintenance

This annex is a product of the OA Emergency Operations Plan (EOP). As such, the policies, and practices outlined in the OA EOP govern this annex. OES coordinates the maintenance and updates of the annex every three to four years, in accordance with the maintenance schedule established for the OA EOP. Record of changes, approval, and dissemination of the OA EOP will also apply to this annex.

Updates to this annex can be made before such time for multiple reasons, including but not limited to changes in policy/procedure, improvements and recommendations based on real life events or exercises.

Authorities and References

According to the State of California Emergency Plan, local government has the primary responsibility for protecting public health and safety in any incident. More specifically, in a terrorism incident, local responders will manage all aspects of the incident until the FBI assumes command, by virtue of its legal authority, of the law enforcement aspects relating to identifying, apprehending, and neutralizing the terrorists and their weapons. Local and state authorities always maintain control of their response resources and continue to operate utilizing SEMS.



CITY OF MADERA, CALIFORNIA
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

ANNEX F

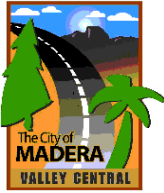
HAZARDOUS MATERIALS RESPONSE



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Table of Contents

Introduction	3
Purpose	3
Scope	3
Principles of Operation	4
Organizational Structure	5
Responder Positions and Duties	5
Standard Operating Procedures	6
Initial Response	6
Initial Upwind Setbacks for Unknowns:	6
Definitions (Offensive & Defensive Operations)	7
Assistance.....	7
Establishing Incident Levels & Response Activities	7
Level 1 Incident.....	7
Level 1 Incident with Gas, Liquid, or Solid Spill and No Victims	8
Level 1 Incident with Gas or Liquid Spill and “Ambulatory” Victims.....	8
The Hazmat Group Supervisor is responsible for the following:.....	8
The Medical Group Supervisor reports to the IC and is responsible for:	9
Level 1 Incident with Gas or Liquid and “Non-Ambulatory” Victims	9
Level 1 Incident with Solid Spilled Product & “Ambulatory” Victims	10
Level 1 Incident with Solid Spilled Product and “Non-Ambulatory” Victims	11
Level 2 Incident.....	11
Level 3 Incident.....	12
Incident Action Plan.....	13



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Safety Plan	13
Hazard Identification.....	14
Site Control	14
Establishing Control Zones	15
Control Zone Definitions:	15
Hot Zone (Exclusion Zone)	15
Warm Zone (Contamination Reduction Zone)	15
Cold Zone (Support Zone)	16
Decon (Decontamination) Corridor	16
Isolation Perimeter/Crowd Control Line	16
Criteria for Establishing Zones.....	16
Isolation.....	16
Safe Refuge Area.....	16
Evacuation and Crowd Control.....	17
Entry Teams	18
Decontamination Teams.....	19
Emergency Decontamination	20
Special Decontamination	20
Technical References and Resources	22



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Hazardous Materials Response

Introduction

This ANNEX comprises general response guidelines for dealing with Hazardous Materials emergencies associated with other events.

Purpose

These Hazardous Materials Emergency Operations Guidelines were established to provide a system that is responsive to the needs of the local communities. In the event of a hazardous materials incident that poses any threat to personnel health and safety, the environment, private property or local communities; these guidelines shall be used to meet legislatively mandated response requirements from local, state and federal agencies for responding to and controlling hazardous materials incidents.

Scope

The scope of these emergency guidelines is to establish responsibilities for the mitigation of all hazardous material incidents that require a mutual aid response. The responsibilities are to cover the following actions:

- Containment and control of hazardous materials to protect life, the environment, and property from their uncontrolled effects and establish the following priorities:
 1. Provide technical and operational coordination to return the site of the incident to normal.
 2. Delineate legislatively mandated areas of responsibility and/or authority for scene management and control of hazardous materials incidents.
 3. Establish a verification process for maintaining this plan with required skill levels for effective and safe operations at the scene of a hazardous materials incident.



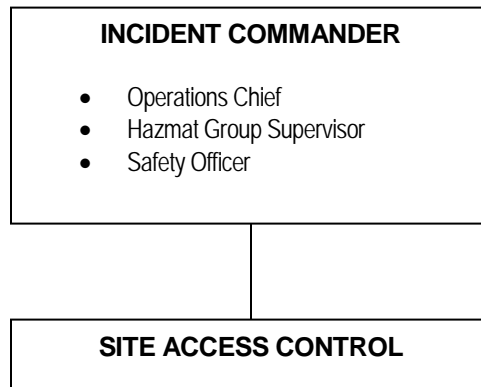
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Principles of Operation

These guidelines follow normal emergency reporting and dispatching systems used for all mutual aid emergencies within the Madera City area.

The first arriving Fire Department Officer at the incident assumes the position of “Incident Commander” responsible for implementing the “Incident Command System” and determining the Incident Level during the initial size-up. The Incident Commander will assign crew members to positions according to the level of the incident and the objectives required for control of the emergency until relieved by a higher ranking officer (normally a Chief Officer). This position meets both NFPA’s and OSHA’s requirements for “On Scene Incident Commander.”

The first arriving personnel will use the structure for Level 1 incidents until a call for assistance (activation of the mutual aid plan) is made and the incident becomes a Level 2 incident. At that time, the expanded ICS structure will be used.



This figure shows the Company Officer (IC) initially filling all of the supervisory functions in a Level 1 incident. The primary function of the crew consists of Site Access Control activities.



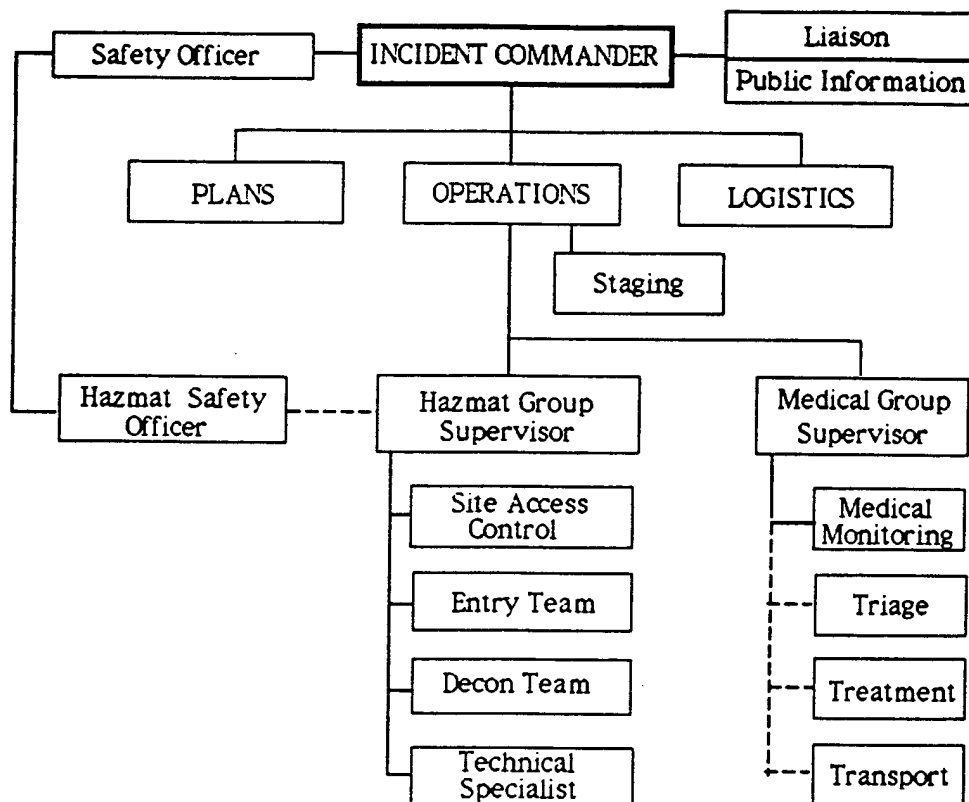
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Organizational Structure

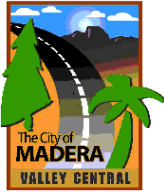
Cal Fire has adopted the standardized Hazmat ICS structure for management of emergency operations. The Incident Command System shall be implemented at all hazardous materials incidents and must include the identification of the Incident Commander and a Safety Officer. The Incident Commander shall fulfill the role of, and act as the “On-Scene Coordinator” until separate positions are created under a unified command system.

Responder Positions and Duties

Hazmat ICS Packets and Identification Vests will be used for all Level 2 and 3 incidents. The Hazmat ICS Packet contains checklists for all the ICS positions and ICS forms required to be filled out during the emergency. ICS Packets are carried in all command vehicles and the Fire Department’s Hazardous Materials Response Unit. In addition, the Hazardous Materials Response Unit carries a bag containing vests for each of the ICS positions. Each vest and ICS Position Packet will be given to the respective Team Leader for his or her position as they are created. Personnel assigned an ICS position are responsible for wearing their vest, performing the functions and completing the ICS forms required of their position as contained in the ICS packet.



The Incident Command System organizational chart for hazardous materials incidents.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Standard Operating Procedures

This section outlines the operating procedures of the response personnel to ensure uniformity and standardization of the actions taken during a hazardous materials emergency. The Standard Operating Procedures are comprised of the following elements:

- A. Initial Response
- B. Assistance
- C. Establishing Incident Levels
- D. Incident Action Plan

Initial Response

Proper emergency response and personnel safety require that a safe approach be made to the incident. This should be from an uphill and upwind direction. Apparatus should be positioned facing away from the incident when possible for rapid escape. The DOT guide setback distances will be used initially for known substances and modified only when determined safe to do so. If at any time there is an indication that a setback distance needs to be increased, then it should be done without hesitation.

Initial Upwind Setbacks for Unknowns:

- 150 feet – for small incidents (1-gallon to 55 gallon drum, or 1-bag)
- 300 feet – for residential, light industrial, and trucks with trailers
- 600 feet – for heavy industrial facilities, railcars, and facilities where hazardous materials are used during manufacturing or processing operations, or the storage of large quantities of hazardous materials is known or suspected.

A small attack line shall be charged and positioned so as to provide emergency protection of personnel at all hazardous materials incidents for which protection cannot be otherwise provided.

The IC will transmit to the Emergency Dispatcher the safe route to be taken by all additional responding resources. IC will also relay product identification information to dispatch.

No responder shall take an offensive action unless they are at least Certified as a Hazardous Materials Technician or they have been trained to perform that specific offensive operation in the required level of personal protection and personnel are available to meet the staffing and safety requirements of the Hazardous Materials Area Plan.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Definitions (Offensive & Defensive Operations)

Offensive Operation – One in which responders may become exposed to the spill product as a result of their actions.

Defensive Operations – One where the actions of the responders should not place them in a position where they may come in contact with the spill product(s).

Assistance

All support personnel and responders shall report to the IC unless otherwise directed. All hazardous materials incidents that involve a confined space problem, materials that may be immediately dangerous to life or health, or that have potential, or will require the donning of a Level A or B suit, shall be immediately upgraded to a Level 2 Incident.

Level 2 incidents require additional support personnel. Additional responding fire service personnel shall be directed to the staging area unless otherwise instructed. In addition to Fire Safety personnel responding to the scene of hazardous materials incidents, support personnel may be requested by the IC to respond. Requests for support personnel may vary depending on the material(s) involved and the nature of the incident.

Non-fire department support personnel responding to the scene of a hazardous materials incident need to be directed to the Command Post so that they can be assigned to a position within the ICS. The Command Post will be the vehicle displaying a green rotating beacon light. All key personnel in a Level 2 or greater incident shall be given an "identification" vest, which identifies the person's roles/position in the organization during the incident. Each person shall also receive a checklist, which outlines key responsibilities and is used to document activities.

Establishing Incident Levels & Response Activities

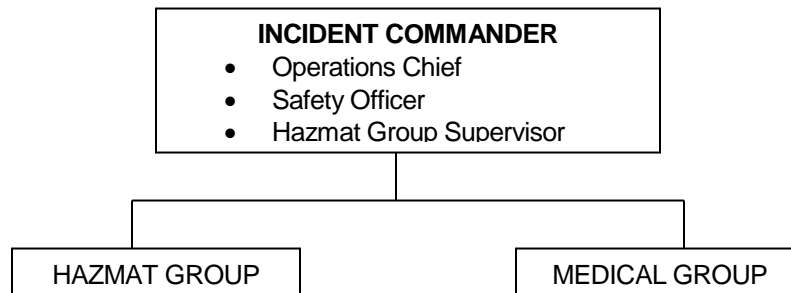
Level 1 Incident

An incident that can be handled by the first alarm fire companies or can be contained within a single jurisdiction without the need for mutual aid assistance.

- ☐ For a Level 1 incident the officer assumes the responsibilities of IC, Operations Chief, Safety Officer, and Hazmat Group Supervisor.
- ☐ The other crew members of the crew will be assigned functional duties.
- ☐ For incidents that involve injuries, an ambulance will be dispatched.
- ☐ The ranking medical provider will be the Medical Group Supervisor and the ambulance crew will be members of the Medical Group, per County EMS policies.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN



Level 1 incident with a Hazmat Group and a Medical Group established.

Level 1 Incident with Gas, Liquid, or Solid Spill and No Victims

- ☐ Upon arrival, the IC shall confirm the identification of the product through placards, labels, reporting party, etc. The IC will consult a minimum of three (3) references (unless they are intimately familiar with the spilled produce) that verifies that the product will not require Level B or higher personnel protection and therefore, will not require a call for assistance for a Level 2 response.
- ☐ The IC will then assign crew members the proper level of protection and they will perform containment and control functions as assigned.
- ☐ A Police Officer shall be requested and a Department of Health Services representative summoned for technical assistance and to declare the scene safe for reoccupation (required for public and private occupancies).
- ☐ The property owner will be responsible for proper disposal of the materials and supplies for the incident.

Level 1 Incident with Gas or Liquid Spill and "Ambulatory" Victims

As soon as it is determined that there are injuries associated with a hazardous materials incident, an ambulance will be dispatched to the scene. The IC will serve as the Hazmat Group Supervisor. Initial medical management will follow the California State EMS Authority Hazardous Materials Medical Management Protocols manual.

The Hazmat Group Supervisor is responsible for the following:

- ☐ Establishing Site Access Control
 - Deny entry or exit
 - Set up zones
- ☐ Confirming the product's identification
- ☐ Laying a line and charging it for protection and emergency decontamination
- ☐ Directing the victims to a safe refuge area



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- Use wind and terrain
- ☐ Constructing a privacy decontamination shower (if victims need to unclothe)
 - If available and time permits
 - Water supplied from an engine
- ☐ Preparing an emergency decontamination solution
 - Soap and water (Solution E)
 - In a bucket with sponges
- ☐ Establishing an Emergency Decontamination Corridor
 - Place a decontamination solution for access by victims
 - Place shower if applicable
 - Assist in patient decontamination if appropriate
- ☐ Providing emergency coverage with a hose line if needed

The person in charge of the paramedic ambulance will be assigned the position of Medical Group Supervisor.

The Medical Group Supervisor reports to the IC and is responsible for:

- ☐ Assembling emergency rescue equipment
 - Stokes Litter
 - Trauma Bag
 - Resuscitator
 - Paper Coveralls
- ☐ Instructing the victims to wash themselves
 - Ivory Soap or equivalent
 - Unless product does not pose a threat to rescuers
- ☐ Determining medical significance of exposures
- ☐ Providing medical assistance as required
- ☐ Packaging patients for transport
- ☐ Establishing contact with Medical Facility and Poison Control Center
- ☐ Relaying product identification information to hospital receiving facilities
- ☐ Relaying the type and severity of the exposure(s) to the IC

Level 1 Incident with Gas or Liquid and "Non-Ambulatory" Victims

- ☐ Liquids present more of a potential secondary contamination problem than gases and the protection of the Decontamination and Medical Personnel should be a main concern.
- ☐ When it is determined that there are non-ambulatory victims associated with a liquid hazardous materials incident, additional fire department companies will be required and should be dispatched immediately.
- ☐ A rescue will have to be initiated by an Entry Team with proper personal protective equipment.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ If the product is known, then the level of protection required can be determined with the aid of available resources and the rescue performed by log rolling the victims into a stokes litter and placing the letter entirely into the decontamination pool (if needed) supported on plastic 5-gallon buckets. Remember, life safety takes precedence over environmental concerns, and a salvage cover placed over a charged hose line (loop) will serve as an adequate catch basin if nothing else is available.
- ☐ Emergency Decontamination will be established simultaneously with the rescue effort. Only water and Decontamination Solution E (Ivory Soap or equivalent) are to be used, unless otherwise specified in the State's EMS Hazmat protocols.
- ☐ Victim's clothing will be stripped and left in the Decontamination Pool and the victims wrapped in blankets.
- ☐ The victims will then be brought to a Treatment Area established by the Medical Group.
- ☐ The Medical Group will conduct will conduct patient evaluation and stabilization as well as any additional packaging and decontamination needed prior to transport using the State Hazardous Materials Medical Management Protocols manual.
- ☐ If the product is unknown, a sample needs to be sent off to a lab for positive identification.
- ☐ Personnel protection of the emergency responders will have to be done on a worse case assumption until proper identification can be obtained.

NOTE: It is very important to verify that the product does not pose an absorption threat and that rescuers are not being placed in a compromised situation.

Level 1 Incident with Solid Spilled Product & "Ambulatory" Victims

The Hazmat groups have the same position responsibilities as with liquids and gases. Decontamination will be as follows, unless immediate flushing is indicated:

- ☐ Rescuers shall wear proper eye and respiratory protection.
- ☐ A dry contaminant should not be rinsed off with water until after an attempt has been made to wipe or brush as much off as possible. This includes removing clothing.
- ☐ Precautions need to be taken to ensure that the product is not inhaled by either the rescuers or the victims. This may be accomplished by using a respirator.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ Prior to applying a respirator to a victim, the rescuer shall first wipe the mouth and nose areas of the victim in an outward manner.
- ☐ Patients with an injury that compromises or has the potential to compromise the airway shall not be provided with a respirator after the nose and mouth have been wiped clean of contaminants.
- ☐ After clothing has been removed and a majority of the product has been wiped off consider rinsing. First obtain a sample of the product and place it in water to see if there is a violent reaction.
- ☐ If the product reacts violently with water, then use of water should be avoided as long as the patient is not experiencing discomfort.
- ☐ If discomfort is present, flush with large amounts of water for at least ten minutes unless injuries are life threatening.
- ☐ It is prudent to delay transport for purposes of flushing a chemical exposure in cases of minor injuries.
- ☐ Provide containment of the runoff if possible.

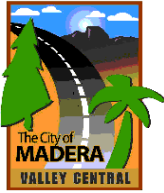
Level 1 Incident with Solid Spilled Product and "Non-Ambulatory" Victims

The Hazmat and Medical Groups have the same position responsibilities as with liquids and gases.

- ☐ Decontamination will be the type provided for solid contaminants unless immediate flushing is indicated.
- ☐ Rescuers shall wear proper eye and respiratory protection.
- ☐ Victims will be rescued from the spill area by log-rolling them into a stokes litter and carrying or dragging them to a safe refuge area where EMS can be initiated. Rescuers will extricate victims as long as proper protection can be provided to the rescuers.
- ☐ As soon as possible, victims should be decontaminated and brought to a Treatment Area.

Level 2 Incident

An incident that requires more resources than those that responded to the first alarm, these additional resources are readily available through Mutual Aid and are expected to be adequate to handle the emergency.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

- ☐ The first arriving officer assumes the position of IC until relieved by a chief officer who has been Hazmat IC trained.
- ☐ A separate position shall be identified for Hazardous Materials Safety Officer. The Hazmat Safety Officer must have training equal to or greater than those performing any work at the incident whether offensive or defensive.
- ☐ Other positions shall be filled as necessary.

Below is a list of the minimum staffing requirements needed to perform work at a hazardous materials incident that involves a confined space problem, materials that may be Immediately Dangerous to Life or Health, or that have that potential, or will require the donning of Level A or B suits:

LEVEL 2 INCIDENT MINIMUM STAFFING REQUIREMENTS		
Number	Title	Training Level
1	Hazmat Group Supervisor	Specialist
1	Hazmat Safety Officer	Specialist
2	Technical Reference	Technician
1	Entry Team Leader	Technician
2	Entry Team	Technician
2	Back-up Team	Technician
1	Entry Team Recorder	Operations
1	Decon Team Leader	Technician
1	Decon Team	Operations
1	Site Access Team Leader	Operations

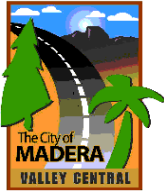
Level 3 Incident

An incident that requires more resources than those that can be readily obtained.

For Level 3 incidents, the first arriving officer assumes the position of IC until relieved by a chief officer who has been Hazmat IC trained.

- ☐ Separate positions shall be created for the Hazmat Group Supervisor, Incident Safety Officer, and the Hazmat Safety Officer.
- ☐ The Hazmat Safety Officer shall have equal or greater training than those performing any work whether offensive or defensive.
- ☐ Other positions shall be filled as necessary.

NOTE: A Level 3 incident will normally require more resources than are readily available in the Madera area.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Incident Action Plan

After initial ICS positions have been created and an initial assessment of the incident has been conducted by the key personnel, an Action Plan meeting will be conducted by the Incident Commander where an Incident Action Plan will be developed. Issues to be included in the development of the Incident Action Plan include the following:

1. Safety Plan
2. Hazard Identification
3. Site Control
4. Establishing Control Zones
5. Selecting Levels of Protective Clothing
6. Entry Team Operations
7. Decontamination Team Operations
8. Medical Plan Development
9. Clean-up and Disposal Plan Development

Safety Plan

The Hazmat Safety Plan addresses the following issues and is developed by the Hazmat Safety Officer:

- ☐ Secondary means of egress from the Hot Zone
- ☐ Review of Safety Hand Signals
- ☐ Radio check of Entry and Backup Team radios
- ☐ Identification of a Site Safety Officer and a Hazmat Safety Officer
- ☐ Identification of an EMS Group or Medical Monitoring Group
- ☐ Confirmation that Decontamination is in place prior to entry
- ☐ Time limit for Entry Team to be in the Hot Zone
- ☐ Placement of an Emergency Decontamination hose line
- ☐ Location and placement of personnel and equipment on scene



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

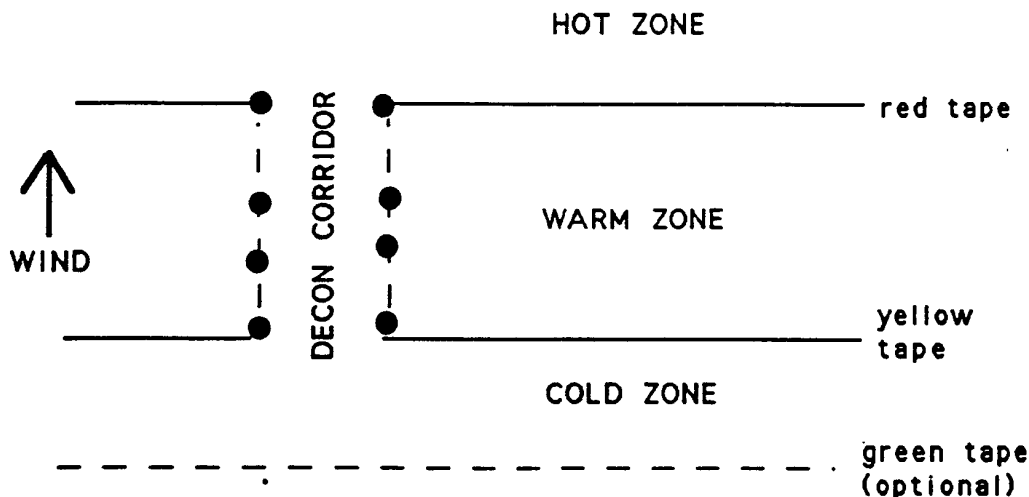
Hazard Identification

Identification of the material is critical in forming an Action Plan. In most cases identification will be possible through shipping papers, placards, labels, container shape and type, and information given by those who have knowledge of what is involved.

- ☐ All standard means of identification shall be exhausted before any attempt shall be made to obtain a sample of an unknown.
- ☐ For incidents where no identification is possible, a sample shall be taken and the 5-Step Field Identification System will be used to determine if the material poses a threat to personnel or qualifies as an emergency situation.
- ☐ Since obtaining a sample of an unknown requires contact with the product, the minimum level of protection for sampling personnel will be Level B, and minimum level of training shall be Certified Hazardous Material Technician.

Site Control

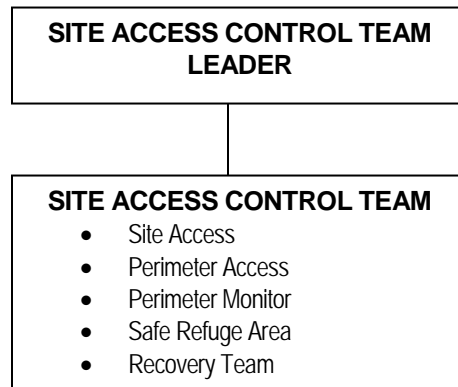
Site Control is established by isolating and controlling entry/exit. The purpose of site access control is to control the movement of people into and out of the spill area and to limit the potential for increased spread and exposure to the spilled produce and also monitoring the spill for indications of spread. Site Access Control is established by setting up Control Lines (barrier type) and establishing Control Zones.





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

All Cal-Fire Department members are trained at the First Responder Operations Level and are trained to perform Site Access Control. If the demands of the Site Access Control are extremely critical to the operation, site monitoring will be performed by Hazardous Materials Technicians, Specialists or County Health Department Hazmat members.



Establishing Control Zones

Control Zone Definitions:

Hot Zone (Exclusion Zone)

The Hot Zone is the area where contamination does or could occur. It is delineated with a red barrier tape. Entry into the Hot Zone requires the proper level of personal protective equipment. The primary activities performed in this zone are:

- Rescue
- Control and Containment
- Size Characterization
- Sampling

Warm Zone (Contamination Reduction Zone)

The Warm Zone is the transition zone between the Hot and Cold Zones. It is where the Decontamination Corridor is located (the zone where decontamination takes place) and is designed to reduce the possibility of spreading contamination to the Cold Zone. It needs to be large enough to set up a Decontamination Area. The Warm Zone is delineated with yellow barrier tape and is the first zone established. All unauthorized personnel shall be evacuated from within this area (an exception would be the Media, see Isolation Perimeter below).



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Cold Zone (Support Zone)

The Cold Zone is located adjacent to the Warm Zone and is free of any contamination. This is the only zone where protective clothing is not required. The Command Post, equipment and support personnel are staged in this area.

Decon (Decontamination) Corridor

The Decon Corridor is the area between the Hot Zone Control Line and the Warm Zone Control Line where decontamination of personnel and equipment takes place. Entry Teams enter and exit the Hot Zone through the access control points that are located at each end of the Decon Corridor. The Decon Corridor is delineated with traffic cones.

Isolation Perimeter/Crowd Control Line

If crowd control becomes a problem, an Isolation Perimeter (Crowd Control Line) can be established by placing green barrier tape around the Cold Zone and keeping all non-emergency personnel outside the line. The media however, cannot be excluded from entering an incident (including a Warm or Hot Zone) unless they are damaging a crime scene or are endangering the health and safety of the public by their actions. They will however be subject to the same contamination control requirements as the other emergency workers within the zone they enter.

Criteria for Establishing Zones

The initial control zone to be established will be the Warm Zone by placing yellow "Warm" Zone Control Line barrier tape around the incident. People will be evacuated from any area within this zone.

Isolation

No person shall exit or be removed from a Hot Zone until they have been properly decontaminated or it has been confirmed to be safe to remove them without first being decontaminated.

No person shall be allowed into a Warm or Hot Zone without the proper level of personnel protective equipment as specified by the Hazmat Group Supervisor.

No person shall enter a Hot Zone prior to the establishment of a Decontamination Area.

Once entry has been made into the Hot Zone, no one who remains in the Warm Zone will be allowed to exit into the Cold Zone until they have been decontaminated or checked for contamination.

Safe Refuge Area

Contaminated victim shall be staged in a "Safe Refuge Area" of the Hot Zone until emergency decontamination can be initiated. This will be a temporary holding area set up to control the spread of contamination by personnel movement until the victims and personnel can be decontaminated. It will be located away from the dangers of the spill or



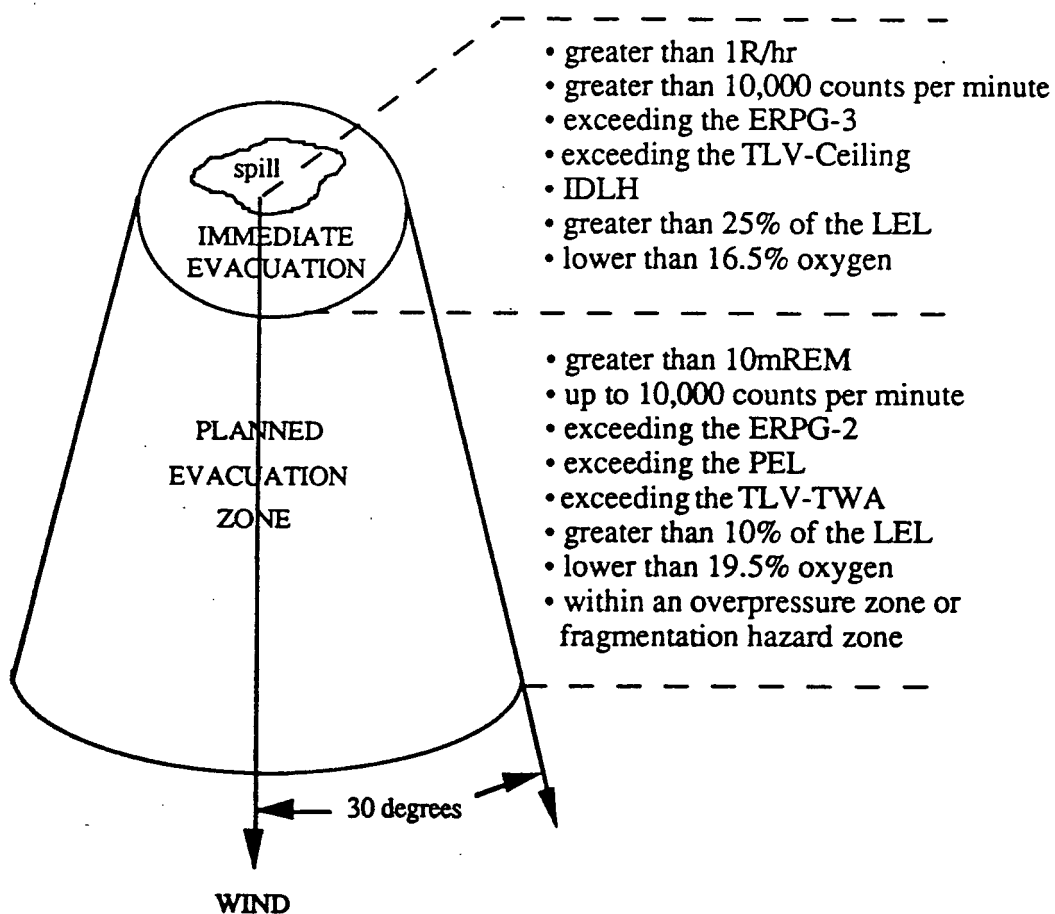
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

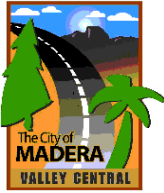
its associated hazards in an area with the same exposure potential as found in the Warm Zone. This area shall be designated with cones if possible.

Evacuation and Crowd Control

Evacuations and crowd control functions should be delegated to the local law enforcement agency whenever possible, under the guidance of the hazardous materials technical experts. Evacuations should be performed whenever there is a chance that product concentration will exceed permissible limits or amounts which will cause harm to the public at large.

Immediate evacuations are performed in areas where the people are the most endangered first, followed by planned evacuations of areas where harmful effects will only occur after some period of time. The figure below shows the initial areas that should be considered as Immediate Evacuation areas and Planned Evacuation areas.





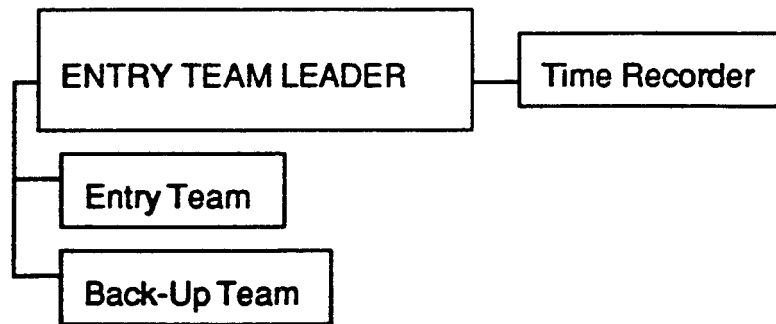
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Entry Teams

The Entry Team objectives vary depending on the situation and the order of tasks as identified in the Incident Action Plan. They may include the following tasks to be conducted in the Hot Zone:

- Product Identification
- Obtaining Samples and Monitoring
- Control and/or Containment
- Site Characterization
- Rescue

All entries that require Level B or A personal protective suits shall be done using the “buddy” system and must have an equal number of rescuers in the same level of protection assigned as the “Backup Team.”

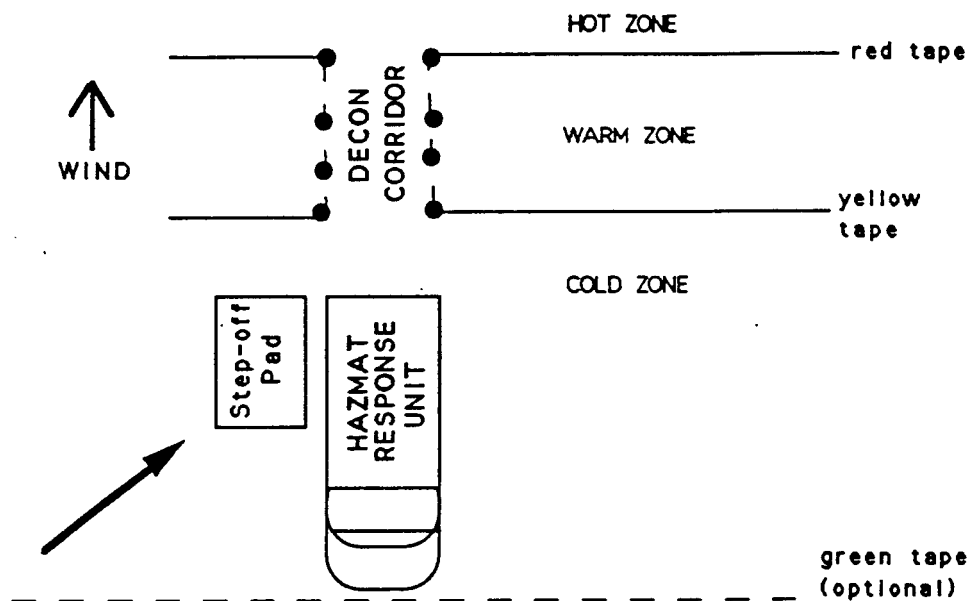


While the Decon Team is setting up a Decontamination Area, the Entry and Backup Teams will be preparing for entry. Following is a list of the activities of the Entry and Backup Teams:

- Entry Plan Briefing
- Equipment Layout
- Medical Monitoring of Team Members
- Donning of Personal Protective Equipment
- Equipment Checks and Safety Procedure Review
- Entry into the Hot Zone
- Exit from the Hot Zone



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN



Site Layout Diagram

Decontamination Teams

The purpose of Decontamination is to safely remove Entry Team members from their suits and to prevent contamination from being spread into clean areas. Once personnel enter a contaminated atmosphere their protective clothing becomes contaminated, and they must stay within this envelope until the contamination has been isolated.

In the event a person enters a toxic atmosphere, and due to a physical or equipment problem, must leave the contaminated area, a team must be set up to handle the situation immediately to protect the individual. Depending on available staffing, some members of the Decon Team may have the duties of more than one position. It's best however, that Decon personnel stay at their respective station.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

DECON TEAM LEADER

DECON TEAM

- WASHERS
- RINSERS
- BAGGERS
- HANDLERS
- MONITORS

Emergency Decontamination

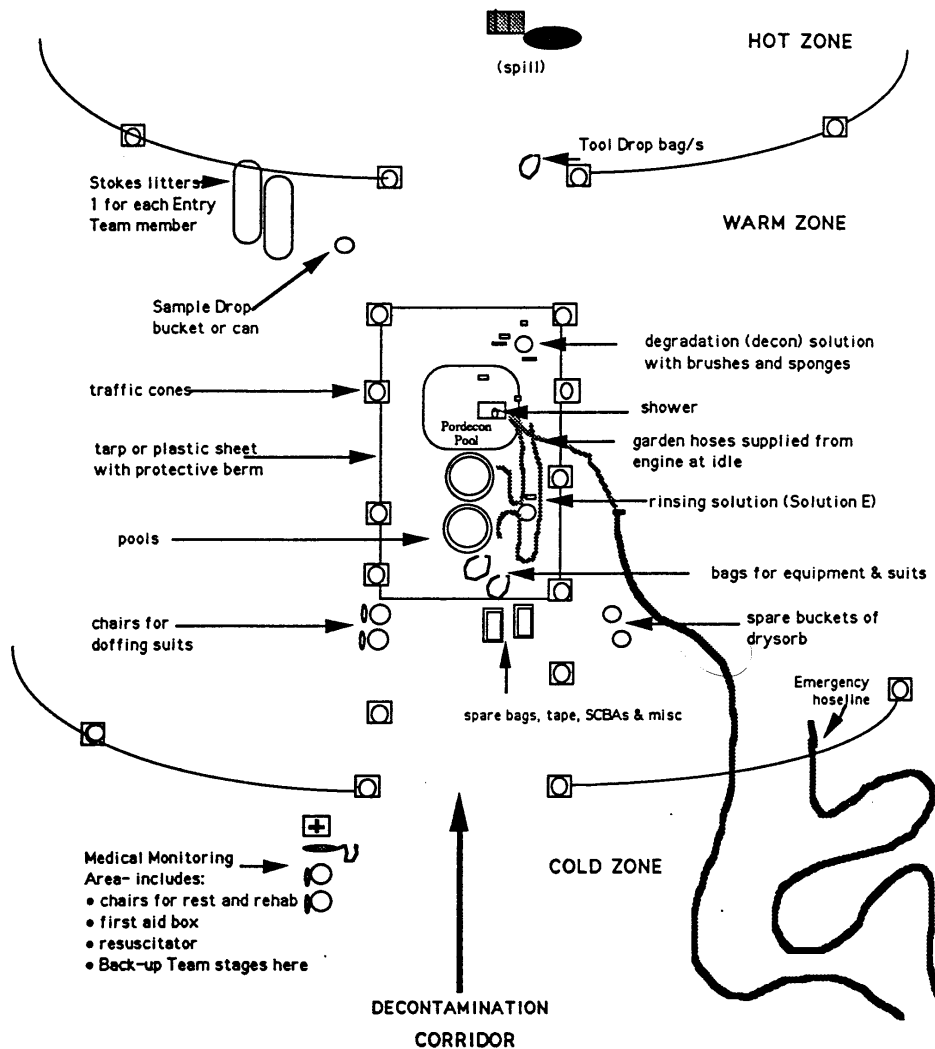
When an immediate rescue is encountered, the Decon Corridor needs to be designated and decon will be accomplished in the Emergency Decontamination Area.

Special Decontamination

Some types of contamination will require a decontamination process that differs from the traditional “wet” decon. In this case of dry, water reactive contaminants, a dry decon procedure needs to be used. This process may vary depending on the specifics of the incident.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN



The decontamination area and decontamination corridor.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Technical References and Resources

The Cal-Fire **Hazardous Materials Area Plan** contains all of the specific data required for a Hazardous Materials field response and subsequent responsibilities. Below, is a list of technical reference and resource materials relating to hazardous materials incidents:

ENVIRONMENTAL RAMIFICATION

Coast Guard CHRIS Condensed Guide to Chemical Hazards
(thick red and book)

NIOSH Pocket Guide to Chemical Hazards
(purple handbook)

Safety Data Sheets
(yellow binders)

Emergency Action Guides
American Association of Railroads

EVACUATION DISTANCES AND SETBACKS

DOT Guidebook

CAMEO ALOHA Air Modeling
National Safety Council (written by NOAA) CAMEO version 3.0 and ALOHA version 5.0
(input user specified data and get dispersion distances)

TOXICOLOGY AND HEALTH HAZARDS

Sax's Dangerous Properties of Industrial Materials
N. Irving Sax
Van Nostrand Reinhold Co.
ISBN 0-442-28304-0

Patty's Industrial Hygiene and Toxicology
Clayton and Clayton
Wiley-Interscience Co.

TOMES
Micromedex Inc.
600 Grant St.
Denver, CO 80203-



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

SUIT SELECTION

ACGTH Guidelines for the Selection of Chemical Protective Clothing

CAMEO RIDS stack

National Safety Council (written by NOAA)

CAMEO version 3.0

Safety Data Sheets (yellow binders)

Suit Manufacturer's Information Sheets (come with suits)

CHEMICAL CHARACTERISTIC DATA

Safety Data Sheets (yellow binders)

NFPA Fire Protection Guide On Hazardous Materials Section 325M

REACTIVITY DATA

Handbook of Reactive Chemical Hazards (3rd Ed) L.

Bretherick

Butterworths

ISBN: 0-408-01388-5

NIOSH Pocket Guide to Chemical Hazards (purple handbook)

NFPA Fire Protection Guide On Hazardous Materials Section 491 M

SAFE EXPOSURE LIMIT DATA

NIOSH Pocket Guide to Chemical Hazards (purple handbook)

Safety Data Sheets (yellow binders)

FIREFIGHTING

Emergency Action Guides American
Association of Railroads

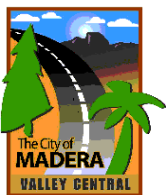
Safety Data Sheets
(yellow binders)

NFPA Fire Protection Guide On Hazardous Materials
Section 49

CAMEORIDS stack

National Safety Council (written by NOAA)

CAMEO version 3.0



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

CHEMICAL DICTIONARY AND SYNONYMS

The Merck Index Encyclopedia of Chemicals and Drugs
Merck & Co. Inc.

The Condensed Chemical Dictionary
Gessner G. Hawley
Van Nostrand Reinhold Co.
ISBN 0-442-23244-6

Grant and Heckl's Chemical Dictionary (5th Ed)
Roger Grant, Claire Grant
Magraw-Hill
ISBN: 0-07-024067-1

GASES

Handbook of Compressed Gases

EMERGENCY CARE FOR EXPOSURES

Emergency Care for Hazardous Material Exposures

Emergency Action Guides
American Association of Railroads

First Aid Manual For Chemical Accidents
Lefevre & Conibear
Van Nostrand Reinhold
ISBN: 0-442-20490-6

PESTICIDES AND TOXICS

Farm Chemicals Handbook
Meister Publishing Co.

HPA Pesticide Fact Handbook

Emergency Action Guides
American Association of Railroads

SPILL CONTROL ADVICE

Emergency Action Guides
American Association of Railroads

Safety Data Sheets
(yellow binders)



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

TRADE NAME INFORMATION

Farm Chemicals Handbook
Meister Publishing Co.

Safety Data Tradename Book
(yellow binder)

IDENTIFICATION

Pocket Guide to Tank Car I.D.
Southern Pacific Railroad

NFPA Fire Protection Guide On Hazardous Materials
Section 704M

CAMEO Codebreaker stack
National Safety Council (written by NOAA)



FINAL PLAN

Madera County, California Local Hazard Mitigation Plan

February 2011



TABLE OF CONTENTS

Section 1	Introduction.....	1
1.1	Disaster Mitigation Act of 2000	1
1.2	Grant Programs With Mitigation Plan Requirements	2
1.2.1	Stafford Act Grant Programs	2
1.2.2	National Flood Insurance Act Grant Programs.....	2
1.3	Community Profiles.....	3
1.3.1	Madera County.....	3
1.3.2	City of Madera	5
1.3.3	City of Chowchilla.....	6
1.3.4	Madera County Office of Education.....	6
1.3.5	North Fork Rancheria of the Mono Indians.....	6
1.3.6	Land Use and Development Trends.....	7
1.4	Description of the Hazard Mitigation Plan	7
1.4.1	Section 2: Record of Adoption	8
1.4.2	Section 3: Planning Process	8
1.4.3	Section 4: Hazard Analysis.....	8
1.4.4	Section 5: Vulnerability Analysis	8
1.4.5	Section 6: Capability Assessment.....	8
1.4.6	Section 7: Mitigation Strategy	8
1.4.7	Section 8: Plan Maintenance.....	9
1.4.8	Section 9: References.....	9
Section 2	Prerequisites.....	1
2.1	Adoption Documentation.....	1
Section 3	Planning Process	1
3.1	Summary of Planning Process	1
3.2	Schedule.....	2
3.3	Planning Committee.....	4
3.3.1	Planning Committee Meeting Summaries	5
3.4	Steering Committee	6
3.5	Public Outreach.....	8
3.6	Incorporation of Existing Plans and Other Relevant Information	9
Section 4	Hazards Analysis.....	1
4.1	Hazard Identification and Screening.....	1
4.2	Hazard Profile	4
4.2.1	Seismic Hazards.....	5
4.2.2	Weather-Related Hazards	9
4.2.3	Other Hazards	20

TABLE OF CONTENTS

Section 5	Vulnerability Analysis	1
5.1	Asset Inventory	1
5.2	Methodology	2
5.3	Data Limitations.....	2
5.4	Exposure Analysis	2
5.5	RI Properties.....	3
5.6	Summary of Impacts	4
5.7	Additional Tribal Requirements	5
Section 6	Capability Assessment	1
6.1	Capability Assessment Recommendations By Cal EMA/FEMA	1
6.2	Tribal Requirements.....	1
Section 7	Mitigation Strategy	1
7.1	Mitigation Goals	1
7.2	Identification and Analysis of Mitigation Actions.....	2
7.3	Implementation of Mitigation Actions.....	9
7.4	Identification and Analysis of Mitigation Actions: NFIP Compliance	9
Section 8	Plan Maintenance	1
8.1	Monitoring, Evaluating, and Updating the Plan	1
8.2	Implementation Through Existing Planning Mechanisms.....	2
8.3	Continued Public Involvement	4
8.4	Additional Tribal Requirements	4
Section 9	References	1

TABLE OF CONTENTS

Tables

- 3-1. LHMP Schedule
- 3-2. Planning Committee
- 3-3. Steering Committee
- 4-1. Identification and Screening of Hazards
- 4-2. Magnitude/Intensity/Ground-Shaking Comparisons
- 4-3. Historical Earthquakes Greater than or Equal to Magnitude 6.0 in and near Madera County, 1950-2009
- 4-4. Faults in and near Madera County
- 4-5. Recent Droughts in California
- 4-6. Recent Floods in Madera County
- 4-7. Record High Temperatures in Madera County since 1998
- 4-8. Tornado Classification on the F-Scale
- 4-9. Recent Large Wildfires in Madera County
- 4-10. Dams in Madera and Fresno Counties
- 4-11. Recent Mobile Incidents in Madera County
- 7-1. Mitigation Goals
- 7-2. Potential Mitigation Actions

Appendices

- A FEMA Crosswalk
- B Adoption Resolution
- C Hazard Figures
 - C-1. Regional historic earthquakes, magnitude ≥ 4.5 , 1972-2009
 - C-2. Regional faults
 - C-3. Probabilistic seismic hazard
 - C-4. Special flood hazard area
 - C-5. Potential fog area, elevation ≤ 656 feet
 - C-6. Peak wind gusts, ≥ 50 miles per hour
 - C-7. Historical tornadoes, 1958-2009
 - C-8. Average snowfall
 - C-9. Historical wildfire perimeters, 1950-2008
 - C-10. Historical wildfires, $\geq 1,000$ acres, 1950-2008

TABLE OF CONTENTS

C-11.	Fire hazard severity zones, local responsibility area
C-12.	Fire hazard severity zones, state responsibility area
C-13.	Dam locations, $\geq 5,000$ acre-feet
C-14.	Dam failure inundation areas for state-jurisdictional and federal dams
C-15.	Levee flood protection zones
C-16.	Hazardous material transportation corridors
C-17.	Hazardous material fixed facilities
D	Planning Committee Meetings
E	Public Outreach
F	Plan Maintenance
G	Madera County
H	City of Madera
I	North Fork Rancheria
J	Madera County Office of Education

Acronyms

CalEMA	California Emergency Management Agency
CAO	County Administrative Officer
CFR	Code of Federal Regulations
DMA 2000	Disaster Mitigation Act of 2000
F	Fahrenheit
FEMA	Federal Emergency Management Agency
FIRM	Flood Insurance Rate Map
FMA	Flood Mitigation Assistance Grant Program
F-Scale	Fujita-Pearson Scale
HMGP	Hazard Mitigation Grant Program
HMP	Hazard Mitigation Plan
LHMP	Local Hazard Mitigation Plan
M	Magnitude
MM	Modified Mercalli
Mph	Miles per hour
NFIP	National Flood Insurance Program
NWS	National Weather Service

TABLE OF CONTENTS

PDM	Pre-Disaster Mitigation Program
PGA	Peak Ground Acceleration
RL	Repetitive Loss
SRL	Severe Repetitive Loss
Stafford Act	Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988
USC	United States Code
U.S. Census	U.S. Census Bureau

As defined in Title 44 of the Code of Federal Regulations (CFR), Subpart M, Section 206.401, hazard mitigation is “any action taken to reduce or eliminate the long-term risk to human life and property from natural hazards.” As such, hazard mitigation is any work to minimize the impacts of any type of hazard event before it occurs. Hazard mitigation aims to reduce losses from future disasters. It is a process in which hazards are identified and profiled, the people and facilities at risk are analyzed, and mitigation actions to reduce or eliminate hazard risk are developed. The implementation of the mitigation actions, which include short and long-term strategies that may involve planning, policy changes, programs, projects, and other activities, is the end result of this process.

The following discusses:

- Disaster Mitigation Act of 2000
- Grant programs with hazard mitigation plan (HMP) requirements
- Community profiles
- Outline of this HMP

The participating jurisdictions represented in this multi-jurisdictional plan include:

- Madera County
- City of Madera
- North Fork Rancheria Mono Indians (hereon referred to as the North Fork Rancheria)
- Madera County Office of Education, on behalf of the following school districts: Alview-Dairyland Unified School District; Bass Lake Joint Union School District; Chawanakee Unified School District; Chowchilla Elementary School District; Golden Valley Unified School District; Madera Unified School District; Raymond Knowles School District, and Yosemite Unified School District.

The City of Chowchilla and the Picayune Rancheria of the Chuckchansi Indians are not participating jurisdictions. The City of Chowchilla is nearing completion of its own Local Hazard Mitigation Plan, which was started on December 11, 2008. The Tribal Council of the Picayune Rancheria of the Chuckchansi Indians completed its original LHMP in December 2005. It is now working on the five-year update, which is scheduled for completion in mid-2010.

1.1 DISASTER MITIGATION ACT OF 2000

In recent years, local hazard mitigation planning has been driven by a new federal law, known as the Disaster Mitigation Act of 2000 (DMA 2000). On October 30, 2000, Congress passed the DMA 2000 (Public Law 106-390), which amended the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Stafford Act) (Title 42 of the United States Code [USC] Section 5121 et seq.) by repealing the act’s previous mitigation planning section (409) and replacing it with a new mitigation planning section (322). This new section emphasized the need for state, tribal, and local entities to closely coordinate mitigation planning and implementation efforts. This new section also provided the legal basis for the Federal Emergency Management Agency’s (FEMA’s) mitigation plan requirements for mitigation grant assistance.

To implement these planning requirements, FEMA published an Interim Final Rule in the Federal Register on February 26, 2002 (FEMA 2002) (44 CFR Part 201). The tribal planning requirements were updated in 44 CFR Part 201.7 in 2009. The local and tribal mitigation planning requirements are identified in their appropriate sections throughout this multi-jurisdictional local hazard mitigation plan (LHMP) and in Appendix A, FEMA Crosswalks.

1.2 GRANT PROGRAMS WITH MITIGATION PLAN REQUIREMENTS

Currently, five FEMA grant programs are available to participating jurisdictions that have FEMA-approved LHMPs and are members of the National Flood Insurance Program (NFIP). Two of the grant programs are authorized under the Stafford Act and DMA 2000, and the remaining three are authorized under the National Flood Insurance Act and the Bunning-Bereuter-Blumenauer Flood Insurance Reform Act.

1.2.1 Stafford Act Grant Programs

- **Hazard Mitigation Grant Program.** The Hazard Mitigation Grant Program (HMGP) provides grants to state, local, and Tribal entities to implement long-term hazard mitigation measures after declaration of a major disaster. The purpose of the HMGP is to reduce the loss of life and property due to natural disasters and to enable mitigation measures to be implemented during the immediate recovery from a disaster. Projects must provide a long-term solution to a problem (for example, elevation of a home to reduce the risk of flood damage rather than buying sandbags and pumps to fight the flood). Also, a project's potential savings must be more than the cost of implementing the project. Funds may be used to protect either public or private property or to purchase property that has been subjected to, or is in danger of, repetitive damage. The amount of funding available for the HMGP under a particular disaster declaration is limited. Under the program, the federal government may provide a state or Tribe with up to 20 percent of the total disaster grants awarded by FEMA and may provide up to 75 percent of the cost of projects approved under the program.
- **Pre-Disaster Mitigation Program.** The Pre-Disaster Mitigation (PDM) Program provides funds to state, local, and Tribal entities for hazard mitigation planning and the implementation of mitigation projects before a disaster. PDM grants are awarded on a nationally competitive basis. Like HMGP funding, the potential savings of a PDM project must be more than the cost of implementing the project, and funds may be used to protect either public or private property or to purchase property that has been subjected to, or is in danger of, repetitive damage. The total amount of PDM funding available is appropriated by Congress on an annual basis. The cost-sharing for this grant is 75 percent federal and 25 percent nonfederal, although cost-sharing of 90 percent federal and 10 percent nonfederal is available in certain situations.

1.2.2 National Flood Insurance Act Grant Programs

- **Flood Mitigation Assistance (FMA) Grant Program:** The goal of the FMA Grant Program is to reduce or eliminate flood insurance claims under the NFIP. This program places particular emphasis on mitigating repetitive loss (RL) properties. The primary source of funding for this program is the National Flood Insurance Fund. Grant funding is available for three types of grants: Planning, Project, and Technical Assistance. Project grants, which use the majority of the program's total funding, are awarded to local entities to apply mitigation

measures to reduce flood losses to properties insured under the NFIP. In FY 2008, FMA funding totaled \$30 million. The cost-sharing for this grant is 75 percent federal and 25 percent nonfederal, although cost-sharing of 90 percent federal and 10 percent nonfederal is available in certain situations to mitigate severe repetitive loss (SRL) properties. As of January 2010, there are two RL properties located in Madera County. There are no SRL properties located in Madera County.

- **Repetitive Flood Claims Program:** The Repetitive Flood Claims Program provides funding to reduce or eliminate the long-term risk of flood damage to residential and non-residential structures insured under the NFIP. Structures considered for mitigation must have had one or more claim payments for flood damages. In FY 2008, Congress appropriated \$10 million for the implementation of this program. All Repetitive Flood Claims grants are eligible for up to 100 percent federal assistance.
- **Severe Repetitive Loss Program:** The SRL Program provides funding to reduce or eliminate the long-term risk of flood damage to residential structures insured under the NFIP. Structures considered for mitigation must have had at least four NFIP claim payments over \$5,000 each, when at least two such claims have occurred within any 10-year period, and the cumulative amount of such claim payments exceeds \$20,000; or for which at least two separate claims payments have been made with the cumulative amount of the building portion of such claims exceeding the value of the property, when two such claims have occurred within any 10-year period. The cost-sharing ratio for this grant is 75 percent federal and 25 percent nonfederal, although a cost-sharing ratio of 90 percent federal and 10 percent nonfederal is available to mitigate SRL properties when a state or Tribal plan addresses ways to mitigate SRL properties. As of January 2010, there are no SRL properties located within Madera County.

1.3 COMMUNITY PROFILES

The following section describes the location, geography, history, and demographics for each local jurisdiction, tribe, and school district, participating in the development and adoption of this LHMP.

1.3.1 Madera County

1.3.1.1 Location, Geography, and History

Madera County is located in central California. The western portion of the County lies in the Central Valley of California, and the eastern portion of the County is located in the Sierra Nevada mountains. Between the mountains and the Central Valley is an area of foothills. Madera County is bordered by Fresno County to the south and west, Merced and Mariposa Counties to the north, and Mono County to the east. The southern portion of Yosemite National Park is located in the northeast of Madera County.

Madera County is approximately 20 miles from the Fresno area, 166 miles from the Bay Area, and 240 miles from Los Angeles. The County occupies approximately 2,153 square miles, of which 2,136 square miles are land and the remaining 17 square miles are occupied by water. Elevations in Madera County range from 180 feet above sea level to 13,157 feet at Mount Ritter, the highest point in the County.

Madera County's climate varies by location within the County. The climate in the Valley is warm and dry, with hot summers (temperatures in July normally reaching 100 degrees Fahrenheit) and fairly mild winters. The average rainfall is 12 inches. In the mountain communities, winters are colder, and summers not quite as hot. Above 7,000 feet, winters can be severe with year-round snow at the highest elevations. Fog is common in Madera County, particularly in the winter months but also can occur in the summer.

Madera County was first inhabited by indigenous peoples between 10,000 and 20,000 years ago. The Valley region was occupied by several tribal entities including the Northern Valley Yokuts, the Foothill area was occupied by the Foothill Yokuts, and the mountainous areas were occupied by the Sierra Miwok and Monache Tribes.

"Madera" is the Spanish word for "lumber" or "wood," the first major industry in the County. European settlers arrived in the early 1800s, but Madera County did not have a substantial population until the California Gold Rush. Evidence of the Gold Rush remains today in the names of some of Madera County's towns such as Coarsegold, Finegold, and Grub Gulch. The County was formed from a portion of Fresno County in a special election of the residents of the area, and was incorporated in 1893.

Madera County includes two incorporated cities (Chowchilla and Madera) and an identified 55 relatively small older and newer unincorporated communities (see below).

1.3.1.2 Government

The Madera County government consists of five county supervisors and one County Administrator. The Board of Supervisors is the legislative and executive governing body of Madera County government. The County Administrative Officer (CAO) is appointed by and serves at the pleasure of the Board of Supervisors. The CAO serves the legislative function of the Board by providing research, information, and recommendations, and serves all of the executive functions of the Board by administering and supervising all County departments in matters that are the responsibility of the Board.

1.3.1.3 Economy

Madera County's largest industry is the service sector, accounting for 67% of all employment, followed by government, at 24%, according to 2009 data from the State of California Employment Development Department. Agriculture makes up about 22% of all jobs. Because of the large amount of agriculture in the County, the unemployment rate can vary seasonally (State of California, Employment Development Department, Labor Market Information, 2009).

Compared with earlier (1999) data, it is clear that sector shifts have occurred in several categories. Government employment increased from 19.5%, agriculture declined from nearly 30.0%, and services employment increased greatly from about 17%. Government employment now includes about 1,200 employees at the Chukchansi Gold Resort and Casino because of its sovereign status.

1.3.1.4 Demographics

According to the U.S. Census Bureau (U.S. Census), Madera County's population, including incorporated cities, was 123,109 in 2000. Also in 2000, approximately 8 percent of the county's population was under the age of 5, 70 percent was between 18 and 64 years old, and 11 percent was over the age of 65. The U.S. Census estimates the 2008 population of the county is 148,333.

In 2000, the entire county's labor force (defined as members of the population over 16 years) was recorded by the U.S. Census as 48,667 (approximately 54 percent). The median household income in 1999 was recorded as \$36,286 (for the U.S. as a whole that figure is \$41,994), while the median family income for the same year was recorded as \$39,226 (\$50,046 nationwide). In 2000, 24,514 individuals, or 21.4 percent of the county residents were living below the poverty level, compared with 12 percent nationwide. The county's per capita income in 1999 was \$14,682, while that for the U.S. was \$21,587.

In 2008, the median household income was estimated to be \$45,646 and the median family income was estimated to be \$50,201. Madera County's per capita income was estimated to be \$19,479 that same year. 13.9 percent of families and 17.8 percent of all people were estimated by the U.S. Census to be living below the poverty level in the county in 2008, a decrease of 3.6 percent since 2000.

According to the 2000 U.S. Census, the number of people employed was 42,233 and the unemployment rate was 7.1 percent. In 2000, the leading industries in the county were educational, health, and social services (approximately 19 percent of the labor force); agriculture, forestry, fishing and hunting, and mining (approximately 14 percent of the labor force); retail trade (approximately 11 percent of the labor force); and manufacturing (approximately 10 percent of the labor force).

1.3.1.5 Unincorporated Communities

Madera County contains 55 identified unincorporated communities, as follows. Some are little more than place names from past history (often when they had their own Post Offices), and others are active communities at the present time.

- Eastern Madera County – Mountain Communities: Ahwahnee; Ahwahnee Estates; Bass Lake; Bass Lake Annex; Cascadel Woods; Central Camp; Coarsegold; Daulton; Fine Gold; Hildreth; Indian Lakes Estates; Indian Springs; Knowles; Knowles Junction; Nipinnawasee; North Fork; Old Corral; O'Neals; Raymond; South Fork; Sugar Pine; Sumner Hill; The Pines; Whisky Falls; Yosemite Forks; and Yosemite Lakes Park.
- Western Madera County - Valley Communities: Berenda; Bonadelle Ranchos; Bonadelle Ranchos Five; Bonadelle Ranchos Nine; Bonita; Borden; Dairyland; Fairmead; Fresno Crossing; Gregg; Irrigosa; Italian Swiss Colony; Kismet; La Vina; Lake Madera Country Estates; Madera Country Club Estates; Madera Highlands; Madera Ranchos; Minturn; Notarb; Ripperdan; River Road Estates; Rolling Hills; San Joaquin River Estates; Sharon; Sierra Vista; Storey; Trigo; and Valley Lake Ranchos.

1.3.2 City of Madera

The City of Madera (Madera) is the County seat of Madera County, and is located approximately 10 miles north of the county's southern border (shared with Fresno County). Madera's total population in 2000 was 43,207. According to the 2000 U.S. Census, 10.7 percent of Madera's population is under 5 years of age, 64.6 percent are between the ages of 18 and 65 years old, and 8.8 percent of the population is 65 years or older. Of the 17,454 (59 percent) residents of Madera eligible for the labor force, 14,187 are employed. Madera's unemployment rate is 11.0 percent. In 1999, the median household income in Madera was \$31,033 and the median family income was \$31,927. Madera's per capita income in 1999 was \$11,674, and 25.6 percent of Madera's

families were living below the poverty level in 2000. In that same year, 32.5 percent of individuals were also living below the poverty level.

1.3.3 City of Chowchilla

Although the City of Chowchilla is not a participating jurisdiction in this plan, it is located about 20 miles north of the City of Madera near the northern border of Madera County and in the western portion of the County, was incorporated in 1923, and covers about seven square miles at an elevation of 237 feet. The City of Chowchilla, according to the 2000 U.S. Census, had a population of 11,127 in 2000, and based on 2009 figures, the population is 19,051 people (including 8,046 prison inmates). School enrollment is about 2,800 students, and there are 3,935 occupied dwellings. The City updated its General Plan in 2009 for a 31 year planning period to 2040.

Six percent of Chowchilla's population was under 5 years of age in 2000, with 78 percent between the ages of 18 and 65, and 9 percent over 65. Of Chowchilla's 3,072 residents eligible for the labor force in 2000, 2,614 residents were employed. Chowchilla's unemployment rate in 2000 was 5.1 percent. The median household income in Chowchilla in 1999 was \$30,729. The median family income for the same year was \$35,741. Chowchilla's per capita income in 1999 was \$11,927, and 16.5 percent of families and 19.2 percent of individuals in Chowchilla were living below the poverty level in 2000.

The city's draft *Local Hazard Mitigation Plan* (12/31/08) notes that the city "is susceptible to a number of natural hazardous events and has several unique characteristics that make this area more susceptible to certain types of hazards, such as dam failure and flooding."

1.3.4 Madera County Office of Education

The Madera County Office of Education (MCOE) provides a variety of services for the ten school districts, including facility planning, construction, and maintenance. MCOE also operates specialized schools with a total enrollment of 666. For this HMP, the MCOE will represent the ten independently governed public school districts within Madera County, including Alview-Dairyland Union Elementary, Bass Lake Joint Union Elementary, Chawanakee Unified, Chowchilla Union, Chowchilla Elementary, Golden Valley Unified, Madera Unified, Raymond Knowles, and Yosemite Unified.

1.3.5 North Fork Rancheria of the Mono Indians

The North Fork Rancheria of California is a federally recognized tribe as determined under 25 CFR Part 83 and listed in 63 FR 71941. The Tribal Government, created by the "Constitution of the North Fork Rancheria" and adopted May 18, 1996, authorizes the Tribal Council to conduct executive, legislative, and business functions. The five-member Tribal Council is elected by eligible voters of enrolled Tribal Citizens who comprise the General Council. Tribal enrollment presently exceeds 1,700 citizens. Rancheria lands are used for commercial, tribal government, and residential purposes. There are no significant tribal lands being used for agriculture or recreation.

1.3.6 Land Use and Development Trends

The population of Madera County was 88,090 in 1990 and 123,109 in 2000, which was an increase of 35,019 persons, or 39.8 percent from 1990 to 2000. The State of California's total population growth for the same period was 13.6%. According to the State of California, Employment Development Department, Labor Market Information Division, a projected population of 224,600 persons by the year 2020 will amount to an impressive increase of 154% over the 1990 population. Some of the population growth between 1990 and 2000 occurred in the western portion of the County; the City of Chowchilla experienced a 6.5 percent annual growth rate and the City of Madera experienced a 4 percent annual growth rate during this time period. The eastern portion of the County has also experienced growth; for example, between 1990 and 1997, the population of eastern Madera County increased by 23 percent, according to the Oakhurst Area Chamber of Commerce website.

The Madera County General Plan was adopted in 1995. The Housing Element was updated in 2004, and various specific area plans (e.g., Coarsegold, North Fork, and Oakhurst) have been adopted since the last update of the County's General Plan. The County Planning Department will soon seek direction from the Board of Supervisors to begin a multi-year comprehensive plan update process.

The County General Plan includes principles that new development should be centered in existing communities, and should be designed to preserve and maintain the rural character and quality of the county. The Land Use portion of the plan also states that residential development and commercial centers should be located near transportation corridors and multifamily housing should be located in and near community and village cores.

Within the two incorporated cities as well as unincorporated communities, much of the recent growth has led to the expansion of the city or community boundaries. Thus far, the limiting factor to this expansion has been the lack of infrastructure and services. In some cases, the lack of services has not limited the growth.

On October 7, 2009 the City of Madera adopted its updated General Plan, including all of supporting Elements, such as Land Use, Safety, Public Facilities, Conservation, Open-Space, Circulation, Noise, and Housing. The required and accompanying environmental impact report (EIR) also was accepted.

According to the Oakhurst Area General Plan, 2,418 new lots have been added to the area since 1971, reflecting new rural residential development for retirement homes and families wanting to live in the foothills. The principal economic activity in this portion of the County is tourism and recreational resort development, having replaced logging and lumber. Many tourists travel through Madera County to visit Yosemite National Park; other destinations are Bass Lake and the Sierra National Forest. The growth in new lots has been accompanied by growth in retail commercial and highway service growth and development.

1.4 DESCRIPTION OF THE HAZARD MITIGATION PLAN

The remainder of this multi-jurisdictional LHMP consists of the sections and appendices described below.

1.4.1 Section 2: Record of Adoption

Section 2 addresses the adoption of this multi-jurisdictional LHMP by the participating jurisdictions. The adoption resolutions are provided in Appendix B, Adoption Resolutions.

1.4.2 Section 3: Planning Process

Section 3 describes the planning process. Specifically, this section describes the plan development process and identifies members of the Mitigation Planning Committee (Planning Committee); including a description of the meetings held as part of the planning process (relevant documents are attached as Appendix D, Planning Team Meetings). This section also documents public outreach activities (attached as Appendix E, Public Outreach) and discusses the review and incorporation of relevant plans, reports, and other appropriate information.

1.4.3 Section 4: Hazard Analysis

Section 4 describes the process through which the Planning Committee identified, screened, and selected the hazards to be profiled in the multi-jurisdictional LHMP. The hazard analysis includes the nature, history, location, extent, and probability of future events for each hazard. Location and historical hazard figures are provided in Appendix C, Figures.

1.4.4 Section 5: Vulnerability Analysis

Section 5 identifies the methodology for analyzing potentially vulnerable assets—population, residential building stock, and critical facilities such as community services facilities, government buildings, public safety facilities, and public works facilities. This information was compiled by assessing the potential impacts from each hazard using Geographic Information System (GIS) data. The resulting information identifies the full range of hazards that each participating jurisdiction could face and the potential social impacts, damages, and economic losses. The results of the analysis are provided in each jurisdiction-specific appendix, Appendices G – I.

1.4.5 Section 6: Capability Assessment

Section 6 identifies the recommendations for the capability assessment from the California Emergency Management Agency (CalEMA) and the results of the capability assessment for the participating tribal jurisdiction. The assessment for each participating jurisdiction is provided in the jurisdiction-specific appendix, Appendices G – I.

In each appendix, the capability assessment evaluates the human and technical, financial, and legal and regulatory resources available for hazard mitigation for each participating jurisdiction. The results of the capability assessment in each appendix also list current, ongoing, and completed mitigation projects and programs for each participating jurisdiction.

1.4.6 Section 7: Mitigation Strategy

Section 7 provides a blueprint for reducing the potential losses identified in the vulnerability analysis. The Planning Committee created a list of over two dozen mitigation projects. Through an evaluation and prioritization process described in this section, each participating jurisdiction selected high-priority projects to include in the mitigation action plan.

1.4.7 Section 8: Plan Maintenance

Section 8 describes the formal plan maintenance process to ensure that the multi-jurisdictional LHMP remains an active and applicable document. The process includes monitoring, evaluating, and updating the plan (Appendix F, Plan Maintenance); monitoring mitigation projects and closeout procedures (Appendix F, Plan Maintenance); implementing the plan through existing planning mechanisms; and achieving continued public involvement.

1.4.8 Section 9: References

Section 9 includes references used to develop this document.

2.1 ADOPTION DOCUMENTATION

The requirements for the adoption of this multi-jurisdictional LHMP by the participating local governing body, as stipulated in the DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: PREREQUISITES

Adoption by the Local Governing Body

Requirement §201.6(c)(5): [The local hazard mitigation plan **shall** include] documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval of the plan (e.g., City Council, County Commissioner, Tribal Council). For multi-jurisdictional plans, each jurisdiction requesting approval of the plan must document that it has formally adopted the plan.

Element

- Does the new or updated plan indicate the specific jurisdictions represented in the plan?
- For each jurisdiction, has the local governing body adopted the new or updated plan?
- Is supporting documentation, such as a resolution, included for each participating jurisdiction?

Source: FEMA 2008.

Madera County, the City of Madera, the North Fork Rancheria of the Mono Indians, and Madera County Office of Education are the local and tribal jurisdictions represented in this multi-jurisdictional LHMP and meet the requirements of Section 409 of the Stafford Act and Section 322 of the DMA 2000.

The local governing body of Madera County, City of Madera, North Fork Rancheria of the Mono Indians, and the Madera County Office of Education have adopted this multi-jurisdictional LHMP by resolution. A scanned copy of each resolution is included in Appendix B.

Additional Tribal requirements in DMA 2000 and its implementing regulations for the North Fork Rancheria are described below.

DMA 2000 REQUIREMENTS: PREREQUISITES

Adoption by the Tribal Governing Body

Requirement §201.7(c)(5): The plan must be formally adopted by the governing body of the Indian Tribal government prior to submittal to FEMA for final review and approval.

Element

Has the governing body of the Indian Tribal government adopted the new or updated plan?

Is supporting documentation, such as a resolution, included?

Does the plan provide assurances that the Tribe will continue to comply with all applicable Federal statutes and regulations during the periods for which it receives grant funding, in compliance with 44 CFR 13.11(c), and will amend its plan whenever necessary to reflect changes in Tribal or Federal laws and statutes as required in 44 CFR 13.11(d).

Source: FEMA 2009.

The North Fork Rancheria will continue to comply with all applicable federal statutes and regulations during the periods for which it receives grant funding, in compliance with 44 CFR 13.11(c), and will amend its plan whenever necessary to reflect changes in Tribal or federal laws and statutes as required in 44 CFR 13.11(d).

This section describes the planning efforts involved in the preparation of the plan including:

- Narrative and schedule of the planning process
- Planning Committee members
- Steering Committee members
- Public outreach
- Review and incorporation of existing plans, studies, reports, and technical information

The requirements for the planning process, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: PLANNING PROCESS

Documentation of the Planning Process

Requirement §201.6(b): In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process shall include:

- (1) An opportunity for the public to comment on the plan during the drafting stage and prior to plan approval;
- (2) An opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia and other private and non-profit interests to be involved in the planning process; and
- (3) Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.

Requirement §201.6(c)(1): [The plan shall document] the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.

Element

- Does the new or updated plan provide a narrative description of the process followed to prepare the plan?
- Does the new or updated plan indicate who was involved in the current planning process? (For example, who led the development at the staff level and were there any external contributors such as contractors? Who participated on the plan committee, provided information, reviewed drafts, etc.?)
- Does the new or updated plan indicate how the public was involved? (Was the public provided an opportunity to comment on the plan during the drafting stage and prior to the plan approval?)
- Does the new or updated plan indicate that an opportunity was given for neighboring communities, agencies, businesses, academia, nonprofits, and other interested parties to be involved in the planning process?
- Does the planning process describe the review and incorporation, if appropriate, of existing plans, studies, reports, and technical information?

Source: FEMA 2008.

3.1 SUMMARY OF PLANNING PROCESS

This planning process was organized and completed to meet all requirements. The relevant activities included formation of a broadly based stakeholders group (Steering Committee) from throughout the planning area and representatives of various state and federal governmental agencies and non-governmental groups who provide services in, have facilities in, or have jurisdictional responsibilities for activities or programs in Madera County. The process also included forming a smaller Planning Committee, primarily representative of the participating jurisdictions, which met several times; announcing and conducting two public meetings; drawing on the most current and best available studies, plans, and other relevant documents; and

conducting individual and small group interviews for data collection and document review purposes. These items are discussed in more detail below.

3.2 SCHEDULE

Table 3-1 (LHMP Schedule) below shows the key activities organized into four phases and the project's schedule.

Table 3-1. LHMP Schedule

Phase	Task	Aug 2009	Sept 2009	Oct 2009	Nov 2009	Dec 2009	Jan 2010	Feb 2010	Mar 2010	April 2010	May 2010	June 2010	July 2010	Aug 2010	Sept 2010
Phase 1	Project Initiation	✓													
	Plan Update Preparation	✓	✓												
	Meeting		✓												
	Existing Studies/Data Collection		✓												
Phase 2	Hazard Profiles		✓	✓											
	Meeting				✓										
	Inventory Assets					✓	✓	✓							
	Estimate Losses							✓							
	Meeting								✓						
	Public Workshops								✓						
	Capability Assessment							✓	✓						
	Mitigation Goals and Actions									✓					
	Jurisdiction-Specific Appendices							✓	✓	✓	✓				
	Plan Update Documentation									✓					
Phase 3	Preliminary Draft Plan										✓				
	Meeting											✓			
	Public Draft Plan												✓		
Phase 4	Final Draft Plan													✓	
	Adoption Support														✓
	Final Plan & Project Closeout														✓

3.3 PLANNING COMMITTEE

The Planning Committee, which was formed following the first Steering Committee Meeting, met four times during the planning process. Table 3-2 below lists the members. Further information is presented in Appendix D, which contains meeting agendas and notes. The Planning Committee's roles were essential to the completion of this LHMP.

Table 3-2. Planning Committee

Name	Department or Agency	Key Input
Allinder, Norman	Madera County RMA Planning.	Plans, technical data, document review
Anderson, John	Madera County Sheriff	Leadership
Anderson, Lisa	Madera County Fire	Program data, document review
Arteaga, Susan	Madera County Dept. Social Svc.	Program data, document review
Barney, Carol	Madera County Public Health	Plans, technical data, document review
Beach, Ray	Madera County RMA	Plans, technical data, document review
Benard, Frank	Madera County Sheriff	Liaison
Clancy, Dwight	Madera Irrigation Dist.	Liaison, technical data, document review
Cox, Geri	Madera County Dept. Education	Liaison, technical data, document review
Cummins, Steve	Madera County Assessor's Office	Technical data, and document review
Cummins, Terri	Madera County Social Services	Liaison, document review
Duncan, Jyl	Madera County Sheriff	Meeting support, reporting
Farley, Greg	Madera County RMA Engineers	Plans, technical data, document review
Frazier, Steve	City of Madera Police Dept.	Liaison, document review
Gardner, Lori	Madera County RMA Planning	Plans, technical data, document review
Gray, Brett	Madera Irrigation Dist.	Liaison, technical data, document review
Hendrickson, Bonnie	Madera County Assessor	Technical data, document review
Hill, Regie	Lower San Joaquin Levee Dist.	Liaison, technical data, document review
Hansard, Christi	North Fork Rancheria	Liaison, technical data, document review
Helmuth, Keith	City of Madera Engineering	Plans, technical data, document review
Herman, David	Madera County Counsel	Contract management
Hovertsz, Johannes	Madera County Roads Dept.	Plans, technical data, and document review
Holtz, John	City of Madera	Plans, technical data, document review
Hudecek, Phil	Madera County Environ. Health	Plans, technical data, document review
Irion, David	Madera County Fire	Technical data, document review
Janes, Jeff	Madera County RMA Planning	Plans, technical data, and document review
Keenan, Deborah	Madera County Fire	Plans, technical data, document review
Kidwell, Toms	Madera County Assessor's Office	Technical data, document review

Table 3-2. Planning Committee

Name	Department or Agency	Key Input
Kime, Michael	City of Madera Police Dept.	Liaison, document review
Kwok, Annette	City of Madera Public Works	Plans, technical data, and document review
Linderholm, Kimberly	Madera County Office Education	Liaison to each school district, technical data, document review
Marr, Dexter	Madera County Environ. Health	Plans, technical data, and document review
McCandless, Darin	Madera County Administration	Insured values, document review
Noblett, David	Chowchilla Police Department	Liaison (its plan is in process)
Norman, Steven	Madera County RMA Special Dist.	Plans, technical data, document review
Padilla, Michael	Madera County Info. Technology	Technical assistance
Phillips, Bradley	Madera County RMA Roads	Plans, technical data, document review
Riar, Opie	Madera County Office Education*	Plans, technical data, document review
Rolan, Robert	Madera County Ag/Com Weight & Measures	Technical data, document review
Seslowe, Jay	Madera County Ag/Com Weight & Measures	Technical data, document review
Silva, Wendy	City Madera Human Resources	Plans, technical data, document review
Stanovich, Janet	Madera County OES	Project coordination
Upton, Joanne	City of Chowchilla	Liaison (its plan is in process)

3.3.1 Planning Committee Meeting Summaries

August 27, 2009

At this inaugural meeting, the Robert Olson Associates (ROA)/URS team explained the objectives of the multi-jurisdictional LHMP planning process and the DMA 2000 requirements; why national emphasis was being placed on reducing potential future disaster losses; and types of mitigation funding available and example projects. The team also reviewed the plan development process and schedule. Public outreach mechanisms were discussed, and other materials about identifying and selecting hazards were distributed and discussed. It was decided at this initial meeting that a broadly based Steering Committee and a subgroup, the Hazard Mitigation Planning Committee, would be created. The latter would be composed principally of members from the participating organizations.

November 19, 2009

The Planning Committee met, and several items from the August 27, 2009 meeting were reviewed. Emphasis was placed, however, on identifying the hazards to be analyzed for the County's LHMP, how the analyses would be done, and information that would be needed; the purpose of the capability assessments and the data needed to support their preparation; framing some possible mitigation goals and the need to identify specific mitigation projects as the process evolves.

The participation of two tribes, the City of Chowchilla, and special districts was reviewed. The North Fork of the Mono Indians will participate; the Chuckchansi Tribe and the City of Chowchilla may provide liaison as each is updating or preparing its own LHMP; and special districts are included within the County's portion of the LHMP or in a neighboring county's (e.g., Fresno County) LHMP.

February 10, 2010

This Planning Committee meeting focused on reviewing the preliminary hazards data and maps and explaining how those with potential local impacts (e.g., floods) could be addressed from a mitigation project viewpoint while others (e.g., drought) could be recognized but little could be done to mitigate such hazards. Extensive time was devoted to the subject of capability assessments and all of the information that would be needed to support their completion. Preliminary discussions were held about public meetings and the development of the mitigation strategy.

March 31, 2010

The Planning Committee was briefed on the final hazard maps and the draft asset data; the updated vulnerability analyses, where the members were advised to concentrate on those assets exposed to the highest risks; and the need to complete the capability assessments, where some data was still needed. Most of the time was spent on the scope of the mitigation strategy development and how projects could be identified, described, and then included in the draft LHMP.

April 9, 2010 (Project Development Subcommittee meeting)

As a follow-up to the March 31 meeting, a subcommittee was formed to identify specific mitigation projects for inclusion in the LHMP. It was composed of county agency representatives. The ROA/URS team reviewed the Mitigation Action Plan format and requirements, with the county staff preparing subsequent project descriptions. ROA/URS followed this up with similar meetings with the City of Madera, Madera County Office of Education, and the North Fork Rancheria.

3.4 STEERING COMMITTEE

The project's Steering Committee consisted of a wide spectrum of stakeholders with responsibilities for providing services, having facilities in, or exercising jurisdiction in Madera County. Some examples include the California Department of Corrections and Rehabilitation, National Weather Service, American Red Cross, some special districts, CalFIRE, and the California Department of Transportation. Table 3-3 below lists the members.

The Steering Committee met first on August 27, 2009 to help launch the planning process and again on September 2, 2010 for purposes of reviewing the draft LHMP before completion and formal adoption.

Table 3-3. Steering Committee

Name	Department or Agency	Key Input
Adams, Sandra	CHP-Eastern Madera County	Oversight, document review
Alberta, Joe	Chukchansi Tribal Government	Liaison
Banks, Chuck	Madera County RACES	Oversight, document review
Bigelow, Frank	Madera County Supervisor Dist. 1	Leadership
Blankenship, Robert	Valley State Prison for Women	Oversight, document review
Blessing, Dennis	Madera County Veterans Svc.	Oversight, document review
Boyer, Lonn	Madera County Human Resources	Oversight, document review
Brotherton, James	National Weather Service	Technical data, document review
Brown, Jim	Cal EMA Sacramento	Oversight, document review
Buckles, Bob	Madera County Fire Safe Council	Oversight, document review
Burdette, Tom	SPCA	Liaison, document review
Burns, Michael	Valley State Prison for Women	Oversight, document review
Calkins, Paul	Cal EMA Inland Region 5	Oversight, document review
Cargill, Rhonda	Madera County BOS	Leadership
Connal, Robert	Madera County Information Tech.	Oversight, technical services
Cotterell, G.	CA Dept. Corrections & Rehab.	Oversight, document review
Craig, Elaine	Madera County Workforce Assistance Ctr.	Oversight, document review
DeVoe, Jon	Dept. Transportation, Cal/Trans	Technical data, document review
Dominici, Ronn	Madera County Supervisor District 3	Leadership
Dupree, Rich	Madera County Probation	Oversight, document review
Evans, Roy	Madera County Fire	Oversight, document review
Field, Tamala	Center for Independent Living	Oversight, document review
Fortner, Bart	Central CA Women's Facility	Liaison, document review
Gonzales, Leticia	Madera County BOS	Leadership
Gross, Kirsten	Madera County Animal Control	Oversight, document review
Habben, Jeannie	Coarsegold/Fresno Watershed	Oversight, document review
Hernandez, Joe	Madera County Grounds Maint.	Oversight, document review
Hutchinson, Dale	Madera County Fire	Oversight, document review
Jarvis, Glenna	Madera County BOS	Leadership
Koehler, Stan	Madera County Administration	Oversight, document review
Konno, David	AmeriCorps	Liaison
Lynch, Dan	Central CA EMS Agency	Liaison
Macedo, Tulio	Agronomic Crops/Weed Control Advisor	Oversight, document review

Table 3-3. Steering Committee

Name	Department or Agency	Key Input
Macias, David	Dept. Transportation, Cal/Trans	Oversight, document review
Magos, Ignacio	Madera County Grounds Maint.	Oversight, document review
Martinez, Sharon	American Red Cross	Oversight, document review
McClurg, Tim	Dept. Transportation, Cal/Trans	Technical data, document review
McDougald, Neil	UC Davis Extension	Oversight, document review
McMeehan, Darin	Madera County Sheriff	Oversight, document review
Melton, Janice	Madera County Behavioral Health	Liaison, document review
Mendanhall, Steve	National Weather Service	Technical data, document review
Miller, Walter	Valley State Prison for Women	Oversight, document review
Miranda, Maria	Madera County BOS	Leadership
Moss, Vern	Madera County Supervisor District 2	Leadership
Nabors, M.J.	Community Action Partnership	Oversight, document review
Papagni, Douglas	Madera County Dept. Corrections	Oversight, document review
Paris, David	CHP-Madera	Oversight, document review
Prentice, David	Madera County-County Counsel	Legal considerations
Rivera, Jose	Valley State Prison for Women	Oversight, document review
Rodriguez, Max	Madera County Supervisor District 4	Leadership
Salvador, Michael	Madera County Sheriff	Oversight, document review
Sample, Scott	Madera Fairgrounds	Oversight, document review
Schoonard, Greg	CA Dept. Corrections & Rehab.	Oversight, document review
Sears, John	Madera County Administration	Oversight, document review
Shepard, Tom	CA Highway Patrol	Oversight, document review
Vaughn, Mike	Triple E Large Animal Rescue	Oversight, document review
Vigil, Felix	Madera Rescue Mission	Liaison
VonFlue, Steve	Madera County Central Garage	Liaison
Wheeler, Tom	Madera County Supervisor Dist. 5	Leadership
White, Doug	Madera County Boot Camp	Liaison
White, Justin	Madera County BOS	Leadership
Williams, Tim	Central California EMS	Liaison

3.5 PUBLIC OUTREACH

The plan development process included several opportunities for public information and participation. Initial information was distributed by the Sheriff's Department via a media release to all local electronic and press contacts (including weekly newspapers in the smaller

communities), and two evening public meetings were held (Madera, March 31, 2009 and Oakhurst, March 30, 2009). Nine people attended the Oakhurst meeting, and since no one attended the meeting in Madera, the Sheriff terminated the meeting after waiting 30 minutes.

In addition, a public comment period of two weeks was available online the last two weeks of August during the Final Draft review process. Appendix E contains additional information about the plan kick-off and public meetings.

Information was available at each public meeting about the governing law and regulations, the concept and examples of mitigation, the range of hazards relevant to the Madera County LHMP, the scope of the mitigation plan, and the work processes and schedules being followed. Useful discussions occurred with Madera County Office of Emergency Services (OES) noting some issues related primarily to emergency preparedness and the recognized difficulties associated with mitigating some hazards, such as severe valley fogs.

3.6 INCORPORATION OF EXISTING PLANS AND OTHER RELEVANT INFORMATION

During the planning process, the consultants reviewed and incorporated from existing plans, studies, and reports. Key local, state, and federal information sources integrated into this document are listed below, and additional references are provided in Section Nine.

- County of Madera, Sheriff's Department, 2010, *Operational Area Emergency Operations Plan*. This newly updated and approved plan provided basic background information on recognized local hazards, the County's emergency services program and organization, and other information, some of which was directly applicable to the LHMP, such as evacuation routes for floods and wildfires.
- County of Madera, Planning Department, October 24, 1995, *General Plan Background Report*. This detailed eight chapter report required by California's general planning law provided valuable data to support the LHMP. Of special importance were the chapters on Public Facilities and Services (including Fire Protection, Drainage and Flood Control, and General Government) and Safety (including Seismic and Geologic Hazards, Flood Hazards, Fire Hazards, and Hazardous Waste). It is being used to support the County's updating of its *General Plan*.
- City of Madera, October 7, 2009, *General Plan, Chapter 6: Health and Safety Element*. This portion of the recently adopted *General Plan*, addresses key public safety subjects relevant to the City of Madera. Of particular importance were the sections on Geologic Hazards, Hazardous Materials, Flooding and Dam Inundation, Fire Protection, and Code Enforcement. Many of the identified actions are reflected in this LHMP.
- City of Madera, 2010 (pending), *Emergency Response Plan*. This pending revision to the City's Emergency Operations Plan will fulfill one of the actions listed in the above General Plan chapter. The plan will update the City's authorities, Emergency Management Organization (EMO), response and support functions and assignments, intergovernmental operational relationships and mutual aid, and similar items. Detailed emergency action checklists and resources information will be included.

- State of California, California Emergency Management Agency, 2007, *Multi-Hazard Mitigation Plan*. This updated version of the original 2004 plan provides the basis for hazard mitigation planning in California, provides an overview of hazards and risks, and a variety of directly related subjects. Of particular importance to this LHMP were the hazards, risks, and vulnerabilities information which, when coupled with local information, provided the best available information for use in Madera County. In addition, the state plan described state-local relationships, which are reflected where needed in this plan. For example, Cal FIRE provides services from its own facilities and via services contracts from locally owned facilities.

A hazard analysis includes the identification and screening of each hazard and then the profiling of each hazard. The hazard analysis includes natural, human-caused, and technological hazards. Natural hazards result from unexpected or uncontrollable natural events of significant size and destructive power. Human-caused hazards result from human activity and include technological hazards. Technological hazards are generally accidental or result from events with unintended consequences (for example, an accidental hazardous materials release).

- Per the local mitigation planning requirements, this hazard analysis consists of the following two steps:
- Hazard identification and screening
- Hazard profiles

4.1 HAZARD IDENTIFICATION AND SCREENING

The requirements for hazard identification, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: RISK ASSESSMENT

Identifying Hazards

Requirement §201.6(c)(2)(i): [The risk assessment shall include a] description of the type of all natural hazards that can affect the jurisdiction.

Element

- Does the new or updated plan include a description of all of the types of all natural hazards that affect the jurisdiction?

Source: FEMA 2008.

For the first step of the hazard analysis, the Planning Committee developed a list of all types of natural and human-caused hazards, including the hazards identified in the Statewide HMP, as a point of reference. Next, as shown in Table 4-1, the Planning Committee evaluated and screened this comprehensive list of potential hazards based on a range of factors, including prior occurrence (Presidentially declared and state-declared emergencies and disasters that have occurred in Madera County over the past 40 years), perception of the relative risk presented by each hazard, and the ability to mitigate each hazard.

Table 4-1. Identification and Screening of Hazards

Hazard Type	Subhazard	State Proclamation	Presidential Declaration	Identified in the 1995 General Plan Background Report	Identified in 2007 State HMP	Hazard to be Profiled in the 2010 LHMP
Avalanche				No	Yes: Additional Hazard	No
Civil Unrest				No	Yes: in Appendix	No
Dam Failure				Yes	Yes: Additional Hazard	Yes
Drought		GAAS:033:07 (2007) N/A (1976)		No	Yes: Additional Hazard	Yes
Energy Emergency/Power Disruption				No	Yes: Energy Shortage	No
Flood		N/A (1997) OEP 253-DR-CA (1969)	1646-DR (April 2006)	Yes	Yes: Primary Hazard	Yes
Fog				No	Yes: Severe Weather and Storms	Yes
Hailstorm				No	Yes: Severe Weather and Storms	Yes, included in the Winter Storm category
Hazardous Material Event				No	Yes: Additional Hazard	Yes
Heat				No	Yes: Additional Hazard	Yes
Hurricane				No	Yes, in Appendix	No
Infectious Disease				No	Yes: Epidemic/Pandemic	No
Landslide				Yes	Yes: Secondary Hazard	No
Levee Failure				No	Yes: Secondary Hazard	No
Seismic	Ground Shaking			Yes	Yes: Primary Hazard	Yes
	Liquefaction			Yes	Yes: Primary Hazard	No
	Expansive Soil/Subsidence			Yes	No	No
	Earthquake-Induced Landslide			Yes	Yes: Primary Hazard	Yes
	Tsunami/Seiche			Yes	Yes: Secondary Hazard	No

Table 4-1. Identification and Screening of Hazards

Hazard Type	Subhazard	State Proclamation	Presidential Declaration	Identified in the 1995 General Plan Background Report	Identified in 2007 State HMP	Hazard to be Profiled in the 2010 LHMP
Severe Wind				No	Yes: Severe Weather and Storms	Yes
Tornado				No	Yes: Severe Weather and Storms	No
Volcano				Yes	Yes: Additional Hazard	No
Wildfire		N/A (2003)		Yes	Yes: Primary Hazard	Yes
Winter Storm	Flood, Ice, Wind	N/A (1998) (freeze) DR-1044 (1995) DR-979 (1992) DR-894 (1990) (freeze) DR-758 (1986) DR-677 (1982-1983) (winter storm) N/A (1982) (rains causing agricultural losses) N/A (1972)	682-DR (1982) 1646-DR (2006) (storms, landslides, and mudslides)	No	Yes: Severe Weather and Storms	Yes

HMP = Hazard Mitigation Plan

LHMP = Local Hazard Mitigation Plan

Presidential declared disasters since 1988 are indicated by disaster number.

* Hazards are classified in the State Hazard Mitigation Plan as Primary Hazards, Secondary Hazards, and Additional Hazards. Some hazards are also discussed in an Appendix. State of California Office of Emergency Services, 2007.

** A description, including nature, history, location, extent, and probability, of each hazard selected to be profiled in the 2010 LHMP, is provided in Section 1.2.

The Planning Committee determined that the following hazard groups pose the greatest threat to Madera County:

- Seismic hazards
 - Ground shaking
 - Earthquake-induced landslide
- Weather-related hazards
 - Drought
 - Flood
 - Fog
 - Heat
 - Severe wind and tornado
 - Winter Storm
- Other Hazards
 - Wildfire
 - Dam failure
 - Levee break
 - Hazardous material event

The remaining hazards excluded through the screening process were considered to pose a lower threat to life and property in Madera County due to the low likelihood of occurrence or the low probability that life and property would be significantly affected. Should the risk from these hazards increase in the future, the 2015 LHMP can be updated to incorporate vulnerability analyses for these hazards.

4.2 HAZARD PROFILE

The requirements for hazard profiles, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: RISK ASSESSMENT

Profiling Hazards

Requirement §201.6(c)(2)(i): [The risk assessment shall include a] description of the location and extent of all natural hazards that can affect the jurisdiction. The plan shall include information on previous occurrences of hazard events and on the probability of future hazard events.

Element

- Does the risk assessment identify the location (i.e., geographic area affected) of each natural hazard addressed in the new or updated plan?
- Does the risk assessment identify the extent (i.e., magnitude or severity) of each hazard addressed in the new or updated plan?
- Does the plan provide information on previous occurrences of each hazard addressed in the new or updated plan?
- Does the plan include the probability of future events (i.e., chance of occurrence) for each hazard addressed in the new or updated plan?

Source: FEMA 2008.

The specific hazards selected by the Planning Committee for profiling have been examined in a methodical manner based on available information about the following factors:

- Nature
- History
- Location
- Extent and probability of future events

This LHMP is drawn from several sources to provide data on the nature, history, and extent of each identified hazard. These sources are listed in Section 9. To determine the location of the hazards in relation to the County, the URS GIS team created maps for each hazard, drawing from publicly available data as well as data provided by the County. These maps are included in Appendix C, Figures.

The hazards profiled for Madera County are presented in the rest of Section 5.2 in the following order: seismic hazards, weather-related hazards, and other hazards, which include wildfire, dam failure, levee failure, and hazardous material event. The order of presentation does not signify the level of importance or risk.

4.2.1 Seismic Hazards

For this 2010 LHMP, seismic hazard profiles are provided for ground shaking and earthquake-induced landslide.

4.2.1.1 Ground Shaking

Nature

An earthquake is generally a result of displacement along a geologic fault resulting in the release of accumulated strain. The effects of a large earthquake can be felt far beyond the site of its occurrence. Earthquakes usually occur without warning and, after just a few seconds, can cause significant damage and extensive casualties. The most common effect of earthquakes is ground

motion, or the shaking of the ground during an earthquake. Ground shaking is caused by seismic waves traveling in the earth's interior or along the earth's surface.

The severity of an earthquake can be expressed in terms of intensity. Intensity measurements are based on the effects and damage and observed effects on people to the natural and built environment. It varies from place to place, depending on the location with respect to the earthquake fault rupture. The intensity generally increases with the amount of energy released, which is proportional to the size of the earthquake, and decreases with distance from the causative fault.

The scale most often used to measure intensity is the Modified Mercalli (MM) intensity scale. As shown in Table 4-2, the MM intensity scale consists of 12 increasing levels that range from imperceptible to catastrophic destruction. With the advent of modern instrumentation, ground-shaking intensity can be quantitatively measured. It is measured in terms of acceleration, velocity, or displacement.

Peak ground acceleration (PGA) is a common ground motion parameter used by engineers. It measures the earthquake's intensity by quantifying how hard the earth shakes in a given location. PGA is measured in units of the gravitational rate of acceleration ($1\ g = 980$ centimeters/second²). Magnitude (M) is the measure of the earthquake's size and is often based on the amplitude of the earthquake waves recorded on instruments. The first magnitude scale was the Richter local magnitude scale. The magnitude scale used by seismologists is the moment magnitude (M) scale. Table 4-2 shows an approximate correlation between M, MM intensity, PGA in *gs*, and the perceived shaking.

Table 4-2. Magnitude/Intensity/Ground-Shaking Comparisons

Magnitude (M)	MM Intensity	Perceived Shaking
0–4.3	I	Not Felt
	II-III	Weak
4.3–4.8	IV	Light
	V	Moderate
4.8–6.2	VI	Strong
	VII	Very Strong
6.2–7.3	VIII	Severe
	IX	Violent
	X	Very Violent
7.3–8.9	XI	
	XII	

Source: USGS 2004.

History

Figure C-1 shows the earthquakes of magnitude 4.5 or higher that have occurred in and near Madera County from 1872 to the present (no earthquakes occurred in this time frame with a magnitude between 4.5 and 6.0). These earthquakes are also listed in Table 4-3 below.

Table 4-3. Historical Earthquakes Greater than or Equal to Magnitude 6.0 in and near Madera County, 1950-2009

Year	Magnitude	Depth from Surface (kilometers)	County
1872	6.6	0	Mono
1885	6.2	0	San Benito
1927	6	0	Mono
1941	6	0	Mono
1980	6.1	5	Mono
1980	6	13	Fresno
1983	6.5	10	Fresno
1986	6.2	9	Mono

Source: USGS, 2009 and California Geological Survey, 2009.

During this time, only one earthquake has occurred in Madera County; that earthquake had a magnitude of 4.6. However, numerous earthquakes have occurred on the faults to the east of Madera County, including three earthquakes with a magnitude greater than 6.0. Two earthquakes with a magnitude greater than 6.0 also occurred to the southwest of the County, one of which occurred along the San Andreas Fault.

Location

Madera County is in the Central Valley, Foothill, and Sierra Nevada regions of California, and in an area crossed by very few faults. One fault does cross through the southeastern portion of Madera County; this is an unnamed fault that is part of the Hartley Springs Fault Zone. Other major fault and fault zones nearby are described in Table 4-4 below. Also, please see Figure C-2 for a map of the faults located near the County.

Table 4-4. Faults in and near Madera County

Location to Madera County	Fault Name
Near eastern border	Hartley Springs Fault Zone
	Hilton Creek Fault
	Silver Lake Fault
Approximately 35 miles west	Ortigalita Fault Zone
Approximately 40 miles west	San Andreas Fault Zone
Approximately 50 miles west	Rinconada Fault Zone

Source: California Geological Survey, 2007.

Extent and Probability of Future Events

As noted earlier, the intensity of an earthquake can be expressed in terms of PGA, which is a measure of how hard the ground will shake in a given geographic area. PGA is measured in *g*, which is the unit of the gravitational rate of acceleration (1 *g* = 980 centimeters/second). Figure C-3 shows the level of ground motion that has an annual probability of 1 in 2475 of being exceeded each year, which is equal to a 2 percent probability of being exceeded in 50 years. As such, this map shows that there are no areas in the County susceptible to severe to violent shaking (MMI VIII-X). This map was developed by the USGS using various earthquake fault models, as well as data from historic earthquakes.

The eastern portion of the County, which is closest to several faults and fault zones, has a high probability of experiencing strong shaking. The remainder of the County is likely to experience light to moderate shaking. Based on these data, Madera County will likely experience an earthquake from one of the known major faults in the eastern or western portion of the state in the next 50 years. The probability of an earthquake that might produce large ground motions is restricted to occurring on the extreme eastern portion of the County.

4.2.1.2 Earthquake-Induced Landslide

Nature

Landslide is a general term for the dislodgment and fall of a mass of soil or rocks along a sloped surface, or for the dislodged mass itself. The term is used for varying phenomena, including mudflows, mudslides, debris flows, rock falls, rockslides, debris avalanches, debris slides, lateral spreads, and slump-earth flows. Landslides can be initiated by rainfall, earthquakes, volcanic activity, changes in groundwater, disturbance and change of a slope by man-made construction activities, or any combination of these factors. Earthquake-induced landslides occur as a result of ground shaking. The most common earthquake-induced landslides include shallow rock falls, disrupted rock slides, and disrupted slides of earth and debris.

History

No major earthquake-induced landslides or other major landslides have been detected in Madera County. However, due to the possibility of earthquakes in the region, and the location of some

areas in the county containing steep slopes, an earthquake-induced landslide is a possibility in Madera County.

Location

The National Landslide Hazards Map from the USGS classifies areas for their incidence and susceptibility to landslides. According to this map, the entirety of Madera County is classified as having low incidence of and susceptibility to landslides. However, the data used to create this map are not suitable for local planning because the data are highly generalized, owing to the small scale and the scarcity of precise landslide information for much of the country. Instead, these data are intended for geographic display and analysis at the national level, and for large regional areas. No other data related to landslide incidence or susceptibility were found.

Extent and Probability of Future Events

The extent of an earthquake-induced landslide is unknown, as it depends on the landslide characteristics and materials and on the settings in which the landslide occurs. As noted above, shallow rock falls, disrupted rock slides, and disrupted slides of earth and debris are the most abundant types of earthquake-induced landslides; earth flows, debris flows, and avalanches of rock, earth, or debris typically transport material the farthest.

USGS studies show that earthquakes as small as M 4.0 may dislodge landslides from susceptible slopes, and larger earthquakes can generate tens of thousands of landslides within the near epicentral zone. While Madera County has a low incidence and susceptibility to landslides according to the USGS, the data are not highly localized. Based on past history and a lack of detected landslides in Madera County in the past, it is assumed that the probability of future landslides is low.

4.2.2 Weather-Related Hazards

Weather-related hazard profiles have been developed for drought, flood, fog, heat, severe wind and tornadoes, and winter storms in the County and surrounding region. This section describes those profiles.

4.2.2.1 Drought

Nature

Drought is a prolonged period of dryness in which precipitation is less than expected or needed in a given geographic location or climate over an extended period of time. For much of human history, drought and its devastations have been seen as an unpredictable, unavoidable calamity. However, that viewpoint is giving way to the recognition that climatic fluctuations occur everywhere, and that periods of low precipitation are a normal, recurrent feature of climate.

Drought is commonly referenced in terms of its effects on crops, and the direct environmental effects (such as crop loss or failure, livestock death or decreased production, wildfire, impaired productivity of forest land, damage to fish habitat, loss of wetlands, and air quality effects) to social effects (from economic and physical hardship and increased stress on residents of a drought-stricken area). In Madera County, the primary impact of drought would be crop loss or failure and livestock death or decreased production, but all the effects listed above could be relevant.

Drought can be a meteorological phenomenon, resulting from abnormally low precipitation or an institutional phenomenon, resulting from poor management of water supply and reserves, and is often due to a combination of these factors. Understanding drought as a recurring feature of climate is a first step toward creating management practices that effectively mitigate its effects.

History

Drought is a cyclic part of the climate of California, occurring in both summer and winter, with an average recurrence interval between 4 and 10 years. Recent droughts in California history are listed in Table 4-5 below.

Table 4-5. Recent Droughts in California

Year(s)	Areas Affected	Disaster Proclamation
1917-1921	Statewide except central Sierra Nevada and north coast	No
1922-1926	Statewide except central Sierra Nevada	No
1928-1937	Statewide	No
1943-1951	Statewide	No
1959-1962	Statewide	No
1976-1977	Statewide, except for southwestern deserts	Statewide disaster proclamation
1987-1992	Statewide	Local drought emergency declaration in Madera County in 1991
2007-2009	Statewide	Statewide disaster proclamation

Source: Paulson, R.W., Chase, E.B., Roberts, R.S., and Moody, D.W., Compilers, National Water Summary 1988-89 Hydrologic Events and Floods and Droughts: U.S. Geological Survey Water-Supply Paper 2375; Cal OES, 2007.

The State of California is in the midst of a drought that is ongoing at the time of the writing of this LHMP, from 2007-2010. Water Year 2007-08 resulted in 72 percent of average annual precipitation across the state, and Water Year 2008-09 resulted in 76 percent of average annual precipitation (each water year is between October 1 and September 30). As of March 2010, statewide precipitation stood at 63 percent of average for this water year. Also, as of April 22, 2010, statewide reservoir storage was 94 percent of average for the date, and 71 percent of capacity, with some individual key reservoirs much lower. In contrast, at the end of 1991, near the end of the last major statewide drought, storage in reservoirs was at 54 percent of average (State of California, Department of Water Resources, Drought Operations Center 2009).

According to a team of UC Davis researchers, 2009's water shortages have led to 21,000 jobs lost in the San Joaquin Valley, of which 16,000 are due to the drought alone, and 5,000 are due to environmental pumping restrictions. Because a portion of Madera County is located in the San Joaquin Valley, these losses are assumed to have affected Madera County. Also, the 2009 water shortages in the Valley are projected to result in \$703 million in lost agricultural gross revenue (expressed in 2008 dollars) (State of California, Department of Water Resources, Drought Operations Center 2009).

Location

All of Madera County and the participating jurisdictions are equally vulnerable to drought.

Extent and Probability of Future Events

Drought is difficult to measure, due to its diverse geographical and temporal nature and its operation on many scales. Despite that difficulty, various indices for measuring and characterizing drought can be useful. The Palmer Drought Indices (Palmer Z Index, Palmer Drought Index, and Palmer Hydrological Drought Index) and the Standardized Precipitation Index are most commonly used. Palmer's indices are water balance indices that consider water supply (precipitation), demand (evapotranspiration), and loss (runoff) to determine drought. The advantage of the Palmer Index is that it is standardized to local climate, so it can be applied to any part of the country to demonstrate relative drought or rainfall conditions. The Standardized Precipitation Index considers precipitation alone, comparing the probability of a region receiving a given amount of precipitation (based on historical levels) in a given time period to precipitation actually recorded.

As of September 2009, Madera County has mid-range (-1.99 to +1.99) conditions for all three of the Palmer Indices, and the Standardized Precipitation Index shows very moist (+1.30 to +1.59) conditions for the 2 months of July-August 2009. (NCDC, Current Standardized Precipitation Index, 2009b). Thus, the drought may not be extremely severe in Madera County. However, the effects of the current drought may be severe because Madera County receives water supplies from other parts of the state that are experiencing drier conditions. Based on previous events, Madera County can expect to experience a drought every 4 –10 years. Droughts in California tend to last for 2-5 years.

4.2.2.2 Flood

Nature

Flooding is a general and temporary condition of partial or complete inundation of two or more acres of normally dry land area or of two or more properties from overflow of inland or tidal waters, from unusual and rapid accumulation or runoff of surface waters from any source, or from mudflow. Simply put, a flood is an excess of water on land that is normally dry. Floods can be caused by the overflow of excess water from a stream, river, lake, reservoir, or coastal body of water onto adjacent floodplains. Floodplains are lowlands adjacent to water bodies that are subject to recurring floods. Floods are natural events that are considered hazards only when people and property are affected. Other possible causes of floods are as follows:

- Unusual and rapid accumulation or runoff of surface waters from any source
- Mudflow, which is defined as “a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water”
- Collapse or subsidence of land along the shore of a lake or similar body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels that result in a flood as defined above

In Madera County two types of flooding occur: riverine flooding, also known as overbank flooding, due to excessive rainfall, and localized flooding.

Riverine floodplains range from narrow, confined channels in the steep valleys of mountainous and hilly regions to wide, flat areas in plains and coastal regions. The amount of water in the floodplain is a function of the size and topography of the contributing watershed, the regional and local climate, and land use characteristics. Flooding in steep, mountainous areas is usually confined, strikes with less warning time, and has a short duration. Larger rivers typically have longer, more predictable flooding sequences and broad floodplains.

Localized flooding may occur outside of recognized drainage channels or delineated floodplains due to a combination of locally heavy precipitation, increased surface runoff, and inadequate facilities for drainage and stormwater conveyance. Such events frequently occur in flat areas and in urbanized areas with large impermeable surfaces. Local drainage may result in “nuisance flooding,” in which streets or parking lots are temporarily closed and minor property damage occurs.

For purposes of this plan, stormwater refers to water that collects on the ground surface or is carried in the stormwater system when it rains. In events where the amount of runoff is too great for the system, or if the stormwater system is disrupted by vegetation or other debris that blocks inlets or pipes, excess water remains on the surface. This water may “pond” in low-lying areas, often in street intersections; or enter nearby structures. Stormwater ponding, a form of localized flooding, not only creates flood problems, but also creates a pollution problem, as stormwater can pick up debris, chemicals, dirt, and other pollutants from the impervious surfaces.

History

Flood history, summarized from the *Madera County Flood Insurance Study* (FEMA, 2008), is highlighted below.

City of Madera

The Madera area is known to have experienced many floods in the past. Records show that floods occurred in 11 of the past 38 years prior to the construction of Hidden Dam in September of 1976. Flooding occurred in 1938, 1943, 1945, 1950, 1952, 1955, 1956, 1958, 1962, 1963, and 1969. Since the operation of Hidden Dam in September of 1976, no floods have occurred in the study area.

Oakhurst Community

There are no known documented significant flood problems in the community of Oakhurst. Anecdotal information from local residents indicated that there has been localized flooding, including an area along the north side of China Creek approximately 3,000 feet upstream of the Fresno River.

Madera County (unincorporated area)

Cottonwood, Root, Dry, and Schmidt Creeks, Schmidt Creek Tributary, and Madera Ranchos North and South do not have perennial flow. They are all dry from May through October. All of the channels of these streams are poorly defined. Floods produce high flows and large volumes of water that exceed channel capacities and spread overland.

In the developed area in the upper reaches of Madera Ranchos North and South, significant flooding occurred in the winter storm of 1983. There was no record made of flow amounts during that storm.

Significant flooding in 1997 on the San Joaquin River revealed new flood plains. A restudy of the San Joaquin River from SH-99 to SH-145 was conducted after floods along the river indicated a significant increase in the river's hydrology.

Table 4-6 below lists the historical floods that have occurred in the County and indicates which floods have led to presidential or state disaster declarations.

Table 4-6. Recent Floods in Madera County

Time Period	Disaster Proclamation
Winter 1969	Yes – State
Winter 1982	Yes - Federal
February 1986	Yes - Federal
January – February 1992	Yes – Federal
January – March 1995	No
January 1997	Yes - State
Winter 1998	No
April 2006	Yes – Federal
October 2007	No

Sources: FEMA, 2009; Cal EMA, 2009; Cal OES, 1999.

Location

The magnitude of flood used as the standard for floodplain management in the U.S. is a flood having a probability of occurrence of 1 percent in any given year, also known as the 100-year flood or base flood. The most readily available source of information regarding the 100-year flood is the system of Flood Insurance Rate Maps (FIRMs) prepared by FEMA. These maps are used to support the National Flood Insurance Program. The FIRMs show 100-year floodplain boundaries for identified flood hazards. These areas are also referred to as Special Flood Hazard Areas and are the basis for flood insurance and floodplain management requirements. The FIRMs also show floodplain boundaries for the 500-year flood, which is the flood level given a 0.2 percent chance of occurrence in any given year. FEMA prepared Digital FIRMs, known as a DFIRM, for Madera County in September 2008.

Figure C-4 shows the above-mentioned high risk flood hazard areas for Madera County. The areas are summarized below:

- Zone B, which is the 0.2 percent annual chance of flood hazard area. These are floodplain boundaries for the 500-year flood, as noted above. A very small portion of Madera County is placed into the Zone B hazard area.

- Zone A, AE, Zone AH, and AO, which is the 1 percent annual chance of flood hazard area. These zones are located in the western portions of the county, on land surrounding the Fresno River and to the east of the San Joaquin River. Other small areas in the southern half of the County are also classified into one of these hazard zones.
- In addition, large portions of Madera County are classified as minimal risk areas, or as areas with possible but undetermined flood hazards.

Extent and Probability of Future Events

Floods are described in terms of their extent (including the horizontal area affected and the vertical depth of floodwaters) and the related probability of occurrence. Flood studies often use historical records, such as stream-flow gages, to determine the probability of occurrence for floods of different magnitudes. The probability of occurrence is expressed in percentages as the chance of a flood of a specific extent occurring in a given year.

The following factors contribute to the frequency and severity of riverine flooding:

- Rainfall intensity and duration
- Antecedent moisture conditions
- Watershed conditions, including steepness of terrain, soil types, amount and type of vegetation, and density of development
- The existence of attenuating features in the watershed, including natural features such as swamps and lakes and human-built features such as dams
- The existence of flood control features, such as levees and flood control channels
- Velocity of flow
- Availability of sediment for transport, and the erodibility of the bed and banks of the watercourse

The following factors contribute to the frequency and severity of localized flooding:

- Inadequate carrying or holding capacity of a system (storm sewer inlets, curb and gutter streets, storm sewers, roadside ditches, culverts, creeks, rivers, lakes, etc.)

In Madera County, both riverine and stormwater flooding up to 3 feet can occur. High risk areas are all located in the western portion of the County. Although well over the majority of the county is classified as being at a minimal or undetermined risk level, some areas of risk could experience a flood in the next 100 years.

Historical occurrences indicate that Madera County can expect to experience a heavy precipitation event almost every winter; therefore, occurrences of both riverine and localized flooding are likely to occur annually. Heavy floods leading to state or presidential disaster declarations have historically occurred every 1-8 years since 1982.

4.2.2.3 Fog

Nature

Fog is defined by the National Weather Service (NWS) as “water droplets suspended in the air at the Earth’s surface” (NWS, 2009a). Fog is often hazardous when visibility is reduced to ¼ mile or less.

In California’s Central Valley, a type of fog known as tule fog is common. Tule fog is defined by the NWS as “Radiation fog in the Central Valley of California. It forms during night and morning hours in late fall and early winter months following the first significant rainfall.” Thus, tule fog tends to form at night during California’s rainy season, roughly between November 1 and March 31. The fog is formed when cold air from the Sierra Nevada mountains flows into the Central Valley at night and is unable to escape the valley due to the Coast Ranges to the west. Higher pressure air from above the mountaintops presses down on the colder, denser air, resulting in the fog.

The NWS also notes that tule fog is a leading cause of weather related-casualties in California. The fog can last for days or weeks, and is dispersed by turbulent air. Visibility under tule fog can be reduced to zero. Tule fog may also cause a light drizzle; in cold months this drizzle might freeze, causing conditions to become even more dangerous on roadways.

4.2.2.4 History

Tule fog is known to occur throughout California’s Central Valley, and regularly occurs in the western portion of Madera County during the winter months.

According to data from the California Highway Patrol, 68 fog-related collisions occurred on Highway 99 in Madera County between 1997 – 2008, resulting in three casualties and three persons injured (California Highway Patrol, 2008).

Additionally, one news report from November 2006 blamed fog for an accident on Highway 145 in Madera County that killed three persons. Regionally, fog has been blamed for some large vehicle accidents. For example, on November 3, 2007, dense fog was blamed for a 100-car pileup in Fresno County on Highway 99 that resulted in two casualties.

4.2.2.5 Location

The areas most susceptible to tule fog in Madera County are the low elevation areas in the western portion of the county, specifically areas that are at 200 meters (656 feet) of elevation or lower. Please see Figure C-5 for a map of these portions of Madera County and the surrounding region.

4.2.2.6 Extent and Probability of Future Events

Madera County is highly likely to experience tule fog, which can reduce visibility up to ¼-mile. Tule fog is likely to occur annually during the winter months in low-lying regions of the County.

4.2.2.7 Heat

Nature

According to the NWS, extreme heat occurs when the temperature reaches high levels or when the combination of heat and humidity causes the air to become oppressive and stifling.

Generally, extreme heat is considered to be 10 degrees Fahrenheit (F) above the normal temperature over an extended period of time. However, extreme heat can manifest itself in several ways:

- A period of time of sweltering humidity, which reaches levels commonly associated with moist tropical regions. Stress on the body can be exacerbated when atmospheric conditions cause pollutants to be trapped near the ground.
- An excessively dry condition, in which strong winds and blowing dust can worsen the situation.
- A rise in the heat index, the body's perception of the "apparent" temperature based on both the air's real temperature and the amount of moisture present in the air. Humidity and mugginess makes the temperature seem higher than it is. In high humidity, an 85-degree F day may be perceived as having reached 95 degrees F.

During heat or extreme heat, local NWS offices can issue heat-related messages as conditions warrant, including:

- **Excessive Heat Outlook:** when the potential exists for an excessive heat event in the next 3 to 7 days. It is designed to provide an indication of areas where people and animals may need to take precautions against the heat. It is based on a combination of temperature and humidity over a certain number of days. An outlook is used to indicate that a heat event may develop. It is intended to provide information to those who need considerable lead time to prepare for the event, such as public utilities, emergency management personnel, and public health officials.
- **Excessive Heat Watch:** when conditions are favorable for an excessive heat event in the next 12 to 48 hours. The term "watch" is used when the risk of a heat wave has increased, but its occurrence and timing is still uncertain. It is intended to provide enough lead time so those who need to set their plans in motion can do so. Also, a watch notice is issued when heat indices are in excess of 105 degrees F during the day combined with nighttime low temperatures of 80 degrees F or higher are forecast to occur for 2 consecutive days.
- **Excessive Heat Warning/Advisory:** when an excessive heat event is expected in the next 36 hours. These warnings are issued when an excessive heat event is occurring, is imminent, or has a very high probability of occurrence and is issued when a heat index of at least 105 degrees F for more than 3 hours per day for 2 consecutive days, or a heat index of more than 115 degrees F for any period of time. The warning is used for conditions posing a threat to life or property. An advisory is for less serious conditions that cause significant discomfort or inconvenience and, if caution is not taken, could lead to a threat to life and/or property.

History

The highest recorded temperature in the City of Madera, CA is 116 degrees F, recorded in 1961 (Madera Chamber of Commerce, 2009).

Table 4-7 shows recent record high temperatures recorded in Madera County.

**Table 4-7. Record High Temperatures
in Madera County since 1998**

Month and Year	Temperature (degrees F)
July 2006	112
July 2006	111
July 2006	110
September 1998	109
August 2007	107
June 2008	107

Source: National Weather Service, 2009b.

Location

When an excessive heat event occurs, it likely affects the low-lying portions of Madera County. Once higher elevations are reached in the Sierra Nevada mountains, extremely high heat levels are less likely.

Extent and Probability of Future Events

In Madera County, heat or extreme heat is generated in the summer months. The low-lying areas of the county are prone to high temperatures when hot air is trapped between the Sierra Nevada mountain range to the east and the Coast range to the west. Data from 2005-2009 show that Madera County can expect to experience temperatures equal to or greater than 90 degrees F about 106 days every year, generally between April and October. The hottest months are July and August; these months average 30 and 29 days per month, respectively, with temperatures equal to or greater than 90 degrees F. Based on historical events, extreme heat is anticipated annually in the summer months.

4.2.2.8 Severe Wind and Tornado

Nature

Winds are horizontal flows of air that blow from areas of high pressure to areas of low pressure. Wind strength depends on the difference between the high- and low-pressure systems and the distance between them. A steep pressure gradient results from a large pressure difference or short distance between these systems and causes high winds. High winds are defined as those that last longer than 1 hour at greater than 39 miles per hour (mph) or for any length of time at greater than 57 mph.

According to the *Glossary of Meteorology* (AMS, 2000), a tornado is defined as “a violently rotating column of air, pendant from a cumuliiform cloud or underneath a cumuliiform cloud, and often (but not always) visible as a funnel cloud.” Literally, in order for a vortex to be classified as a tornado, it must be in contact with the ground and the cloud base (NOAA, 2009).

The Fujita Scale (F-Scale), also known as the Fujita-Pearson Scale, rates tornado intensity based on the damage tornadoes inflict on human-made structures and vegetation. The scale goes from

F-0 (least damage) to F-5 (most damage). Each rating on the scale is described in Table 4-8 below.

Table 4-8. Tornado Classification on the F-Scale

F-Scale Number	Intensity Phrase	Wind Speed (miles per hour)	Type of Damage Done
F0	Gale tornado	40-72	Light Damage. Some damage to chimneys; breaks branches off trees; pushes over shallow-rooted trees; damages sign boards
F1	Moderate tornado	73-112	Moderate Damage. Peels surface off roofs; mobile homes pushed off foundations or overturned; moving autos pushed off the roads; attached garages may be destroyed.
F2	Significant tornado	113-157	Considerable damage. Roofs torn off frame houses; mobile homes demolished; boxcars pushed over; large trees snapped or uprooted; light object missiles generated; cars lifted off ground.
F3	Severe tornado	158-206	Severe Damage. Roofs and some walls torn off well constructed houses; trains overturned; most trees in forest uprooted; heavy cars lifted off ground and thrown.
F4	Devastating tornado	207-260	Devastating Damage. Well-constructed houses leveled; structures with weak foundations blown off some distance; cars thrown and large missiles generated.
F5	Incredible tornado	261-318	Incredible Damage. Strong frame houses lifted off foundations and swept away; automobile sized missiles fly through the air in excess of 100 meters; trees debarked; steel reinforced concrete structures badly damaged.

Source: NOAA, 2009.

History

In Madera County, high winds occur in the winter, generally from November through March, although high winds may also occur in other months. The National Climatic Data Center (NCDC) has recorded eight thunderstorm and high wind events in Madera County since 1957. The highest recorded wind speed was 63 knots, which is roughly equal to 72.5 miles per hour (mph); this storm was recorded in February 1998. (A knot is a unit of speed equal to one nautical mile per hour, which is equal to approximately 1.151 mph.) Two storms recorded wind speeds of 50 knots, which is equal to 57.5 mph. (NCDC, 2009a).

Eight tornadoes have been recorded in Madera County since 1950; these have all been classified as F0 or F1 tornadoes. Of these eight, five were classified as F0 (light damage) tornadoes, and three were classified as F1 (moderate damage) tornadoes. The last recorded tornado occurred in 2002.

Location

All of Madera County is subject to strong winds associated with powerful winter cold fronts. However, the eastern portions of the County located in the Sierra Nevada mountains are subject to more occurrences of high peak gusts. Wind data gathered from the National Weather Service

shows that the annual occurrence of peak wind gusts in Madera County at or equal to 50 mph range from 20 days per year to 50 days per year. Please see Figure C-6 for a map showing the number of days per year on average that wind gusts in Madera County are at or above 50 mph.

Also, recent NWS data (December 2008 – October 2009) from the Hanford Forecast Office shows peak gust speeds ranging from 29 mph (July 2009) to 47 mph (October 2009) for the City of Madera, CA. April 2009 also had a peak gust speed of 46 mph, and the month of March 2009 had a peak gust of 39 mph. All other months had peak gusts below 39mph.

Please see Figure C-7 for a map showing locations of the eight tornadoes that have occurred in Madera County since 1950. All but one of these tornadoes has occurred in the southern portion of the County; the one exception occurred in the central portion of the County, near the town of O'Neals.

Extent and Probability of Future Events

High winds above 50 mph are very likely to occur throughout Madera County, but more likely to occur in the eastern portions of the County. Based on previous events, Madera County can expect to experience at least one winter windstorm annually, and will likely experience numerous events per winter.

It is likely that tornadoes of F0 or F1 magnitude on the F-Scale will continue to occur in Madera County, particularly in the southern portion of the County. Historically, these tornadoes have occurred up to three times per decade, but some decades see zero tornadoes. Tornadoes greater than F1 intensity are unlikely to occur; thus, only moderate damage is likely to result from tornadoes in Madera County.

4.2.2.9 Winter Storm

Nature

The climate in California's Central Valley is hot Mediterranean, in which summers are hot and dry and winters are cool and damp. Mid-autumn to mid-spring comprises the rainy season. During these months, winter storms may occur.

A dominating factor in the weather of California is the semi-permanent high pressure area of the northern Pacific Ocean, sometimes called the Pacific High. This pressure center moves northward in summer, holding storm tracks well to the north, and as a result California receives little or no precipitation during that period. The Pacific high decreases in intensity in winter and moves further south, permitting storms to move into and across the State, producing widespread rain at low elevations and snow at high elevations. Occasionally the state's circulation pattern permits a series of storm centers to move into California from the southwest. This type of storm pattern is responsible for occasional heavy rains that may cause serious winter flooding.

In addition to high winds and flooding, which are described above, winter storms may bring snow to higher elevations, as well as hail, heavy rains, and/or lightning to all areas of the County.

History

A review of results from the NCDC database reveals that 18 storms causing hail have occurred in Madera County since 1957, causing up to \$50,000 in property damage and up to \$7.8 million in crop damage (NCDC, 2009a). Storms causing hail have occurred about every 2-3 years since 1986 but sometimes occur more frequently. Some years saw multiple storms, and most storms

occur between early November and the end of May. One recorded lightning event occurred in winter months. Twenty-three events are recorded for heavy rains, including one event causing \$200,000 in property damage, and one event causing \$16.6 million in crop damage. These events also occurred every 1-2 years, and sometimes occur more frequently.

Location

Many events in the NCDC database are listed as “countywide” events, and the entire County is susceptible to winter storms. However, only the higher elevation areas will experience high levels of snow and high winds, while lower elevation areas will experience heavy rains. Figure C-8 shows average snowfalls in Madera County. Higher elevations in the eastern portion of the County can average up to 72 inches of snowfall per year, while middle elevations in the central portion of the County average around 36 inches of snowfall per year. Low elevations in the southern portion of the County receive little or no snowfall.

Extent and Probability of Future Events

Winter storms remain highly likely due to Madera County’s location in the inland central California area, and the history of occurrence in the past. In these events, a storm can cause up to 1.5 inches of hail, up to an inch of rain in an hour, and winds up to 45 mph.

4.2.3 Other Hazards

4.2.3.1 Wildfire

Nature

A wildfire is an uncontrolled fire spreading through vegetative fuels. Wildfires can be caused by human activities (such as arson or campfires) or by natural events (such as lightning). Wildfires often occur in forests or other areas with ample vegetation. Wildfires differ from other fires due to their large size, the speed at which the fires can spread, and the ability of the fire to change direction unexpectedly and to jump gaps, such as roads, rivers, and fire breaks.

In areas where structures and other human development meet or intermingle with wildland or vegetative fuels (referred to as the “wildland urban interface”), wildfires can cause significant property damage and present extreme threats to public health and safety.

Wildfires are naturally occurring events in the western U.S. and have been occurring for millennia. In fact, some ecological communities and plant species depend on wildfire. However, human settlement is not amenable to the short-term destruction caused by wildfires, and most areas have been practicing fire suppression for several decades. However, the practice of fire suppression often causes more intense fires to occur because the fuel load has increased greatly.

The following three factors contribute significantly to wildfire behavior and can be used to identify wildfire hazard areas.

- **Topography:** As slope increases, the rate of wildfire spread increases. South-facing slopes are also subject to more solar radiation, making them drier and thereby intensifying wildfire behavior. However, ridgetops may mark the end of wildfire spread, as fire spreads more slowly or may even be unable to spread downhill.
- **Fuel:** The type and condition of vegetation plays a significant role in the occurrence and spread of wildfires. Certain types of plants are more susceptible to burning or will burn with

greater intensity; and nonnative plants may be more susceptible to burning than native species. Dense or overgrown vegetation increases the amount of combustible material available to fuel the fire (referred to as the “fuel load”). The ratio of living to dead plant matter is also important. The risk of fire increases significantly during periods of prolonged drought, as the moisture content of both living and dead plant matter decreases; or when a disease or infestation has caused widespread damage. The fuel’s continuity, both horizontally and vertically, is also an important factor.

- **Weather:** The most variable factor affecting the behavior of wildfires is weather. Temperature, humidity, wind, and lightning can affect chances for ignition and spread of fire. Extreme weather, such as high temperatures and low humidity, can lead to extreme wildfire activity. By contrast, cooling and higher humidity often signal reduced wildfire occurrence and easier containment. Years of precipitation followed by warmer years tend to encourage more widespread fires and longer burn periods. Also, since the mid 1980s, earlier snowmelt and associated warming due to global climate change has been associated with longer and more severe wildfire seasons in the Western U.S.

Even small fires can threaten lives and resources and destroy improved properties. If not promptly controlled, wildfires may grow into an emergency or disaster.

Wildfires can have serious effects on the local environment, beyond the removal of vegetation. Soil exposed to intense heat may lose its capability to absorb moisture and support life. Exposed soils erode quickly and enhance siltation of rivers and streams, thereby enhancing flood potential, harming aquatic life, and degrading water quality. Lands stripped of vegetation are also subject to increased debris flow hazards, as described above. Wildfires can also greatly affect the air quality of the surrounding area.

History

Numerous wildfires have been recorded in Madera County. Table 4-9 below lists the fires that have burned 1,000 acres or more in Madera County since 1950. Also, Figure C-9 shows the perimeters of historic wildfires from 1950 – present, based on data from Cal FIRE.

Some fires that have burned less than 1,000 acres are not listed in Table 5-10 but have caused large amounts of property damage. For example, the Quartz Fire in 2005 was declared a federal disaster, and caused approximately \$1.4 million in damages. The Quartz Fire occurred about 2 miles east of Coarsegold.

Table 4-9. Recent Large Wildfires in Madera County

Year	Name of Fire	Area Burned in Madera County (Acres)
1951	Oakhurst	1,366
1952	Strathearn	1,504
1953	Lambertson	1,102
1954	Bufford Mountain	4,938
1959	Nelson Cove	2,050
1959	Urruita #2	1,557

Table 4-9. Recent Large Wildfires in Madera County

Year	Name of Fire	Area Burned in Madera County (Acres)
1961	Harlow	32,843
1968	Thornberry #2	3,130
1969	Lightning #36	4,662
1975	Pole Line	2,949
1982	Temperance Flat	3,173
1989	Powderhouse	2,500
1992	Rainbow	8,357
1997	Mile	1,059
2001	North Fork	4,130
2001	Hoover	1,283
2005	Bailey	1,024
2008	41 Fire	2,592

Source: Cal FIRE, 2009.

Location

The locations of previous fires that have burned 5,000 acres or more are shown in Figure C-10. This map shows that the locations of most of the largest fires in recent years have been located in the central portion of the County. Also, the source for some of these fires are located outside of Madera County.

Many of the historic fires burned areas in the central portion of the County, near Coarsegold, but fires have also occurred in portions of the northern and southern areas of the county. Based on historical incidences, the areas **least** susceptible to fires are the far northern and southwestern areas of Madera County.

Also, Public Resources Code 4201-4204 and Government Code 51175-89 directed Cal FIRE to map areas of significant fire hazards based on fuels, terrain, weather, and other relevant factors. These zones are referred to as Fire Hazard Severity Zones. Specifically, the maps were created using data and models describing development patterns, potential fuels over a 30-50 year time horizon, expected fire behavior, and expected burn probabilities. The maps are divided into “local responsibility areas” and “state responsibility areas”. Local responsibility areas include incorporated cities, cultivated agriculture lands, and portions of the desert. Local responsibility area fire protection is typically provided by city fire departments, fire protection districts, counties, and by Cal FIRE under contract to local government. State responsibility area is a legal term defining the area where the State has financial responsibility for wildland fire protection. Incorporated cities and federal ownership are not included. The prevention and suppression of fires in all areas that are not state responsibility areas are primarily the responsibility of local or federal agencies.

As shown on Figures C-11 and C-12, high and very high wildfire hazard areas include Madera County's eastern portions in the Sierra Nevada mountains. The middle portion of the County, which includes the foothills, is dominated by moderate hazard areas. The low-lying western portion of the County is dominated by non-wildland areas with low hazards, and a few areas of moderate hazards. Urban areas are considered "unzoned" for fire risk.

Extent and Probability of Future Events

Cal FIRE has classified 10 percent of Madera County as a high wildfire hazard areas and an additional 20.7 percent as very high wildfire hazard areas. Based on historical events, about 2-3 wildfires burn within Madera County each year, on average; however, in 2004 and 2005, 13 wildfires were recorded in Madera County each year.

4.2.3.2 Dam Failure

Nature

A dam failure is the structural collapse of a dam that releases the water stored in the reservoir behind the dam. A dam failure is usually the result of the age of the structure, inadequate spillway capacity, design failure, or structural damage caused by an earthquake, flood, or extreme rainfall. The sudden release of water has the potential to cause human casualties, economic loss, and environmental damage. This type of disaster is dangerous because it can occur rapidly, providing little warning and evacuation time for people living downstream. The flows resulting from dam failure generally are much larger than the capacity of downstream channels and can therefore lead to extensive flooding. Flood damage occurs as a result of the momentum of the flood caused by the sediment-laden water, flooding over the channel banks, and impact of debris carried by the flow.

History

No major dam failures have occurred in Madera County.

Location

There are currently 18 dams in Madera County; of these dams, 12 are earth dams, and only 7 have a capacity greater than 200 acre feet. Table 4-10 shows a listing of the dams with a capacity greater than 5,000 acre feet located in either Madera or Fresno County. Also, please see Figure C-13 for the locations of dams with capacities equal to or greater than 5,000 cubic feet of water in or near Madera County.

The dam with the largest capacity in Madera County is the Buchanan Dam, owned by the USACE, with a capacity of 150,000 acre-feet, followed by the Hidden Dam, owned by the USACE, with a capacity of 90,000 acre-feet. In addition, the Friant Dam in Fresno County has a capacity of 520,500 acre feet, while the Pine Flat Dam in Fresno County has a capacity of 1,000,000 acre feet.

Table 4-10. Dams in Madera and Fresno Counties

Name	Owner	County	Stream	Year Built	Type	Capacity (Acre-Feet)
Big Creek #7	Southern California Edison	Fresno	San Joaquin River	1951	Gravity	35,000
Big Dry Creek	Fresno Metropolitan Flood Control District	Fresno	Big Dry Creek and Dog Creek	1948	Earth	30,200
Buchanan	USACE	Madera	Chowchilla River	1890	Earth and Rock	150,000
Courtright	Pacific Gas, and Electric Company	Fresno	Helms Creek	1958	Rockfill	123,300
Crane Valley Storage	Pacific Gas, and Electric Company	Madera	North fork, Willow Creek	1910	Hydraulic Fill	45,410
Florence Lake	Southern California Edison Company	Fresno	South Fork of San Joaquin River	1926	Multiple Arch	64,406
Fancher Creek	Fresno Metropolitan Flood Control District	Fresno	Fancher Creek and Hog Creek	1991	Earth	9,600
Friant	US Bureau of Reclamation	Fresno	San Joaquin River	1942	Gravity	520,500
Hidden	USACE	Madera	Fresno River	1975	Earth	90,000
Huntington Lake 1	Southern California Edison Company	Fresno	Big Creek	1917	Gravity	88,834
Little Panoche Diversion	US Bureau of Reclamation	Fresno	Little Panoche Creek	1966	Earth	5,580
Mammoth Pool	Southern California Edison Company	Fresno	San Joaquin River	1960	Earth	123,000
Pine Flat	USACE	Fresno	Kings River	1954	Gravity	1,000,000
Shaver Lake	Southern California Edison Company	Fresno	Stevenson Creek	1927	Gravity	135,283
Vermilion Valley	Southern California Edison Company	Fresno	Mono Creek	1954	Earth	125,000
Wishon	Pacific Gas, and Electric Company	Fresno	North Fork of Kings River	1958	Rockfill	118,000

Sources: California Department of Water Sources, Division of Dam Safety, 2009.

Extent and Probability of Future Events

Figure C-14 is a dam inundation map prepared for the Buchanan, Hidden, Friant, and Pine Flat Dams. The dam inundation map shows the following:

- Failure of the Buchanan Dam would flood an area of 104 square miles that includes the City of Chowchilla and a portion of Merced County.
- Failure of the Hidden Dam would flood the City of Madera and a surrounding area of 132 square miles entirely within the County of Madera.
- Failure of the Friant Dam would flood an area of 736 square miles in Fresno, Madera, and Merced Counties; the portion of Madera County that would flood is along the southern and western borders of the County.
- Failure of the Pine Flat Dam would cause the greatest area of flooding; this dam would flood an area of 1,818 square miles extending from the dam location in Fresno County south to the Central Valley in Kings County, and as far north as Stockton in San Joaquin County.

However, only a small portion of western Madera County would be flooded in this case.

The depth of flooding due to the failure of a dam is unknown. However, as shown above, the dams with potential to flood the largest area in Madera County in case of dam failure are two dams located in the County: the Buchanan and Hidden Dams.

Based on a lack of previous occurrence, the probability of a future dam failure event is unknown. However, a collapse and structural failure of a dam may be caused by a severe winter storm, earthquake, design flaws, or internal erosion, known as piping. A dam failure may also be a result of the age of the structure or inadequate spillway capacity.

4.2.3.3 Levee Break

Nature

A levee is a natural or artificial slope or wall used to regulate water levels. It is usually built parallel to a river or the coast, and is often earthen. Artificial levees are built to prevent flooding, but also tend to increase water flow in the adjoining river by confining the flow of the river.

Two types of levee failure are levee breach and levee overtopping. The levee breach is the most frequent and dangerous form of levee failure and it occurs when part of the levee breaks away. Breaching leaves an opening for water to pass through to flood the land protected by the levee. Breaches are caused by either surface erosion or by a subsurface failure. Also, breaches are often accompanied by levee boils, or sand boils. A sand boil occurs when the upward pressure of water flowing through soil under the levee exceeds the downward pressure from the weight of the soil above it. The water flowing through the soil resurfaces on the land side of the levee in the form of a volcano-like cone of sand. Sand boils are signals of instability and other conditions that could lead to erosion of the levee foundation, which could in turn cause the levee to sink. A complete breach of the levee may follow.

Levee overtopping occurs when water overtops the crest of the levee. Overtopping can be caused when flood waters simply exceed the lowest crest of the levee system or if high winds generate significant swells in the river and bring waves crashing over the levee. Overtopping can lead to

significant land side erosion of the levee or can cause a levee breach. Often levees are reinforced with rocks or concrete to prevent erosion and failure.

In the State of California there has been increased concern about levee failure in the Sacramento-San Joaquin River Delta region due to Jones Tract levee failure in 2004 and due to increased national attention placed on levees after catastrophic levee failures occurred in New Orleans during Hurricane Katrina.

History

No significant levee failures have occurred in Madera County.

Location

Figure C-15 shows levees in and near Madera County. As evident from this map, all levees in Madera County are a part of the Lower San Joaquin Levee District, and are located to the north of the San Joaquin River. Other nearby levees are located in Fresno and Merced Counties and are located to the south of the San Joaquin River.

Extent and Probability of Future Events

Figure C-15 shows the extent of flooding greater than three feet due to levee failure along the Lower San Joaquin Levee District. The probability of future levee failures in Madera County is unknown, but may result from a large winter storm event or seismic event.

4.2.3.4 Hazardous Material Event

Hazardous materials are substances that may have negative effects on health or the environment. Exposure to hazardous materials may cause injury, illness, or death. Effects may be felt over seconds, minutes, or hours (short-term effects) or not emerge until days, weeks, or even years after exposure (long-term effects). Also, some substances are harmful after a single exposure of short duration, but others require long episodes of exposure or repeated exposure over time to cause harm.

The toxicity of a specific substance is one important factor in determining the risk it poses, but other factors can be just as important, if not more so. Factors affecting the severity of an accidental release include:

- Toxicity
- Quantity
- Dispersal characteristics
- Location of release in relation to population and sensitive environmental areas
- Efficacy of response and recovery actions

Hazardous materials can be found almost everywhere in our society. Paints, solvents, adhesives, gasoline, household cleaners, batteries, pesticides and herbicides, and even medicines are all potential sources of hazardous materials. Although many people are beginning to question the wisdom of surrounding themselves with so many potential toxins, this plan does not focus on the hazards contained in everyday products, but rather on the hazards associated with potential

releases of hazardous substances from transportation corridors and fixed facilities within the County.

Hazardous materials are generally classified by their primary health effects on humans. Some common types include the following:

- Anesthetics and narcotics are substances that depress the central nervous system.
- Asphyxiants are substances that interfere with normal breathing and can cause suffocation.
- Explosives are substances that pose a risk of exploding; fires and chemical effects may also be a danger.
- Flammable materials are substances that catch fire easily, though they may also pose other dangers, such as explosion or chemical effects.
- Irritants cause burns or irritation to body tissues such as eyes, nose, throat, lungs, or skin.

Mobile Incident

Nature

Mobile incidents include those that occur on the roadway as well as railroad. Mobile incident-related releases are dangerous because they can occur anywhere, including close to human populations, assets and utilities, or environmentally sensitive areas. Mobile incident-related releases can also be more difficult to mitigate because of the great area over which any given incident might occur and the potential distance of the incident site from response resources.

History

The National Response Center's (NRC) Internet-based query system of non-Privacy Act data shows that since 1998, 18 roadway incidents were reported; causes included equipment failure, operator error, and transportation accident. These incidents are listed in Table 4-11 below.

Table 4-11. Recent Mobile Incidents in Madera County

Year	Location	Incident Cause	Material
1991	Highway 99 & Ave 16	Equipment failure	Oil: Diesel
1992	Rd 9 at Ave 7	Transport accident	Oil: Diesel
1995	St Rt 99 Northbound South of Ave 24	Unknown	Gasoline: Automotive (Unleaded)
1996	St Rt 99 & Ave 18 1/2 Southbound	Unknown	Oil: Diesel
1997	Ave 18 1/2 State Rt 99	Other	Oil, Fuel: No. 2-D
1997	State Rt 99 Northbound	Transport accident	Oil, Fuel: No. 2-D
1998	Northbound Route 99 / .2 mile South of 18,1.5 Ave	Transport accident	Oil, Misc: Lubricating
1998	Golden State Blvd Near Ave 12	Equipment failure	Zinc sulfate
1999	Ave 8.5 About 1 Mile West of State Route 145	Operator Error	Low grade insecticide with lime solution
2004	21633 Ave. 24	Equipment failure	Break-up alkali (washing solvent)

Table 4-11. Recent Mobile Incidents in Madera County

Year	Location	Incident Cause	Material
2004	Highway 99 Southbound at the Chowchilla Off Ramp	Transport accident	Non-hazardous fertilizer
2004	Interstate 99 West of Madera	Transport accident	Unknown
2004	18208 Ave 24	Equipment failure	Oil: Diesel
2004	Robertson Ave and Hwy 99	Equipment failure	Oil: Diesel
2005	Hwy 99 Southbound	Transport accident	Unknown material, flammable paints, machinery parts, fencing material, potting soil (herbicide)
2006	On the Spur Track, Milepost 183.5, Subdivision: Fresno Nearby 3rd St. and Gateway St. off Hwy 99	Transport accident	Unknown
2006	On the hill near the Pacifica Lions Club Camp Lake 5110 Worman Road	Operator Error	Other oil, Engine oil, Ethylene Glycol, and Oil, Misc: Motor.
2008	300 feet east of Road 22 Corrinne Lake Road	Transport accident	Oil, Misc: Lubricating, Gasoline: Automotive (Unleaded), Ethylene Glycol,

Source: National Response Center, 2009

Half of the incidents listed in Table 4-11 above occurred on or near Highway 99. Also, most of those events resulted in release of oil, although each of the following materials was released once: zinc sulfate, washing solvent, insecticide, and fertilizer. Additionally, during the same reporting period, 19 railroad incidents were reported. In all cases except one, the cause was unknown or other causes. Reports for some of these incidents do not include information on the material released; thus, some of these incidents might have been misclassified into this category and should have been classified as “Railroad Non Release” incidents.

Location

In Madera County, a mobile hazardous material event is most likely to occur within the City of Madera or the City of Chowchilla, and along Highways 41, 49, 99, 145, and 152 and railroad tracks (See Figure C-16). Trucks and rail cars that use these transportation corridors commonly carry a variety of hazardous materials, including gasoline, other petroleum products, and other chemicals known to cause human health problems.

Extent and Probability of Future Events

Comprehensive information on the probability and magnitude of a hazardous material event along transportation corridors is not available. Wide variations among the characteristics of hazardous material sources and among the materials themselves make such an evaluation difficult. However, based on previous occurrences, Madera County can expect a minor hazardous material event every 1-5 years due to a truck accident and every 1-3 years due to a rail accident.

Fixed Incidents**Nature**

The release of hazardous substances from stationary sources can be caused by human error, acts of terrorism, or natural phenomena. Earthquakes pose a particular risk, because they can damage or destroy facilities containing hazardous substances. The threat posed by a hazardous-material event may be amplified by restricted access, reduced fire suppression and spill containment capability, and even complete cutoff of response personnel and equipment.

The EPA's Risk Management Program regulates facilities that have a greater than a threshold quantity of a regulated substance in a process. The regulated substances that are listed in the Risk Management Program include 77 toxic chemicals and 63 flammable substances. This program requires a facility to develop the following: a Hazard Assessment, Prevention Elements, a Management System, and an Emergency Response Program.

In addition, California replaced the Risk Management Program with the California Accidental Release Prevention (CalARP) Program on January 1, 1997. The CalARP Program is very similar to the EPA's Risk Management Program with the following differences:

- The list of toxic chemicals is larger 276 vs. 77
- The threshold quantities of the chemicals is smaller (e.g., chlorine federal threshold quantity is 2500 pounds vs. California's threshold quantity is 100 pounds)
- Requires an external events analysis be performed, including a seismic analysis
- More interaction with the public and agencies, including a Risk Management Plan

History

According to the NRC, there have been 34 reported fixed incidents in Madera County since 1998. These events are caused by dumping, equipment failure, natural phenomenon, operator error, and other or unknown causes. By far, the most common material involved in these incidents is oil, followed by polychlorinated biphenyls (PCBs). The largest reported release was 35 gallons, although many incident reports do not include the amount or volume of material released.

Location

Figure C-17 shows the eight facilities that are covered under the EPA's Risk Management Plan Program, with an additional 13 under the CalARP Program. These facilities include wineries, farms and ranches, and ethanol plants, to name a few.

Extent and Probability of Future Events

Comprehensive information on the probability and magnitude of a hazardous material event at fixed locations is not available. The likelihood of a release is based on factors such as equipment maintenance, operator training, and the potential of natural phenomena to disrupt handling and storage of the materials. However, based on previous occurrences, Madera County can expect a minor hazardous material event 1-2 times a year as a result of equipment failure, operator error, dumping, or natural phenomena. Incidents due to other or unknown causes have occurred, on average, 3-4 times per year.

A vulnerability analysis predicts the extent of exposure that may result from a hazard event of a given intensity in a given area. The analysis provides quantitative data that may be used to identify and prioritize potential mitigation measures by allowing communities to focus attention on areas with the greatest risk of damage.

Per the local mitigation planning requirements, this vulnerability analysis consists of the following seven steps:

- Asset inventory
- Methodology
- Data limitations
- Exposure analysis
- RL properties
- Summary of impacts
- Additional Tribal requirements
- Tables that support the asset inventory, exposure analysis, RL properties, summary of impacts, and additional tribal requirements are located in Appendix G – Appendix J.

5.1 ASSET INVENTORY

Assets that were included in this LHMP's vulnerability analysis are as follows:

- Population (for the unincorporated area of Madera County and the City of Madera)
- Residential building stock (for the unincorporated area of Madera County and the City of Madera)
- Critical facilities:
- Community services and park facilities
- Government centers and departments
- Jails
- Public safety facilities
- Public works facilities
- County-maintained bridges
- Evacuation routes
- School buildings and district offices
- RL properties

The total assets inventoried for all for participating local jurisdictions are located within the first table of each participating jurisdiction's appendix (Appendix G – Appendix J).

5.2 METHODOLOGY

A conservative exposure-level analysis was conducted to assess the risks associated with the identified hazards. This analysis is a simplified assessment of the potential effects of the hazards on values at risk without consideration of the probability or level of damage.

Using estimated 2009 population information provided by the California Department of Finance, a spatial proportion was used to determine the number of people located where hazards are likely to occur.

Using Census block level residential building information, a spatial proportion was used to determine the number of residential buildings located where hazards are likely to occur.

Using data provided by Madera County, the City of Madera, the North Fork Rancheria, and the Madera County Office of Education, geocoded locations of physical assets were compared to locations where hazards are likely to occur. If any portion of an asset fell within a hazard area, it was counted as impacted. A spatial proportion was also used to determine the amount of linear assets, such as highways, within a hazard area. The exposure analysis for linear assets was measured in miles. Estimated replacement values were provided by each local jurisdiction, if available.

For each physical asset located within a hazard area, exposure was calculated by assuming the worst-case scenario (that is, the asset would be completely destroyed and would have to be replaced). The aggregate exposure, in terms of replacement value or insurance coverage, for each category of structure or facility was calculated. A similar analysis was used to evaluate the proportion of the population at risk. However, the analysis simply represents the number of people at risk; no estimate of the number of potential injuries or deaths was prepared.

5.3 DATA LIMITATIONS

The vulnerability estimates provided herein use the best data currently available, and the methodologies applied result in an approximation of risk. These estimates may be used to understand relative risk from hazards and potential losses. However, uncertainties are inherent in any loss estimation methodology, arising in part from incomplete scientific knowledge concerning hazards and their effects on the built environment as well as the use of approximations and simplifications that are necessary for a comprehensive analysis.

It is also important to note that the quantitative vulnerability assessment results are limited to the exposure of people, buildings, and assets to the identified hazards. It was beyond the scope of this LHMP update to develop a more detailed or comprehensive assessment of risk (including annualized losses, people injured or killed, shelter requirements, loss of facility/system function, and economic losses). Such impacts may be addressed with future updates of the LHMP.

5.4 EXPOSURE ANALYSIS

The recommendations for identifying structures and estimating potential losses, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 RECOMMENDATIONS: RISK ASSESSMENT

Assessing Vulnerability: Identifying Structures

Requirement §201.6(c)(2)(ii)(A): The plan should describe vulnerability in terms of the types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard area.

Element

- Does the new or updated plan describe vulnerability in terms of the types and numbers of existing buildings, infrastructure, and critical facilities located in the identified hazard areas?
- Does the new or updated plan describe vulnerability in terms of the types and numbers of future buildings, infrastructure, and critical facilities located in the identified hazard areas?

Source: FEMA 2008.

Vulnerable structures, including residential buildings and critical facilities, at risk to each identified hazard are located in Appendix G for Madera County and Appendix H for the City of Madera. For Madera County, additional exposure analysis information for County-maintained bridges, evacuation routes, and RL properties is provided in Appendix G. For the North Fork Rancheria, only critical facilities are considered in this analysis, as shown in Appendix I. Additionally, the North Fork Rancheria is only vulnerable to four hazards: seismic; severe wind and tornado; wildfire; and winterstorm. For the Madera County Office of Education, this analysis includes school buildings and district offices only, as shown in Appendix I.

DMA 2000 RECOMMENDATIONS: RISK ASSESSMENT

Assessing Vulnerability: Estimating Potential Losses

Requirement §201.6(c)(2)(ii)(B): [The plan should describe vulnerability in terms of an] estimate of the potential dollar losses to vulnerable structures identified in paragraph (c)(2)(i)(A) of this section and a description of the methodology used to prepare the estimate.

Element

- Does the new or updated plan estimate potential dollar losses to vulnerable structures?
- Does the new or updated plan reflect changes in development in loss estimates?
- Does the new or updated plan describe the methodology used to prepare the estimate?

Source: FEMA 2008.

The estimated potential dollar losses for critical facilities at risk to each identified hazard are shown in each local jurisdiction's appendix (Appendix G – Appendix J). As noted previously, estimated values were provided by the local jurisdiction, if available.

5.5 RL PROPERTIES

The requirements for addressing RL properties, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: RISK ASSESSMENT

Assessing Vulnerability: Addressing Repetitive Loss Properties

Requirement §201.6(c)(2)(ii): [The risk assessment] must address National Flood Insurance Program (NFIP) insured structures that have been repetitively damaged by floods.

Element

- Does the new or updated plan describe vulnerability in terms of the types and numbers of Repetitive Loss properties located in the identified hazard areas?

Source: FEMA 2008.

As shown in Appendix G there are two structures in Madera County that are considered RL properties. These properties are both residential structures located in the town of Oakhurst. As shown in Table G-15, both properties are located within the 100-year floodplain.

5.6 SUMMARY OF IMPACTS

The requirements for an overview of the vulnerability analysis, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: RISK ASSESSMENT

Assessing Vulnerability: Overview

Requirement §201.6(c)(2)(ii): [The risk assessment shall include a] description of the jurisdiction's vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description shall include an overall summary of each hazard and its impact on the community.

Element

- Does the new or updated plan include an overall summary description of the jurisdiction's vulnerability to each hazard?
- Does the new or updated plan address the impact of each hazard on the jurisdiction?

Source: FEMA 2008.

The summary of impacts (i.e., percentage at risk) for the population, residential buildings, and critical facilities at risk to each identified hazard are shown in Appendix G – Appendix J, behind the exposure analysis tables in tables referred to as “overall summary” tables. Similar to the assessing vulnerability DMA 2000 requirement, for Madera County, additional summary of impact information for County-maintained bridges, evacuation routes, and RL properties is provided in Appendix G. For the North Fork Rancheria, only critical facilities are listed summary of impact information, as shown in Appendix I. For the Madera County Office of Education, this analysis includes school buildings and district offices only, as shown in Appendix I.

Overall, based on this 2010 LHMP's hazard analysis and vulnerability analysis, a summary of impacts includes the following:

- Over 60 percent of unincorporated area's population and 100 percent of the City of Madera's population are susceptible to Tule fog. Tule fog is most prevalent western portion of the county, specifically areas that are at 200 meters (656 feet) of elevation or lower.

- Approximately 100 percent of the unincorporated area’s population, North Fork Rancheria’s population, and the City of Madera’s population is vulnerable to high winds (≥ 50 mph) at minimum 19.5 days a year. High winds above 50 mph are very likely to occur throughout Madera County, but more likely to occur in the eastern portions of the County.
- Approximately 100 percent of the City of Madera’s population is vulnerable to a dam failure on the Hidden Dam. However, based on a lack of previous occurrence, the probability of a future dam failure event is unknown.
- While less than 10 percent of the unincorporated area’s population resides in high and very high wildfire hazard areas, which include the eastern portions in the Sierra Nevada mountains, Cal FIRE has classified 10 percent of Madera County as a high wildfire hazard areas and an additional 20.7 percent as very high wildfire hazard areas.
- Approximately 85 percent of the unincorporated area’s population is vulnerable to annual snowfall amounts greater than 24 inches. These areas include the higher elevations in the eastern portion of the County, which can average up to 72 inches of snowfall per year, and the middle elevations in the central portion of the County, which can average around 36 inches of snowfall per year.

5.7 ADDITIONAL TRIBAL REQUIREMENTS

Additional Tribal recommendations for assessing vulnerability for cultural and sacred sites, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 RECOMMENDATIONS: RISK ASSESSMENT

Assessing Vulnerability: Assessing Cultural and Sacred Sites

Requirement §201.7(c)(2)(ii)(D): [The plan should describe vulnerability in terms of] cultural and sacred sites that are significant, even if they cannot be valued in monetary terms.

Element

- Does the new or updated plan discuss cultural and sacred sites?

Source: FEMA 2008.

According to the North Fork Rancheria, there are no cultural or sacred sites on the Tribe’s 62-acre parcel. However, the Tribe recognizes that the potential exists for as-yet-undiscovered sites of cultural significance, as this area was inhabited by tribes for thousands of years. There are numerous instances of culturally significant plant materials which continue to be collected for food, medicine, and basketry by the Tribe.

A capability assessment is not required by the DMA 2000 for local jurisdictions, but is so for Tribal entities. A capability assessment identifies and evaluates the human and technical, financial, and legal and regulatory resources available for hazard mitigation, and describes the current, ongoing, and recently completed mitigation projects.

Cal EMA/FEMA's local mitigation planning recommendations as well as the Tribal mitigation planning requirements are addressed as follows.

6.1 CAPABILITY ASSESSMENT RECOMMENDATIONS BY CAL EMA/FEMA

The recommendations for developing a local capability assessment, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 RECOMMENDATIONS: LOCAL CAPABILITY ASSESSMENT

Local Capability Assessment

Element

- Does the new or updated plan provide a description of the human and technical resources available within this jurisdiction to engage in a mitigation planning process and to develop a local hazard mitigation plan?
- Does the new or updated plan list local mitigation financial resources and funding sources (such as taxes, fees, assessments or fines) which promote mitigation within the reporting jurisdiction?
- Does the new or updated plan list local ordinances which affect or promote disaster mitigation, preparedness, response, or recovery within the reporting jurisdiction?
- Does the new or updated plan describe the details of in-progress, ongoing, or completed mitigation projects and programs within the reporting jurisdiction?

Source: FEMA 2008.

Human and technical, financial, and legal and regulatory resources as well as current, ongoing, and completed mitigation projects and programs are located behind the overall summary (exposure analysis) tables of each local jurisdiction's appendix (Appendix G – Appendix J).

6.2 TRIBAL REQUIREMENTS

Tribal requirements for identifying funding requirements and developing a capability assessment, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: FUNDING REQUIREMENTS

Funding Sources

Requirement §201.7(c)(3)(v): [The mitigation strategy shall include an] identification of current and potential sources of Federal, Tribal, or private funding to implement mitigation activities.

Element

- Does the new or updated plan identify current sources of Federal, Tribal, or private funding to implement mitigation activities?
- Does the new or updated plan identify potential sources of Federal, Tribal, or private funding to implement mitigation activities?

Source: FEMA 2010.

DMA 2000 REQUIREMENTS: CAPABILITY ASSESSMENT**Tribal Capability Assessment**

Requirement §201.7(c)(3)(iv): [The mitigation strategy shall include] a discussion of the Indian Tribal government's pre- and post-disaster hazard-management policies, programs, and capabilities to mitigate the hazards in the area, including an evaluation of Tribal laws, regulations, policies, and programs related to hazard mitigation as well as to development in hazard-prone areas.

Element

- Does the new or updated plan include an evaluation of the Tribe's pre-disaster hazard management policies, programs, and capabilities?
- Does the new or updated plan include an evaluation of the Tribe's post-disaster management policies, programs, and capabilities?
- Does the new or updated plan include an evaluation of the Tribe's policies related to development in hazard prone areas?
- Does the new or updated plan include a discussion of Tribal funding capabilities for hazard mitigation projects?

Source: FEMA 2010.

Funding and capability resources for the North Fork Rancheria Tribe are located in Appendix I, Tables I-7 through I-10.

This section outlines the four-step process for preparing a mitigation strategy, as shown below. In addition it addresses the new NFIP requirement.

- Local hazard mitigation goals
- Identification and analysis of mitigation actions
- Implementation of mitigation actions
- Identification and analysis of mitigation actions for NFIP compliance

7.1 MITIGATION GOALS

The requirements for developing local hazard mitigation goals, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: MITIGATION STRATEGY	
Local Hazard Mitigation Goals	
Requirement §201.6(c)(3)(i): [The hazard mitigation strategy shall include a] description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards.	
Element	
<ul style="list-style-type: none"> ▪ Does the new or updated plan include a description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards? 	
Source: FEMA 2008.	

Mitigation goals are defined as general guidelines that explain what a community wants to achieve in terms of hazard and loss prevention. Goal statements are typically long-range, policy-oriented statements representing community-wide vision. Table 7-1 shows the mitigation goals that were developed to reduce or avoid long-term vulnerability to each hazard addressed in this LHMP: seismic hazards (ground shaking and earthquake-induced landslides); weather-related hazards (drought, flood, fog, heat, severe wind and tornado, and winter storm); and other hazards (wildfire, dam failure, levee break, and hazardous material event).

Table 7-1. Mitigation Goals

Goal Number	Goal Description
1	Reduce the possibility of damages and losses due to seismic hazards, including ground shaking and earthquake-induced landslide
2	Reduce the possibility of damages and losses due to weather-related hazards, including drought, flood, fog, heat, severe wind and tornado, and winter storm
3	Reduce the possibility of damages and losses due to other hazards, including wildfire, dam failure, levee break, and hazardous material event

7.2 IDENTIFICATION AND ANALYSIS OF MITIGATION ACTIONS

The requirements for the identification and analysis of mitigation actions, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: MITIGATION STRATEGY	
Identification and Analysis of Mitigation Actions	
Requirement §201.6(c)(3)(ii): [The mitigation strategy shall include a] section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered to reduce the effects of each hazard, with particular emphasis on new and existing buildings and infrastructure.	
Element	
<ul style="list-style-type: none"> ▪ Does the plan identify and analyze a comprehensive range of specific mitigation actions and projects for each hazard? ▪ Do the identified actions and projects address reducing the effects of hazards on new buildings and infrastructure? ▪ Do the identified actions and projects address reducing the effects of hazards on existing buildings and infrastructure? ▪ Does the mitigation strategy identify actions related to the participation in and continued compliance with the NFIP? 	
Source: FEMA 2008.	

Mitigation actions are activities, measures, or projects that help achieve the goals of a mitigation plan. Mitigation actions are usually grouped into six broad categories: prevention, property protection, public education and awareness, natural resource protection, emergency services, and structural projects.

Potential mitigation actions were developed by the consultants and the Planning Committee using the following criteria:

- Eligible project criteria based on the 2009 HMA Unified Guidance
- 2005-2008 history of applicable PDM-funded projects
- FEMA's Mitigation Success Stories (<http://www.fema.gov/mitigationbp/>)
- Jurisdiction-specific vulnerability analyses (Appendix G-J)

As shown in Table 7-2, for each potential mitigation action, the following information is listed: mitigation action description; mitigation action category; hazard(s) addressed; type of development affected by mitigation action; and potential facilities to be mitigated. In some cases, the item applies both to Madera County and the City of Madera.

Table 7-2. Potential Mitigation Actions

No.	Description	Mitigation Category	Hazard Addressed	New or Existing Construction
1	Create a GIS-based pre-application review for new construction and major remodels in hazard areas, such as levee break, high and/or very high wildfire areas.	Property Protection	All	New
2	Integrate the 2010 LHMP, in particular the hazard analysis and mitigation strategy sections, into Madera County's and the City of Madera's General Plans' Safety Element update process.	Property Protection	All	New/Existing
3	Seismically retrofit or replace County and City of Madera ramps and bridges that are categorized as structurally deficient by Caltrans and are necessary for first responders to use during an emergency.	Property Protection, Structural Project	Seismic Hazards (ground shaking)	Existing - County and City ramps and bridges, and roads identified by Caltrans as structurally deficient.
4	Stabilize landslide-prone areas through stability improvement measures, including interceptor drains, in situ soil piles, drained earth buttresses, and subdrains.	Prevention, Property Protection	Seismic Hazards (landslides)	New/Existing
5	Acquire, relocate, or elevate residential structures, in particular those that have been identified as RL properties, within the 100-year floodplain.	Property Protection	Weather-Related Hazards (flood)	Existing – Residential structures, including RL properties, located within the 100-year floodplain (See Appendix G-J for specific structural information).
6	Acquire, relocate, elevate, and/or floodproof critical facilities located within the 100-year floodplain.	Property Protection	Weather-Related Hazards (flood)	Existing - Critical facilities located within the 100-year floodplain (See Appendix G-J for specific structural information).
7	Reinforce County and City of Madera ramps, bridges, and roads from flooding through protection activities which may include elevating the road and installing culverts beneath the road or building a bridge across the area that experiences regular flooding.	Property Protection, Structural Project	Weather-Related Hazards (flood)	Existing – County and City ramps, bridges, and roads identified in the 100-year floodplain (See Appendix G-J for specific structural information).

Table 7-2. Potential Mitigation Actions

No.	Description	Mitigation Category	Hazard Addressed	New or Existing Construction
8	Work with FEMA Region IX to address any floodplain management issues that may have arisen/arise from the countywide DFIRM, Community Assessment Visits, and/or DWR.	All	Weather-Related Hazards (flood)	New/Existing properties within Madera County and the City of Madera.
9	Increase participation in the NFIP by entering the Community Rating System program which through enhanced floodplain management activities would allow property owners to receive a discount on their flood insurance.	Prevention, Property Protection	Weather-Related Hazards (flood)	New/Existing within Madera County and the City of Madera. In particular, residential structures and critical facilities which are located within the 100-year floodplain.
10	Develop a drought contingency plan to provide an effective and systematic means of assessing drought conditions, develop mitigation actions and programs to reduce risks in advance of drought, and develop response options that minimize hardships during drought.	Prevention, Natural Resource Protection	Weather-Related Hazards (drought)	New/Existing
11	Manage vegetation in areas within and adjacent to rights-of-way and in close proximity to critical facilities in order to reduce the risk of tree failure and property damage and avoid creation of wind acceleration corridors within vegetated areas.	Prevention, Property Protection, Natural Resource Protection	Weather-Related Hazards (severe wind)	Existing – Critical facilities located in areas that experience 41 days plus of peak wind gusts ≥ 50 MPH (See Appendix G-J for specific structural information).
12	Develop a free annual tree chipping and tree pick-up day that encourages residents living in high windprone hazards areas to manage trees and shrubs at risk of falling on overhead power lines	Property Protection	Weather-Related Hazards (severe wind)	Existing – residential buildings located in areas that experience 41 days plus of peak wind gusts ≥ 50 MPH (See Appendix G-J for specific structural information).
13	Bolt down the roofs of critical facilities in order to prevent wind damage.	Property Protection	Weather-Related Hazards (severe wind)	Existing – Critical facilities located in areas that experience 41 days plus of peak wind gusts ≥ 50 MPH (See Appendix G-J for specific structural information).

Table 7-2. Potential Mitigation Actions

No.	Description	Mitigation Category	Hazard Addressed	New or Existing Construction
14	Retrofit critical facilities located within high snowfall hazard areas (48-inches plus) to structurally withstand heavy snow loads.	Property Protection	Weather-Related Hazards (Snowstorm)	Existing – Critical facilities located in areas that experience 48-inches plus snow annually (See Appendix G-J for specific structural information).
15	Examine and mitigate County and City of Madera ramps, bridges, and roads that have been identified as being too narrow or having too many tight turns to ensure the safe transportation of truck loads.	Property Protection, Structural Project	Other Hazards (hazardous material)	Existing – County and City ramps, bridges, and roads identified in the hazardous material transportation corridor areas (See Appendix G-J for specific structural information).
16	Implement a fuel reduction program, such as the collection and disposal of dead fuel, within open spaces and around critical facilities and residential structures located within a SRA or LRA high or very high wildfire zone.	Prevention, Property Protection, Natural Resource Protection	Other Hazards (wildfire)	Existing – critical facilities and residential structures located within a SRA or LRA high or very high wildfire zone (See Appendix G-J for specific structural information).
17	Create a vegetation management program that provides vegetation management services to elderly, disabled, or low-income property owners who lack the resources to remove flammable vegetation around their homes.	Property Protection	Other Hazards (wildfire)	Existing
18	Work with DWR to determine dam inundation areas of unmapped dams within the county and neighboring counties that may affect Madera County.	Property Protection	Other Hazards (dam failure)	New/Existing
19	Encourage property owners located in the levee break hazard areas to purchase voluntary flood insurance.	Property Protection	Other Hazards (levee break)	Existing
20	Acquire, relocate, elevate, and/or floodproof critical facilities located within the levee break hazard areas with depths \geq 3-feet.	Property Protection	Other Hazards (levee break)	Existing - Critical facilities located within the levee break hazard areas with depths \geq 3-feet. (See Appendix G-J for specific structural information).

Table 7-2. Potential Mitigation Actions

No.	Description	Mitigation Category	Hazard Addressed	New or Existing Construction
21	Relocate a Madera County fire station outside of a 100-year floodplain (Station 4 – Dairyland)	Property Protection	Weather Related Hazards (flood)	Existing
22	Public Awareness/Education/ Outreach – Wildland Fires, Flooding,	All	Weather Related (flood) and Other Hazards (wildfire)	New/Existing
23	Provide seismic retrofitting to existing water tanks and systems or a new engineered water distribution system serving both fire suppression and domestic water needs. Manage vegetation in areas within and adjacent to the access routes to water tanks and distribution systems within SRA/WUI areas. Reduce the potential of wildfire extension to these critical facilities.	Property Protection	Seismic (ground shaking) and Other Hazards (wildfire)	Existing
24	Purchase land and create a drainage basin for the Southeast Madera Plan (SMP) area for expected 1,000 homes in 100-year floodplain.	Property Protection	Weather Related (flood)	New
25	Provide stormwater drainage improvements to reduce frequent flooding, such as downtown stormwater drains, basins, trunk lines, auxiliary pipes, and interconnections.	Property Protection	Weather Related (flood)	Existing
26	Using “HECRAZ,” analyses, update 100-year floodplain for Fresno River per earlier FEMA recommendation.	Property Protection	Weather Related (flood)	New/Existing
27	Mitigate potential damage to two bridges crossing the Fresno River due to scouring of piles and piers, leaving them exposed.	Property Protection	Weather Related (flood)	Existing
28	Acquire, relocate, elevate, and/or floodproof critical facilities located within the 100-year floodplain: Alview, Dairyland, and Lincoln Schools.	Property Protection	Weather Related (flood)	Existing

Table 7-2. Potential Mitigation Actions

No.	Description	Mitigation Category	Hazard Addressed	New or Existing Construction
29	Implement a fuel reduction program, such as the collection and disposal of dead fuel, within open spaces and around critical facilities and residential structures located within a SRA or LRA high or very high wildfire zones: Foothill (Very High risk), Yosemite Falls (High risk), and Bass Lake Elementary (Very High risk) Schools	Property Protection	Other Hazards (wildfire)	Existing
30	Acquire, relocate, elevate, and/or floodproof critical facilities located within the levee break hazard areas with depths > 3-feet: Alview School	Property Protection	Weather Related (flood)	Existing
31	Manage vegetation in areas within and adjacent to rights-of-way and in close proximity to critical facilities in order to reduce the risk of tree failure and property damage and avoid creation of wind acceleration corridors within vegetated areas, and bolt down the roofs of critical facilities in order to prevent wind damage: Wawona School	Property Protection	Weather Related (wind)	Existing
32	Develop a free annual tree chipping and tree pick-up day that encourages residents living in high windprone hazards areas to manage trees and shrubs at risk of falling on overhead power lines and on dwellings and other structures on tribal lands.	Property Protection	Weather Related (wind)	New/Existing
33	Implement a fuel reduction program, such as the collection and disposal of dead fuel, within open spaces and around critical facilities and residential structures located within a SRA or LRA high or very high wildfire zone on tribal lands.	Property Protection	Weather Related (wind) and Other Hazards (wildfire)	New/Existing
34	Create a vegetation management program that provides vegetation management services to elderly, disabled, or low-income property owners who lack the resources to remove flammable vegetation around their homes on tribal lands.	Property Protection	Other Hazards (wildfire)	Existing

Table 7-2. Potential Mitigation Actions

No.	Description	Mitigation Category	Hazard Addressed	New or Existing Construction
35	In cooperation with other organizations, complete a fire break around the foothills communities and tribal lands.	Property Protection	Other Hazards (wildfire)	New/Existing
36	Given limited access to the North Fork area, prepare and distribute an evacuation plan and supporting instructions to tribal lands and foothill residents.	Prevention and Property Protection	Weather Related (wind, winter storm) and Other Hazards (wildfire)	New/Existing
37	Using the LHMP's data and in cooperation with other organizations, help produce and disseminate a series of "What Next-What If" pamphlets throughout the county, including tribal citizens, that emphasizes mitigation measures, resources, and contacts.	Prevention	All Hazards	New/Existing
38	Continue to work with weather forecasting and public safety agencies to provide warning and protective information to residents, travelers, and visitors about severe valley fog conditions.	Prevention	Weather Related (fog)	(Not applicable: personal safety)
39	Continue to monitor the manufacture, storage, and transport of hazardous materials by working with environmental health and public safety agencies to identify effective mitigation actions or requirements that will help reduce the risk of incidents, including the spread of released materials.	Prevention	Other Hazards (hazardous materials events)	Existing

7.3 IMPLEMENTATION OF MITIGATION ACTIONS

The requirements for the evaluation and prioritization of mitigation actions, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: MITIGATION STRATEGY

Implementation of Mitigation Actions

Requirement: §201.6(c)(3)(iii): [The mitigation strategy section shall include] an action plan describing how the actions identified in section (c)(3)(ii) will be prioritized, implemented, and administered by the local jurisdiction. Prioritization shall include a special emphasis on the extent to which benefits are maximized according to a cost benefit review of the proposed projects and their associated costs.

Element

- Does the new or updated mitigation strategy include how the actions are prioritized? (For example, is there a discussion of the process and criteria used?)
- Does the new or updated mitigation strategy address how the actions will be implemented and administered? (For example, does it identify the responsible department, existing and potential resources, and timeframe?)
- Does the new or updated prioritization process include an emphasis on the use of a cost-benefit review to maximize benefits?

Source: FEMA 2008.

After the list of potential mitigation actions had been developed, the Planning Committee evaluated and prioritized each of the potential mitigation actions to determine which mitigation actions would be included in their jurisdiction-specific mitigation action plan. Criteria considered for this evaluation process included:

1. Current or potential support from the local jurisdiction
2. Local jurisdiction department or agency champion
3. Ability to be implemented during the 5-year lifespan of the LHMP
4. Ability to reduce expected future damages and losses (cost-benefit)
5. Mitigates a high-risk hazard

Appendices G-J shows the evaluation and prioritization process of potential mitigation actions for each local jurisdiction. Mitigation actions that received at least four points were considered for inclusion in the mitigation action plan. The mitigation action plan is included for each local jurisdiction in Appendices G-J.

7.4 IDENTIFICATION AND ANALYSIS OF MITIGATION ACTIONS: NFIP COMPLIANCE

The requirements for the identification and analysis of mitigation actions: NFIP compliance, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: MITIGATION STRATEGY**Identification and Analysis of Mitigation Actions: NFIP Compliance**

Requirement §201.6(c)(3)(ii): [The mitigation strategy] must also address the jurisdiction's participation in the National Flood Insurance Program (NFIP), and continued compliance with NFIP requirements, as appropriate.

Element

- Does the new or updated plan describe the jurisdiction(s) participation in the NFIP?
- Does the mitigation strategy identify, analyze, and prioritized actions related to continued compliance with the NFIP.

Source: FEMA 2008.

Madera County and the City of Madera participate in the National Flood Insurance Program (NFIP). The County joined the program on August 4, 1987, and the City joined on June 4, 1987. As of December 31, 2009, the County has 1,168 policies in force, and the City has 57 policies in force. The current effective map dates for both jurisdictions is September 26, 2008. The most recent Community Assessment Visit (CAV) reviews occurred in 2009.

As NFIP participants, both jurisdictions intend to continue their participation. Each will also work with FEMA Region IX to improve these visits and to discuss their possible respective entries into the Community Rating System (CRS) program.

Table 7-2 above identifies nine (9) Potential Mitigation Actions that are intended to reduce the valley area's flood and levee failure risks. They are numbers 6, 8, 9, 20, 21, 24, 25, 28, and 30.

The North Fork Rancheria of the Mono Indians does not participate in the NFIP. However, the Tribal Council, through this planning process, does understand that it would be eligible for HMGP funding if both Madera County and the Rancheria declare local emergencies as a prelude to a federally qualifying disaster declaration.

This section describes a formal plan maintenance process to ensure that the 2010 LHMP remains an active and applicable document. It includes an explanation of how the Madera County OES and Planning Committee intend to organize their efforts to ensure that improvements and revisions to the 2010 LHMP occur in a well-managed, efficient, and coordinated manner.

The following four process steps are addressed in detail below:

- Monitoring, evaluating, and updating the LHMP
- Implementation through existing planning mechanisms
- Continued public involvement
- Additional Tribal requirements

8.1 MONITORING, EVALUATING, AND UPDATING THE PLAN

The requirements for monitoring, evaluating, and updating the 2010 LHMP, as stipulated in the DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: PLAN MAINTENANCE PROCESS

Monitoring, Evaluating and Updating the Plan

Requirement §201.6(c)(4)(i): [The plan maintenance process shall include a] section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.

Element

- Does the new or updated plan describe the method and schedule for monitoring the plan? (For example, does it identify the party responsible for monitoring and include a schedule for reports, site visits, phone calls, and meetings?)
- Does the new or updated plan describe the method and schedule for evaluating the plan? (For example, does it identify the party responsible for evaluating the plan and include the criteria used to evaluate the plan?)
- Does the new or updated plan describe the method and schedule for updating the plan within the five-year cycle?

Source: FEMA 2008.

The 2010 LHMP was prepared as a collaborative effort among Madera County OES, the Planning Committee, and the consultants. To maintain momentum and build on previous hazard mitigation planning efforts and successes, Madera County OES will make use of the Planning Committee to monitor, evaluate, and update the 2010 LHMP. The current Planning Committee POC, which is from Madera County OES, will continue to serve as the POC and will coordinate all local efforts to monitor, evaluate, and update this document.

- Every 12 months from plan adoption, the Planning Committee POC will email each member of the Planning Committee an Annual Review Questionnaire to complete. As shown in Appendix F, Plan Maintenance Documents, the Annual Review Questionnaire will include an evaluation of the following: planning process, hazard analysis, vulnerability analysis, capability assessment, and mitigation strategy.
- The Planning Committee POC will collect all completed questionnaires and determine if the 2010 LHMP needs to be updated to address new or more threatening hazards, new technical reports or findings, and new or better-defined mitigation projects. The Planning Committee POC will summarize these findings and email them out to the Planning Committee. If the

Planning Committee POC believes that the 2010 LHMP needs to be updated based on the findings, then the Planning Committee POC will request that the Planning Committee members attend an LHMP update Planning Committee meeting.

Additionally, mitigation actions will be monitored and updated through the use of the Mitigation Project Progress Report. During each annual review, each department or agency currently administering a mitigation project will submit a progress report to the Planning Committee POC to review and evaluate. For projects that are being funded by a FEMA mitigation grant, FEMA quarterly reports may be used as the preferred reporting tool. As shown in Appendix F, Plan Maintenance Documents, the progress report will discuss the current status of the mitigation project, including any changes made to the project, identify implementation problems, and describe appropriate strategies to overcome them. After considering the findings of the submitted progress reports, the Planning Committee POC may request that the implementing department or agency meet to discuss project conditions.

In addition to the Annual Review Questionnaire, Mitigation Project Progress Report, and any annual meetings, the Planning Committee will meet to update the 2010 LHMP every 5 years. To ensure that this update occurs, within the first six months of the third year following plan adoption, the Planning Committee will undertake the following activities:

- Research funding available to assist in LHMP update (and apply for funds that may take up to one year to obtain)
- Thoroughly analyze and update the risk of natural and human-made hazards in Madera County
- Complete a new Annual Review Questionnaire and review previous questionnaires
- Provide a detailed review and revision of the mitigation strategy
- Prepare a new implementation strategy
- Prepare a new draft LHMP and submit it to the local governing bodies for adoption
- Submit an updated LHMP to the OES and FEMA for approval

8.2 IMPLEMENTATION THROUGH EXISTING PLANNING MECHANISMS

The requirements for implementation through existing planning mechanisms, as stipulated in the DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: PLAN MAINTENANCE PROCESS**Incorporation into Existing Planning Mechanisms**

Requirement §201.6(c)(4)(ii): [The plan shall include a] process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive or capital improvement plans, when appropriate.

Element

- Does the new or updated plan identify other local planning mechanisms available for incorporating the requirements of the mitigation plan?
- Does the new or updated plan include a process by which the local government will incorporate the requirements in other plans, when appropriate?

Source: FEMA 2008.

After the adoption of the 2010 LHMP, the Planning Committee will ensure that elements of the 2010 LHMP are incorporated into other existing planning mechanisms. The processes for incorporating the 2010 LHMP into various planning documents will occur as (1) other plans are updated and (2) new plans are developed.

Therefore, various members of the Planning Committee will undertake the following activities:

- Activity 1: The County, which is undertaking its General Plan update process, will use the hazard analysis and mitigation strategy of the LHMP for reference in its Safety Element.
- Activity 2: The City of Madera, which is updating its emergency response plan, will use the LHMP for hazard analysis with preparedness and response implications.
- Activity 3: All local jurisdictions will use the dam failure inundation map data when meeting with dam owners regarding the retrofitting or replacement of the dams (a process that is underway for two dams: Hidden and Crane Valley).
- Activity 4: All local jurisdictions will use the LHMP's risk information and other data in mitigation and emergency preparedness public information and related outreach efforts.
- Activity 5: It is anticipated that the LHMP will be used as a key reference in connection with various development and public works projects, such as the South Madera Plan, stormwater plan updates, levee improvement projects and others.
- Activity 6: The North Fork Rancheria will, as a participating jurisdiction, use the dam failure inundation map and data in the context of Activity 3 and Activity 4 and through its regular "public scoping" meetings (see below).
- Activity 7: The Madera County Office of Education will use the vulnerability analysis and mitigation strategy to address potential losses during regular maintenance programs, such as securing roofs for extreme wind events; elevating or relocating portable structures in the defined floodplains; applying current building code provisions when modifying or upgrading school buildings; and using the hazards and vulnerability information to identify possible emergency response problems when school emergency operations plans and procedures are periodically updated.

8.3 CONTINUED PUBLIC INVOLVEMENT

The requirements for continued public involvement, as stipulated in the DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: PLAN MAINTENANCE PROCESS

Continued Public Involvement

Requirement §201.6(c)(4)(iii): [The plan maintenance process shall include a] discussion on how the community will continue public participation in the plan maintenance process.

Element

- Does the new or updated plan explain how continued public participation will be obtained? (For example, will there be public notices, an ongoing mitigation plan committee, or annual review meetings with stakeholders?)

Source: FEMA 2010.

The Madera County OES and Planning Committee are dedicated to involving the public directly in the continual reshaping and updating of the 2010 LHMP. A downloadable copy of the 2010 LHMP will be available on Madera County OES' website. Also, any proposed changes or updates will be posted on Madera County OES' website. Madera County OES' website will also contain an e-mail address and phone number to which people can direct their comments or concerns.

As noted above, the Planning Committee will be retained to oversee implementation, examine the annual review questionnaires and project progress reports, modify the implementation strategy and process as needed, and update the LHMP as required. Periodic stakeholders meetings will be held to assure continued outreach to a broader audience. Public notices and releases will be used to inform the public and to invite their comments and attendance at meetings. Particular attention will be given to inviting the City of Chowchilla and the Chukchansi Rancheria to integrate their update processes into the Madera County LHMP.

8.4 ADDITIONAL TRIBAL REQUIREMENTS

Additional Tribal requirements for monitoring the progress of mitigation activities, as stipulated in DMA 2000 and its implementing regulations, are described below.

DMA 2000 REQUIREMENTS: PLAN MAINTENANCE PROCESS

Monitoring Progress of Mitigation Activities

Requirement §201.7(c)(4)(ii), Requirement §201.7(c)(4)(v): [The plan maintenance process shall include a] system for monitoring implementation of mitigation measures and project closeouts; and a system for reviewing progress on achieving goals as well as activities and projects outlined in the mitigation strategy.

Element

- Does the new or updated plan describe how mitigation measures and project closeouts will be monitored?
- Does the new or updated plan identify a system for reviewing progress on achieving goals and implementing activities and projects in the Mitigation Strategy?

Source: FEMA 2010.

Through the Tribal Government's Environmental Department, the North Fork Rancheria of the Mono Indians will participate in regular reviews and other procedures that govern the other three participating jurisdictions. The Tribal Council also will provide a system for this through its

monthly “public scoping” meetings. These sessions keep tribal citizens up-to-date on all of the tribe’s programs and activities, including the preparation of and updating of the LHMP at the appropriate times. The scoping sessions provide critical direct feedback to and discussion with Tribal Council members.

The Tribal Government will manage mitigation projects, monitor and report on their progress, and be responsible for project closeout actions. It also has lead responsibility for all administrative activities, including reviewing and reporting on achieving mitigation goals, activities, and specific projects.

- American Meteorological Society. 2001. Glossary of Meteorology. Second Edition: An Update (accessed December 10, 2009) <http://amsglossary.allenpress.com/glossary/browse>
- Association of State Dam Safety Officials. 2009. Dam Failures, Dam Incidents (Near Failures) (accessed November 4, 2009). <http://www.damsafety.org/news/?p=97651b9a-58ea-4754-88ed-c216f3cda064>
- California Emergency Management Agency (CalEMA). 2009. Emergency and Disaster Proclamations and Executive Orders by Type (November 2003 – Current) (accessed December 10, 2009). <http://www.oes.ca.gov/WebPage/oeswebsite.nsf/content/08EEEC514BC02A7B882573D4005828B4?OpenDocument>
- California Employment Development Department. 2009. Labor Market Info, Madera County Profile (accessed January 27, 2010) <http://www.labormarketinfo.edd.ca.gov/cgi/databrowsing/localAreaProfileQSResults.asp?selectedarea=Madera+County&selectedindex=20&menuChoice=localAreaPro&state=true&geogArea=0604000039&countyName=>
- California Office of Emergency Services (Cal OES). 1999. Origins and Development: A Chronology 1917-1999 (accessed December 10, 2009).
- Cal OES. 2007. *State of California Multi-Hazard Mitigation Plan*. <http://www.oes.ca.gov/Operational/OESHome.nsf/0/DE011AC74CA7B73A88256B7B0026B5F3?OpenDocument#The%20Disasters>
- California Geological Survey. 2009. California Historical Earthquake Online Database. (Accessed December 10, 2009). <http://redirect.conservation.ca.gov/cgs/rghm/quakes/historical/index.htm>
- California Geological Survey. 2007. Fault-Rupture Hazard Zones in California: Alquist-Priolo Earthquake Fault Zoning Act with Index to Earthquake Fault Zones Maps. Special Publication 42, Interim Revision 2007.
- California Highway Patrol. 2008. “Fog-Related Collisions and Victims 1997-Available 2007 and Available 2008. CHP #800521. December 15, 2008. (accessed November 5, 2009). <http://www.foguniversity.com/?n=history&s=rt99>
- City of Chowchilla, December 31, 2008. *Local Hazard Mitigation Plan (draft)*.
- City of Madera, October 2009, *General Plan – Safety Element*.
- City of Madera, 2010 (pending), *Emergency Response Plan*.
- City of Madera, June 9, 2004, *Stormwater Quality Management Plan*.
- County of Madera, Sheriff’s Department. 2010. *Operational Area Emergency Operations Plan*.
- County of Madera, Planning Department, October 24, 1995, *General Plan Background Report*.
- County of Madera, Planning Department, October 24, 1995, *General Plan Policy Document*.
- County of Madera, Planning Department, March 21, 1995, *Final Rio Mesa Area Plan*.
- Durham, David L. 1998. *California’s Historic Names: A Gazetteer of Historic and Modern Names of the State*. Quill Driver Books.

- FEMA. 2009. California Disaster History (accessed December 10, 2009).
http://www.fema.gov/news/disasters_state.fema?id=6
- FEMA. 2008. Madera County Flood Insurance Study. Flood Insurance Study Number 06039CV000A. September 26, 2008.
- Madera Chamber of Commerce. 2009. Demographics (accessed November 5, 2009).
<http://www.maderachamber.com/content/view/37/92/>
- National Climatic Data Center (NCDC). 2009a. U.S. Local Storm Events Data (accessed October 23, 2009). <http://www.ncdc.noaa.gov/oa/climate/severeweather/extremes.html>
- National Climatic Data Center (NCDC). 2009b. Current Standardized Precipitation Index (accessed November 5, 2009).
<http://lwf.ncdc.noaa.gov/oa/climate/research/prelim/drought/spi.html>
- National Oceanic and Atmospheric Administration (NOAA). 2009. Storm Prediction Center. The Online Tornado FAQ (accessed December 10, 2009).
<http://www.spc.noaa.gov/faq/tornado/>
- National Response Center. 2009. NRC On-line Reporting Tool (accessed November 5, 2009).
<http://www.nrc.uscg.mil/nrchp.html>
- National Weather Service. 2009a. National Weather Service Glossary (accessed November 5, 2009). <http://www.nws.noaa.gov/glossary/>
- National Weather Service. 2009b. Forecast Office, San Joaquin Valley/Hanford, CA (accessed November 12, 2009). <http://www.wrh.noaa.gov/hnx/maemain.php>
- Paulson, R.W., Chase, E.B., Roberts, R.S., and Moody, D.W., Compilers. *National Water Summary 1988-89--Hydrologic Events and Floods and Droughts: U.S. Geological Survey Water-Supply Paper 2375*.
- Picayune Rancheria of the Chukchansi Indians, December 8, 2005, *Multi-Hazard Mitigation Plan*.
- State of California Department of Water Resources, Drought Operations Center. *California's Drought Update*. September 30, 2009.
- State of California Department of Water Resources, Division of Safety of Dams. 2009. Listing of Dams (accessed October 23, 2009).
<http://www.water.ca.gov/damsafety/damlisting/index.cfm>
- State of California Office of Emergency Services. 2007. Multi-Hazard Mitigation Plan.
- USACE (U.S. Army Corps of Engineers). 2009. National Inventory of Dams (accessed October 23, 2009). <https://rsgis.crrel.usace.army.mil/apex/f?p=397:1:360704791203179::NO::>
- USGS (U.S. Geological Survey). 2004. The Severity of an Earthquake (accessed July 2, 2008).
<http://pubs.usgs.gov/gip/earthq4/severitygip.html>
- USGS. (U.S. Geological Survey), 2006, Quaternary fault and fold database for the United States. (Accessed October 22, 2009). <http://earthquakes.usgs.gov/regional/qfaults/>
- USGS. 2009. National Earthquake Information Center (accessed December 10, 2009).
<http://earthquake.usgs.gov/regional/neic/>

Appendix A – FEMA Crosswalk

LOCAL MITIGATION PLAN REVIEW CROSSWALK

INSTRUCTIONS FOR USING THE PLAN REVIEW CROSSWALK FOR REVIEW OF LOCAL MITIGATION PLANS

Attached is a Plan Review Crosswalk based on the **Local Multi-Hazard Mitigation Planning Guidance**, published by FEMA in July, 2008. This Plan Review Crosswalk is consistent with the *Robert T. Stafford Disaster Relief and Emergency Assistance Act* (Stafford Act), as amended by Section 322 of the *Disaster Mitigation Act of 2000* (P.L. 106-390), the *National Flood Insurance Act of 1968*, as amended by the *National Flood Insurance Reform Act of 2004* (P.L. 108-264) and *44 Code of Federal Regulations (CFR) Part 201 – Mitigation Planning*, inclusive of all amendments through October 31, 2007.

SCORING SYSTEM

N – Needs Improvement: The plan does not meet the minimum for the requirement. Reviewer's comments must be provided.

S – Satisfactory: The plan meets the minimum for the requirement. Reviewer's comments are encouraged, but not required.

Each requirement includes separate elements. All elements of a requirement must be rated "Satisfactory" in order for the requirement to be fulfilled and receive a summary score of "Satisfactory." A "Needs Improvement" score on elements shaded in gray (recommended but not required) will not preclude the plan from passing.

When reviewing single jurisdiction plans, reviewers may want to put an N/A in the boxes for multi-jurisdictional plan requirements. When reviewing multi-jurisdictional plans, however, all elements apply. States that have additional requirements can add them in the appropriate sections of the *Local Multi-Hazard Mitigation Planning Guidance* or create a new section and modify this Plan Review Crosswalk to record the score for those requirements. Optional matrices for assisting in the review of sections on profiling hazards, assessing vulnerability, and identifying and analyzing mitigation actions are found at the end of the Plan Review Crosswalk.

The example below illustrates how to fill in the Plan Review Crosswalk.:

Assessing Vulnerability: Overview				
Requirement §201.6(c)(2)(ii): [The risk assessment shall include a] description of the jurisdiction's vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description shall include an overall summary of each hazard and its impact on the community.				
Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan include an overall summary description of the jurisdiction's vulnerability to each hazard?	Section II, pp. 4-10	The plan describes the types of assets that are located within geographically defined hazard areas as well as those that would be affected by winter storms.		<input type="checkbox"/>
B. Does the new or updated plan address the impact of each hazard on the jurisdiction?	Section II, pp. 10-20	<p>The plan does not address the impact of two of the five hazards addressed in the plan.</p> <p>Required Revisions:</p> <ul style="list-style-type: none"> Include a description of the impact of floods and earthquakes on the assets. <p>Recommended Revisions:</p> <p>This information can be presented in terms of dollar value or percentages of damage.</p>	<input type="checkbox"/>	
SUMMARY SCORE			<input type="checkbox"/>	

LOCAL MITIGATION PLAN REVIEW CROSSWALK

Local Mitigation Plan Review and Approval Status

Jurisdiction: County of Madera, City of Madera, Madera Office of Education, North Fork Rancheria* <small>*FEMA, see Tribal Mitigation Plan Review Crosswalk</small>		Title of Plan: Madera County, California Local Hazard Mitigation Plan	Date of Plan: EXTERNAL REVIEW DRAFT: August 1, 2010
Local Point of Contact: Janet Stanovich		Address: Madera County Office of Emergency Services 14143 Road 28 Madera, CA 93638	
Title: Operational Area Emergency Services Coordinator			
Agency: Madera County Office of Emergency Services			
Phone Number: 559-675-7792		E-Mail: jstanovich@madera-county.com	

State Reviewer:	Title:	Date:
------------------------	---------------	--------------

FEMA Reviewer:	Title:	Date:
Date Received in FEMA Region [Insert #]		
Plan Not Approved		
Plan Approved		
Date Approved		

	dFIRM in plan?	Adopted	Participating	Risk Assessment	Mitigation Action	NFIP Status			
	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	N	N/A	CRS Class
Jurisdiction:									
1. Madera County						Y			NA
2. City of Madera						Y			NA
3. Madera County Office of Education						NA			

LOCAL MITIGATION PLAN REVIEW CROSSWALK

4. North Fork Rancheria*						N			
*FEMA, See Tribal Mitigation Plan Review Crosswalk									

* Notes: Y = Participating N = Not Participating N/A = Not Mapped

LOCAL MITIGATION PLAN REVIEW CROSSWALK

LOCAL MITIGATION PLAN REVIEW SUMMARY

The plan cannot be approved if the plan has not been formally adopted. Each requirement includes separate elements. All elements of the requirement must be rated "Satisfactory" in order for the requirement to be fulfilled and receive a score of "Satisfactory." Elements of each requirement are listed on the following pages of the Plan Review Crosswalk. A "Needs Improvement" score on elements shaded in gray (recommended but not required) will not preclude the plan from passing. Reviewer's comments must be provided for requirements receiving a "Needs Improvement" score.

Prerequisite(s) (Check Applicable Box)

1. Adoption by the Local Governing Body:
§201.6(c)(5) OR

NOT MET	MET

2. Multi-Jurisdictional Plan Adoption: §201.6(c)(5)
AND

NOT MET	MET

3. Multi-Jurisdictional Planning Participation: §201.6(a)(3)

NOT MET	MET

Planning Process

4. Documentation of the Planning Process: §201.6(b)
and §201.6(c)(1)

N	S

Risk Assessment

5. Identifying Hazards: §201.6(c)(2)(i)

N	S

6. Profiling Hazards: §201.6(c)(2)(i)

N	S

7. Assessing Vulnerability: Overview: §201.6(c)(2)(ii)

N	S

8. Assessing Vulnerability: Addressing Repetitive
Loss Properties. §201.6(c)(2)(ii)

N	S

9. Assessing Vulnerability: Identifying Structures,
Infrastructure, and Critical Facilities: §201.6(c)(2)(ii)(B)

N	S

10. Assessing Vulnerability: Estimating Potential Losses:
§201.6(c)(2)(ii)(B)

N	S

11. Assessing Vulnerability: Analyzing Development
Trends: §201.6(c)(2)(ii)(C)

N	S

12. Multi-Jurisdictional Risk Assessment: §201.6(c)(2)(iii)

N	S

*States that have additional requirements can add them in the appropriate sections of the *Local Multi-Hazard Mitigation Planning Guidance* or create a new section and modify this Plan Review Crosswalk to record the score for those requirements.

SCORING SYSTEM

Please check one of the following for each requirement.

N – Needs Improvement: The plan does not meet the minimum for the requirement. Reviewer's comments must be provided.

S – Satisfactory: The plan meets the minimum for the requirement. Reviewer's comments are encouraged, but not required.

Mitigation Strategy

13. Local Hazard Mitigation Goals: §201.6(c)(3)(i)

14. Identification and Analysis of Mitigation Actions:
§201.6(c)(3)(ii)

15. Identification and Analysis of Mitigation
Actions: NFIP Compliance. §201.6(c)(3)(ii)

16. Implementation of Mitigation Actions:
§201.6(c)(3)(iii)

17. Multi-Jurisdictional Mitigation Actions:
§201.6(c)(3)(iv)

N	S

Plan Maintenance Process

18. Monitoring, Evaluating, and Updating the Plan:
§201.6(c)(4)(ii)

19. Incorporation into Existing Planning
Mechanisms: §201.6(c)(4)(ii)

20. Continued Public Involvement: §201.6(c)(4)(iii)

N	S

Additional State Requirements*

Insert State Requirement

Insert State Requirement

Insert State Requirement

N	S

LOCAL MITIGATION PLAN APPROVAL STATUS

PLAN NOT APPROVED

☐

See Reviewer's Comments

PLAN APPROVED

☐

LOCAL MITIGATION PLAN REVIEW CROSSWALK

PREREQUISITE(S)

1. Adoption by the Local Governing Body

Requirement §201.6(c)(5): [The local hazard mitigation plan **shall** include] documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval of the plan (e.g., City Council, County Commissioner, Tribal Council).

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			NOT MET	MET
A. Has the local governing body adopted new or updated plan?	No – draft plan for courtesy review only			
B. Is supporting documentation, such as a resolution, included?	No – draft plan for courtesy review only			
SUMMARY SCORE				

2. Multi-Jurisdictional Plan Adoption

Requirement §201.6(c)(5): For multi-jurisdictional plans, each jurisdiction requesting approval of the plan **must** document that it has been formally adopted.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			NOT MET	MET
A. Does the new or updated plan indicate the specific jurisdictions represented in the plan?	No – draft plan for courtesy review only			
B. For each jurisdiction, has the local governing body adopted the new or updated plan?	No – draft plan for courtesy review only			
C. Is supporting documentation, such as a resolution, included for each participating jurisdiction?	No – draft plan for courtesy review only			
SUMMARY SCORE				

3. Multi-Jurisdictional Planning Participation

Requirement §201.6(a)(3): Multi-jurisdictional plans (e.g., watershed plans) may be accepted, as appropriate, as long as each jurisdiction has participated in the process ... Statewide plans will not be accepted as multi-jurisdictional plans.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			NOT MET	MET

LOCAL MITIGATION PLAN REVIEW CROSSWALK

A. Does the new or updated plan describe how each jurisdiction participated in the plan's development?	Section 3.3			
B. Does the updated plan identify all participating jurisdictions, including new, continuing, and the jurisdictions that no longer participate in the plan?	NA – this is not a plan update			
SUMMARY SCORE				

PLANNING PROCESS: §201.6(b): *An open public involvement process is essential to the development of an effective plan.*

4. Documentation of the Planning Process

Requirement §201.6(b): *In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process **shall** include:*

- (1) *An opportunity for the public to comment on the plan during the drafting stage and prior to plan approval;*
- (2) *An opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia and other private and non-profit interests to be involved in the planning process; and*
- (3) *Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.*

Requirement §201.6(c)(1): *[The plan **shall** document] the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan provide a narrative description of the process followed to prepare the new or updated plan?	Section 3.1, 3.2, 3.3			
B. Does the new or updated plan indicate who was involved in the current planning process? (For example, who led the development at the staff level and were there any external contributors such as contractors? Who participated on the plan committee, provided information, reviewed drafts, etc.?)	Section 3.3			
C. Does the new or updated plan indicate how the public was involved? (Was the public provided an opportunity to comment on the plan during the drafting stage and prior to the plan approval?)	Section 3.5			
D. Does the new or updated plan discuss the opportunity for neighboring communities, agencies, businesses, academia, nonprofits, and other interested parties to be involved in the planning process?	Section 3.4			
E. Does the planning process describe the review and incorporation, if appropriate, of existing plans, studies, reports, and technical information?	Section 3.6			
F. Does the updated plan document how the planning	NA – this is not a			

LOCAL MITIGATION PLAN REVIEW CROSSWALK

4. Documentation of the Planning Process

Requirement §201.6(b): In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process **shall** include:

- (1) An opportunity for the public to comment on the plan during the drafting stage and prior to plan approval;
- (2) An opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia and other private and non-profit interests to be involved in the planning process; and
- (3) Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.

Requirement §201.6(c)(1): [The plan **shall** document] the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.

team reviewed and analyzed each section of the plan and whether each section was revised as part of the update process?	plan update		SCORE	
			N	S
SUMMARY SCORE				

RISK ASSESSMENT: §201.6(c)(2): The plan shall include a risk assessment that provides the factual basis for activities proposed in the strategy to reduce losses from identified hazards. Local risk assessments must provide sufficient information to enable the jurisdiction to identify and prioritize appropriate mitigation actions to reduce losses from identified hazards.

5. Identifying Hazards

Requirement §201.6(c)(2)(i): [The risk assessment **shall** include a] description of the type ... of all natural hazards that can affect the jurisdiction.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan include a description of the types of all natural hazards that affect the jurisdiction?	Section 4.1 (Table 4.1)			
SUMMARY SCORE				

6. Profiling Hazards

Requirement §201.6(c)(2)(i): [The risk assessment **shall** include a] description of the ... location and extent of all natural hazards that can affect the jurisdiction. The plan **shall** include information on previous occurrences of hazard events and on the probability of future hazard events.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the risk assessment identify the location (i.e., geographic area affected) of each natural hazard addressed in the new or updated plan?	Subheader "location" for each of the following: Section 4.2.1.1 (ground shaking); Section 4.2.1.2			

LOCAL MITIGATION PLAN REVIEW CROSSWALK

	(earthquake-induced landslide); Section 4.2.2.1 (drought); Section 4.2.2.2 (flood); Section 4.2.2.3 (fog); Section 4.2.2.4 (heat); Section 4.2.2.5 (severe wind and tornado); Section 4.2.2.6 (winter storm); Section 4.3.2.1 (wildfire); Section 4.2.3.2 (dam failure); Section 4.2.3.2 (levee break); Section 4.2.3.4 (haz mat)			
B. Does the risk assessment identify the extent (<i>i.e.</i> , magnitude or severity) of each hazard addressed in the new or updated plan?	Subheader "extent and probability of future events" for each of the following: Section 4.2.1.1 (ground shaking); Section 4.2.1.2 (earthquake-induced landslide); Section 4.2.2.1 (drought); Section 4.2.2.2 (flood); Section 4.2.2.3 (fog); Section 4.2.2.4 (heat); Section 4.2.2.5 (severe wind and tornado); Section 4.2.2.6 (winter storm); Section 4.3.2.1 (wildfire); Section 4.2.3.2 (dam failure); Section 4.2.3.2 (levee break); Section 4.2.3.4 (haz mat)			
C. Does the plan provide information on previous occurrences of each hazard addressed in the new or updated plan?	Subheader "history" for each of the following: Section 4.2.1.1 (ground shaking); Section 4.2.1.2 (earthquake-induced landslide); Section 4.2.2.1 (drought); Section 4.2.2.2 (flood); Section 4.2.2.3 (fog); Section			

LOCAL MITIGATION PLAN REVIEW CROSSWALK

	4.2.2.4 (heat); Section 4.2.2.5 (severe wind and tornado); Section 4.2.2.6 (winter storm); Section 4.3.2.1 (wildfire); Section 4.2.3.2 (dam failure); Section 4.2.3.2 (levee break); Section 4.2.3.4 (haz mat)			
D. Does the plan include the probability of future events (<i>i.e.</i> , chance of occurrence) for each hazard addressed in the new or updated plan?	Subheader "extent and probability of future events" for each of the following: Section 4.2.1.1 (ground shaking); Section 4.2.1.2 (earthquake-induced landslide); Section 4.2.2.1 (drought); Section 4.2.2.2 (flood); Section 4.2.2.3 (fog); Section 4.2.2.4 (heat); Section 4.2.2.5 (severe wind and tornado); Section 4.2.2.6 (winter storm); Section 4.3.2.1 (wildfire); Section 4.2.3.2 (dam failure); Section 4.2.3.2 (levee break); Section 4.2.3.4 (haz mat)			
SUMMARY SCORE				

LOCAL MITIGATION PLAN REVIEW CROSSWALK

7. Assessing Vulnerability: Overview

Requirement §201.6(c)(2)(ii): [The risk assessment **shall** include a] description of the jurisdiction's vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description **shall** include an overall summary of each hazard and its impact on the community.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan include an overall summary description of the jurisdiction's vulnerability to each hazard?	Section 5.4 (overview only); Appendix G through J (participating jurisdiction-specific. See "hazard vulnerability analysis" tables)			
B. Does the new or updated plan address the impact of each hazard on the jurisdiction?	Section 5.6 (overview only); Appendix G through J (participating jurisdiction-specific. See "overall summary of totals" table)			
SUMMARY SCORE				

8. Assessing Vulnerability: Addressing Repetitive Loss Properties

Requirement §201.6(c)(2)(ii): [The risk assessment] **must** also address National Flood Insurance Program (NFIP) insured structures that have been repetitively damaged floods.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan describe vulnerability in terms of the types and numbers of repetitive loss properties located in the identified hazard areas?	Section 5.5 (overview only), Table G-15, Appendix G	Note: This requirement becomes effective for all local plans approved after October 1, 2008.		
SUMMARY SCORE				

9. Assessing Vulnerability: Identifying Structures

Requirement §201.6(c)(2)(ii)(A): The plan **should** describe vulnerability in terms of the types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard area

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan describe vulnerability in terms of the types and numbers of existing buildings,	Section 5.4 (overview only); Appendix G	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		

LOCAL MITIGATION PLAN REVIEW CROSSWALK

infrastructure, and critical facilities located in the identified hazard areas?	through J (participating jurisdiction-specific. See "hazard vulnerability analysis" tables)			
B. Does the new or updated plan describe vulnerability in terms of the types and numbers of future buildings, infrastructure, and critical facilities located in the identified hazard areas?	No.	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
SUMMARY SCORE				

10. Assessing Vulnerability: Estimating Potential Losses

Requirement §201.6(c)(2)(ii)(B): [The plan **should** describe vulnerability in terms of an] estimate of the potential dollar losses to vulnerable structures identified in paragraph (c)(2)(ii)(A) of this section and a description of the methodology used to prepare the estimate

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan estimate potential dollar losses to vulnerable structures?	Section 5.4 (overview only); Appendix G through J (participating jurisdiction-specific. See "hazard vulnerability analysis" tables)	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
B. Does the new or updated plan describe the methodology used to prepare the estimate?	Section 5.4	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
SUMMARY SCORE				

11. Assessing Vulnerability: Analyzing Development Trends

Requirement §201.6(c)(2)(ii)(C): [The plan **should** describe vulnerability in terms of] providing a general description of land uses and development trends within the community so that mitigation options can be considered in future land use decisions.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan describe land uses and development trends?	No.	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
SUMMARY SCORE				

12. Multi-Jurisdictional Risk Assessment

Requirement §201.6(c)(2)(iii): For multi-jurisdictional plans, the risk assessment **must** assess each jurisdiction's risks where they vary from the risks facing the entire planning area.

LOCAL MITIGATION PLAN REVIEW CROSSWALK

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan include a risk assessment for each participating jurisdiction as needed to reflect unique or varied risks?	Appendix G through J (participating jurisdiction-specific. See "hazard vulnerability analysis" tables)			
SUMMARY SCORE				

LOCAL MITIGATION PLAN REVIEW CROSSWALK

MITIGATION STRATEGY: §201.6(c)(3): *The plan shall include a mitigation strategy that provides the jurisdiction's blueprint for reducing the potential losses identified in the risk assessment, based on existing authorities, policies, programs and resources, and its ability to expand on and improve these existing tools.*

13. Local Hazard Mitigation Goals

Requirement §201.6(c)(3)(i): *[The hazard mitigation strategy **shall** include a] description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A Does the new or updated plan include a description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards?	Section 7.1, Table 7-1			
SUMMARY SCORE				

14. Identification and Analysis of Mitigation Actions

Requirement §201.6(c)(3)(ii): *[The mitigation strategy **shall** include a] section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered to reduce the effects of each hazard, with particular emphasis on new and existing buildings and infrastructure.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan identify and analyze a comprehensive range of specific mitigation actions and projects for each hazard?	Section 7.2, Table 7-2			
B Do the identified actions and projects address reducing the effects of hazards on new buildings and infrastructure?	Section 7.2, Table 7-2			
C. Do the identified actions and projects address reducing the effects of hazards on existing buildings and infrastructure?	Section 7.2, Table 7-2			
SUMMARY SCORE				

LOCAL MITIGATION PLAN REVIEW CROSSWALK

15. Identification and Analysis of Mitigation Actions: National Flood Insurance Program (NFIP) Compliance

Requirement: §201.6(c)(3)(ii): [The mitigation strategy] must also address the jurisdiction's participation in the National Flood Insurance Program (NFIP), and continued compliance with NFIP requirements, as appropriate.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan describe the jurisdiction (s) participation in the NFIP?	Section 7.4	Note: This requirement becomes effective for all local mitigation plans approved after October 1, 2008.		
B. Does the mitigation strategy identify, analyze and prioritize actions related to continued compliance with the NFIP?	Table 7.2, Actions # 8 and 9	Note: This requirement becomes effective for all local mitigation plans approved after October 1, 2008.		
SUMMARY SCORE				

16. Implementation of Mitigation Actions

Requirement: §201.6(c)(3)(iii): [The mitigation strategy section **shall** include] an action plan describing how the actions identified in section (c)(3)(ii) will be prioritized, implemented, and administered by the local jurisdiction. Prioritization **shall** include a special emphasis on the extent to which benefits are maximized according to a cost benefit review of the proposed projects and their associated costs.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated mitigation strategy include how the actions are prioritized ? (For example, is there a discussion of the process and criteria used?)	Appendix G through J (participating jurisdiction-specific. See "hazard vulnerability analysis" tables)			
B. Does the new or updated mitigation strategy address how the actions will be implemented and administered, including the responsible department, existing and potential resources and the timeframe to complete each action?	Appendix G through J (participating jurisdiction-specific. See "mitigation action plan" tables)			
C. Does the new or updated prioritization process include an emphasis on the use of a cost-benefit review to maximize benefits?	Appendix G through J (participating jurisdiction-specific. See "mitigation action plan" tables)			
D. Does the updated plan identify the completed, deleted or deferred mitigation actions as a benchmark for progress, and if activities are unchanged (i.e., deferred), does the updated plan describe why no changes occurred?	NA – this is not a plan update			

LOCAL MITIGATION PLAN REVIEW CROSSWALK

SUMMARY SCORE

--	--

LOCAL MITIGATION PLAN REVIEW CROSSWALK

17. Multi-Jurisdictional Mitigation Actions

Requirement §201.6(c)(3)(iv): For multi-jurisdictional plans, there **must** be identifiable action items specific to the jurisdiction requesting FEMA approval or credit of the plan.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan include identifiable action items for each jurisdiction requesting FEMA approval of the plan?	Appendix G through J (participating jurisdiction-specific. See "mitigation action plan" tables)			
B. Does the updated plan identify the completed, deleted or deferred mitigation actions as a benchmark for progress, and if activities are unchanged (<i>i.e.</i> , deferred), does the updated plan describe why no changes occurred?	NA – not a plan update			
SUMMARY SCORE				

PLAN MAINTENANCE PROCESS

18. Monitoring, Evaluating, and Updating the Plan

Requirement §201.6(c)(4)(i): [The plan maintenance process **shall** include a] section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan describe the method and schedule for monitoring the plan, including the responsible department?	Section 8.1			
B. Does the new or updated plan describe the method and schedule for evaluating the plan, including how, when and by whom (<i>i.e.</i> the responsible department)?	Section 8.1			
C. Does the new or updated plan describe the method and schedule for updating the plan within the five-year cycle?	Section 8.1			
SUMMARY SCORE				

LOCAL MITIGATION PLAN REVIEW CROSSWALK

19. Incorporation into Existing Planning Mechanisms

Requirement §201.6(c)(4)(ii): *[The plan **shall** include a] process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive or capital improvement plans, when appropriate.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan identify other local planning mechanisms available for incorporating the mitigation requirements of the mitigation plan?	Section 8.2			
B. Does the new or updated plan include a process by which the local government will incorporate the mitigation strategy and other information contained in the plan (e.g., risk assessment) into other planning mechanisms, when appropriate?	Section 8.2			
C. Does the updated plan explain how the local government incorporated the mitigation strategy and other information contained in the plan (e.g., risk assessment) into other planning mechanisms, when appropriate?	Section 8.2			
SUMMARY SCORE				

Continued Public Involvement

Requirement §201.6(c)(4)(iii): *[The plan maintenance process **shall** include a] discussion on how the community will continue public participation in the plan maintenance process.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan explain how continued public participation will be obtained? (For example, will there be public notices, an on-going mitigation plan committee, or annual review meetings with stakeholders?)	Section 8.3			
SUMMARY SCORE				

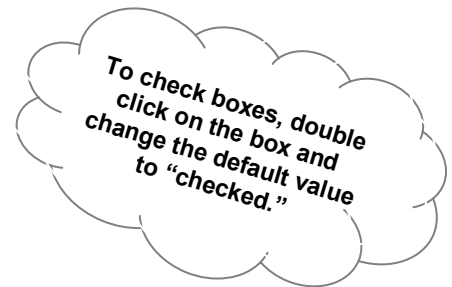
LOCAL MITIGATION PLAN REVIEW CROSSWALK

MATRIX A: PROFILING HAZARDS

This matrix can assist FEMA and the State in scoring each hazard. Local jurisdictions may find the matrix useful to ensure that their plan addresses each natural hazard that can affect the jurisdiction. **Completing the matrix is not required.**

Note: First, check which hazards are identified in requirement §201.6(c)(2)(i). Then, place a checkmark in either the N or S box for each applicable hazard. An “N” for any element of any identified hazard will result in a “Needs Improvement” score for this requirement. List the hazard and its related shortcoming in the comments section of the Plan Review Crosswalk.

Hazard Type	Hazards Identified Per Requirement §201.6(c)(2)(i)	A. Location		B. Extent		C. Previous Occurrences		D. Probability of Future Events	
	Yes	N	S	N	S	N	S	N	S
Avalanche	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Erosion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Storm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dam Failure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drought	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Earthquake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Expansive Soils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Levee Failure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hailstorm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hurricane	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Land Subsidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landslide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Severe Winter Storm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tornado	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tsunami	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volcano	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wildfire	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windstorm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Legend:

§201.6(c)(2)(i) Profiling Hazards

- A. Does the risk assessment identify the location (*i.e.*, geographic area affected) of each hazard addressed in the **new or updated** plan?
- B. Does the risk assessment identify the extent (*i.e.*, magnitude or severity) of each hazard addressed in the **new or updated** plan?
- C. Does the plan provide information on previous occurrences of each natural hazard addressed in the **new or updated** plan?

LOCAL MITIGATION PLAN REVIEW CROSSWALK

D. Does the plan include the probability of future events (i.e., chance of occurrence) for each hazard addressed in the plan?

MATRIX B: ASSESSING VULNERABILITY

This matrix can assist FEMA and the State in scoring each hazard. Local jurisdictions may find the matrix useful to ensure that the new or updated plan addresses each requirement. **Completing the matrix is not required.**

*Note: First, check which hazards are identified in requirement §201.6(c)(2)(i). Then, place a checkmark in either the N or S box for each **applicable** hazard. An “N” for any element of any identified hazard will result in a “Needs Improvement” score for this requirement. List the hazard and its related shortcoming in the comments section of the Plan Review Crosswalk. Note: Receiving an N in the shaded columns will not preclude the plan from passing.*

Hazard Type	Hazards Identified Per Requirement §201.6(c)(2)(i)		A. Overall Summary Description of Vulnerability		B. Hazard Impact			A. Types and Number of Existing Structures in Hazard Area (Estimate)		B. Types and Number of Future Structures in Hazard Area (Estimate)			A. Loss Estimate		B. Methodology	
	Yes		N	S	N	S		N	S	N	S		N	S		
Avalanche	<input type="checkbox"/>	§201.6(c)(2)(ii) Assessing Vulnerability: Overview	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	§201.6(c)(2)(ii) Assessing Vulnerability: Identifying Structures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	§201.6(c)(2)(ii) Assessing Vulnerability: Estimating Potential Losses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Erosion	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Coastal Storm	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dam Failure	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Drought	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Earthquake	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Expansive Soils	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Levee Failure	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Flood	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Hailstorm	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Hurricane	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Land Subsidence	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Landslide	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Severe Winter Storm	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tornado	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tsunami	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Volcano	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wildfire	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Windstorm	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other _____	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

To check boxes, double click on the box and change the default value to “checked.”

Legend:

§201.6(c)(2)(ii) Assessing Vulnerability: Overview

- Does the **new or updated** plan include an overall summary description of the jurisdiction's vulnerability to each hazard?
- Does the **new or updated** plan address the impact of each hazard on the jurisdiction?

§201.6(c)(2)(ii)(A) Assessing Vulnerability: Identifying Structures

- Does the **new or updated** plan describe vulnerability in terms of the types and numbers of

- Does the **new or updated** plan describe vulnerability in terms of the types and numbers of future buildings, infrastructure, and critical facilities located in the identified hazard areas?

§201.6(c)(2)(ii)(B) Assessing Vulnerability: Estimating Potential Losses

- Does the **new or updated** plan estimate potential dollar losses to vulnerable structures?
- Does the **new or updated** plan describe the methodology used to prepare the estimate?

LOCAL MITIGATION PLAN REVIEW CROSSWALK

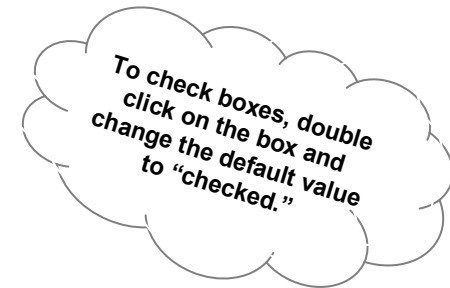
existing buildings, infrastructure, and critical facilities located in the identified hazard areas?

MATRIX C: IDENTIFICATION AND ANALYSIS OF MITIGATION ACTIONS

This matrix can assist FEMA and the State in scoring each hazard. Local jurisdictions may find the matrix useful to ensure consideration of a range of actions for each hazard. **Completing the matrix is not required.**

*Note: First, check which hazards are identified in requirement §201.6(c)(2)(i). Then, place a checkmark in either the N or S box for each **applicable** hazard. An “N” for any identified hazard will result in a “Needs Improvement” score for this requirement. List the hazard and its related shortcoming in the comments section of the Plan Review Crosswalk.*

Hazard Type	Hazards Identified Per Requirement §201.6(c)(2)(i)	A. Comprehensive Range of Actions and Projects	
	Yes	N	S
Avalanche	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Erosion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Storm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dam Failure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drought	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Earthquake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Expansive Soils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Levee Failure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hailstorm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hurricane	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Land Subsidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landslide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Severe Winter Storm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tornado	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tsunami	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volcano	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wildfire	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windstorm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Legend:

§201.6(c)(3)(ii) Identification and Analysis of Mitigation Actions

A. Does the **new or updated** plan identify and analyze a comprehensive range of specific mitigation actions and projects for each hazard?

Instructions for Using the Plan Review Crosswalk for Review of Tribal Mitigation Plans

Attached is a Plan Review Crosswalk based on the **Multi-Hazard Tribal Mitigation Planning Guidance Under the Disaster Mitigation Act of 2000**, published by FEMA, dated TBD. This Plan Review Crosswalk is consistent with the *Disaster Mitigation Act of 2000* (P.L. 106-390), enacted October 30, 2000 and *44 CFR Part 201 – Mitigation Planning, Interim Final Rule* (the Rule), published February 26, 2002.

SCORING SYSTEM

N – Needs Improvement: The plan does not meet the minimum for the requirement. Reviewer's comments must be provided.

S – Satisfactory: The plan meets the minimum for the requirement. Reviewer's comments are encouraged, but not required.

Each requirement includes separate elements. All elements of a requirement must be rated "Satisfactory" in order for the requirement to be fulfilled and receive a summary score of "Satisfactory." A "Needs Improvement" score on elements shaded in gray (recommended but not required) will not preclude the plan from passing.

When reviewing single jurisdiction plans, reviewers may want to put an N/A in the boxes for multi-jurisdictional plan requirements. When reviewing multi-jurisdictional plans, reviewers may want to put an N/A in the prerequisite box for single jurisdiction plans.

States that have additional requirements can add them in the appropriate sections of the *Multi-Hazard Mitigation Planning Guidance* or create a new section and modify this Plan Review Crosswalk to record the score for those requirements.

Optional matrices for assisting in the review of sections on profiling hazards, assessing vulnerability, and identifying and analyzing mitigation actions are found at the end of the Plan Review Crosswalk.

The example below illustrates how to fill in the Plan Review Crosswalk.

Example

Assessing Vulnerability: Overview

Requirement §201.6(c)(2)(ii): *[The risk assessment shall include a] description of the jurisdiction's vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description shall include an overall summary of each hazard and its impact on the community.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan include an overall summary description of the jurisdiction's vulnerability to each hazard?	Section II, pp. 4-10	The plan describes the types of assets that are located within geographically defined hazard areas as well as those that would be affected by winter storms.		✓
B. Does the plan address the impact of each hazard on the jurisdiction?	Section II, pp. 10-20	The plan does not address the impact of two of the five hazards addressed in the plan. Required Revisions: • Include a description of the impact of floods and earthquakes on the assets. Recommended Revisions: • This information can be presented in terms of dollar value or percentages of damage.	✓	
SUMMARY SCORE			✓	

Tribal Mitigation Plan Review and Approval Status

Jurisdiction: North Fork Rancheria of Mono Indians	Title of Plan: Madera County, California Local Hazard Mitigation Plan	Date of Plan: EXTERNAL REVIEW DRAFT: August 1, 2010
Local Point of Contact: Janet Stanovich	Address: Madera County Office of Emergency Services 14143 Road 28 Madera, CA 93638	
Title: Operational Area Emergency Services Coordinator		
Agency: Madera County Office of Emergency Services		
Phone Number: 559-675-7792	E-Mail: jstanovich@madera-county.com	
State Reviewer (if appropriate):	Title:	Date:

FEMA Reviewer:	Title:	Date:
Date Received in FEMA Region [Insert #]		
Plan Not Approved		
Plan Approved		
Date Approved		

Additional Jurisdictions (if appropriate):	NFIP Status*			
	Y	N	N/A	CRS Class
1.				
2.				
3.				
4.				
5. [ATTACH PAGE(S) WITH ADDITIONAL JURISDICTIONS]				

* Notes: Y = Participating N = Not Participating N/A = Not Mapped

TRIBAL MITIGATION PLAN REVIEW SUMMARY

The plan cannot be approved if the plan has not been formally adopted.

Each requirement includes separate elements. All elements of the requirement must be rated "Satisfactory" in order for the requirement to be fulfilled and receive a score of "Satisfactory." Elements of each requirement are listed on the following pages of the Plan Review Crosswalk. A "Needs Improvement" score on elements shaded in gray (recommended but not required) will not preclude the plan from passing. Reviewer's comments must be provided for requirements receiving a "Needs Improvement" score.

SCORING SYSTEM

Please check one of the following for each requirement.

N – Needs Improvement: The plan does not meet the minimum for the requirement. Reviewer's comments must be provided.

S – Satisfactory: The plan meets the minimum for the requirement. Reviewer's comments are encouraged, but not required.

Prerequisite(s) (Check Applicable Box)	NOT MET	MET
Adoption by the Tribal governing body : §201.7(c)(5) OR	<input type="checkbox"/>	<input type="checkbox"/>
Multi-Jurisdictional Plan Adoption: §201.7(c)(5) AND	<input type="checkbox"/>	<input type="checkbox"/>
Multi-Jurisdictional Planning Participation: §201.7(a)(4)	<input type="checkbox"/>	<input type="checkbox"/>
Planning Process	N	S
Documentation of the Planning Process: §201.7(b) and §201.7(c)(1)	<input type="checkbox"/>	<input type="checkbox"/>
Risk Assessment	N	S
Identifying Hazards: §201.7(c)(2)(i)	<input type="checkbox"/>	<input type="checkbox"/>
Profiling Hazards: §201.7(c)(2)(i)	<input type="checkbox"/>	<input type="checkbox"/>
Assessing Vulnerability: Overview: §201.7(c)(2)(ii)	<input type="checkbox"/>	<input type="checkbox"/>
Assessing Vulnerability: Identifying Structures: §201.7(c)(2)(ii)(A)	<input type="checkbox"/>	<input type="checkbox"/>
Assessing Vulnerability: Estimating Potential Losses: §201.7(c)(2)(ii)(B)	<input type="checkbox"/>	<input type="checkbox"/>
Assessing Vulnerability: Analyzing Development Trends: §201.7(c)(2)(ii)(C)	<input type="checkbox"/>	<input type="checkbox"/>
Assessing Vulnerability: Cultural and sacred sites: §201.7(c)(2)(ii)(D)	<input type="checkbox"/>	<input type="checkbox"/>

Mitigation Strategy

Tribal Hazard Mitigation Goals: §201.7(c)(3)(i)
 Identification and Analysis of Mitigation Actions: §201.7(c)(3)(ii)
 Implementation of Mitigation Actions: §201.7(c)(3)(iii)
 Tribal Capability Assessment: §201.7(c)(3)(iv)
 Funding sources: §201.7(c)(3)(v)
 Repetitive loss: §201.7(c)(3)(vi) PENDING GUIDANCE

N	S
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Plan Maintenance Process

Monitoring, Evaluating, and Updating the Plan: §201.7(c)(4)(i)
 Monitoring project implementation: §201.7(c)(4)(ii)
 Incorporation into Existing Planning Mechanisms: §201.7(c)(4)(iii)
 Continued Public Involvement: §201.7(c)(4)(iv)
 Reviewing progress: §201.7(c)(3)(v)

N	S
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

TRIBAL MITIGATION PLAN APPROVAL STATUS

PLAN NOT APPROVED

☐

PLAN APPROVED

☐

See Reviewer's Comments

PREREQUISITE(S)

Adoption by the Tribal Governing Body

Requirement §201.7(c)(5): [The tribal hazard mitigation plan **shall** include] documentation that the plan has been formally adopted by the governing body of the tribal jurisdiction requesting approval of the plan (e.g., Tribal Council).

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			NOT MET	MET
A. Has the tribal governing body adopted the new or updated plan?	No – draft plan for courtesy review only			
B. Is supporting documentation, such as a resolution, included?	No – draft plan for courtesy review only			
C. Does the plan provide assurances that the Tribe will continue to comply with all applicable Federal statutes and regulations during the periods for which it receives grant funding, in compliance with 44 CFR 13.11(c), and will amend its plan whenever necessary to reflect changes in Tribal or Federal laws and statutes as required in 44 CFR 13.11(d).	Section 2.1			
SUMMARY SCORE				

Multi-Jurisdictional Plan Adoption

Requirement §201.7(c)(5): For multi-jurisdictional plans, each jurisdiction requesting approval of the plan **must** document that it has been formally adopted.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			NOT MET	MET
A. Does the plan indicate the specific jurisdictions represented in the plan?	NA			
B. For each jurisdiction, has the governing body adopted the new or updated plan?	NA			
C. Is supporting documentation, such as a resolution, included for each participating jurisdiction?	NA			
SUMMARY SCORE				

Multi-Jurisdictional Planning Participation

Requirement §201.7(a)(4): Multi-jurisdictional plans (e.g., watershed plans) may be accepted, as appropriate, as long as each jurisdiction has participated in the process. Tribal governments must address all the elements identified in §201.7 to ensure eligibility as a grantee or subgrantee.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			NOT MET	MET
A. Does the plan describe how each tribal jurisdiction participated in the new or updated plan's development?	NA			
SUMMARY SCORE				

PLANNING PROCESS: §201.7(b): An effective planning process is essential in developing and maintaining a good plan.

Documentation of the Planning Process

Requirement §201.7(c)(1): In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process **shall** include:

- (i) An opportunity for the public to comment on the plan during the drafting stage and prior to plan approval;
- (ii) As appropriate, an opportunity for neighboring communities, tribal and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia and other private and non-profit interests to be involved in the planning process; and
- (iii) Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.

Requirement §201.7(c)(1): [The plan **shall** document] the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan provide a narrative description of the process followed to prepare the new or updated plan?	Section 3.1, 3.2, 3.3			
B. Does the new or updated plan indicate who was involved in the planning process? (For example, who led the development at the staff level and were there any external contributors such as contractors? Who participated on the plan committee, provided information, reviewed drafts, etc.?)	Section 3.3			
C. Does the plan indicate how the public was involved? (Was the public provided an opportunity to comment on the plan during the drafting stage and prior to the plan approval?)	Section 3.5			

D. Was there an opportunity for neighboring communities, agencies, businesses, academia, nonprofits, and other interested parties to be involved in the planning process for the new or updated plan?	Section 3.4			
E. Does the planning process describe the review and incorporation, if appropriate, of existing plans, studies, reports, and technical information in the new or updated plan?	Section 3.6			
F. Does the updated plan document how the planning team reviewed and analyzed each section of the plan?	NA – not a plan update			
G. Does the updated plan indicate for each section whether or not it was revised as part of the update process?	NA – not a plan update			
SUMMARY SCORE				

RISK ASSESSMENT: §201.7(c)(2): *The plan shall include a risk assessment that provides the factual basis for activities proposed in the strategy to reduce losses from identified hazards. Tribal risk assessments must provide sufficient information to enable the Indian tribal government to identify and prioritize appropriate mitigation actions to reduce losses from identified hazards.*

Identifying Hazards

Requirement §201.7(c)(2)(i): *[The risk assessment shall include a] description of the type ... of all natural hazards that can affect the tribal planning area.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan include a description of the types of all natural hazards that affect the tribe? If the hazard identification omits (without explanation) any hazards commonly recognized as threats to the tribe, this part of the plan cannot receive a Satisfactory score.	Section 4.1 (Table 4.1)			
SUMMARY SCORE				

Profiling Hazards

Requirement §201.7(c)(2)(i): *[The risk assessment **shall** include a] description of the ... location and extent of all natural hazards that can affect the tribal planning area. The plan **shall** include information on previous occurrences of hazard events and on the probability of future hazard events.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the risk assessment identify the location (i.e., geographic area affected) of each natural hazard addressed in the new or updated plan?	Subheader "location" for each of the following: Section 4.2.1.1 (ground shaking); Section 4.2.1.2 (earthquake-induced landslide); Section 4.2.2.1 (drought); Section 4.2.2.2 (flood); Section 4.2.2.3 (fog); Section 4.2.2.4 (heat); Section 4.2.2.5 (severe wind and tornado); Section 4.2.2.6 (winter storm); Section 4.3.2.1 (wildfire); Section 4.2.3.2 (dam failure); Section 4.2.3.2 (levee break); Section 4.2.3.4 (haz mat – mobile)			
B. Does the risk assessment identify the extent (i.e., magnitude or severity) of each hazard addressed in the new or updated plan?	Subheader "extent and probability of future events" for each of the following: Section 4.2.1.1 (ground shaking); Section 4.2.1.2 (earthquake-induced landslide); Section 4.2.2.1 (drought); Section 4.2.2.2 (flood); Section 4.2.2.3 (fog); Section 4.2.2.4 (heat); Section 4.2.2.5 (severe wind and tornado); Section 4.2.2.6 (winter storm); Section 4.3.2.1 (wildfire); Section			

	4.2.3.2 (dam failure); Section 4.2.3.2 (levee break); Section 4.2.3.4 (haz mat)			
C. Does the new or updated plan provide information on previous occurrences of each hazard addressed in the plan?	Subheader "history" for each of the following: Section 4.2.1.1 (ground shaking); Section 4.2.1.2 (earthquake-induced landslide); Section 4.2.2.1 (drought); Section 4.2.2.2 (flood); Section 4.2.2.3 (fog); Section 4.2.2.4 (heat); Section 4.2.2.5 (severe wind and tornado); Section 4.2.2.6 (winter storm); Section 4.3.2.1 (wildfire); Section 4.2.3.2 (dam failure); Section 4.2.3.2 (levee break); Section 4.2.3.4 (hazmat).			
D. Does the new or updated plan include the probability of future events (i.e., chance of occurrence) for each hazard addressed in the plan?	Subheader "extent and probability of future events" for each of the following: Section 4.2.1.1 (ground shaking); Section 4.2.1.2 (earthquake-induced landslide); Section 4.2.2.1 (drought); Section 4.2.2.2 (flood); Section 4.2.2.3 (fog); Section 4.2.2.4 (heat); Section 4.2.2.5 (severe wind and tornado); Section 4.2.2.6 (winter storm); Section 4.3.2.1 (wildfire); Section 4.2.3.2 (dam failure); Section 4.2.3.2 (levee break); Section 4.2.3.4 (haz mat)			
SUMMARY SCORE				

Assessing Vulnerability: Overview

Requirement §201.7(c)(2)(ii): *[The risk assessment **shall** include a] description of the jurisdiction's vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description **shall** include an overall summary of each hazard and its impact on the community.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan include an overall summary description of the tribe's vulnerability to each hazard?	Appendix I, tables I-2 through I-5 (hazards not addressed mean that Reservation is not located in hazard area)			
B. Does the new or updated plan address the impact of each hazard on the tribe?	Appendix I, Table I-6			
SUMMARY SCORE				

Assessing Vulnerability: Identifying Structures

Requirement §201.7(c)(2)(ii)(A): *The plan **should** describe vulnerability in terms of the types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard area*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan describe vulnerability in terms of the types and numbers of existing buildings, infrastructure, and critical facilities located in the identified hazard areas?	Appendix I, Table I-2 through I-5	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
B. Does the new or updated plan describe vulnerability in terms of the types and numbers of future buildings, infrastructure, and critical facilities located in the identified hazard areas?	No.	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
SUMMARY SCORE				

Assessing Vulnerability: Estimating Potential Losses

Requirement §201.7(c)(2)(ii)(B): *[The plan **should** describe vulnerability in terms of an] estimate of the potential dollar losses to vulnerable structures identified in paragraph (c)(2)(i)(A) of this section and a description of the methodology used to prepare the estimate*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan estimate potential dollar losses to vulnerable structures?	Table I-2 through I-6	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
B. Does the new or updated plan describe the methodology used to prepare the estimate?	Section 5.4	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
SUMMARY SCORE				

Assessing Vulnerability: Analyzing Development Trends

Requirement §201.7(c)(2)(ii)(C): *[The plan **should** describe vulnerability in terms of] providing a general description of land uses and development trends within the community so that mitigation options can be considered in future land use decisions.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan describe land uses and development trends?	No.	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
B. Does the updated plan reflect the effects of changes in development on loss estimates?	No.	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
SUMMARY SCORE				

Assessing Vulnerability: Cultural and sacred sites

Requirement §201.7(c)(2)(ii)(D): *[The plan **should** describe vulnerability in terms of] Cultural and sacred sites that are significant, even if they cannot be valued in monetary terms..*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
Does the new or updated plan address culturally significant or sacred sites?	Section 5.7	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
NOTE: Location or any site specific information does not need to be included in the plan.				
SUMMARY SCORE				

MITIGATION STRATEGY: §201.7(c)(3): *The plan shall include a mitigation strategy that provides the Indian tribal government's blueprint for reducing the potential losses identified in the risk assessment, based on existing authorities, policies, programs and resources, and its ability to expand on and improve these existing tools.*

Tribal Hazard Mitigation Goals

Requirement §201.7(c)(3)(i): *[The hazard mitigation strategy **shall** include a] description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A Does the new or updated plan include a description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards? (GOALS are long-term; represent what the tribe wants to achieve, such as "eliminate flood damage"; and are based on the risk assessment findings.)	Section 7.1, Table 7-1			
B. Does the updated plan demonstrate that the goals were assessed and either remain valid or have been revised?	NA – not a plan update			
SUMMARY SCORE				

Identification and Analysis of Mitigation Actions

Requirement §201.7(c)(3)(ii): *[The mitigation strategy **shall** include a] section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered to reduce the effects of each hazard, with particular emphasis on new and existing buildings and infrastructure.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan identify and analyze a comprehensive range of specific mitigation actions and projects for each hazard?	Section 7.2, Table 7-2			
B. Do the identified actions and projects address reducing the effects of hazards on new buildings and infrastructure?	Section 7.2, Table 7-2			
C. Do the identified actions and projects address reducing the effects of hazards on existing buildings and infrastructure?	Section 7.2, Table 7-2			
SUMMARY SCORE				

Implementation of Mitigation Actions

Requirement: §201.7(c)(3)(iii): *[The mitigation strategy section **shall** include] an action plan describing how the actions identified in section (c)(3)(ii) will be prioritized, implemented, and administered by the tribe.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the mitigation strategy in the new or updated plan include how the actions are prioritized ? (For example, is there a discussion of the process and criteria used?)	Appendix I, Table I-11			
B. Does the mitigation strategy in the new or updated plan address how the actions will be implemented and administered ? (For example, does it identify the responsible department, existing and potential resources, and timeframe?)	Appendix I, Table I-12			
SUMMARY SCORE				

Tribal Capability Assessment

Requirement §201.7(c)(3)(iv): *The Tribal mitigation strategy shall include a] discussion of the Tribe's pre-and post-disaster hazard management policies, programs, and capabilities to mitigate the hazards in the area, including: an evaluation of Tribal laws, regulations, policies, and programs related to hazard mitigation as well as to development in hazard-prone areas [and] a discussion of Tribal funding capabilities for hazard mitigation projects.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan include an evaluation of the Tribe's pre-disaster hazard management policies, programs, and capabilities?	Appendix I, Table I-9			
B. Does the new or updated plan include an evaluation of the Tribe's post-disaster hazard management policies, programs, and capabilities?	Appendix I, Table I-10			
C. Does the new or updated plan include an evaluation of the Tribe's policies related to development in hazard prone areas?	Appendix I, Table I-10			
D. Does the new or updated plan include a discussion of Tribal funding capabilities for hazard mitigation projects?	Appendix I, Table I-8			
E. Does the updated plan address any hazard management capabilities of the Tribe that have changed since approval of the previous plan?	NA – not a plan update			

Funding Sources

Requirement §201.74(c)(3)(v): *The Tribal mitigation strategy shall include an] identification of current and potential sources of Federal, Tribal, or private funding to implement mitigation activities.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan identify current sources of Federal, Tribal, or private funding to implement mitigation activities?	Appendix I, Table I-8			
B. Does the new or updated plan identify potential sources of Federal, Tribal, or private funding to implement mitigation activities?	Appendix I, Table I-8			
C. Does the updated plan identify the sources of mitigation funding used to implement activities in the mitigation strategy since approval of the previous plan?	NA – not a plan update			
SUMMARY SCORE				

Repetitive Loss

Requirement §2017(c)(3)(vi): *An Indian tribal government may request the reduced cost share ...if they... identify actions the Indian tribal government has taken to reduce the number of repetitive loss properties (which must include severe repetitive loss properties), and specifies how the Indian tribal government intends to reduce the number of such repetitive loss properties.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
Pending Guidance				
Pending Guidance				
SUMMARY SCORE				

PLAN MAINTENANCE PROCESS

Monitoring, Evaluating, and Updating the Plan

Requirement §201.7(c)(4)(i) and (ii): *[The plan maintenance process **shall** include a] section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan describe the method and schedule for monitoring the plan? (For example, does it identify the party responsible for monitoring and include a schedule for reports, site visits, phone calls, and meetings?)	Section 8.1			
B. Does the new or updated plan describe the method and schedule for evaluating the plan? (For example, does it identify the party responsible for evaluating the plan and include the criteria used to evaluate the plan?)	Section 8.1			
C. Does the new or updated plan describe the method and schedule for updating the plan within the five-year cycle?	Section 8.1			
SUMMARY SCORE				

Incorporation into Existing Planning Mechanisms

Requirement §201.7(c)(4)(iii): *[The plan **shall** include a] process by which tribal governments incorporate the requirements of the mitigation plan into other planning mechanisms such as reservation master plans or capital improvement plans, when appropriate.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan identify other tribal planning mechanisms available for incorporating the requirements of the mitigation plan?	Section 8.2			
B. Does the new or updated plan include a process by which the local government will incorporate the requirements in other plans, when appropriate?	Section 8.2			
SUMMARY SCORE				

Continued Public Involvement

Requirement §201.7(c)(4)(iv): *[The plan maintenance process **shall** include a] discussion on how the Indian tribal government will continue public participation in the plan maintenance process.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan explain how continued public participation will be obtained? (For example, will there be public notices, an on-going mitigation plan committee, or annual review meetings with stakeholders?)	Section 8.3			
SUMMARY SCORE				

Reviewing Progress

Requirement §201.7(c)(4)(v): *[The plan maintenance process **shall** include a] system for reviewing progress on achieving goals as well as activities and projects identified in the mitigation strategy.*

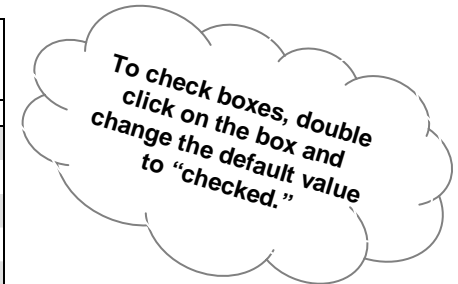
Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan include a system for reviewing progress on achieving goals or in implementing activities and projects identified in the plan?	Section 8.4			
B. Does the updated plan discuss if mitigation actions were implemented as planned?	NA – not a plan update			
SUMMARY SCORE				

Matrix A: Profiling Hazards

This matrix can assist FEMA and the Tribe in scoring each hazard. Local jurisdictions may find the matrix useful to ensure that their plan addresses each natural hazard that can affect the jurisdiction. **Completing the matrix is not required.**

*Note: First, check which hazards are identified in requirement §201.7(c)(2)(i). Then, place a checkmark in either the N or S box for each **applicable** hazard. An “N” for any element of any identified hazard will result in a “Needs Improvement” score for this requirement. List the hazard and its related shortcoming in the comments section of the Plan Review Crosswalk.*

Hazard Type	Hazards Identified Per Requirement §201.6(c)(2)(i)	A. Location		B. Extent		C. Previous Occurrences		D. Probability of Future Events	
	Yes	N	S	N	S	N	S	N	S
Avalanche	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Erosion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Storm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dam Failure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drought	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Earthquake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Expansive Soils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extreme Heat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hailstorm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hurricane	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Land Subsidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landslide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Severe Winter Storm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tornado	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tsunami	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volcano	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wildfire	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windstorm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Legend:

§201.7(c)(2)(i) Profiling Hazards

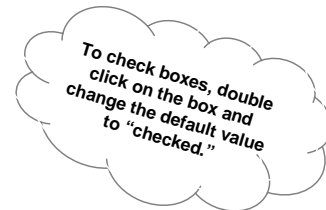
- A. Does the risk assessment identify the location (i.e., geographic area affected) of each hazard addressed in the plan?
- B. Does the risk assessment identify the extent (i.e., magnitude or severity) of each hazard addressed in the plan?
- C. Does the plan provide information on previous occurrences of each natural hazard addressed in the plan?
- D. Does the plan include the probability of future events (i.e., chance of occurrence) for each hazard addressed in the plan?

Matrix B: Assessing Vulnerability

This matrix can assist FEMA and the Tribe in scoring each hazard. Tribal governments may find the matrix useful to ensure that their plan addresses each requirement. **Completing the matrix is not required.**

*Note: First, check which hazards are identified in requirement §201.7(c)(2)(i). Then, place a checkmark in either the N or S box for each **applicable** hazard. An “N” for any element of any identified hazard will result in a “Needs Improvement” score for this requirement. List the hazard and its related shortcoming in the comments section of the Plan Review Crosswalk.*

Note: Receiving an N in the shaded columns will not preclude the plan from passing.



Hazard Type	Hazards Identified Per Requirement §201.6(c)(2)(i)		A. Overall Summary Description of Vulnerability		B. Hazard Impact			A. Types and Number of Existing Structures in Hazard Area (Estimate)		B. Types and Number of Future Structures in Hazard Area (Estimate)			A. Loss Estimate		B. Methodology	
	Yes		N	S	N	S		N	S	N	S		N	S	N	S
Avalanche	<input type="checkbox"/>	§201.6(c)(2)(ii) Assessing Vulnerability: Overview	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Erosion	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Storm	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dam Failure	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drought	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Earthquake	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Expansive Soils	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extreme Heat	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flood	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hailstorm	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hurricane	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Land Subsidence	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landslide	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Severe Winter Storm	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tornado	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tsunami	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volcano	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wildfire	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windstorm	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Legend:

§201.7(c)(2)(ii) Assessing Vulnerability: Overview

A. Does the plan include an overall summary description of the jurisdiction’s vulnerability to each hazard?

B. Does the plan address the impact of each hazard on the jurisdiction?

§201.7(c)(2)(ii)(A) Assessing Vulnerability: Identifying Structures

A. Does the plan describe vulnerability in terms of the types and numbers of existing buildings, infrastructure, and critical facilities located in the identified hazard areas?

B. Does the plan describe vulnerability in terms of the types and numbers of future buildings, infrastructure, and critical facilities located in the identified hazard areas?

§201.7(c)(2)(ii)(B) Assessing Vulnerability: Estimating Potential Losses

A. Does the plan estimate potential dollar losses to vulnerable structures?

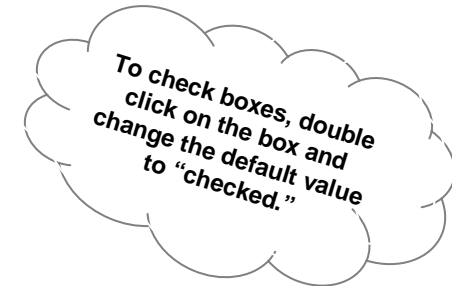
B. Does the plan describe the methodology used to prepare the estimate?

Matrix C: Identification and Analysis of Mitigation Actions

This matrix can assist FEMA and the State in scoring each hazard. Local jurisdictions may find the matrix useful to ensure consideration of a range of actions for each hazard. **Completing the matrix is not required.**

*Note: First, check which hazards are identified in requirement §201.6(c)(2)(i). Then, place a checkmark in either the N or S box for each **applicable** hazard. An “N” for any identified hazard will result in a “Needs Improvement” score for this requirement. List the hazard and its related shortcoming in the comments section of the Plan Review Crosswalk.*

Hazard Type	Hazards Identified Per Requirement §201.6(c)(2)(i)	A. Comprehensive Range of Actions and Projects	
	Yes	N	S
Avalanche	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Erosion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Storm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dam Failure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drought	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Earthquake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Expansive Soils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extreme Heat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hailstorm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hurricane	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Land Subsidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landslide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Severe Winter Storm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tornado	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tsunami	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volcano	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wildfire	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windstorm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Legend:

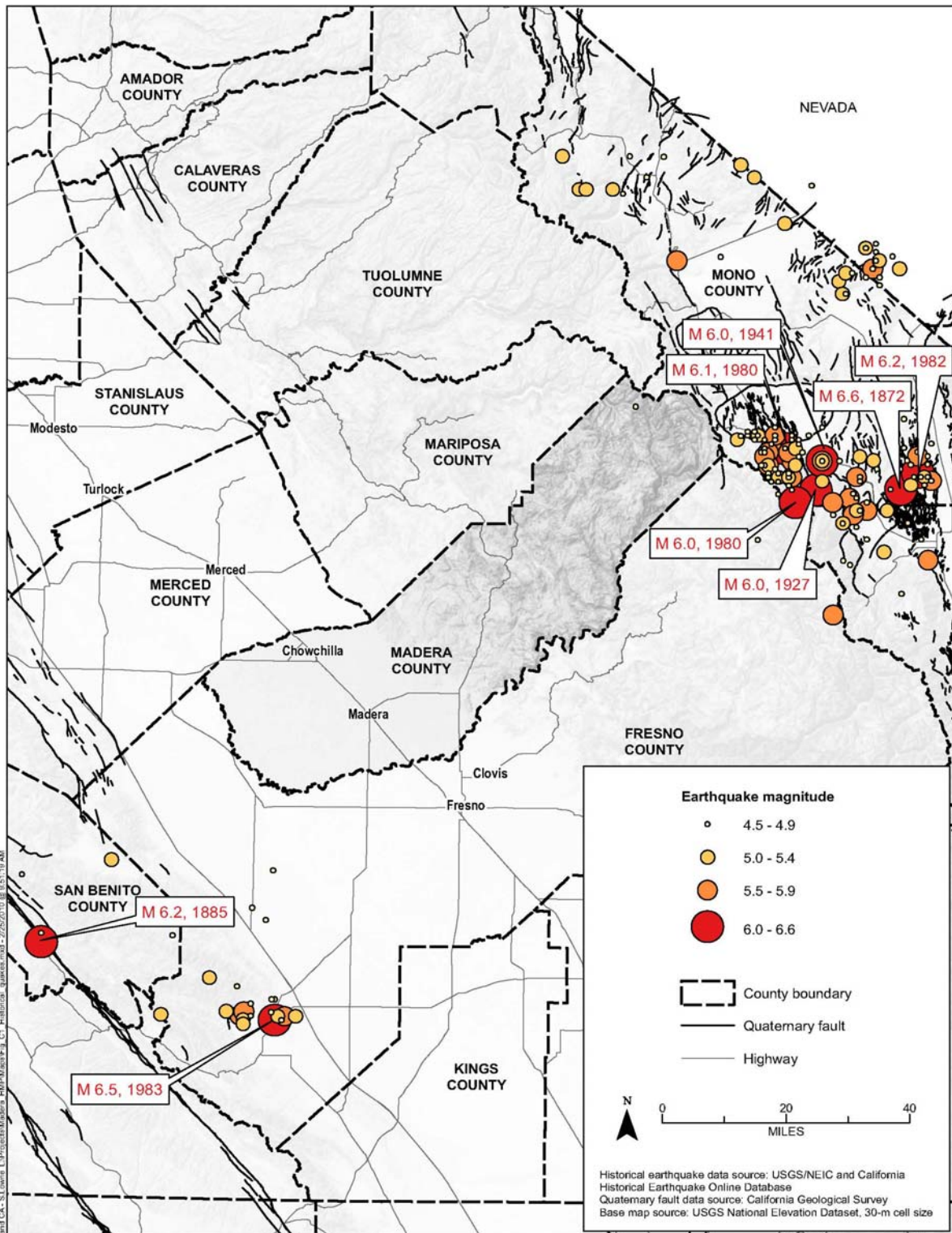
§201.6(c)(3)(ii) Identification and Analysis of Mitigation Actions

A. Does the plan identify and analyze a comprehensive range of specific mitigation actions and projects for each hazard?

Appendix B – Adoption Resolutions

Appendix C – Hazard Figures

- Figure C-1. Regional historic earthquakes, magnitude ≥ 4.5 , 1972-2009**
- Figure C-2. Regional faults**
- Figure C-3. Probabilistic seismic hazard**
- Figure C-4. Special flood hazard area**
- Figure C-5. Potential fog area, elevation ≤ 656 feet**
- Figure C-6. Peak wind gusts, ≥ 50 miles per hour**
- Figure C-7. Historical tornadoes, 1958-2009**
- Figure C-8. Average snowfall**
- Figure C-9. Historical wildfire perimeters, 1950-2008**
- Figure C-10. Historical wildfires, $\geq 1,000$ acres, 1950-2008**
- Figure C-11. Fire hazard severity zones, local responsibility area**
- Figure C-12. Fire hazard severity zones, state responsibility area**
- Figure C-13. Dam locations, $\geq 5,000$ acre-feet**
- Figure C-14. Dam failure inundation areas for state-jurisdictional and federal dams**
- Figure C-15. Levee flood protection zones**
- Figure C-16. Hazardous material transportation corridors**
- Figure C-17. Hazardous material fixed facilities**

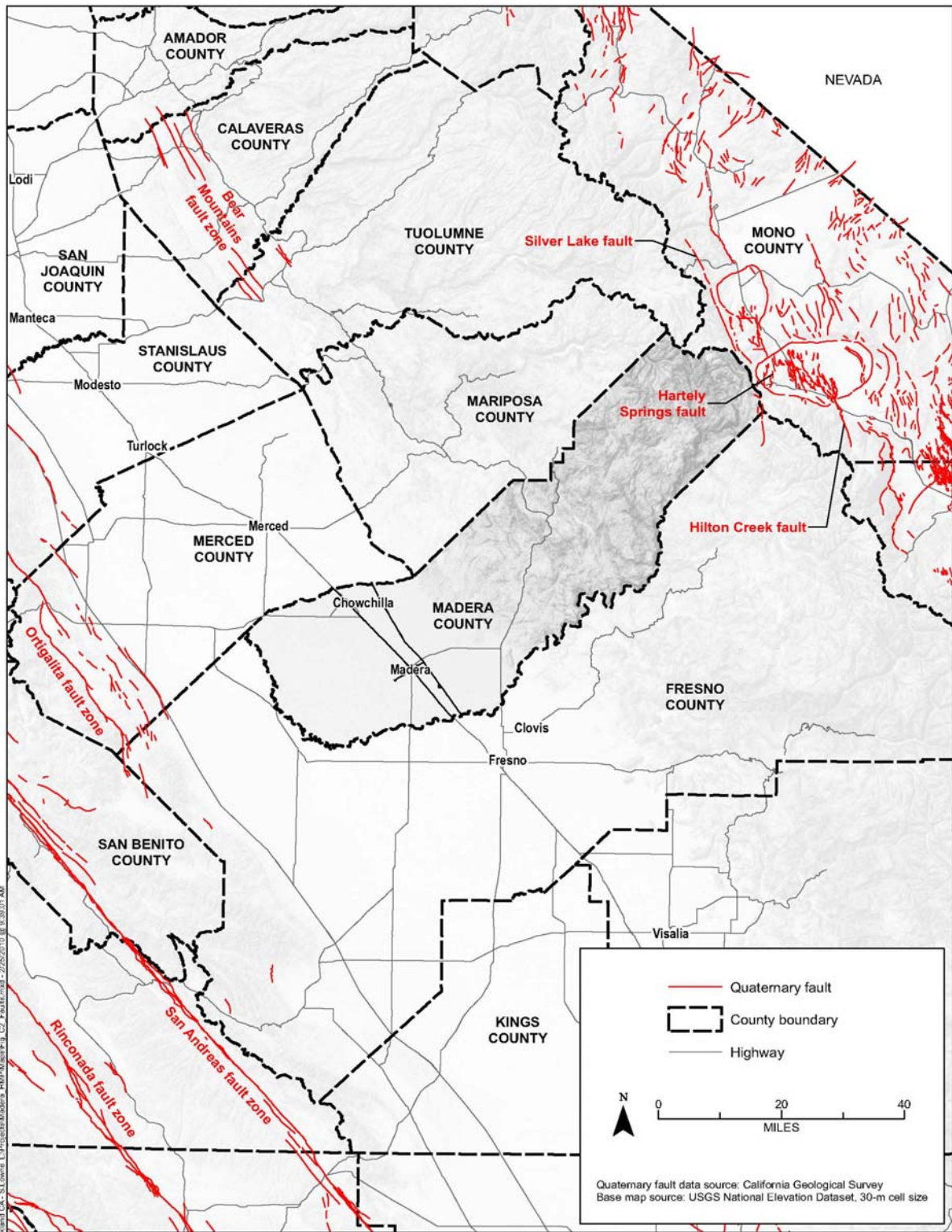


URS Corp - Oakland CA, S:\area 1\Projects\Madera_HMP\Map\Fig. C1_Historical_earthquakes.mxd - 2/25/2010 @ 9:51:19 AM



Madera County Local Hazard Mitigation Plan

Figure C-1
Regional historic earthquakes, magnitude ≥ 4.5, 1872-2009



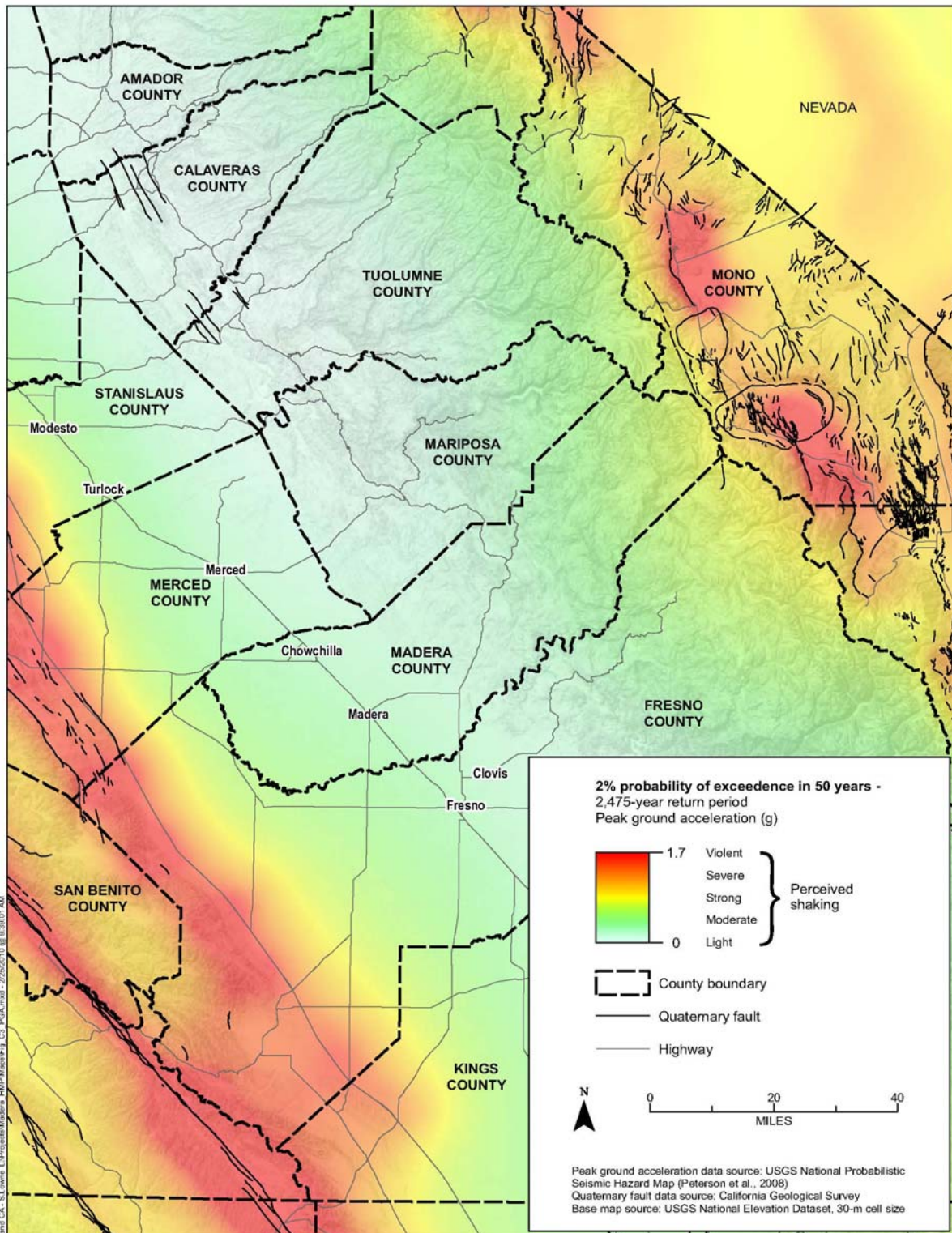
URS Corp - Oakland CA, S:\Lowes\1\Projects\Madera_HMP\Maps\Fig_C2_Faults.mxd - 2/25/2013 @ 9:39:01 AM



URS

Madera County Local
Hazard Mitigation Plan

Figure C-2
Regional faults

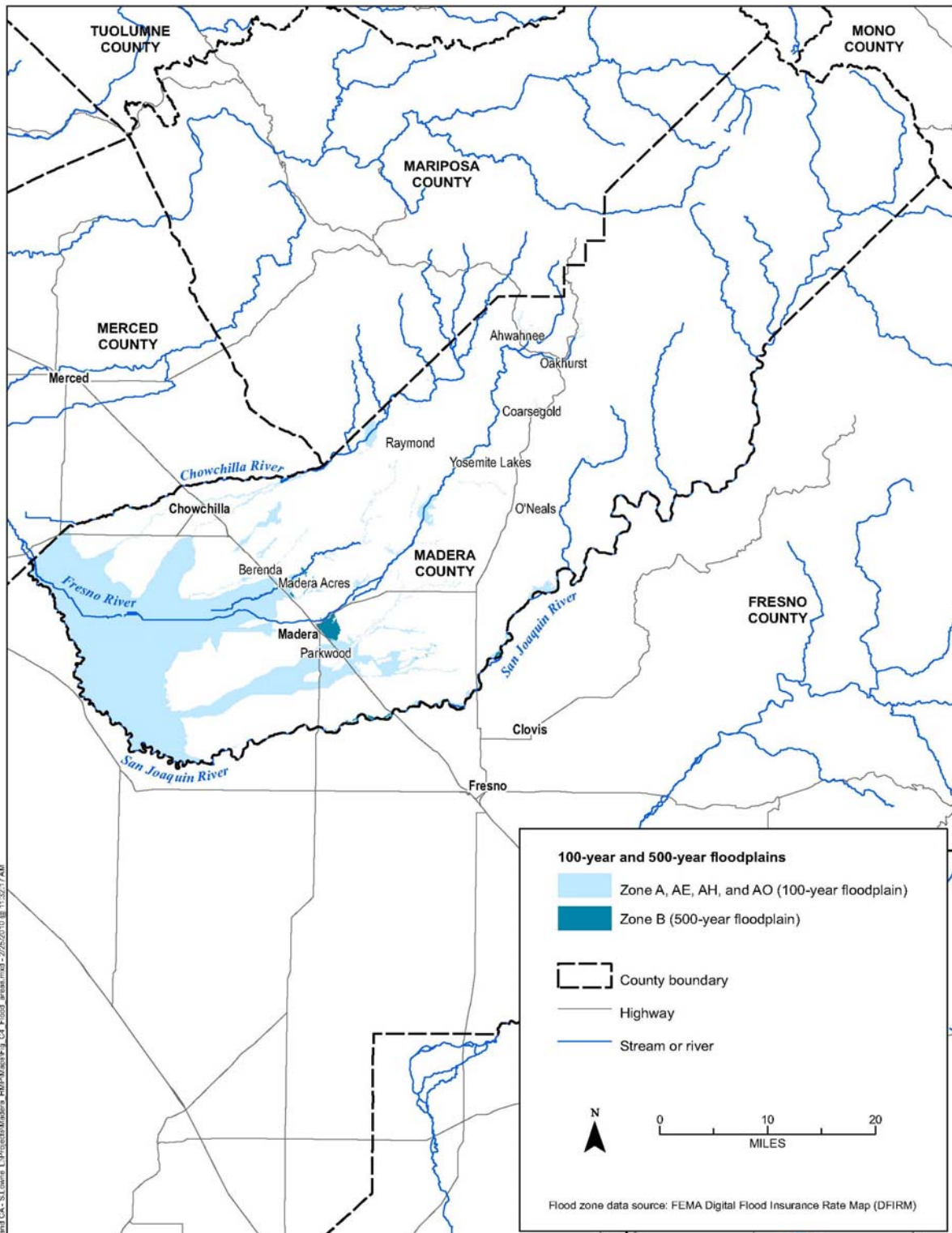


URS Corp. - Oakland CA, S:\projects\Madera_HMP\Maps\Fig_C3_PGA.mxd - 2/25/2010 @ 8:30:01 AM



Madera County Local Hazard Mitigation Plan

Figure C-3
Probabilistic seismic hazard

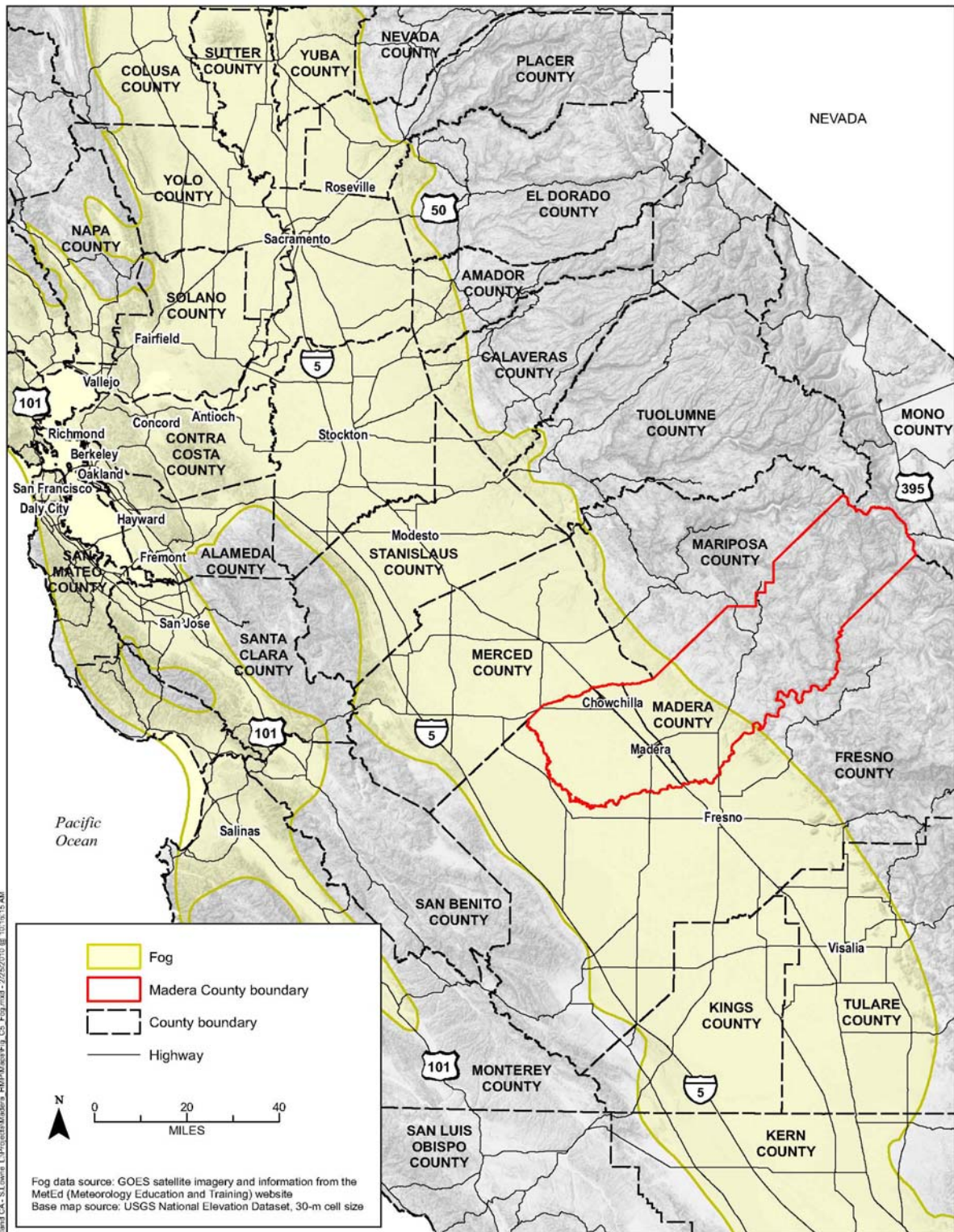


URS Corp - Oakland CA - S:\Iowa L\Projects\Madera_HMP\Maps\Fig_C4_Flood_areas.mxd - 2/25/2010 @ 11:32:17 AM



Madera County Local Hazard Mitigation Plan

Figure C-4
Special flood hazard area

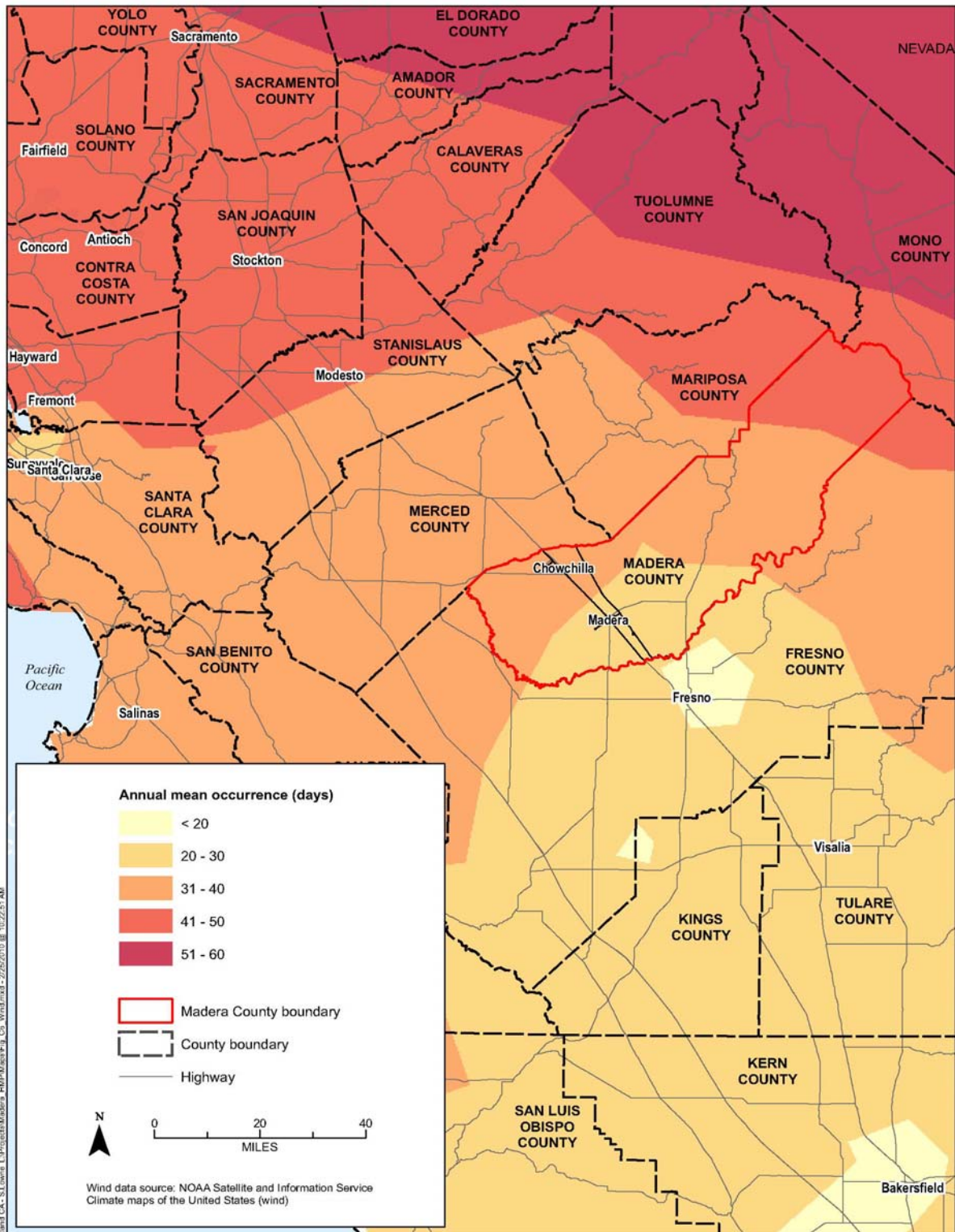


URS Corp - Oakland CA, S. Jones L. Project: Madera - HUPM Map/Fig. C5, Fig. mda - 2/25/2010 @ 11:15 AM



Madera County Local
Hazard Mitigation Plan

Figure C-5
Potential fog area, elevation \leq 656 feet



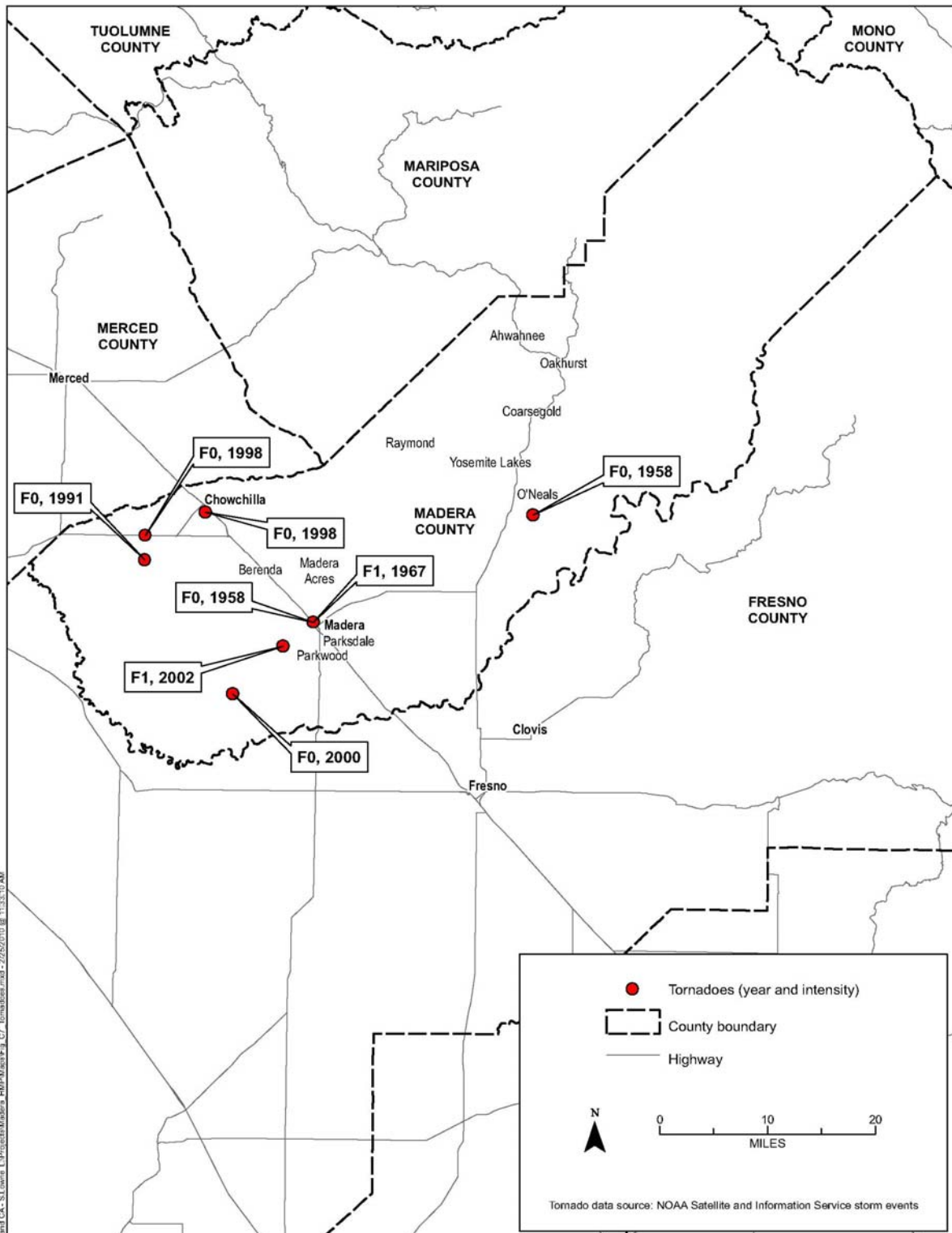
URS Corp - Oakland CA, S:\Lawrence L\Projects\Madera_HMP\Maps\Fig_C6_Wind.mxd - 2/25/2010 @ 10:29:51 AM



URS

Madera County Local
Hazard Mitigation Plan

Figure C-6
Peak wind gusts, ≥ 50 miles per hour

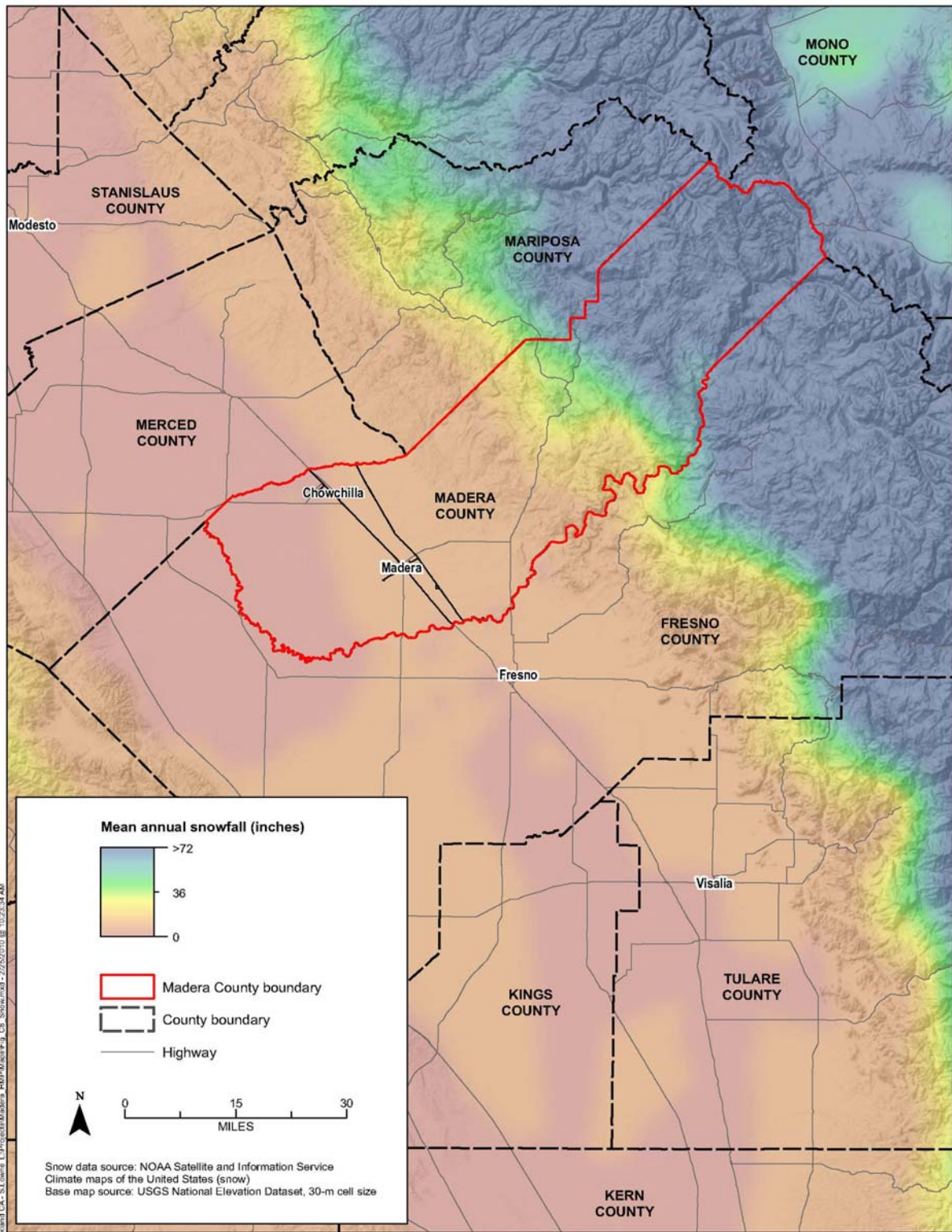


URS Corp - Oakland CA - S:\Lawrence L\Projects\Madera_HMP\Maps\Fig. C7_Tornadoes.mxd - 2/25/2010 @ 11:33:10 AM



Madera County Local Hazard Mitigation Plan

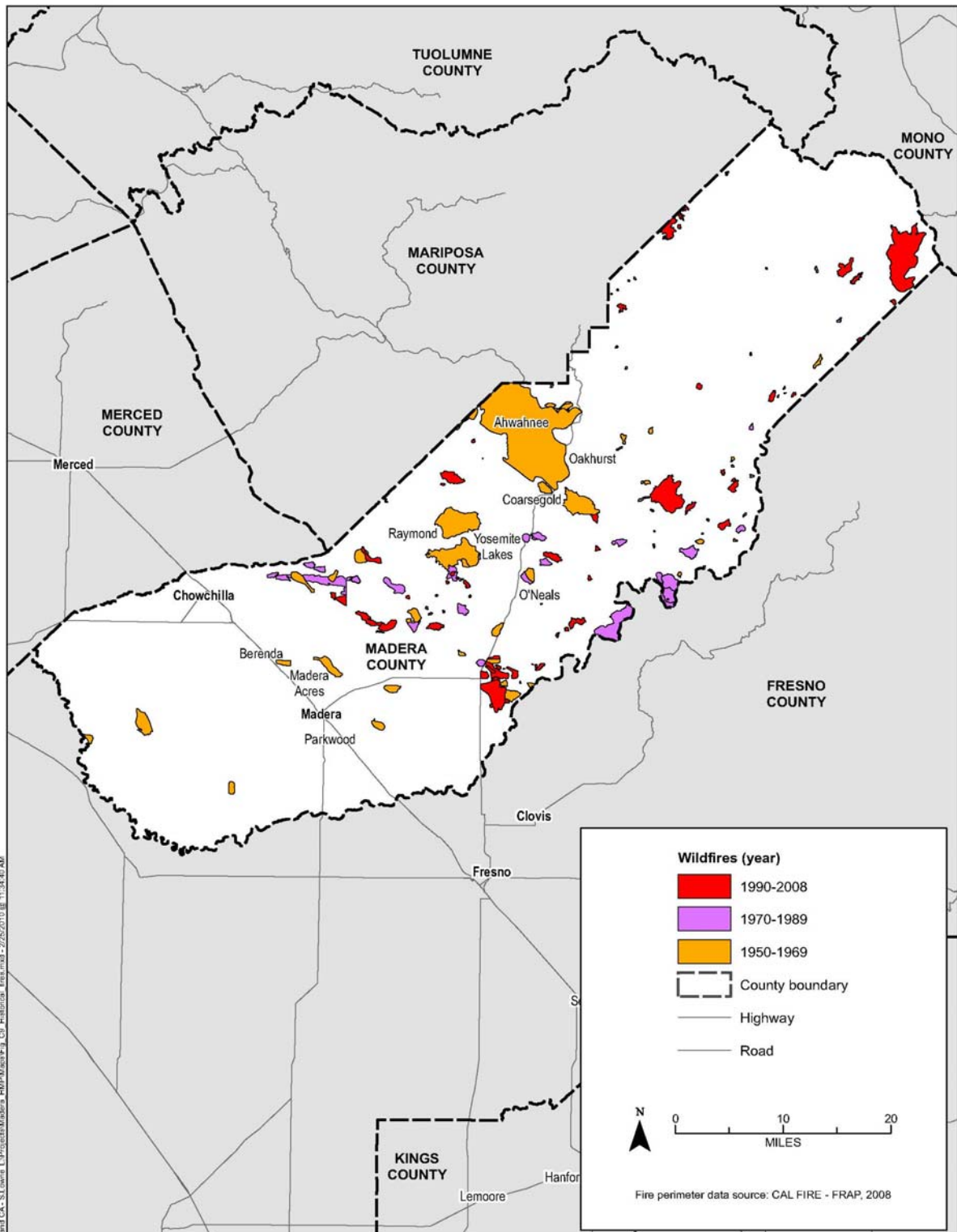
Figure C-7
Historical tornadoes, 1958-2009



URS Corp - Oakland CA, S:\Iowa\I\Projects\Madera_HMP\Maps\Fig_C8_Snow.mxd - 2/24/2010 @ 10:23:34 AM



Figure C-8
Average snowfall



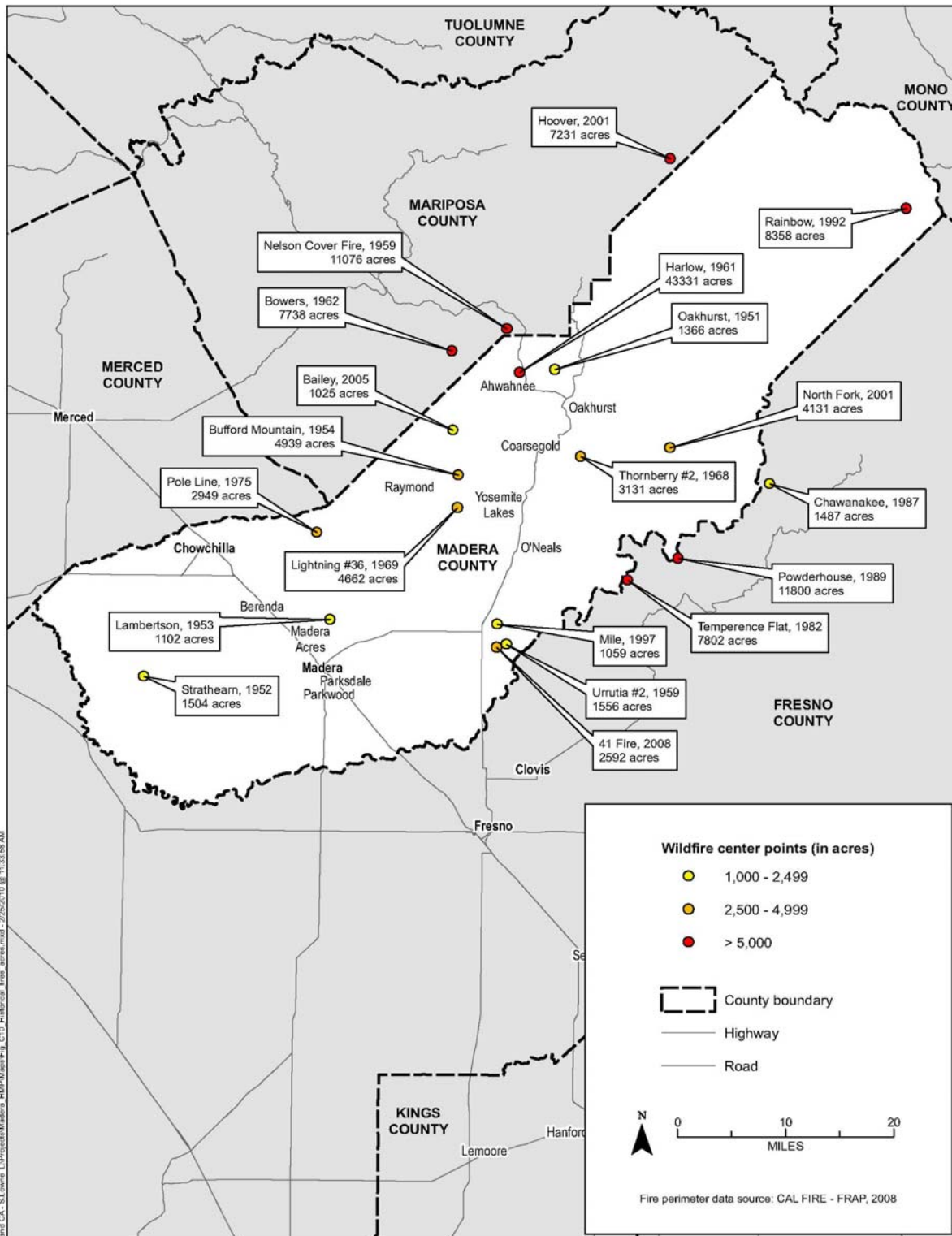
URS Corp. - Oakland CA, S.J. Lewis, L. Upchurch, Madera, HUPP/Mary/Fig. 09 Historical fires.mxd - 2/25/2010 @ 11:34:40 AM



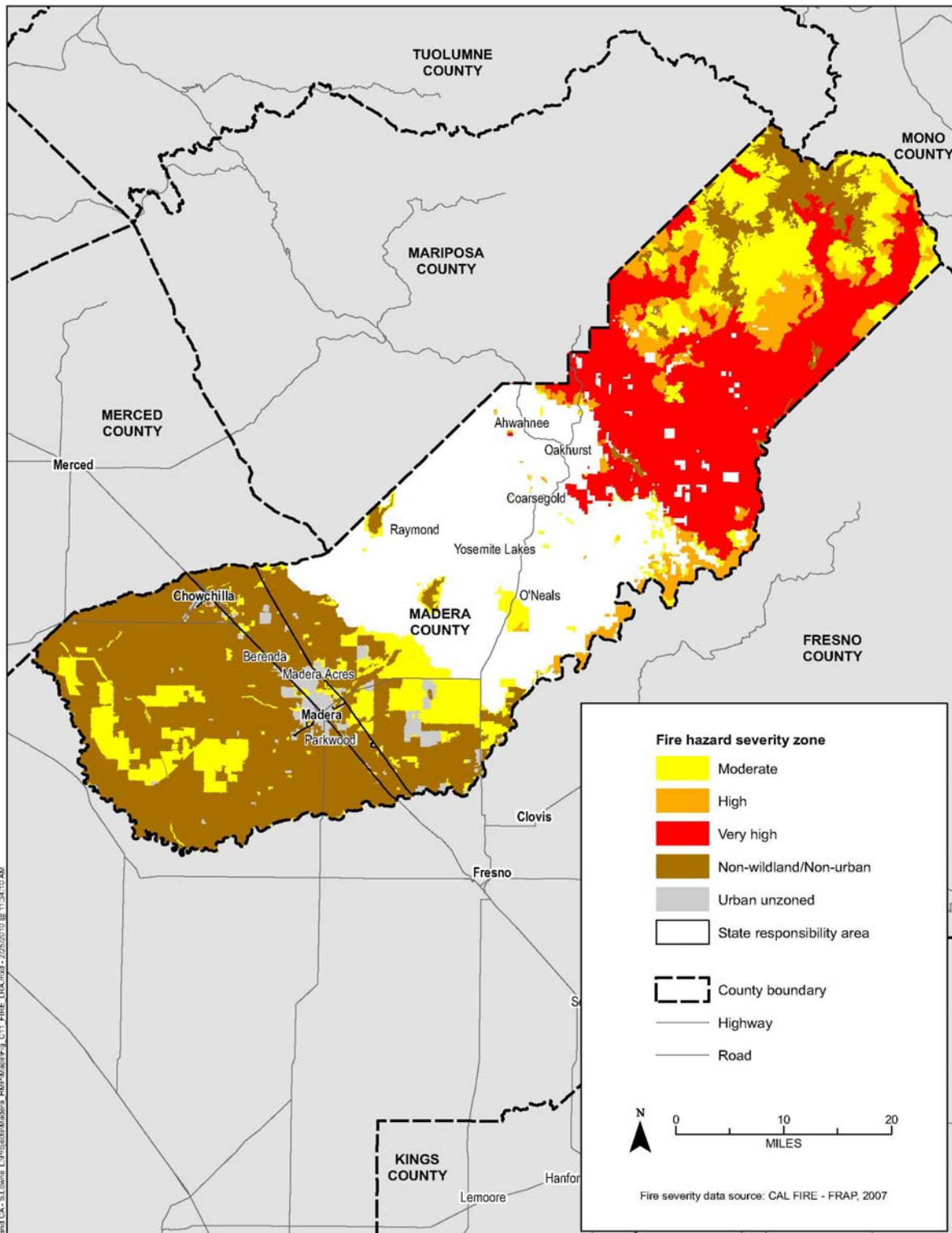
URS

Madera County Local
Hazard Mitigation Plan

Figure C-9
Historical wildfire perimeters, 1950-2008



URS Corp. - Oakland CA - S:\Iowa L\Projects\Madera_HMP\Maps\Fig_C10_Historical_Fire_acres.mxd - 2/25/2010 @ 11:31:58 AM

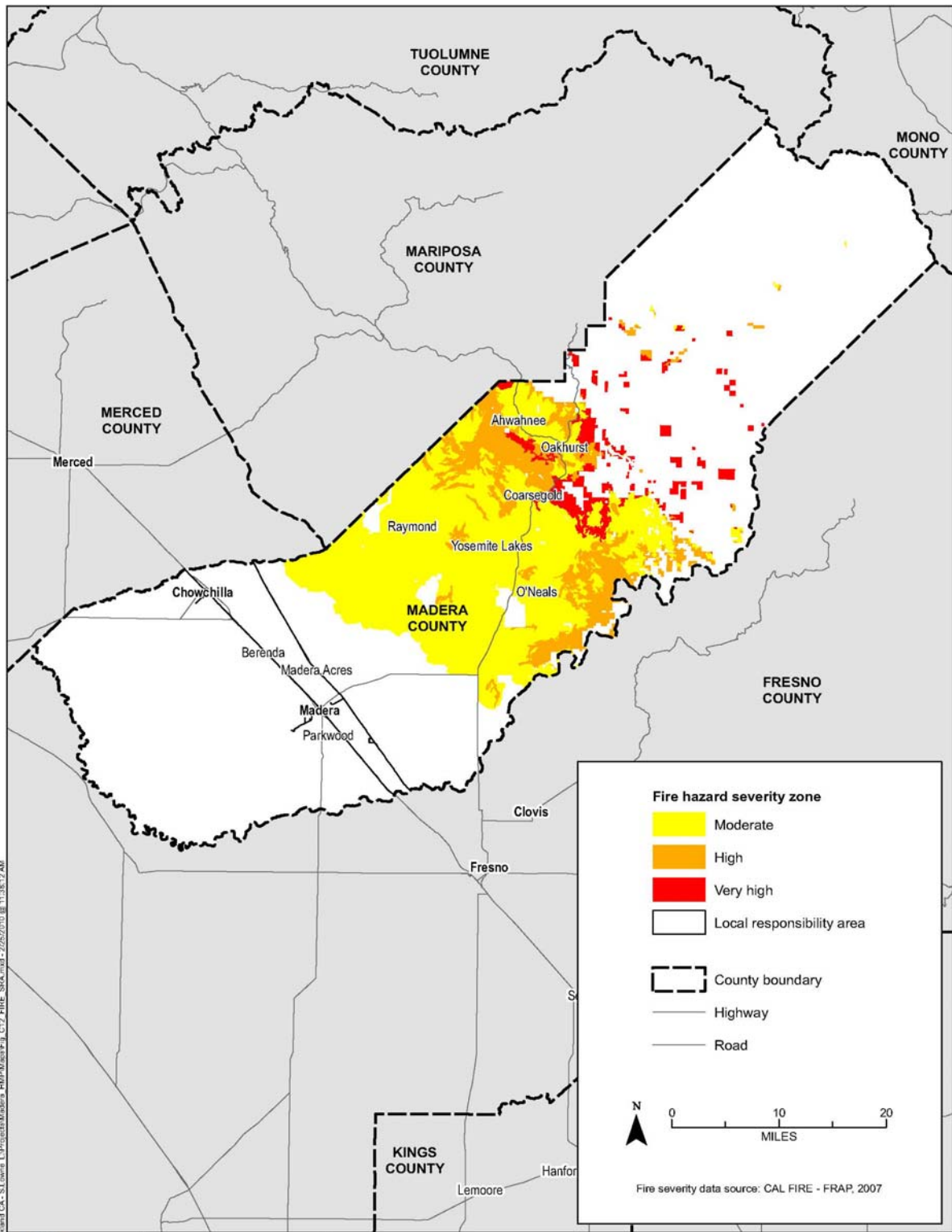


URS Corp - Oakland CA, S:\Iowa L\Projects\Madera HMP\Maps\Fig. C11 FIRE USA.mxd - 2/25/2010 @ 11:34:10 AM



Madera County Local Hazard Mitigation Plan

Figure C-11
Fire hazard severity zones, local responsibility area



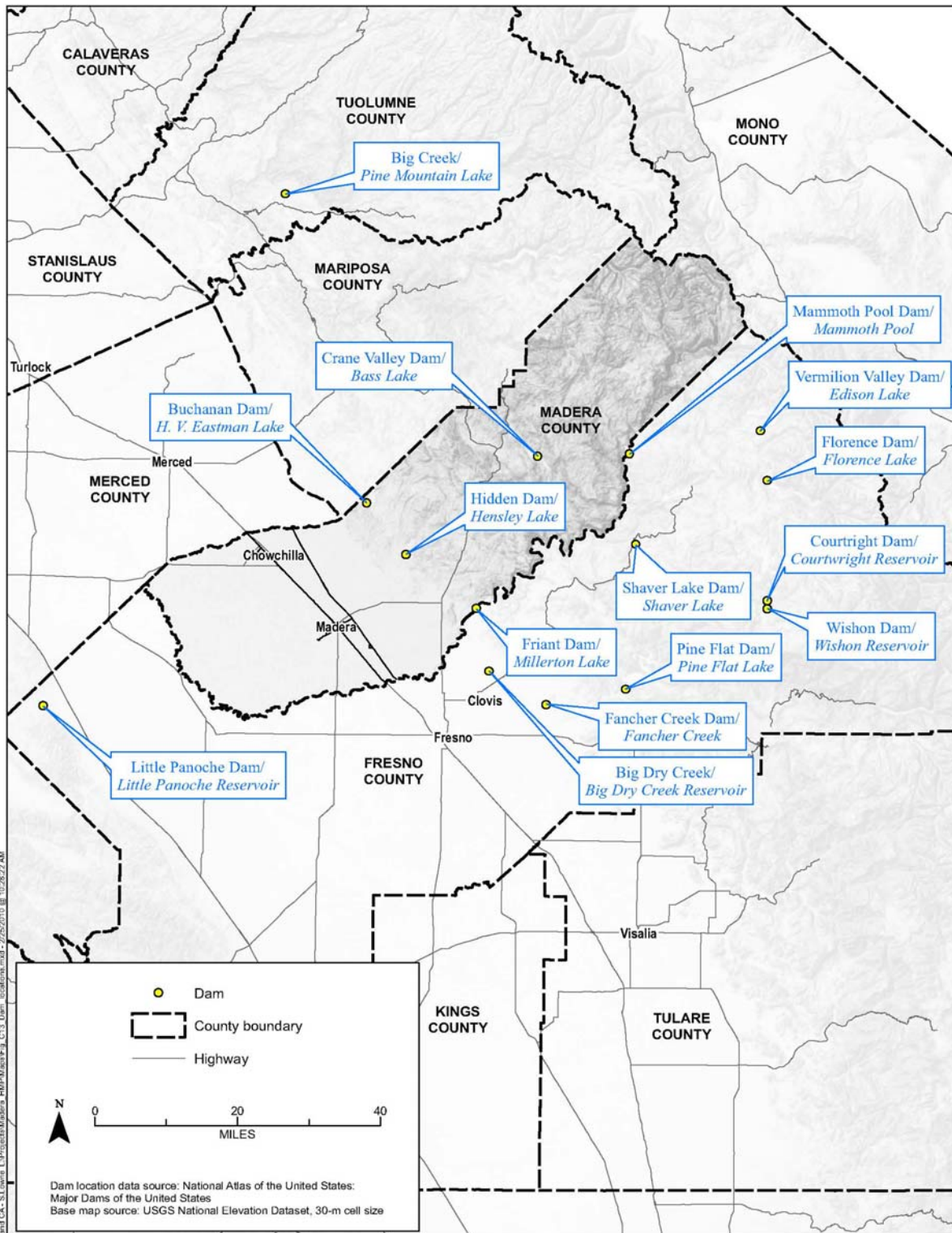
URS Corp - Oakland CA, S:\Iowa L\Projects\Madera HMP\Maps\Fig. C12 FIRE SBA.mxd - 2/25/2010 @ 11:38:12 AM



URS

Madera County Local
Hazard Mitigation Plan

Figure C-12
Fire hazard severity zones, state responsibility area

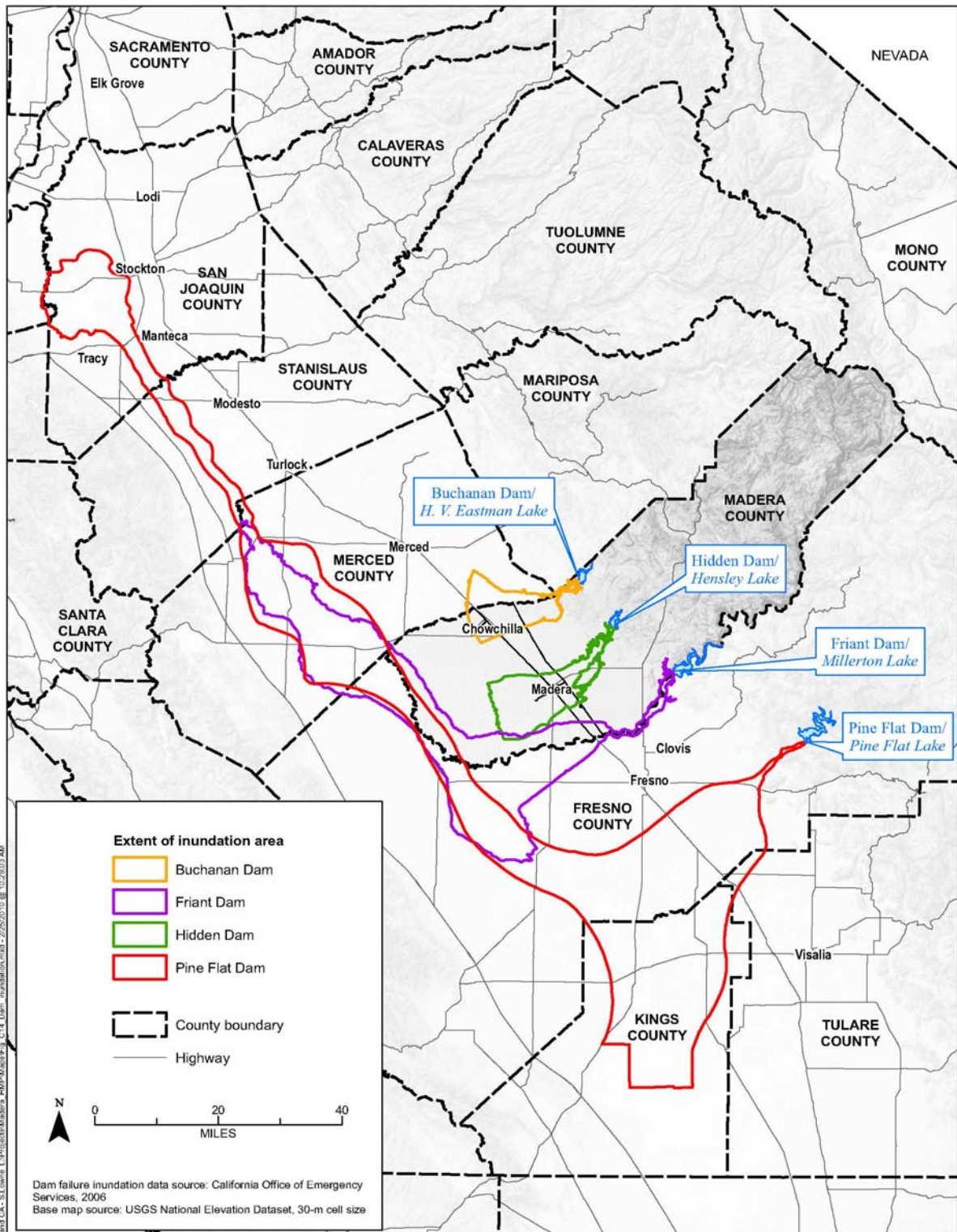


URS Corp. - Oakland CA, S:\Lawrence L\Projects\Madera_HMP\Map\Fig. C13 Dam locations.mxd - 2/25/2010 @ 10:28:27 AM



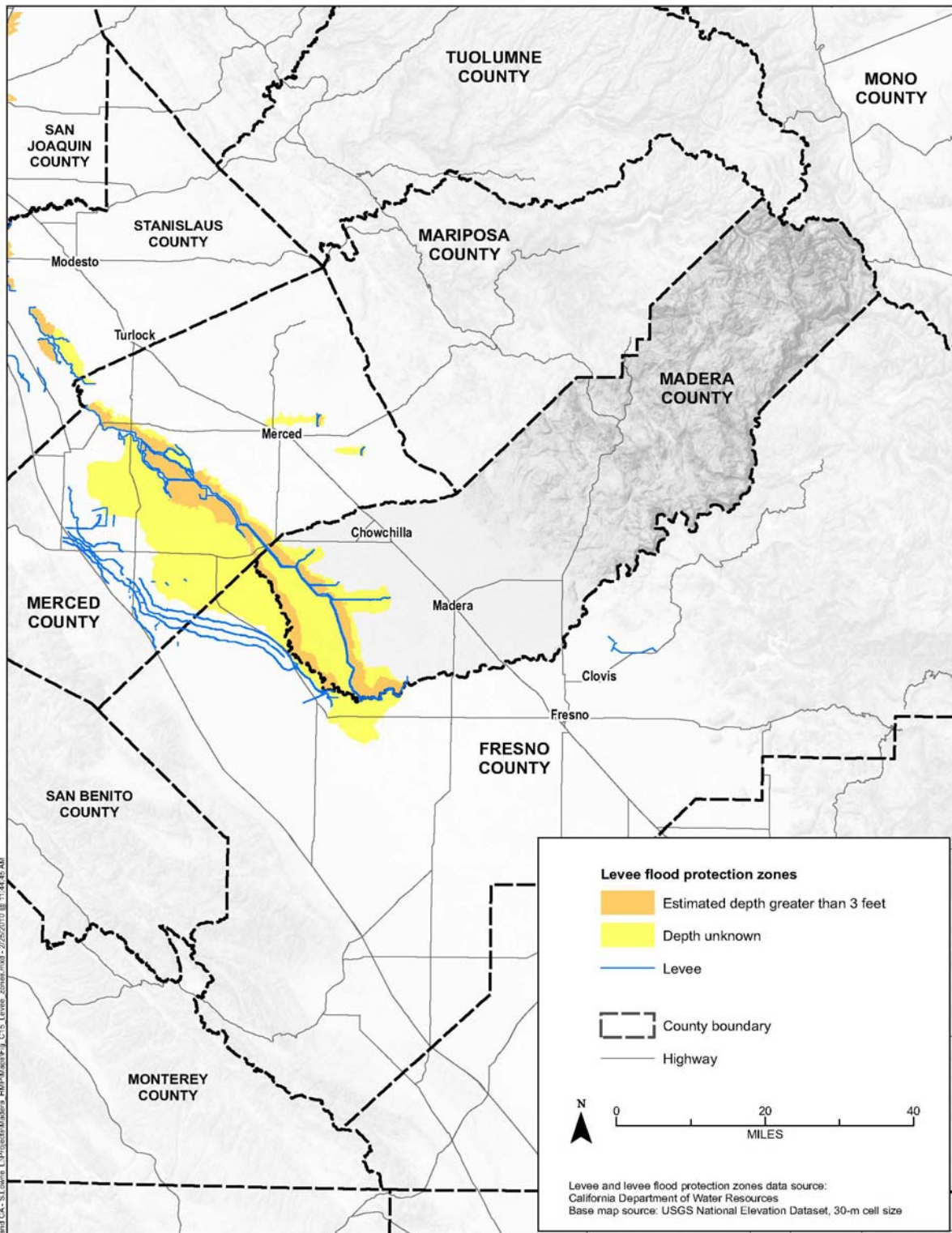
Madera County Local Hazard Mitigation Plan

Figure C-13
Dam locations, ≥ 5,000 acre-feet



URS Corp. - Oakland CA, S:\Lawrence L\Projects\Madera_HMP\Maps\Fig. C-14 Dam inundation.mxd - 2/25/2010 @ 10:28:03 AM

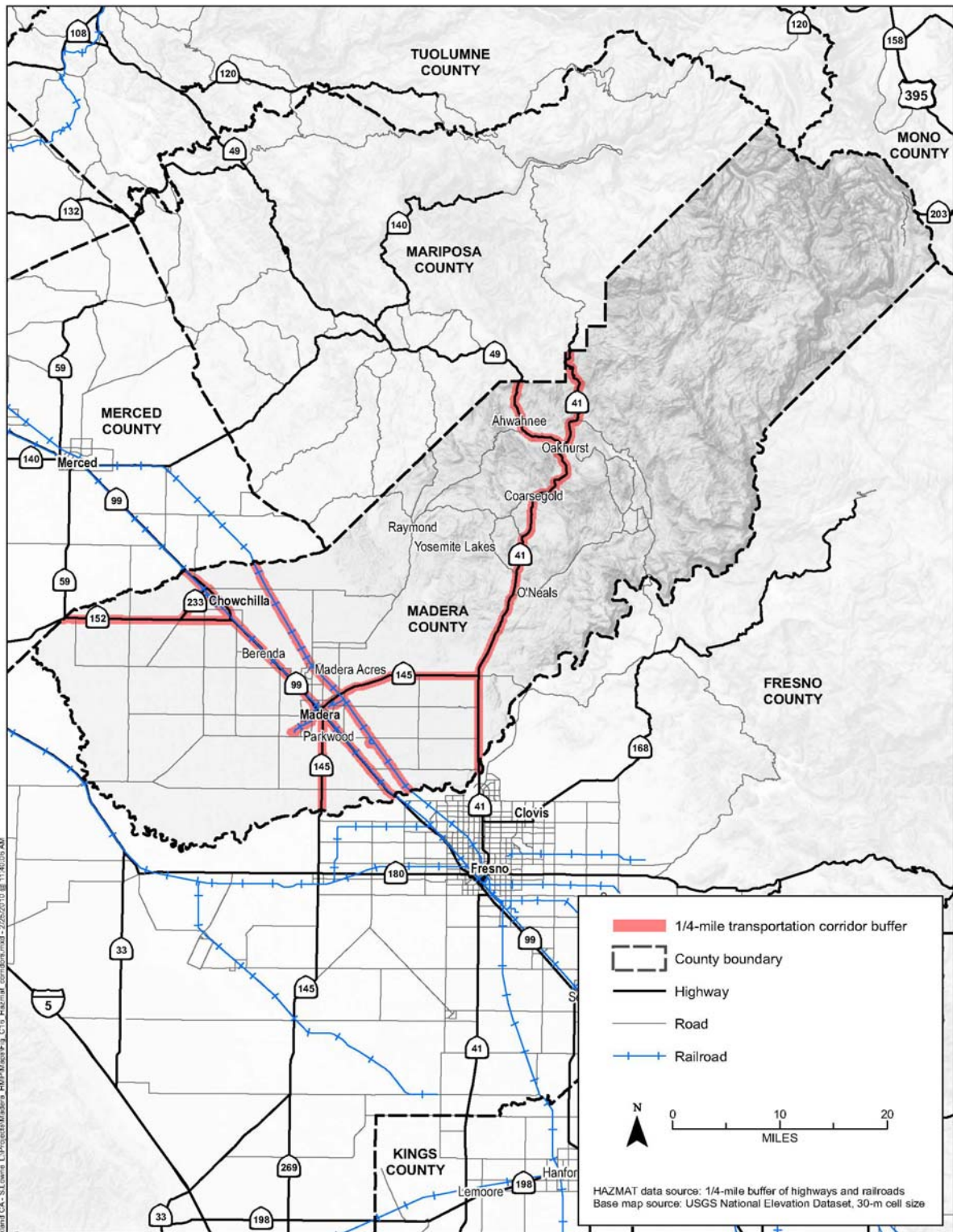




URS Corp - Oakland CA, S:\Levee\1\Projects\Madera_HMP\Maps\Fig_C15_Levee_zones.mxd - 2/25/2010 @ 11:44:45 AM



Figure C-15
Levee flood protection zones



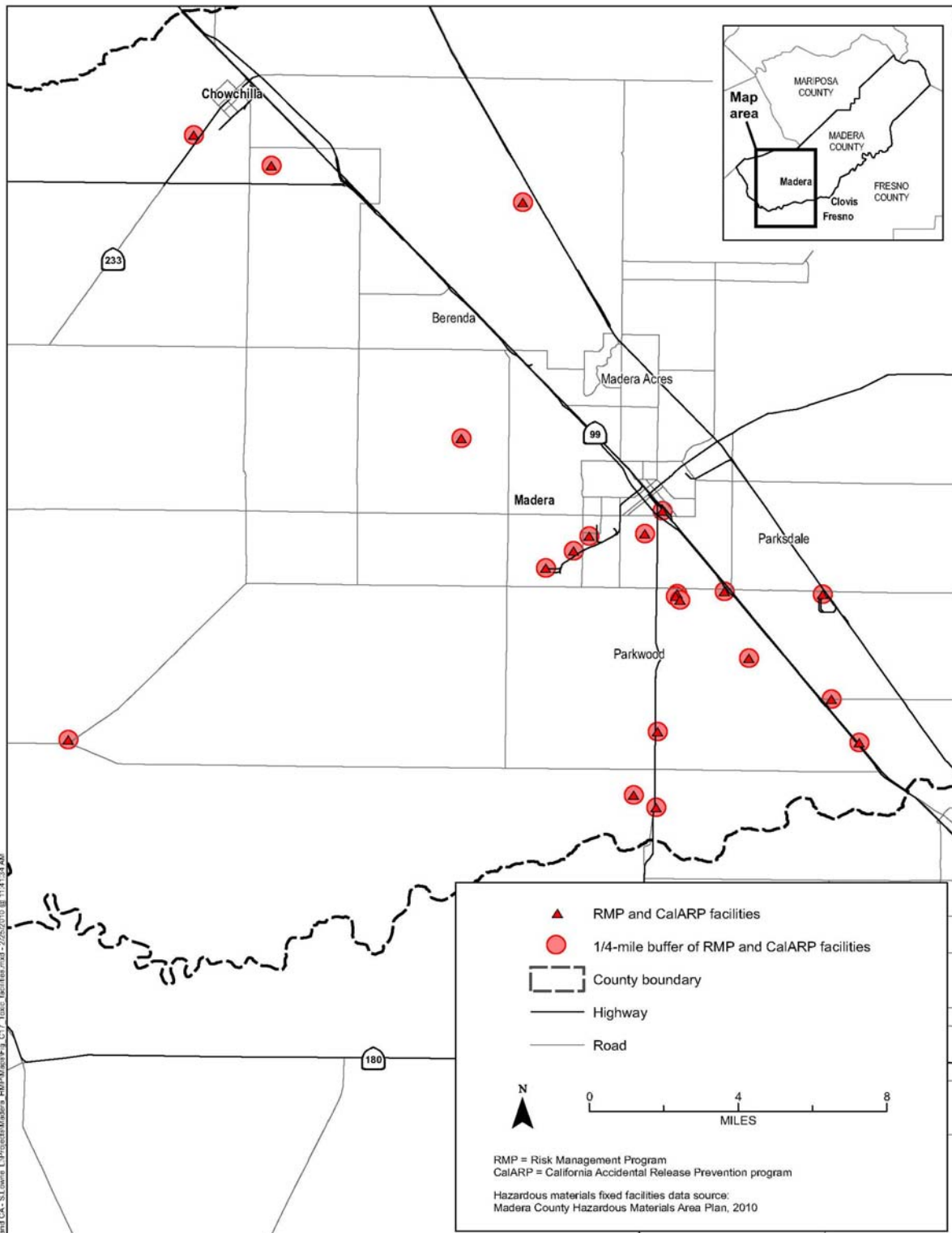
URS Corp. - Oakland CA, S. J. Lawa, L. Upstead/Madera_HMP/Map/Fig. C16_Hazardous material corridors.mxd - 2/25/2010 @ 11:40:05 AM



URS

Madera County Local
Hazard Mitigation Plan

Figure C-16
Hazardous material transportation corridors



URS Corp - Oakland CA, S:\Iowa L\Projects\Madera HMP\Map\Fig. C-17 Hmap Facilities.mxd - 2/25/2010 @ 11:41:34 AM

Appendix D – Planning Committee Meetings

HAZARD MITIGATION PLANNING PROJECT



Hazard Mitigation Planning Committee
Meeting #1
9:30am – 12:00pm
Thursday, August 27, 2009
Department of Social Services Conference Room
700 E. Yosemite Ave., Madera, CA 93638



AGENDA

9:30 Registration

9:45 – 10:00 Introductions

Madera County Sheriff's Department
Hazard Mitigation Planning Committee
ROA/URS

10:00-10:30 Hazard Mitigation Planning

Why Mitigation Planning?
Disaster Management Act of 2000*
Types of Funding & Eligible Projects*

10:30-11:00 Plan Development

Plan Outline*
Schedule*

11:00-11:15 Break

11:15-12:00 Discussion

Hazard Identification & Selection*
Public Involvement
Questions & Answers

* Additional handout

HAZARD MITIGATION PLANNING PROJECT



Hazard Mitigation Planning Committee
Meeting #1
9:30am – 12:00pm
Thursday, August 27, 2009
Department of Social Services Conference Room
700 E. Yosemite Ave., Madera, CA 93638



MEETING NOTES

ATTENDEES

John Anderson, Madera County Sheriff
Lisa Anderson, Madera County Fire
Susan Arteaga, Madera County Department of Social Services
Chuck Banks, Madera County RACES
Carol Barney, Madera County Public Health
Ray Beach, Madera County RMA
Dennis Blessing, Madera County Veterans Services
Lonn Boyer, Madera County Human Resources
James Brotherton, National Weather Service
Matthew Bullis, City of Madera Public Works
Anna Davis, URS Corporation
Greg Farley, Madera County RMA Engineering
Eric Fleming, Madera County Administration
Steve Frazier, City of Madera Police Department
Bart Fortner, Central California Women's Facility
Brett Gray, Madera Irrigation District
Reggie Hill, Lower San Joaquin Levee District
Christi Hansard, North Fork Rancheria
Keith Helmuth, City of Madera Engineering
David Herman, Madera County Counsel
Johannes Hoevertsz, Madera County RMA Roads
John Holtz, City of Madera
Amy Jewel, URS Corporation
Deborah Keenan, Madera County Fire Marshall
Michael Kime, City of Madera Police Department
David Konno, AmeriCorps
Kimberley Linderholm, Madera County Office of Education
David Macias, Caltrans

HAZARD MITIGATION PLANNING PROJECT



Hazard Mitigation Planning Committee
Meeting #1
9:30am – 12:00pm
Thursday, August 27, 2009
Department of Social Services Conference Room
700 E. Yosemite Ave., Madera, CA 93638



Sharon Martinez, American Red Cross
Darin McCandless, Madera County of Administration
Christina McDonald, North Fork Rancheria
Maria Miranda, Madera County BOS
Kevin Nagata, Cal EMA Inland Region V
David Noblett, City of Chowchilla Police Department
Robert Olson, Robert Olson Associates
Michael Padilla, Madera County Information Technology
Opie Riar, Madera County Office of Education
Jose Rivera, Valley State Prison for Women
Robert Rolan, Madera County Ag Com/Weights & Measures
Tom Shepard, California Highway Patrol
Janet Stanovich, Madera County OES
Steve VonFlue, Madera County Central Garage
Kelly Woodard, Madera County Department of Social Services

AGENDA

9:30	Registration
9:45 – 10:00	Introductions
	Madera County Sheriff's Department
	Hazard Mitigation Planning Committee
	ROA/URS
10:00-10:30	Hazard Mitigation Planning
	Why Mitigation Planning?
	Disaster Management Act of 2000*
	Types of Funding & Eligible Projects*
10:30-11:00	Plan Development
	Plan Outline*
	Schedule*
11:00-11:15	Break

HAZARD MITIGATION PLANNING PROJECT



Hazard Mitigation Planning Committee
Meeting #1
9:30am – 12:00pm
Thursday, August 27, 2009
Department of Social Services Conference Room
700 E. Yosemite Ave., Madera, CA 93638



11:15-12:00 Discussion

Hazard Identification & Selection*

Public Involvement

Questions & Answers

* Additional handout

QUESTIONS & ANSWERS

Q1: Can Tribes participate in this plan?

A1: Yes. Tribes will have to address a few different regulations outlined in FEMA's Tribal Mitigation Planning Guidance.

Q2: Can school districts & special districts participate in this process?

A2: Yes. There are two ways in which school districts and special districts can participate. First option, they can participate by having their assets identified within the County's assets. This will ensure that the district's assets are analyzed for vulnerability. If the school districts and special districts participate under the County, they will still be eligible for FEMA grants, but the County must apply on behalf of them. Second option, school districts and special districts can participate as their own "participating jurisdiction." They will be addressed in the plan the same way that the County and cities are addressed – they will have their own asset inventory, vulnerability analysis, capability assessment, and mitigation strategy. If they choose this route, they must attend all Planning Committee meetings and also adopt the plan. By being a "participating jurisdiction" the school district or special district is eligible to apply for FEMA mitigation funding directly to the State (therefore, they do not have to go through the County).

Q3: What hazards should be included in this plan (in addition to those outlined on the Hazard Identification & Selection Sheet (dam failure, drought, fog, hazmat, heat, seismic (ground shaking, landslide, liquefaction, expansive soils), wildfire, winter storm (flood, freeze, wind)?

A3: Severe wind (including tornadoes), levee failure (in addition to dam failure), landslides (due to winter storms).

Q4: Can the hazards be regrouped into weather hazards?

A4: Yes. We could regroup them into the following:

Weather hazards (drought, fog, excessive rain /flood, freeze, severe wind)

Seismic hazards (ground shaking, landslide, liquefaction, expansive soils)

Fire hazards (wildfire)

Other hazards (dam failure, levee failure, hazmat)

Dam failure and levee failure would be considered "other hazards" as they could be caused by a weather hazard (excessive rain) or seismic hazard (ground shaking and liquefaction).

HAZARD MITIGATION PLANNING PROJECT



Hazard Mitigation Planning Committee
Meeting #1
9:30am – 12:00pm
Thursday, August 27, 2009
Department of Social Services Conference Room
700 E. Yosemite Ave., Madera, CA 93638



Q5: Could accidents along the highway/rail be considered a hazard?

A5: Possibly, but the measures that can “mitigate” the hazard are more preparedness (rather than mitigation in nature. It is probably easier to address accidents as an effect from a primary hazard, such as fog.

Q6: What is will be the level of involvement for Federal and State agencies and County departments?

A6: Probably more of an advisory role. We will most likely refer to these supporting agencies as “stakeholders.” We will ask them to provide input as necessary, including reviewing the draft plan.

Q7: What will be the level of public involvement?

A7: In addition to press releases and posting information on the County’s website, there will be 3 public meetings (location to be determined).



**MADERA COUNTY
HAZARD MITIGATION PLANNING PROJECT**

Hazard Mitigation Planning Committee
Madera County Sheriff's Headquarters
14143 Road 28, Madera
9:30am – 11:30am
Thursday, November 19, 2009



AGENDA

9:15 – 9:30 Registration

9:30 – 9:45 Introductions

Madera County Sheriff's Department
Hazard Mitigation Planning Committee
ROA/URS

9:45 – 10:30 Hazard Mitigation Planning

Disaster Management Act of 2000*
Local Mitigation Planning Requirements
Eligible Participants (in addition to Tribes and Local Jurisdictions)*

10:30 – 10:45 Plan Development

Plan Outline*
Schedule*

10:45 – 11:15 Section 5: Hazard Analysis

Hazard Identification & Selection*
Hazard Profiles*
Hazard Figures*

11:15 – 11:30 Next Steps

Vulnerability Analysis*



**MADERA COUNTY
HAZARD MITIGATION PLANNING PROJECT**

Hazard Mitigation Planning Committee
Madera County Sheriff's Headquarters
14143 Road 28, Madera
9:30am – 11:30am
Thursday, November 19, 2009



MEETING NOTES

ATTENDEES

John Anderson, Madera County Sheriff
Lisa Anderson, Madera County Fire
Anna Davis, URS Corporation
Amy Jewel, URS Corporation
Kimberley Linderholm, Madera County Office of Education
Robert Olson, Robert Olson Associates
Opie Riar, Madera County Office of Education
Janet Stanovich, Madera County OES

AGENDA

9:15 – 9:30 Registration

9:30 – 9:45 Introductions

Madera County Sheriff's Department
Hazard Mitigation Planning Committee
ROA/URS

9:45 – 10:30 Hazard Mitigation Planning

Disaster Management Act of 2000*
Local Mitigation Planning Requirements
Eligible Participants (in addition to Tribes and Local Jurisdictions)*

10:30 – 10:45 Plan Development

Plan Outline*
Schedule*

10:45 – 11:15 Section 5: Hazard Analysis

Hazard Identification & Selection*
Hazard Profiles*
Hazard Figures*

11:15 – 11:30 Next Steps

Vulnerability Analysis*



MADERA COUNTY HAZARD MITIGATION PLANNING PROJECT

Hazard Mitigation Planning Committee
Madera County Sheriff's Headquarters
14143 Road 28, Madera
9:30am – 11:30am
Thursday, November 19, 2009



NOTES

- The Sheriff gave an informal welcome and noted that one disaster in the past was a flood in Chowchilla that damaged county roads and other infrastructure. He noted the importance of this project.
- Reviewed the DMA of 2000 and purpose and requirements of the HMP.
- Reviewed Plan Outline and Schedule. Target completion date is August 2010.
- Reviewed what it means to be participant in the Madera County HMP and asked special districts and tribes to make a decision by the end of December.
 - At least one school district needs further meetings with their superintendent to discuss – they will get back to us.
- Discussed the vulnerability analysis
 - City of Chowchilla has their own plan and one tribe is updating their plan
 - The Madera HMP will reference these existing plans, but still need to get a list of assets and put together with hazards data
 - HAZIS is the software developed with help from Bob that contains an assets database, but it is not fully updated.
 - Assets data will come from the participants at the meeting.
- Janet received a call from Cal EMA asking for a commitment from the cities and districts that will be included in the County HMP.
 - Anna to work with Janet to respond to the Cal EMA request.
- Discussed the capability assessment and what data will be needed.
- Discussed the mitigation goals and actions
 - Target is to include 2-10 projects (FEMA requirement is one or more project for each participating jurisdiction)
- Discussed the results of the hazards analysis
 - Received question on why epidemic and pandemics are not included in the hazards analysis. Responded that these hazards should be referenced but it is very difficult to get mitigation funding for these hazards, so they won't be analyzed in the HMP in great detail.
 - Received question on levees. These can fail even if there is no flood. Need to add to hazards section.
 - Received comment on tornadoes: would like more information on these hazards, including data on historic incidences that have caused damage. Responded that tornado data will be added to the "severe wind" section.
 - Received question on snow; responded that snow is included in the "winter storm" category but a new map could be included showing average snowfall levels.
 - Received comment that more data on historic wildfires are needed.
 - Representative from Environmental Health Department suggested adding data from their office for the hazardous materials section. Bob to follow up and obtain the data so it can be added to the map.



MADERA COUNTY HAZARD MITIGATION PLANNING PROJECT

Hazard Mitigation Planning Committee
Madera County Sheriff's Headquarters
14143 Road 28, Madera
9:30am – 11:30am
Thursday, November 19, 2009



- Comments on maps and the hazards section are due by December 15th.
- Lower San Joaquin Levee District is already included in the Fresno County HMP.
Determined that the District does not need to be a participant in the Madera HMP.

SUMMARY OF ACTIONS

- Anna to work with Janet and Ricardo at Cal EMA to discuss what cities and districts will be participants in the Madera HMP.
- Anna and Amy to include data on the following in the hazards analysis:
 - Epidemics and pandemics (no map)
 - Levees (new map)
 - Tornadoes (new map) – Add to severe wind section
 - Snowfall (new map) – Add to the winter storm section
 - Historic wildfires (expand existing map) – Add to existing section
 - Hazardous materials (expand existing map) – Add to existing section.
- Bob to meet with EHS representatives to obtain data.
- Participants at meeting to provide comments by December 15th on hazards analysis and corresponding maps.
- Special districts and tribes to determine participation by December 31st.



**MADERA COUNTY
LOCAL HAZARD MITIGATION PLANNING PROJECT**

Local Hazard Mitigation Planning Committee Meeting

Madera County Sheriff's

Conference Room

14143 Road 28

Madera, CA 93638

Wednesday, February 10, 2010

9:30am – 11:30am



AGENDA

9:15 – 9:30 Registration

9:30 – 9:45 Introductions

Madera County Sheriff's Department

Hazard Mitigation Planning Committee

ROA/URS

9:45 – 10:00 Hazard Figures

Updated Figures

New Figures

10:00 – 10:45 Vulnerability Analysis

Assets

Exposure Analysis

10:45 – 11:15 Capability Assessment

Types (local, tribal, school district)

Human and Technical Resources

Financial Resources

Legal and Regulatory Resources

Current, Ongoing, and Completed Mitigation Projects

11:15 – 11:30 Next Steps

Mitigation Strategy

Public Meetings

Next Mitigation Planning Committee Meeting



**MADERA COUNTY
LOCAL HAZARD MITIGATION PLANNING PROJECT**

**Local Hazard Mitigation Planning Committee Meeting
Madera County Sheriff's
Conference Room
14143 Road 28
Madera, CA 93638
Wednesday, February 10, 2010
9:30am – 11:30am**



MEETING NOTES

ATTENDEES

John Anderson, Madera County Sheriff
Matt Bullis, City of Madera
Chris Christopherson, Cal Fire/Madera County Fire
Anna Davis, URS Corporation
Jyl Duncan, Madera County Sheriff
Greg Farley, Madera County RMA Engineering
Jeannie Habben, Coarsegold/Fresno Watershed
Christi Hansard, North Fork Rancheria
Reggie Hill, Lower San Joaquin Levee District
Keith Helmuth, City of Madera Engineering
David Herman, Madera County Counsel
Phil Hudecek, Madera County Environmental Health
Deborah Keenan, Madera County Fire Marshal
Kimberley Linderholm, Madera County Office of Education
Darin McCandless, Madera County Administration
David Noblett, Chowchilla Police Department
Robert Olson, Robert Olson Associates
Michael Padilla, Madera County Information Technology
Bradley Philips, Madera County RMA Roads
Keith Quinlan, Madera County RMA Engineering
Opie Riar, Madera County Office of Education
Stephen Rodriguez, Madera County CAO
Mike Salvador
Jay Seslowe, Madera County Ag. Com/Wt. & Measures
Wendy Silva, City of Madera Human Resources



**MADERA COUNTY
LOCAL HAZARD MITIGATION PLANNING PROJECT**

**Local Hazard Mitigation Planning Committee Meeting
Madera County Sheriff's
Conference Room
14143 Road 28
Madera, CA 93638**

**Wednesday, February 10, 2010
9:30am – 11:30am**



Janet Stanovich, Madera County OES

Joanne Upton, City of Chowchilla

Jonathan Williams, Chowchilla Water District

AGENDA

9:15 – 9:30 Registration

9:30 – 9:45 Introductions

Madera County Sheriff's Department
Hazard Mitigation Planning Committee
ROA/URS

9:45 – 10:00 Hazard Figures

Updated Figures
New Figures

10:00 – 10:45 Vulnerability Analysis

Assets
Exposure Analysis

10:45 – 11:15 Capability Assessment

Types (local, tribal, school district)
Human and Technical Resources
Financial Resources
Legal and Regulatory Resources
Current, Ongoing, and Completed Mitigation Projects

11:15 – 11:30 Next Steps

Mitigation Strategy
Public Meetings
Next Mitigation Planning Committee Meeting

**MADERA COUNTY
LOCAL HAZARD MITIGATION PLANNING PROJECT**



Local Hazard Mitigation Planning Committee Meeting
Madera County Sheriff's
Conference Room
14143 Road 28
Madera, CA 93638

Wednesday, February 10, 2010
9:30am – 11:30am



NOTES

- Briefly reviewed the DMA of 2000 and purpose and requirements of the HMP.
- Discussed progress made-to-date since last meeting. Updated hazard analysis section and hazard maps have been passed out on a CD.
- Reviewed updated maps as a group and discussed additional revisions to be made.
- Discussed the draft vulnerability analysis, including incomplete and incorrect data.
- Discussed the need for the “local participating jurisdictions” to sign commitment letters to Cal EMA.
- Discussed the draft capability assessments, including incomplete and incorrect information.
- Introduced the mitigation strategy, including types of eligible mitigation projects.

SUMMARY OF ACTIONS

- URS to work with Madera County EOS to finalize local jurisdiction participation forms needed by Cal EMA.
- URS to update the following hazard maps:
 - Levee – add DWR flood inundation information
 - Wildfires – add wildfires 1,000 – 5,000 acres
 - Hazardous material fixed facilities – create new map based on CalARP and RMP facilities received by MC Environmental Health
- ROA to obtain updated data on: MC Public Works facilities, MC fire stations, MC Sheriff's stations, and all North Fork Rancheria asset information.
- ROA to confirm with City of Madera that assets listed are correct.
- URS to work with MC Office of Education to revise school list.
- URS to obtain FHWA bridge dataset and include County-maintained bridge in asset list.
- ROA to work with Madera County to complete capability assessment and work with North Fork Rancheria to develop capability assessment.
- ROA to work with URS economist to determine why the Census block population information is lacking in certain known populated areas of the County.



MADERA COUNTY
HAZARD MITIGATION PLANNING PROJECT
Hazard Mitigation Planning Committee
Madera County Office of Education
Conference Room A
28123 Avenue 14, Madera 93638
Wednesday, March 31, 2010



AGENDA

9:15 – 9:30 Registration

9:30 – 9:40 Introductions

Madera County Sheriff's Department
Hazard Mitigation Planning Committee
ROA/URS

9:40 – 9:45 Outstanding Items from February 10 Meeting

Hazard maps
Asset data

9:45 – 10:00 Updated Draft Vulnerability Analyses Review

Assets
Analysis
Summary Overview

10:00 – 10:15 Updated Draft Capability Assessments Review (County of Madera, City of Madera, Public Schools, North Fork Rancheria)

Human and Technical Resources
Financial Resources
Legal and Regulatory Resources
Current, Ongoing, and Completed Mitigation Projects

10:15 – 10:25 Break

10:25 – 11:20 Mitigation Strategy Development

Overview
FEMA Mitigation Grants
FEMA Project Eligibility Requirements
Draft Mitigation Goals
Potential Mitigation Actions
Overview of Evaluation and Prioritization Process
Overview of Mitigation Action Plan

11:20 – 11:30 Next Steps

Refine List of Potential Mitigation Actions
Evaluate and Prioritize Mitigation Actions



MADERA COUNTY
HAZARD MITIGATION PLANNING PROJECT
Hazard Mitigation Planning Committee
Madera County Office of Education
Conference Room A
28123 Avenue 14, Madera 93638
Wednesday, March 31, 2010



Develop Mitigation Action Plan

Next Mitigation Planning Committee Meeting: Wednesday, May 12?

MEETING NOTES

ATTENDEES

John Anderson, Madera County Sheriff
Carol Barney, Madera County Public Health
Debbie Blankenship, Madera County Department of Social Services
Chris Christopherson, Cal Fire/Madera County Fire
Anna Davis, URS Corporation (via telephone)
Jyl Duncan, Madera County Sheriff
Christi Hansard, North Fork Rancheria
Bonnie Hendrickson, Madera County Assessors Office
Reggie Hill, Lower San Joaquin Levee District
Keith Helmuth, City of Madera Engineering
John Holtz, City of Madera
Deborah Keenan, Madera County Fire Marshal
Mike Kime, City of Madera Police Department
Mena Kuoch, Chukchansi Gold Resort & Casino
Kimberley Linderholm, Madera County Office of Education
Darin McCandless, Madera County Administration
Robert Olson, Robert Olson Associates
Michael Padilla, Madera County Information Technology
Keith Quinlan, Madera County RMA Engineering
Stephen Rodriguez, Madera County CAO
Jay Seslowe, Madera County Ag. Com/Wt. & Measures
Janet Stanovich, Madera County OES
Joanne Upton, City of Chowchilla
Jonathan Williams, Chowchilla Water District



MADERA COUNTY
HAZARD MITIGATION PLANNING PROJECT
Hazard Mitigation Planning Committee
Madera County Office of Education
Conference Room A
28123 Avenue 14, Madera 93638
Wednesday, March 31, 2010



AGENDA

9:15 – 9:30 Registration

9:30 – 9:40 Introductions

Madera County Sheriff's Department
Hazard Mitigation Planning Committee
ROA/URS

9:40 – 9:45 Outstanding Items from February 10 Meeting

Hazard maps
Asset data

9:45 – 10:00 Updated Draft Vulnerability Analyses Review

Assets
Analysis
Summary Overview

10:00 – 10:15 Updated Draft Capability Assessments Review (County of Madera, City of Madera, Public Schools, North Fork Rancheria)

Human and Technical Resources
Financial Resources
Legal and Regulatory Resources
Current, Ongoing, and Completed Mitigation Projects

10:15 – 10:25 Break

10:25 – 11:20 Mitigation Strategy Development

Overview
FEMA Mitigation Grants
FEMA Project Eligibility Requirements
Draft Mitigation Goals
Potential Mitigation Actions
Overview of Evaluation and Prioritization Process
Overview of Mitigation Action Plan

11:20 – 11:30 Next Steps

Refine List of Potential Mitigation Actions
Evaluate and Prioritize Mitigation Actions



MADERA COUNTY
HAZARD MITIGATION PLANNING PROJECT
Hazard Mitigation Planning Committee
Madera County Office of Education
Conference Room A
28123 Avenue 14, Madera 93638
Wednesday, March 31, 2010



Develop Mitigation Action Plan

Next Mitigation Planning Committee Meeting: Wednesday, May 12?

NOTES

- Reviewed status of revised (nearly final) hazard maps and explained limits (e.g., 2000 Census data from poor or non-reporting tracts).
- Reviewed status of (nearly final) asset data; emphasized can correct data but now unable to add substantial amounts of new data; confirmed locations of Road Dept. maintenance yards.
- Reviewed status of vulnerability analyses; virtually complete with minor changes discussed or forthcoming.
- Reviewed nearly complete draft capability assessments; individual follow-ups to be made to get final information for each participating jurisdiction.
- Mitigation Strategy development discussed; last major item for the LHMP before going to draft; "workbook" items discussed; consensus reached on three goals; generally reviewed eligibility requirements and examples of previously funded mitigation projects and accompanying tables; focused discussion of Table 8-3, Potential Mitigation Actions, emphasizing "Other" actions to be developed ASAP by participating jurisdictions and Table 8-4, Evaluation and Prioritization Table, emphasizing evaluation of "Other" actions carried forward from Table 8-3, and discussed completion of Table 8-5, Mitigation Action Plan. Using vulnerability/exposure analyses, each participating jurisdiction to identify 1-5 potential mitigation actions that can be done realistically in five (5) years.
- Discussed schedule for individual meetings with participating jurisdictions to complete process.
- Future meetings and draft plan review process to be suggested by consultant. Possible method will be to provide participating jurisdictions with CDs of the draft LHMP; receive their comments and modify draft; meet jointly with the Planning Committee and all original stakeholders to review scope, process, and status prior to formal adoptions being taken.

SUMMARY OF ACTIONS

- ROA to meet with participating jurisdictions to finalize all earlier work (e.g., capability assessments) and especially define their mitigation actions for inclusion in the draft LHMP.
- ROA to suggest scope of remaining activities and a schedule that is intended to achieve the LHMP's adoption in time for the next PDM grant application period established by CalEMA.
- ROA to get "lead time" information from each participating jurisdiction about its schedule to get the LHMP on governing officials' decision agendas.
- ROA and URS to review all remaining activities and prepare an internal schedule for their completion.

Appendix E – Public Outreach

John P. Anderson, Sheriff-Coroner

Contact: Erica H. Stuart, P.I.O.

Phone: (559) 675-7976

Cell: (559) 232-8756

E-Mail: estuart@maderacounty.com

DATE Thursday October 22, 2009
TO NEWS MEDIA
RE: MADERA COUNTY OES SET TO RELEASE "Local Hazard Mitigation Plan" 2010

In an effort ensure the future safety of Madera County, Sheriff John Anderson announced the Office of Emergency Services (OES) is now in the final stages of drafting a loss prevention plan that will highlight a wide range of potential threats and how the county would respond to pending disasters.

Its current title, "Madera County Local Hazard Mitigation Plan Development," has been possible through a Federal Grant to study the county's vulnerabilities and potential natural and/or manmade hazards. The county-wide plan is expected to be completed by spring of 2010.

The plan encompasses all areas with Madera County – that includes the cities of Madera, Chowchilla, all unincorporated areas, and Native American Tribal Lands.

The mitigation plan, which is required by law, and once approved, by both (California Emergency Management Agency) Cal EMA and Federal Emergency Management Agency (FEMA), will make Madera County eligible to apply for and receive Federal Funding in the event of a disaster.

The Madera County Office of Emergency Services operates under the jurisdiction of Madera County Sheriff John Anderson.

Under the direction of OES a mitigation planning Task Force was created and includes county, cities, special districts, and tribal representatives, as well as representatives from state and federal agencies with facilities and responsibilities in Madera County.

During its first meeting this past August, the Task Force identified a number of potential threats some of which include: flooding, wildfires, earthquakes, landslides, hazardous materials events, droughts.

It is Sheriff Anderson's hope that a draft of the report will be made available by spring for the public. County-wide Workshops will be held for the public's input concerning ways we can effectively prevent disaster losses before they occur.

Dates for these public workshops are pending.

####

**SHERIFF'S DEPARTMENT
MADERA COUNTY**

**14143 Road 28
Madera, CA 93638**

John P. Anderson, Sheriff-Coroner

Contact: Erica H. Stuart, P.I.O.

Phone: (559) 675-7976

Cell: (559) 232-8756

E-Mail: estuart@maderacounty.com

DATE: Tuesday February 23, 2010
TO: NEWS MEDIA
RE: SHERIFF JOHN ANDERSON TO HOLD COUNTY "Local Hazard Mitigation Plan"
MEETINGS IN OAKHURST & MADERA

Sheriff John Anderson has scheduled two public meetings to present to Madera County residents and business owners the first draft of Madera County's "Local Hazard Mitigation Plan."

First meeting:

DATE Tuesday, March 30, 2010

TIME 5:30 PM – 7:00 PM

PLACE Oakhurst Community Center (39800 Road 425B Oakhurst)

Second Meeting:

DATE Wednesday, March 31, 2010

TIME 5:30 PM – 7:00 PM

PLACE Madera County Sheriff's Department Headquarters (14143 Road 28, Madera)

A presentation of the draft will be presented to the public and immediately following that introduction the Office of Emergency Services will take questions and/or input concerning the county's vulnerabilities to multiple natural hazards.

BACKGROUND:

In October 2009 it was announced that the county would be designing a draft that dealt with disasters (be they natural or man made) and what steps should be put in place to mitigate future losses.

A federal grant made this project possible.

Areas covered in the mitigation plane include: cities of Madera, all unincorporated areas of Madera County as well as the North Fork Rancheria.

SHERIFF'S DEPARTMENT
MADERA COUNTY

14143 Road 28
Madera, CA 93638

The plan, required by a federal law, addresses flooding, wildfires, earthquakes, high winds, severe snowfalls, dam and levee failures, hazardous materials sites, tornadoes, and potential severe fog areas.

In addition to identifying Madera County's risks and vulnerabilities, this law requires the participants to have a plan approved by the Federal Emergency Management Agency (FEMA) to be eligible for various pre- and post-disaster funding programs.

Example projects include retrofitting earthquake dangerous buildings, replacing obsolete bridges on evacuation routes, strengthening dams and levees, protecting or relocating buildings in the floodplains, improving drainage for flood waters, and defining and helping implement a variety of fire-safe practices.

Results from these meetings could be used by the County to obtain future federal grant funds to complete designated projects and improve the safety of Madera County's residents.

####

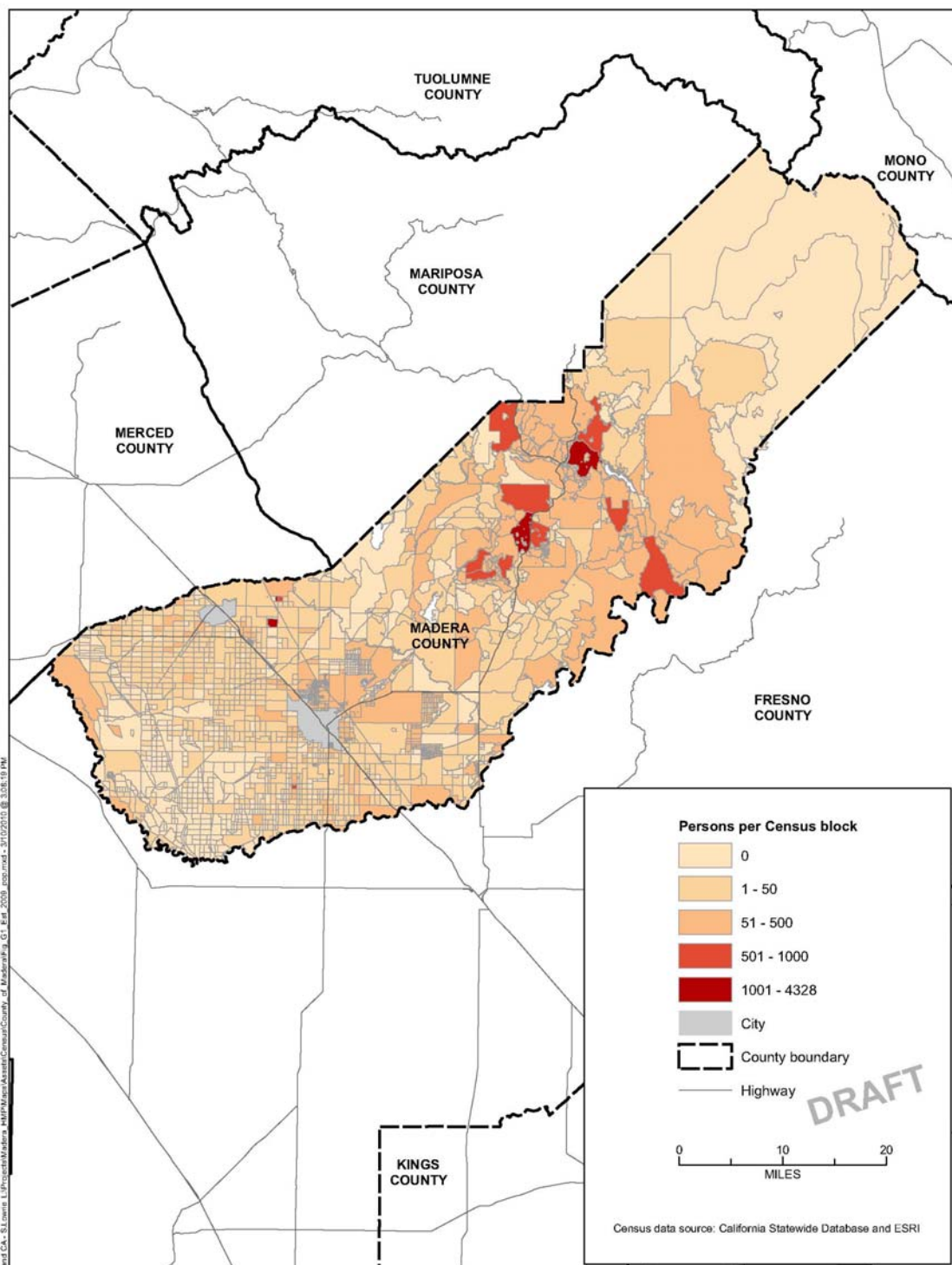
Appendix F – Plan Maintenance

Appendix F Plan Maintenance

Annual Review Questionnaire				
LHMP Section	Questions	Yes	No	Comments
PLANNING PROCESS	Are there internal or external organizations and agencies that have been invaluable to the planning process or to mitigation action?			
	Are there procedures (e.g., meeting announcements, plan updates) that can be done differently or more efficiently?			
	Has the Planning Committee undertaken any public outreach activities regarding the LHMP or a mitigation project?			
HAZARD ANALYSIS	Has the natural and/or human-caused disaster occurred in this reporting period?			
	Are there natural and/or human-caused hazards that have not been addressed in this LHMP and should be?			
	Are additional maps or new hazard studies available? If so, what are they and what have they revealed?			
VULNERABILITY ANALYSIS	Do any new assets need to be added to the jurisdiction, tribal, or school district asset lists?			
	Have there been changes in development trends that could create additional risks?			
CAPABILITY ASSESSMENT	Are there different or additional resources (financial, technical, and human) that are now available for mitigation planning?			
MITIGATION STRATEGY	Should new mitigation actions be added? Should any existing mitigation actions be deleted?			

Mitigation Project Progress Report*			
Progress Report Period From (date):		To (date):	
Project Title:			
Project ID:			
Description of Project:			
Implementing Agency:			
Supporting Agencies:			
Contact Name:			
Contact E-mail:			
Contact Number:			
Grant/Finance Administrator:			
Total Project Cost:			
Anticipated Cost Overrun/Underrun:			
Date of Project Approval:			
Project Start Date:			
Anticipated Completion Date:			
Summary of Progress of Project for this Reporting Period			
1. What was accomplished during this reporting period?			
2. What obstacles, problems, or delays did the project encounter, if any?			
3. How were the problems resolved?			

Appendix G – Madera County

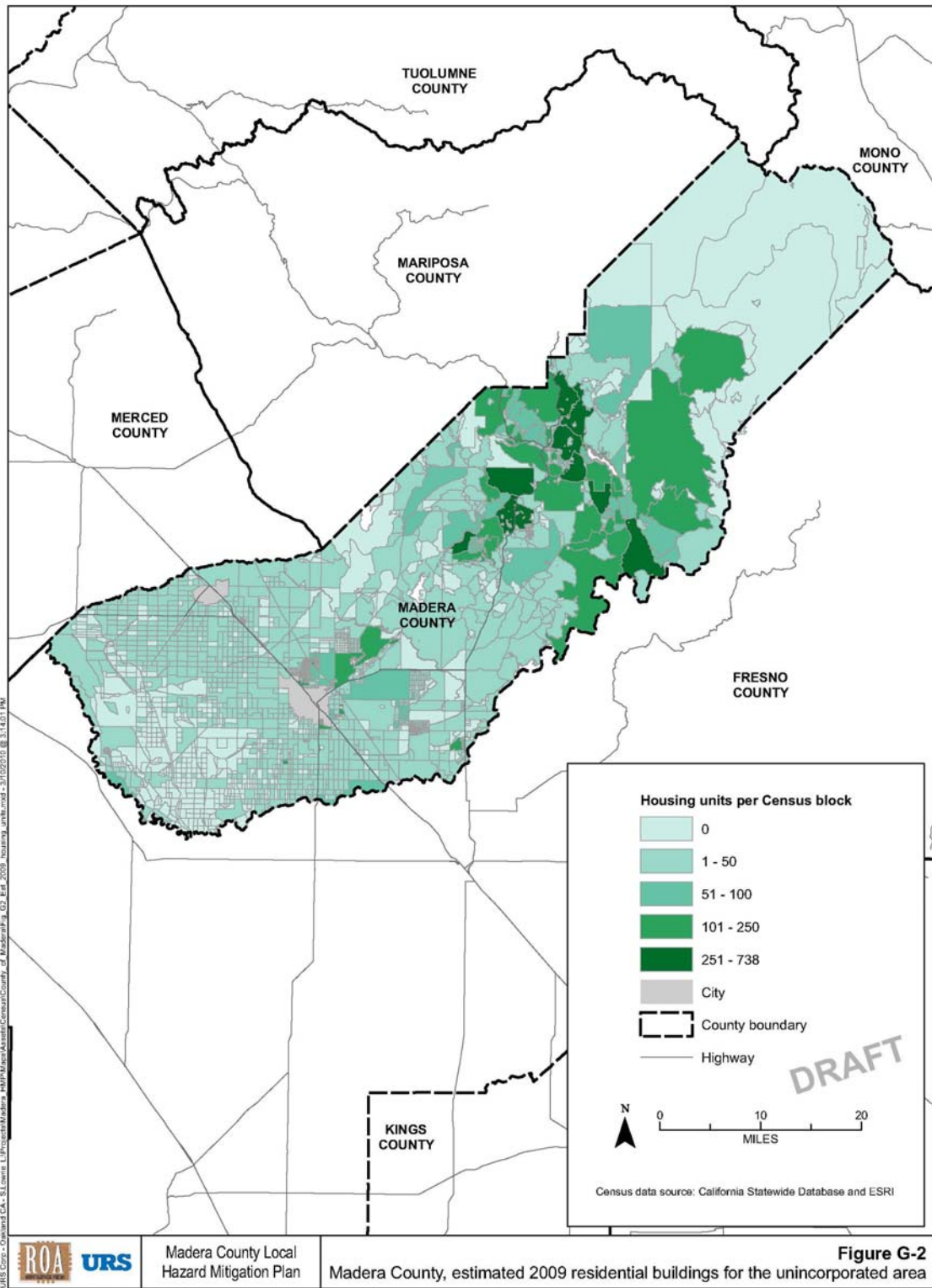


URS Corp. - Oakland CA - 815 Jones L Project/Madera HMP/Madera County of Madera, CA - Est. 2009 - proposed - 3/10/2010 @ 3:06:18 PM



Madera County Local
Hazard Mitigation Plan

Figure G-1
Madera County, estimated 2009 population for the unincorporated area



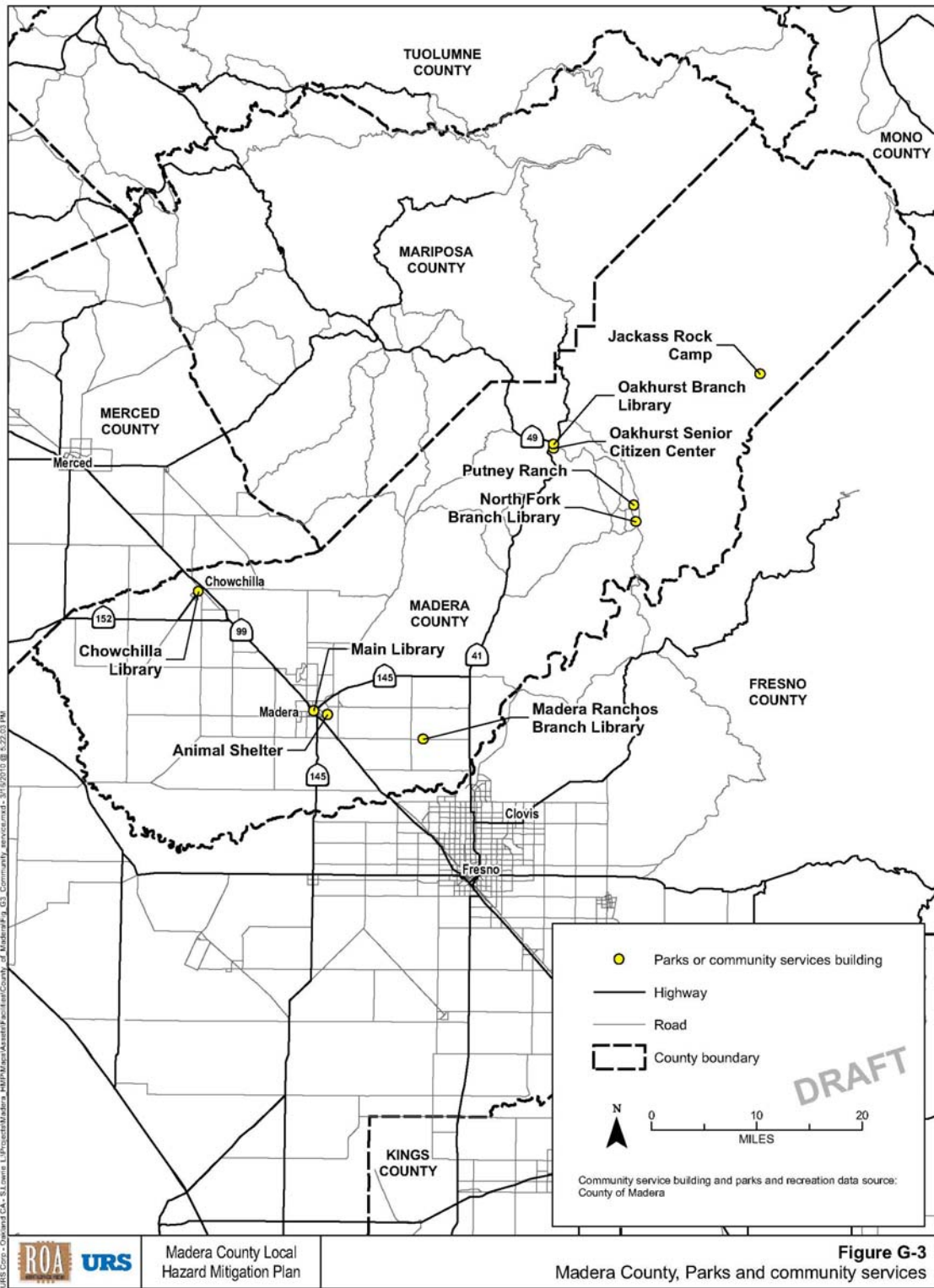
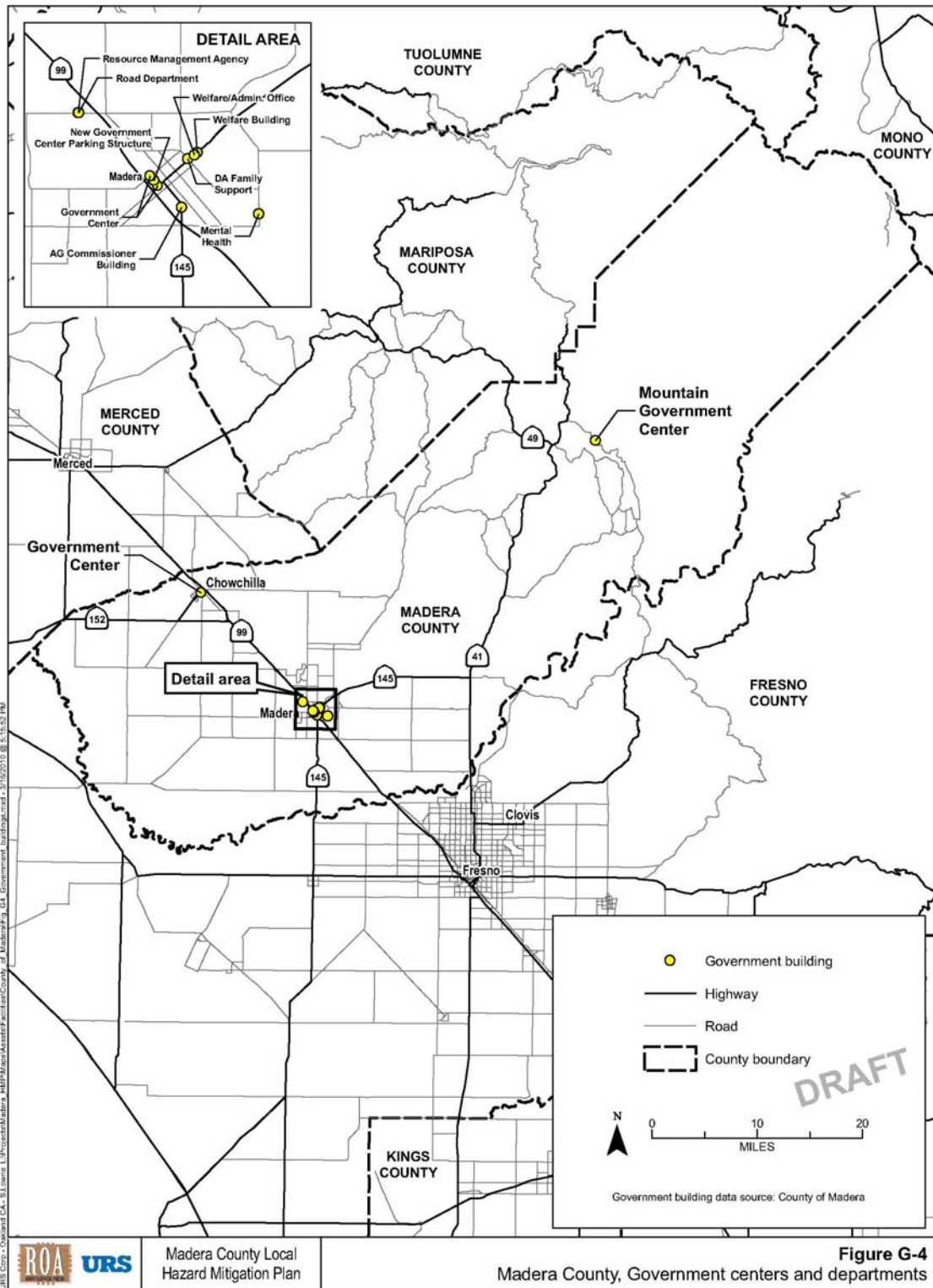


Figure G-3
 Madera County, Parks and community services



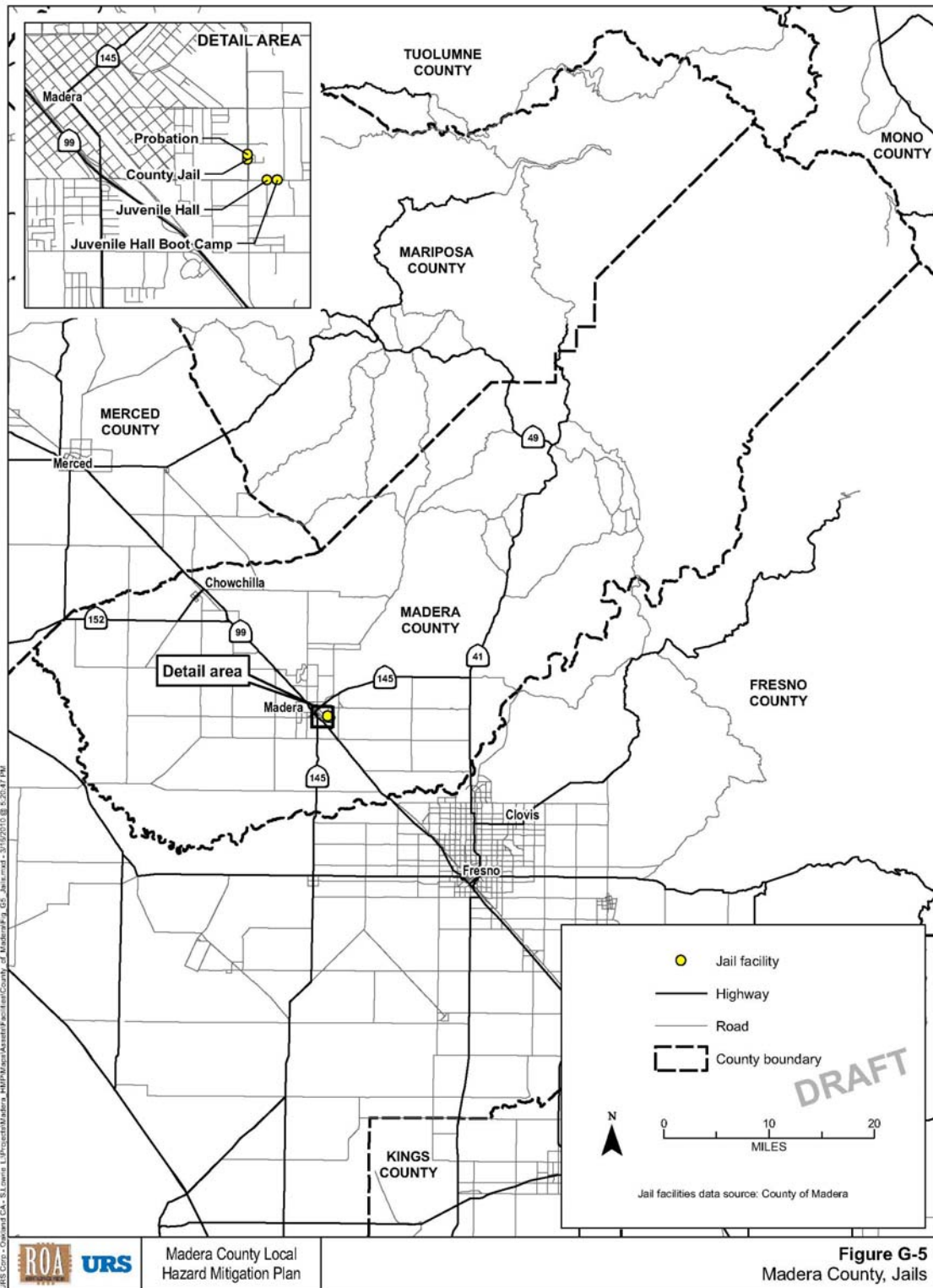
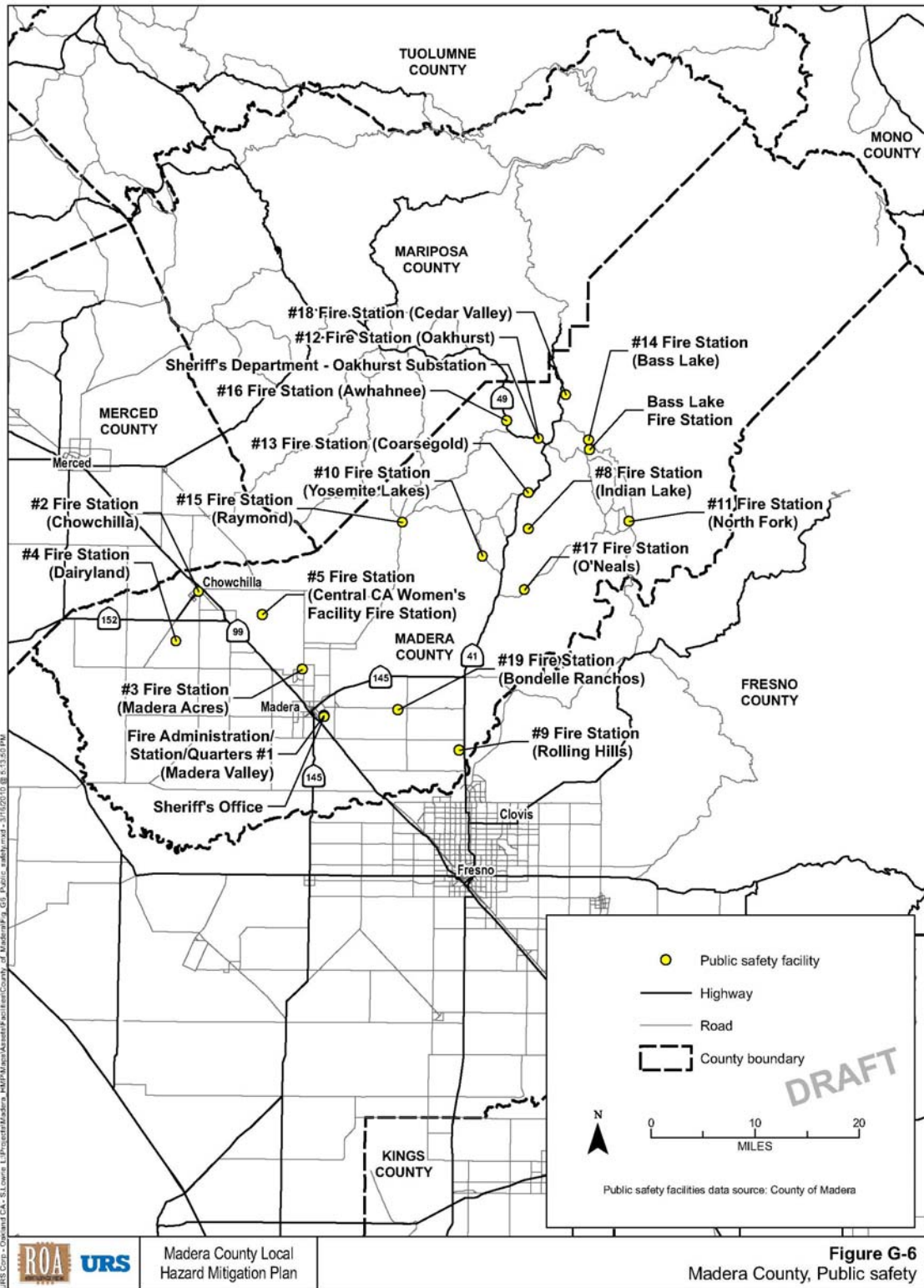
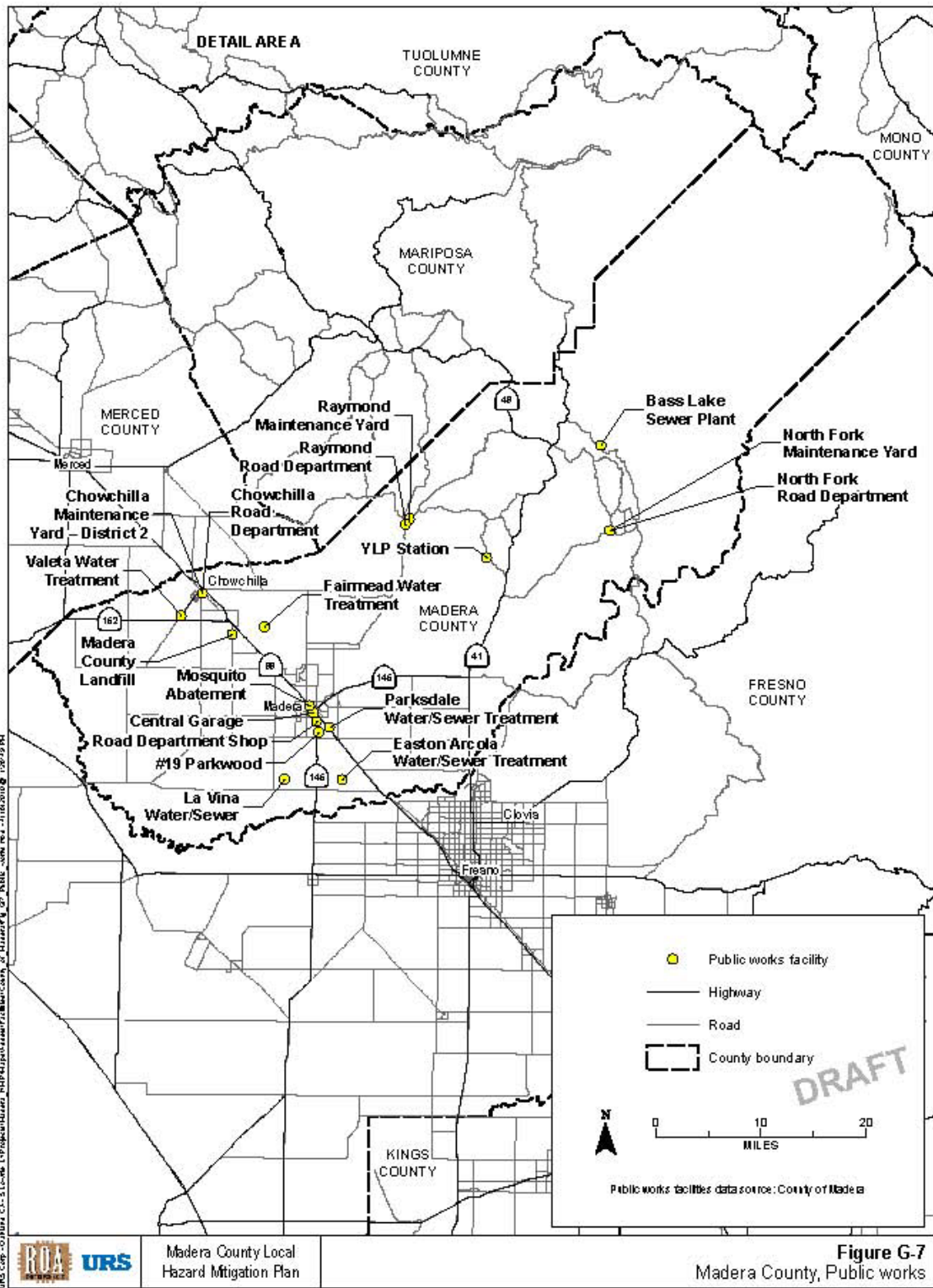
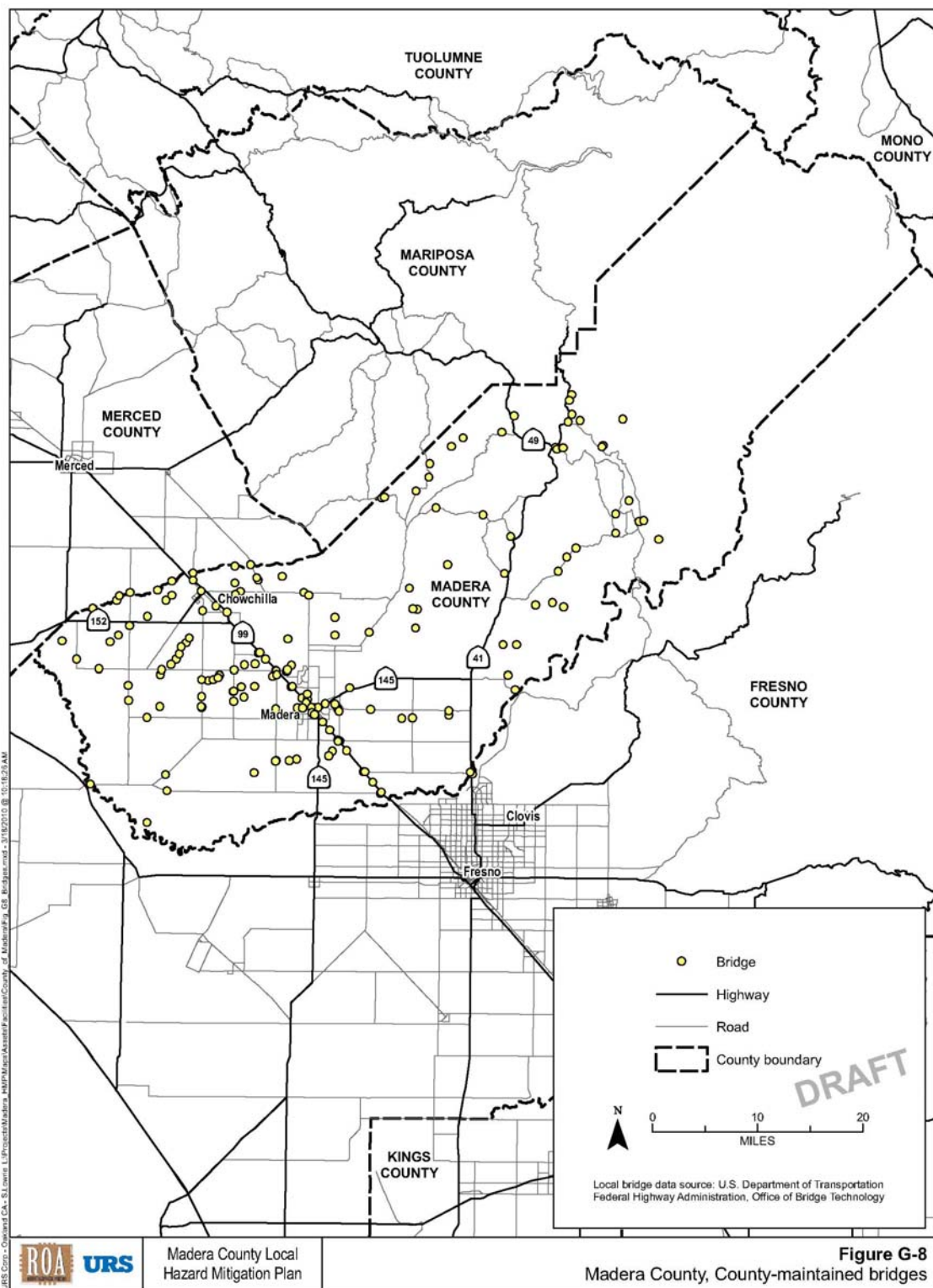
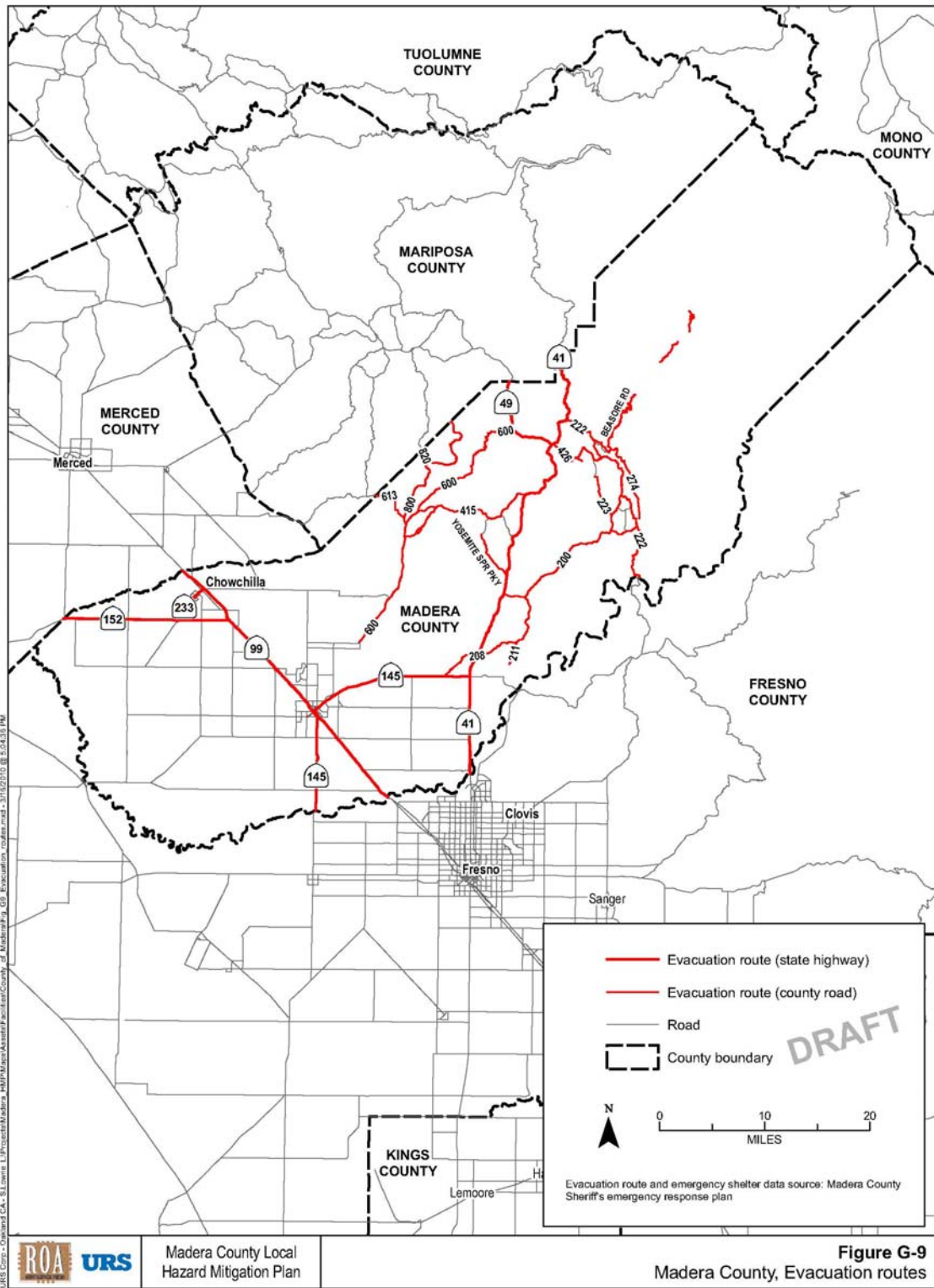


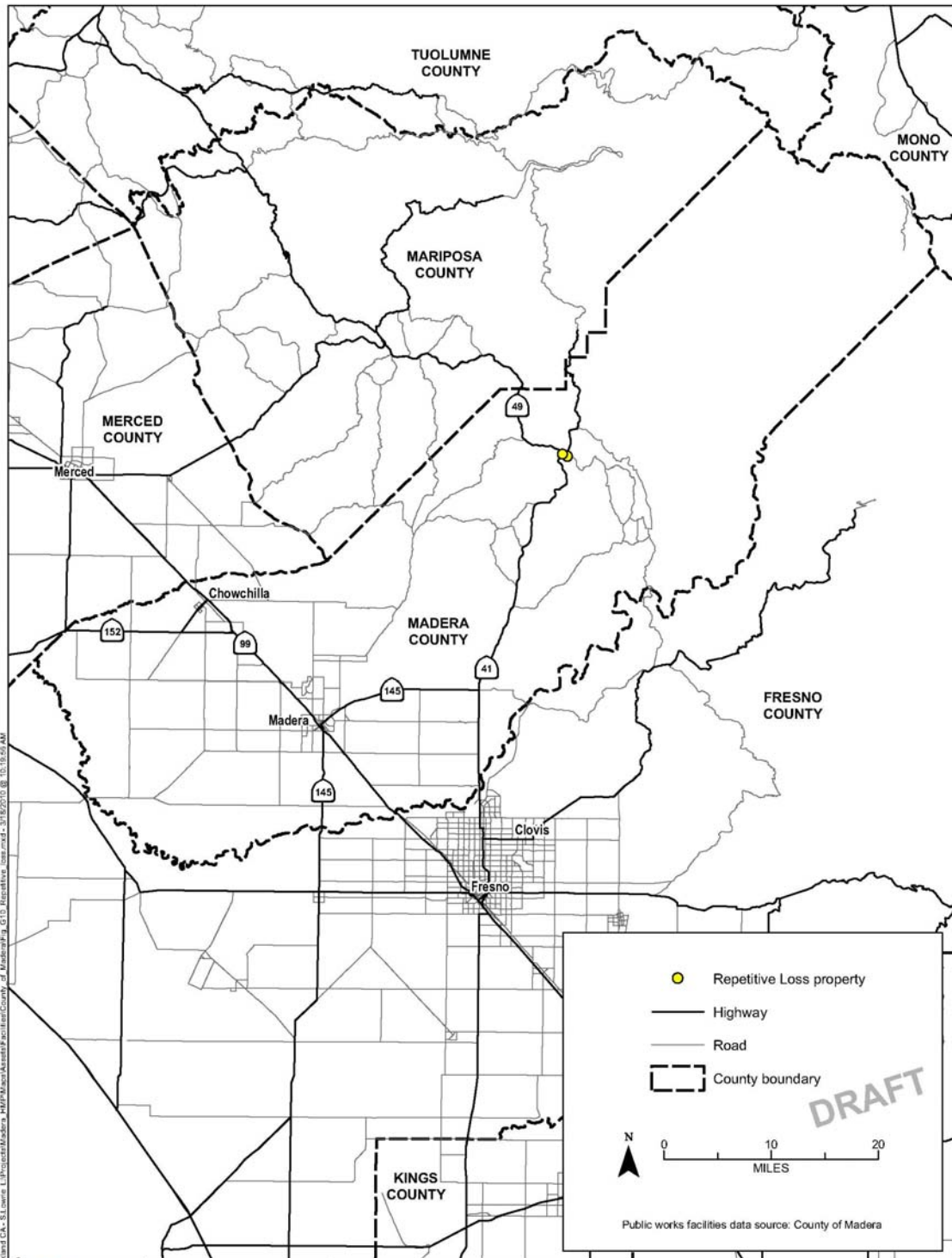
Figure G-5
Madera County, Jails











I:\GIS\Corr - Online\CA-51\mxd\1\Project\Madera_Maps\Madera\RepetitiveLoss\Madera_RepetitiveLoss.aprx - 2/18/2010 @ 10:15:42 AM



Madera County Local
Hazard Mitigation Plan

Figure G-10
Madera County, Repetitive Loss properties

Table G-1. Madera County, Total Population, Residential Buildings, and Facility Assets

Type	Facility	Address	City	Structural Value (\$)
Community Services and Parks	Animal Shelter	14269 Road 28	Madera	354,905
Community Services and Parks	Chowchilla Branch Library	300 King Street	Chowchilla	1,334,385
Community Services and Parks	County Library	121 North G. Street	Madera	3,441,505
Community Services and Parks	Oakhurst Senior Citizen Center	49111 Cinder Lane	Oakhurst	589,645
Community Services and Parks	Madera Ranchos Branch Library	37167 Ave. 12	Madera	1,181,004
Community Services and Parks	North Fork Branch Library	32908 Road 222	North Fork	Unknown
Community Services and Parks	Oakhurst Branch Library	49044 Civic Circle Drive	Oakhurst	Unknown
Community Services and Parks	Jackass Rock Camp	Not Available	North Fork	1,740,980
Community Services and Parks	Putney Ranch	56887 Shinn Cabin Lane	North Fork	859,743
Government Centers and Departments	AG Commissioner Bldg.	128 Highway 145	Madera	692,061
Government Centers and Departments	DA Family Support	120 N. Lake Street	Madera	756,715
Government Centers and Departments	Government Center	209 West Yosemite Ave	Madera	6,933,689
Government Centers and Departments	Government Center	200 W. 4th St.	Madera	30,387,926
Government Centers and Departments	Government Center	122 Trinity Rd.	Chowchilla	103,881
Government Centers and Departments	Mental Health	14227 Road 28	Madera	679,266
Government Centers and Departments	Mountain Government Center	40601 Rd. 274	Bass Lake	847,452
Government Centers and Departments	New Government Center Parking Structure	200 N. G St	Madera	6,016,531
Government Centers and Departments	Resource Management Agency	2037 W. Cleveland Ave.	Madera	4,532,952
Government Centers and Departments	Welfare Building	720 E. Yosemite Ave.	Madera	2,208,842
Government Centers and Departments	Welfare/Admin. Office	700 E. Yosemite Ave.	Madera	897,431
Government Centers and Departments	Road Department	2037 West Cleveland Ave.	Madera	Unknown
Jail	County Jail	14191 Road 28	Madera	29,899,901

Table G-1. Madera County, Total Population, Residential Buildings, and Facility Assets

Type	Facility	Address	City	Structural Value (\$)
Jail	Juvenile Hall	28219 Ave 14	Madera	10,480,231
Jail	Juvenile Hall Boot Camp	28261 Avenue 14	Madera	2,917,330
Jail	Probation	14241 Road 28	Madera	655,794
Public Safety	#1 Station (Madera Valley)	14225 Road 28	Madera	719,287
Public Safety	#10 Fire Station (Yosemite Lakes)	29453 Glacier Drive	Coarsegold	62,382
Public Safety	#11 Fire Station (North Fork)	32908 Rd. 222	North Fork	798,529
Public Safety	#12 Fire Station (Oakhurst)	48355 Liberty Drive	Oakhurst	Unknown
Public Safety	#13 Fire Station (Coarsegold)	35600 Highway 41	Coarsegold	28,038
Public Safety	#14 Fire Station (Bass Lake)	40601 Rd. 274	Bass Lake	219,274
Public Safety	#15 Fire Station (Raymond)	32604 Road 600	Raymond	296,698
Public Safety	#16 Fire Station (Awhahnee)	42300 Highway 49	Ahwahnee	28,038
Public Safety	#17 Fire Station (O'Neals)	47200 Road 201	Oneals	28,038
Public Safety	#18 Fire Station (Cedar Valley)	44907 Lakehurst Drive	Oakhurst	Unknown
Public Safety	#19 Fire Station (Bonadelle Ranchos)	35144 Bonadelle	Madera	145,509
Public Safety	#2 Fire Station (Chowchilla)	112 Trinity Street	Chowchilla	Unknown
Public Safety	#3 Fire Station (Madera Acres)	25900 Ave. 18 ½	Madera	60,012
Public Safety	#4 Fire Station (Dairyland)	13802 Avenue 21	Chowchilla	Unknown
Public Safety	#5 Fire Station (Central CA Women's Facility Fire Station)	23320 Road 22	Chowchilla	Unknown
Public Safety	#8 Fire Station (Indian Lake)	47050 Road 417	Coarsegold	Unknown
Public Safety	#9 Fire Station (Rolling Hills)	41016 Avenue 11	Madera	Unknown
Public Safety	Sheriff's Department - Oakhurst Substation	48267 Liberty Drive	Oakhurst	Unknown

Table G-1. Madera County, Total Population, Residential Buildings, and Facility Assets

Type	Facility	Address	City	Structural Value (\$)
Public Safety	Sheriff's Headquarters	14143 Road 28	Madera	1,128,932
Public Works	#19 Parkwood	Watt St. & Georgia Ave.	Madera	1,188,916
Public Works	Central Garage	221 South H. Street	Madera	308,116
Public Works	Easton Arcola Water/Sewer Treatment	Rd. 29 1/2 and Avenue 8	Madera	260,003
Public Works	Fairmead Water Treatment	Hwy. 99 & Ave. 22 1/2	Madera	827,908
Public Works	La Vina Water/Sewer	Ave. 8 and Rd. 24	Madera	1,323,335
Public Works	Parksdale Water and Sewer Treatment	Rd. 28 & Ave. 13	Madera	2,902,807
Public Works	Road Department Shop	201 Almond Ave	Madera	1,796,544
Public Works	Valetta Water Treatment	Robertson Blvd. at Ave. 23	Madera	413,214
Public Works	Mosquito Abatement	900 N. Gateway Dr.	Madera	Unknown
Public Works	Madera County Landfill	21739 Road 19	Chowchilla	Unknown
Public Works	Chowchilla Maintenance Yard District 2	11 Alameda Ave.	Chowchilla	Unknown
Public Works	Chowchilla Road Department	11 Alameda Ave.	Chowchilla	Unknown
Public Works	North Fork Maintenance Yard	32040 Road 221/200	North Fork	Unknown
Public Works	North Ford Road Department	32040 Rd. 221	North Fork	Unknown
Public Works	Raymond Road Department	32384 Rd. 600	Raymond	Unknown
Public Works	Raymond Maintenance Yard	32824 Road 600	Raymond	Unknown
Public Works	Bass Lake Sewer Plant	40601 Rd. 274	Bass Lake	Unknown
Population*	82,346			
Residential Buildings*	30,539			

* Population and residential buildings in the unincorporated area of Madera County.

Table G-2. Madera County, Total County-Maintained Bridges, Evacuation Routes, and RL Properties

Type	No.	Name/Location
County-Maintained Bridges	171	Not available.
Evacuation Routes	18 CR, 6 SR	Beasore Road; CR 222; CR 415; CR 426; CR 620; CR 632; CR 600; CR 606; CR 613; CR 426; CR 800; CR 200; CR 208; CR 211; CR 221; CR 223; CR 274; SR 41; SR 49; SR 99; SR 145; SR 152; and SR 233
RL Property (residential, single family)	2	Oakhurst

CR = County Road, SR = State Route

Table G-3. Madera County, Seismic Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Perceived Shaking
Community Services and Parks	Animal Shelter	354,905	Light
Community Services and Parks	Chowchilla Branch Library	1,334,385	Light
Community Services and Parks	County Library	3,441,505	Light
Community Services and Parks	Oakhurst Senior Citizen Center	589,645	Light
Community Services and Parks	Madera Ranchos Branch Library	1,181,004	Light
Community Services and Parks	North Fork Branch Library	Unknown	Light
Community Services and Parks	Oakhurst Branch Library	Unknown	Light
Community Services and Parks	Jackass Rock Camp	1,740,980	Light
Community Services and Parks	Putney Ranch	859,743	Light
Government Centers and Departments	AG Commissioner Bldg.	692,061	Light
Government Centers and Departments	DA Family Support	756,715	Light
Government Centers and Departments	Government Center	103,881	Light
Government Centers and Departments	Government Center	6,933,689	Light
Government Centers and Departments	Government Center	30,387,926	Light
Government Centers and Departments	Mental Health	679,266	Light
Government Centers and Departments	Mountain Government Center	847,452	Light

Table G-3. Madera County, Seismic Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Perceived Shaking
Government Centers and Departments	New Government Center Parking Structure	6,016,531	Light
Government Centers and Departments	Resource Management Agency	4,532,952	Light
Government Centers and Departments	Welfare Building	2,208,842	Light
Government Centers and Departments	Welfare/Admin. Office	897,431	Light
Government Centers and Departments	Road Department	Unknown	Light
Jail	County Jail	29,899,901	Light
Jail	Juvenile Hall	10,480,231	Light
Jail	Juvenile Hall Boot Camp	2,917,330	Light
Jail	Probation	655,794	Light
Public Safety	#1 Station (Madera Valley)	719,287	Light
Public Safety	#10 Fire Station (Yosemite Lakes)	62,382	Light
Public Safety	#11 Fire Station (North Fork)	798,529	Light
Public Safety	#12 Fire Station (Oakhurst)	Unknown	Light
Public Safety	#13 Fire Station (Coarsegold)	28,038	Light
Public Safety	#15 Fire Station (Raymond)	296,698	Light
Public Safety	#16 Fire Station (Awhahnee)	28,038	Light
Public Safety	#17 Fire Station (O'Neals)	28,038	Light
Public Safety	#18 Fire Station (Cedar Valley)	Unknown	Light
Public Safety	#19 Fire Station (Bondelle Ranchos)	145,509	Light
Public Safety	#2 Fire Station (Chowchilla)	Unknown	Light

Table G-3. Madera County, Seismic Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Perceived Shaking
Public Safety	#3 Fire Station (Madera Acres)	60,012	Light
Public Safety	#4 Fire Station (Dairyland)	Unknown	Light
Public Safety	#5 Fire Station (Central CA Women's Facility Fire Station)	Unknown	Light
Public Safety	#8 Fire Station (Indian Lake)	Unknown	Light
Public Safety	#9 Fire Station (Rolling Hills)	Unknown	Light
Public Safety	Sheriff's Department - Oakhurst Substation	Unknown	Light
Public Safety	Sheriff's Headquarters	1,128,932	Light
Public Works	#19 Parkwood	1,188,916	Light
Public Works	Central Garage	308,116	Light
Public Works	Easton Arcola Water/Sewer Treatment	260,003	Light
Public Works	Fairmead Water Treatment	827,908	Light
Public Works	La Vina Water/Sewer	1,323,335	Light
Public Works	Parksdale Water and Sewer Treatment	2,902,807	Light
Public Works	Road Department Shop	1,796,544	Light
Public Works	Valeta Water Treatment	413,214	Light
Public Works	Mosquito Abatement	Unknown	Light
Public Works	Madera County Landfill	Unknown	Light
Public Works	Chowchilla Maintenance Yard District 2	Unknown	Light
Public Works	Chowchilla Road Department	Unknown	Light
Public Works	North Fork Maintenance Yard	Unknown	Light

Table G-3. Madera County, Seismic Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Perceived Shaking
Public Works	North Ford Road Department	Unknown	Light
Public Works	Raymond Road Department	Unknown	Light
Public Works	Raymond Maintenance Yard	Unknown	Light
Public Works	Bass Lake Sewer Plant	Unknown	Light
Population*	82,346		
Residential Buildings*	30,539		

* Population and residential buildings in the unincorporated area of Madera County.

Table G-4. Madera County, Flood Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Special Flood Hazard Area
Community Services and Parks	Animal Shelter	354,905	500-Year Floodplain
Government Centers and Departments	DA Family Support	756,715	500-Year Floodplain
Government Centers and Departments	Mental Health	679,266	500-Year Floodplain
Government Centers and Departments	Welfare Building	2,208,842	500-Year Floodplain
Government Centers and Departments	Welfare/Admin. Office	897,431	500-Year Floodplain
Jail	County Jail	29,899,901	500-Year Floodplain
Jail	Juvenile Hall	10,480,231	500-Year Floodplain
Jail	Juvenile Hall Boot Camp	2,917,330	500-Year Floodplain
Jail	Probation	655,794	500-Year Floodplain
Public Safety	Fire Administration/Station/Quarters #1 (Madera Valley)	719,287	500-Year Floodplain
Public Safety	Sheriff's Office	1,128,932	500-Year Floodplain
Public Safety	Fire Station #4 (Dairyland)	Unknown	100-Year Floodplain
Public Works	Parksdale Water and Sewer Treatment	2,902,807	100-Year Floodplain
Public Works	#19 Parkwood	1,188,916	100-Year Floodplain
Population*	2,208 (500-Year Floodplain), 12,424 (100-Year Floodplain)		
Residential Buildings*	877 (500-Year Floodplain), 3,366 (100-Year Floodplain)		

* Population and residential buildings in the unincorporated area of Madera County.

Table G-5. Madera County, Fog Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Potential Fog Area (elevation < 656 ft.)
Community Services and Parks	Animal Shelter	354,905	Yes
Community Services and Parks	Chowchilla Branch Library	1,334,385	Yes
Community Services and Parks	County Library	3,441,505	Yes
Community Services and Parks	Madera Ranchos Branch Library	1,181,004	Yes
Government Centers and Departments	AG Commissioner Bldg.	692,061	Yes
Government Centers and Departments	DA Family Support	756,715	Yes
Government Centers and Departments	Government Center	103,881	Yes
Government Centers and Departments	Government Center	6,933,689	Yes
Government Centers and Departments	Government Center	6,933,689	Yes
Government Centers and Departments	Government Center	30,387,926	Yes
Government Centers and Departments	New Government Center Parking Structure	6,016,531	Yes
Government Centers and Departments	Resource Management Agency	4,532,952	Yes
Government Centers and Departments	Welfare Building	2,208,842	Yes
Government Centers and Departments	Welfare/Admin. Office	897,431	Yes
Jail	County Jail	29,899,901	Yes

Table G-5. Madera County, Fog Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Potential Fog Area (elevation < 656 ft.)
Jail	Juvenile Hall	10,480,231	Yes
Jail	Juvenile Hall Boot Camp	2,917,330	Yes
Jail	Probation	655,794	Yes
Public Safety	#19 Fire Station (Bondelle Ranchos)	145,509	Yes
Public Safety	#2 Fire Station (Chowchilla)	Unknown	Yes
Public Safety	#3 Fire Station (Madera Acres)	60,012	Yes
Public Safety	#4 Fire Station (Dairyland)	Unknown	Yes
Public Safety	#5 Fire Station (Central CA Women's Facility Fire Station)	Unknown	Yes
Public Safety	#9 Fire Station (Rolling Hills)	Unknown	Yes
Public Safety	Fire Administration/Station/Quarters #1 (Madera Valley)	719,287	Yes
Public Safety	Sheriff's Office	1,128,932	Yes
Public Works	#19 Parkwood	1,188,916	Yes
Public Works	Central Garage	308,116	Yes
Public Works	Easton Arcola Water/Sewer Treatment	260,003	Yes
Public Works	Fairmead Water Treatment	827,908	Yes
Public Works	La Vina Water/Sewer	1,323,335	Yes
Public Works	Parksdale Water and Sewer Treatment	2,902,807	Yes
Public Works	Road Department	Unknown	Yes
Public Works	Road Department Shop	1,796,544	Yes
Public Works	Valeta Water Treatment	413,214	Yes

Table G-5. Madera County, Fog Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Potential Fog Area (elevation < 656 ft.)
Public Works	Mosquito Abatement	Unknown	Yes
Public Works	Madera County Landfill	Unknown	Yes
Public Works	Chowchilla Maintenance Yard û District 2	Unknown	Yes
Public Works	Chowchilla Road Department	Unknown	Yes
Population*	53,339		
Residential Buildings*	15,619		

* Population and residential buildings in the unincorporated area of Madera County.

Table G-6. Madera County, Severe Wind Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Wind Gusts > 50 MPH, Annual Mean Occurrence (days)
Community Services and Parks	Animal Shelter	354,905	19.5 - 30.4
Community Services and Parks	County Library	3,441,505	19.5 - 30.4
Community Services and Parks	Madera Ranchos Branch Library	1,181,004	19.5 - 30.4
Government Centers and Departments	AG Commissioner Bldg.	692,061	19.5 - 30.4
Government Centers and Departments	DA Family Support	756,715	19.5 - 30.4
Government Centers and Departments	Government Center	6,933,689	19.5 - 30.4
Government Centers and Departments	Government Center	30,387,926	19.5 - 30.4
Government Centers and Departments	Mental Health	679,266	19.5 - 30.4
Government Centers and Departments	New Government Center Parking Structure	6,016,531	19.5 - 30.4
Government Centers and Departments	Resource Management Agency	4,532,952	19.5 - 30.4
Government Centers and Departments	Road Department	Unknown	19.5 - 30.4
Government Centers and Departments	Welfare Building	2,208,842	19.5 - 30.4
Government Centers and Departments	Welfare/Admin. Office	897,431	19.5 - 30.4
Jail	County Jail	29,899,901	19.5 - 30.4

Table G-6. Madera County, Severe Wind Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Wind Gusts > 50 MPH, Annual Mean Occurrence (days)
Jail	Juvenile Hall	10,480,231	19.5 - 30.4
Jail	Juvenile Hall Boot Camp	2,917,330	19.5 - 30.4
Jail	Probation	655,794	19.5 - 30.4
Public Safety	#19 Fire Station (Bondelle Ranchos)	145,509	19.5 - 30.4
Public Safety	#3 Fire Station (Madera Acres)	60,012	19.5 - 30.4
Public Safety	#9 Fire Station (Rolling Hills)	Unknown	19.5 - 30.4
Public Safety	Fire Administration/Station/Quarters #1 (Madera Valley)	719,287	19.5 - 30.4
Public Safety	Sheriff's Office	1,128,932	19.5 - 30.4
Public Works	#19 Parkwood	1,188,916	19.5 - 30.4
Public Works	Central Garage	308,116	19.5 - 30.4
Public Works	Easton Arcola Water/Sewer Treatment	260,003	19.5 - 30.4
Public Works	La Vina Water/Sewer	1,323,335	19.5 - 30.4
Public Works	Parksdale Water and Sewer Treatment	2,902,807	19.5 - 30.4
Public Works	Road Department Shop	1,796,544	19.5 - 30.4
Public Works	Mosquito Abatement	Unknown	19.5 - 30.4
Community Services and Parks	Chowchilla Branch Library	1,334,385	30.5 - 40.4
Community Services and Parks	Jackass Rock Camp	1,740,980	30.5 - 40.4
Community Services and Parks	North Fork Branch Library	Unknown	30.5 - 40.4
Community Services and Parks	Oakhurst Branch Library	Unknown	30.5 - 40.4
Community Services and Parks	Oakhurst Senior Citizen Center	589,645	30.5 - 40.4

Table G-6. Madera County, Severe Wind Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Wind Gusts > 50 MPH, Annual Mean Occurrence (days)
Community Services and Parks	Putney Ranch	859,743	30.5 - 40.4
Government Centers and Departments	Government Center	103,881	30.5 - 40.4
Government Centers and Departments	Mountain Government Center	847,452	30.5 - 40.4
Public Safety	#10 Fire Station (Yosemite Lakes)	62,382	30.5 - 40.4
Public Safety	#11 Fire Station (North Fork)	798,529	30.5 - 40.4
Public Safety	#12 Fire Station (Oakhurst)	Unknown	30.5 - 40.4
Public Safety	#13 Fire Station (Coarsegold)	28,038	30.5 - 40.4
Public Safety	#14 Fire Station (Bass Lake)	219,274	30.5 - 40.4
Public Safety	#15 Fire Station (Raymond)	296,698	30.5 - 40.4
Public Safety	#16 Fire Station (Awhahnee)	28,038	30.5 - 40.4
Public Safety	#17 Fire Station (O'Neals)	28,038	30.5 - 40.4
Public Safety	#18 Fire Station (Cedar Valley)	Unknown	30.5 - 40.4
Public Safety	#2 Fire Station (Chowchilla)	Unknown	30.5 - 40.4
Public Safety	#4 Fire Station (Dairyland)	Unknown	30.5 - 40.4
Public Safety	#5 Fire Station (Central CA Women's Facility Fire Station)	Unknown	30.5 - 40.4
Public Safety	#8 Fire Station (Indian Lake)	Unknown	30.5 - 40.4
Public Safety	Sheriff's Department - Oakhurst Substation	Unknown	30.5 - 40.4
Public Works	Fairmead Water Treatment	827,908	30.5 - 40.4

Table G-6. Madera County, Severe Wind Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Wind Gusts > 50 MPH, Annual Mean Occurrence (days)
Public Works	Valeta Water Treatment	413,214	30.5 - 40.4
Public Works	Madera County Landfill	Unknown	30.5 – 40.4
Public Works	Chowchilla Maintenance Yard û District 2	Unknown	30.5 – 40.4
Public Works	Chowchilla Road Department	Unknown	30.5 – 40.4
Public Works	North Fork Maintenance Yard	Unknown	30.5 – 40.4
Public Works	North Ford Road Department	Unknown	30.5 – 40.4
Public Works	Raymond Road Department	Unknown	30.5 – 40.4
Public Works	Raymond Maintenance Yard	Unknown	30.5 – 40.4
Public Works	Bass Lake Sewer Plant	Unknown	30.5 – 40.4
Population*	37,725 (19.5-30.4), 44,612 (30.5-40.5), 9 (40.5-50)		
Residential Buildings*	12,662 (19.5-30.4), 17,853 (30.5-40.5)		

* Population and residential buildings in the unincorporated area of Madera County.

Table G-7. Madera County, Winter Storm Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Mean Annual Snowfall (in.)
Community Services and Parks	Animal Shelter	354,905	Low: 0.00-23.99
Community Services and Parks	Chowchilla Branch Library	1,334,385	Low: 0.00-23.99
Community Services and Parks	County Library	3,441,505	Low: 0.00-23.99
Community Services and Parks	Madera Ranchos Branch Library	1,181,004	Low: 0.00-23.99
Community Services and Parks	North Fork Branch Library	Unknown	Low: 0.00-23.99
Community Services and Parks	Putney Ranch	859,743	Low: 0.00-23.99
Government Centers and Departments	AG Commissioner Bldg.	692,061	Low: 0.00-23.99
Government Centers and Departments	DA Family Support	756,715	Low: 0.00-23.99
Government Centers and Departments	Government Center	103,881	Low: 0.00-23.99
Government Centers and Departments	Government Center	6,933,689	Low: 0.00-23.99
Government Centers and Departments	Government Center	30,387,926	Low: 0.00-23.99
Government Centers and Departments	Mental Health	679,266	Low: 0.00-23.99
Government Centers and Departments	New Government Center Parking Structure	6,016,531	Low: 0.00-23.99
Government Centers and Departments	Resource Management Agency	4,532,952	Low: 0.00-23.99
Government Centers and Departments	Welfare Building	2,208,842	Low: 0.00-23.99
Government Centers and	Welfare/Admin. Office	897,431	Low: 0.00-23.99

Table G-7. Madera County, Winter Storm Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Mean Annual Snowfall (in.)
Departments			
Jail	County Jail	29,899,901	Low: 0.00-23.99
Jail	Juvenile Hall	10,480,231	Low: 0.00-23.99
Jail	Juvenile Hall Boot Camp	2,917,330	Low: 0.00-23.99
Jail	Probation	655,794	Low: 0.00-23.99
Public Safety	#10 Fire Station (Yosemite Lakes)	62,382	Low: 0.00-23.99
Public Safety	#11 Fire Station (North Fork)	798,529	Low: 0.00-23.99
Public Safety	#13 Fire Station (Coarsegold)	28,038	Low: 0.00-23.99
Public Safety	#15 Fire Station (Raymond)	296,698	Low: 0.00-23.99
Public Safety	#16 Fire Station (Awhahnee)	28,038	Low: 0.00-23.99
Public Safety	#17 Fire Station (O'Neals)	28,038	Low: 0.00-23.99
Public Safety	#19 Fire Station (Bondelle Ranchos)	145,509	Low: 0.00-23.99
Public Safety	#2 Fire Station (Chowchilla)	Unknown	Low: 0.00-23.99
Public Safety	#3 Fire Station (Madera Acres)	60,012	Low: 0.00-23.99
Public Safety	#4 Fire Station (Dairyland)	Unknown	Low: 0.00-23.99
Public Safety	#5 Fire Station (Central CA Women's Facility Fire Station)	Unknown	Low: 0.00-23.99
Public Safety	#8 Fire Station (Indian Lake)	Unknown	Low: 0.00-23.99
Public Safety	#9 Fire Station (Rolling Hills)	Unknown	Low: 0.00-23.99
Public Safety	Fire Administration/Station/Quarters #1 (Madera Valley)	719,287	Low: 0.00-23.99
Public Safety	Sheriff's Office	1,128,932	Low: 0.00-23.99
Public Works	#19 Parkwood	1,188,916	Low: 0.00-23.99

Table G-7. Madera County, Winter Storm Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Mean Annual Snowfall (in.)
Public Works	Central Garage	308,116	Low: 0.00-23.99
Public Works	Easton Arcola Water/Sewer Treatment	260,003	Low: 0.00-23.99
Public Works	Fairmead Water Treatment	827,908	Low: 0.00-23.99
Public Works	La Vina Water/Sewer	1,323,335	Low: 0.00-23.99
Public Works	Parksdale Water and Sewer Treatment	2,902,807	Low: 0.00-23.99
Public Works	Road Department	Unknown	Low: 0.00-23.99
Public Works	Road Department Shop	1,796,544	Low: 0.00-23.99
Public Works	Valeta Water Treatment	413,214	Low: 0.00-23.99
Public Works	Mosquito Abatement	Unknown	Low: 0.00-23.99
Public Works	Madera County Landfill	Unknown	Low: 0.00-23.99
Public Works	Chowchilla Maintenance Yard û District 2	Unknown	Low: 0.00-23.99
Public Works	Chowchilla Road Department	Unknown	Low: 0.00-23.99
Public Works	North Fork Maintenance Yard	Unknown	Low: 0.00-23.99
Public Works	North Ford Road Department	Unknown	Low: 0.00-23.99
Public Works	Raymond Road Department	Unknown	Low: 0.00-23.99
Public Works	Raymond Maintenance Yard	Unknown	Low: 0.00-23.99
Community Services and Parks	Oakhurst Branch Library	Unknown	Medium: 24.00-47.99
Community Services and Parks	Oakhurst Senior Citizen Center	589,645	Medium: 24.00-47.99
Government Centers and Departments	Mountain Government Center	847,452	Medium: 24.00-47.99
Public Safety	#12 Fire Station (Oakhurst)	Unknown	Medium: 24.00-47.99

Table G-7. Madera County, Winter Storm Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Mean Annual Snowfall (in.)
Public Safety	#14 Fire Station (Bass Lake)	219,274	Medium: 24.00-47.99
Public Safety	Sheriff's Department - Oakhurst Substation	Unknown	Medium: 24.00-47.99
Public Safety	Bass Lake Sewer Plant	Unknown	Medium: 24.00-47.99
Community Services and Parks	Jackass Rock Camp	1,740,980	High: 48.00-72.00
Public Safety	#18 Fire Station (Cedar Valley)	Unknown	High: 48.00-72.00
Population	71,834 (Low: 00.00-23.99); 9,437 (Medium: 24.00-47.99), 1,078 (High: 48.00-72.00)		
Residential Buildings	24,141 (Low: 00.00-23.99); 5,466 (Medium: 24.00-47.99), 932 (High: 48.00-72.00)		

* Population and residential buildings in the unincorporated area of Madera County.

Table G-8. Madera County, Wildfire Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: LRA Fire Hazard Severity Zone
Public Works	Parksdale Water and Sewer Treatment	2,902,807	Moderate
Community Services and Parks	Jackass Rock Camp	1,740,980	Very High
Public Works	Bass Lake Sewer Plant	Unknown	Very High
Population*	6,629 (Moderate); 717 (High); 2,799 (Very High)		
Residential Buildings*	2,276 (Moderate); 386 (High); 2,124 (Very High)		

LRA = Local Responsibility Area

* Population and residential buildings in the unincorporated area of Madera County.

Table G-9. Madera County, Wildfire Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: SRA Fire Hazard Severity Zone
Community Services and Parks	North Fork Branch Library	Unknown	Moderate
Community Services and Parks	Oakhurst Branch Library	Unknown	Moderate
Community Services and Parks	Oakhurst Senior Citizen Center	589,645	Moderate
Community Services and Parks	Putney Ranch	859,743	Moderate
Public Safety	#10 Fire Station (Yosemite Lakes)	62,382	Moderate
Public Safety	#11 Fire Station (North Fork)	798,529	Moderate
Public Safety	#12 Fire Station (Oakhurst)	Unknown	Moderate
Public Safety	#15 Fire Station (Raymond)	296,698	Moderate
Public Safety	#16 Fire Station (Awhahnee)	28,038	Moderate
Public Safety	#17 Fire Station (O'Neals)	28,038	Moderate
Public Safety	#8 Fire Station (Indian Lake)	Unknown	Moderate
Public Safety	Sheriff's Department - Oakhurst Substation	Unknown	Moderate
Public Works	North Fork Maintenance Yard	Unknown	Moderate
Public Works	North Ford Road Department	Unknown	Moderate
Public Works	Raymond Road Department	Unknown	Moderate
Public Works	Raymond Maintenance Yard	Unknown	Moderate
Public Safety	#13 Fire Station (Coarsegold)	28,038	High

Table G-9. Madera County, Wildfire Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: SRA Fire Hazard Severity Zone
Government Centers and Departments	Mountain Government Center	847,452	Very High
Public Safety	#14 Fire Station (Bass Lake)	219,274	Very High
Public Safety	#18 Fire Station (Cedar Valley)	Unknown	Very High
Population*	19,666 (Moderate); 3,829 (High); 2,196 (Very High)		
Residential Buildings*	8,970 (Moderate); 1,839 (High); 1,610 (Very High)		

SRA = State Responsibility Area

* Population and residential buildings in the unincorporated area of Madera County.

Table G-10. Madera County, Dam Failure Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Federal and State-Jurisdictional Dam Failure Inundation Area
Community Services and Parks	Chowchilla Branch Library	1,334,385	Buchanan Dam
Government Centers and Departments	Government Center	103,881	Buchanan Dam
Public Safety	#2 Fire Station (Chowchilla)	Unknown	Buchanan Dam
Public Works	Chowchilla Maintenance Yard District 2	Unknown	Buchanan Dam
Public Works	Chowchilla Road Department	Unknown	Buchanan Dam
Public Works	Easton Arcola Water/Sewer Treatment	260,003	Friant Dam
Community Services and Parks	Animal Shelter	354,905	Hidden Dam
Community Services and Parks	County Library	3,441,505	Hidden Dam
Government Centers and Departments	Mental Health	679,266	Hidden Dam
Government Centers and Departments	AG Commissioner Bldg.	692,061	Hidden Dam
Government Centers and Departments	DA Family Support	756,715	Hidden Dam
Government Centers and Departments	Welfare/Admin. Office	897,431	Hidden Dam
Government Centers and Departments	Welfare Building	2,208,842	Hidden Dam
Government Centers and Departments	Resource Management Agency	4,532,952	Hidden Dam
Government Centers and Departments	New Government Center Parking Structure	6,016,531	Hidden Dam

Table G-10. Madera County, Dam Failure Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Federal and State-Jurisdictional Dam Failure Inundation Area
Government Centers and Departments	Government Center	6,933,689	Hidden Dam
Government Centers and Departments	Government Center	30,387,926	Hidden Dam
Jail	Probation	655,794	Hidden Dam
Jail	Juvenile Hall Boot Camp	2,917,330	Hidden Dam
Jail	Juvenile Hall	10,480,231	Hidden Dam
Jail	County Jail	29,899,901	Hidden Dam
Public Safety	Fire Administration/Station/Quarters #1 (Madera Valley)	719,287	Hidden Dam
Public Safety	Sheriff's Office	1,128,932	Hidden Dam
Public Works	Central Garage	308,116	Hidden Dam
Public Works	#19 Parkwood	1,188,916	Hidden Dam
Public Works	La Vina Water/Sewer	1,323,335	Hidden Dam
Public Works	Road Department Shop	1,796,544	Hidden Dam
Public Works	Parksdale Water and Sewer Treatment	2,902,807	Hidden Dam
Public Works	Road Department	Unknown	Hidden Dam
Public Works	Mosquito Abatement	Unknown	Hidden Dam
Population*	7,438 (Buchanan Dam); 3,018 (Friant Dam); 14,208 (Hidden Dam); 647 (Pine Flat Dam)		
Residential Buildings*	936 (Buchanan Dam); 996 (Friant Dam); 5,043 (Hidden Dam); 221 (Pine Flat Dam)		

* Population and residential buildings in the unincorporated area of Madera County.

Table G-11. Madera County, Levee Break Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Levee Flood Protection Zones (ft.)
Population*	944 (depth unknown); 400 (≥ 3 feet)		
Residential Buildings*	300 (depth unknown); 153 (≥ 3 feet)		

* Population and residential buildings in the unincorporated area of Madera County.

Table G-12. Madera County, Hazardous Material Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Transportation Corridor (1/4-mile buffer)
Community Services and Parks	Chowchilla Branch Library	1,334,385	Yes
Community Services and Parks	County Library	3,441,505	Yes
Community Services and Parks	Oakhurst Branch Library	Unknown	Yes
Government Centers and Departments	AG Commissioner Bldg.	692,061	Yes
Government Centers and Departments	DA Family Support	756,715	Yes
Government Centers and Departments	Government Center	103,881	Yes
Government Centers and Departments	Government Center	6,933,689	Yes
Government Centers and Departments	Government Center	30,387,926	Yes
Government Centers and Departments	New Government Center Parking Structure	6,016,531	Yes
Government Centers and Departments	Resource Management Agency	4,532,952	Yes
Government Centers and Departments	Welfare Building	2,208,842	Yes
Government Centers and Departments	Welfare/Admin. Office	897,431	Yes
Public Safety	#12 Fire Station (Oakhurst)	Unknown	Yes
Public Safety	#13 Fire Station (Coarsegold)	28,038	Yes
Public Safety	#16 Fire Station (Awhahnee)	28,038	Yes
Public Safety	#2 Fire Station (Chowchilla)	Unknown	Yes

Table G-12. Madera County, Hazardous Material Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Transportation Corridor (1/4-mile buffer)
Public Safety	#3 Fire Station (Madera Acres)	60,012	Yes
Public Safety	Sheriff's Department - Oakhurst Substation	Unknown	Yes
Public Works	Central Garage	308,116	Yes
Public Works	Parksdale Water and Sewer Treatment	2,902,807	Yes
Public Works	Road Department	Unknown	Yes
Public Works	Road Department Shop	1,796,544	Yes
Public Works	Valetta Water Treatment	413,214	Yes
Public Works	Mosquito Abatement	Unknown	Yes
Public Works	Chowchilla Maintenance Yard District 2	Unknown	Yes
Public works	Chowchilla Road Department	Unknown	Yes
Population*	10,499		
Residential Buildings*	4,771		

* Population and residential buildings in the unincorporated area of Madera County.

Table G-13. Madera County, Hazardous Material Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Fixed Facilities (1/4-mile buffer)
Government Centers and Departments	AG Commissioner Bldg.	692,061	Yes
Population*	194		
Residential Buildings*	124		

* Population and residential buildings in the unincorporated area of Madera County.

Table G-14. Madera County, Overall Summary of Total Population, Residential Buildings, and Facilities at Risk

Hazard	Hazard Area	Population		Residential Buildings		Facilities	
		No.	%	No.	%	No.	%
Seismic	Light	82,346	100	30,539	100	63	100
Flood	500-year SFHA	2,208	3	877	3	11	17
	100-year SFHA	12,424	15	3,366	11	3	5
Fog	Potential Fog Area, (elevation \leq 656 feet)	53,339	65	15,619	51	39	62
Severe Wind	Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days): 19.5-30.4	37,725	46	12,662	41	29	46
	Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days): 30.5-40.4	44,612	54	17,853	58	34	54
	Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days): 40.5-50.0	9	<1	22	<1	0	0
Winter Storm	Mean Annual Snowfall (in.): Low (0.00-23.99)	9,437	11	24,141	79	53	84
	Mean Annual Snowfall (in.): Medium (24.00-47.99)	71,834	87	5,466	18	8	13
	Mean Annual Snowfall (in.): High (48.00-72.00)	1,078	1	932	3	2	3

Table G-14. Madera County, Overall Summary of Total Population, Residential Buildings, and Facilities at Risk

Hazard	Hazard Area	Population		Residential Buildings		Facilities	
		No.	%	No.	%	No.	%
Wildfire	LRA: Moderate	6,629	8	2,276	7	1	2
	LRA: High	717	<1	386	1	0	0
	LRA: Very High	2,799	3	2,124	7	3	5
	SRA: Moderate	19,666	24	8,970	29	17	27
	SRA: High	3,829	5	1,839	6	1	2
	SRA: Very High	2,196	3	1,610	5	3	5
Dam Failure	Buchanan Dam	7,438	9	936	3	4	6
	Friant Dam	3,018	4	996	3	1	2
	Hidden Dam	14,208	17	5,043	17	24	38
	Pine Flat Dam	647	<1	221	1	0	0
Levee Break	Depth Unknown	944	1	300	1	0	0
	Levee Flood Protection Zone ≥ 3 feet	400	<1	153	1	0	0
Hazardous Material Event	Transportation Corridor	10,499	13	4,771	16	26	41
	Fixed Facility	194	<1	124	<1	1	2

Table G-15. Madera County, Overall Summary of Total County-Maintained Bridges, Evacuation Routes, and RL Properties at Risk

Hazard	Hazard Area	County-Maintained Bridges		Evacuation Routes		RL Properties	
		No.	%	No.	%	No.	%
Seismic	Light	171	100	356	100	N/A	N/A
Flood	500-year SFHA	0	0	0	0	0	0
	100-year SFHA	97	57	19	5	2	0
Fog	Potential Fog Area, (elevation \leq 656 feet)	133	78	162	46	N/A	N/A
Severe Wind	Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days): 19.5-30.4	62	36	102	29	N/A	N/A
	Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days): 30.5-40.4	109	64	252	71	N/A	N/A
	Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days): 40.5-50.0	0	0	2	1	N/A	N/A
Winter Storm	Mean Annual Snowfall (in.): Low (0.00-23.99)	161	94	293	82	N/A	N/A
	Mean Annual Snowfall (in.): Medium (24.00-47.99)	10	6	43	12	N/A	N/A
	Mean Annual Snowfall (in.): High (48.00-72.00)	0	0	20	6	N/A	N/A

Table G-15. Madera County, Overall Summary of Total County-Maintained Bridges, Evacuation Routes, and RL Properties at Risk

Hazard	Hazard Area	County-Maintained Bridges		Evacuation Routes		RL Properties	
		No.	%	No.	%	No.	%
Wildfire	LRA: Moderate	23	13	28	8	N/A	N/A
	LRA: High	1	1	6	2		
	LRA: Very High	3	2	31	9	N/A	N/A
	SRA: Moderate	37	22	147	41	N/A	N/A
	SRA: High	1	1	22	6	N/A	N/A
	SRA: Very High	3	2	13	4	N/A	N/A
Dam Failure	Buchanan Dam	14	8	25	7	N/A	N/A
	Friant Dam	11	6	13	4	N/A	N/A
	Hidden Dam	35	20	25	7	N/A	N/A
	Pine Flat Dam	2	1	0	0	N/A	N/A
Levee Break	Levee Flood Protection Zone ≥ 3 feet	3	2	0	0	N/A	N/A
	Depth Unknown	4	2	3	1	N/A	N/A
Hazardous Material Event	Transportation Corridor	44	26	185	52	N/A	N/A
	Fixed Facility	3	2	4	1	N/A	N/A

N/A = Not applicable.

Table G-16. Madera County, Human and Technical Resources for Hazard Mitigation

Staff/Personnel Resources	Department or Agency	Principal Activities Related to Hazard Mitigation
Planner(s), engineer(s) and technical staff with knowledge of land development, land management practices, and human-caused and natural hazards.	Resource Management Agency: Planning Department	The Department functions as the planning agency for the unincorporated area of Madera County, formulating and implementing the general plan and community plans, and coordinating land use considerations in accordance with the zoning ordinance. The department is responsible for processing conditional use permits, zoning permits, land divisions, and other entitlement applications, and for assisting the public in explaining zoning and planning matters. The planning department maintains an enforcement program and issues citations for violations of the land use and construction regulations. The department is also responsible for implementing a variety of programs adopted at the state level, including those dealing with environmental review of projects, agricultural land conservation, surface mining, affordable housing, and others.
Engineer(s), Building Inspectors/Code Enforcement Officers or other professional(s) and technical staff trained in construction requirements and practices related to existing and new buildings	Resource Management Agency: Department of Engineering and General Services/ Building Inspection Division	The primary responsibilities of this division involve the enforcement of current building codes, including life safety issues, and building construction inspection services within the County. The division's duties include processing and issuing permits for grading, demolition, residential and commercial construction, mechanical, plumbing and electrical installations. The division also performs building code enforcement including abatement procedures and notices of violation. Residential and commercial plan checks including engineering and energy calculations are also performed by this division.

Table G-16. Madera County, Human and Technical Resources for Hazard Mitigation

Staff/Personnel Resources	Department or Agency	Principal Activities Related to Hazard Mitigation
Fire prevention inspectors and code enforcement staff.	Resource Management Agency: Department for Fire Prevention for Development (Fire Marshal)	The Madera County Fire Marshal's Office (Department of Fire Prevention for Development) provides plan review and inspection services to all unincorporated areas of Madera County in order to implement the fire and life safety regulations and building standards established and adopted by the State Fire Marshal and County Board of Supervisors. In addition, the department performs fire and life safety clearance inspections in State Licensed facilities and is charged with annual inspections of schools, motel/hotels and apartment buildings as well as regular inspections of public assembly buildings and facilities using or storing acutely hazardous materials. The Fire Marshal also serves as the appointed "County Fire Warden" and is responsible for ensuring that the regulations stipulated in the California Public Resources Code 4290 are applied to new development and structures in the State Responsibility Areas of Madera County.
Project manager(s), technical staff, equipment operators, and maintenance and construction staff.	Resource Management Agency: Road Department	The Madera County Road Department is responsible for the maintenance and construction of roads, culverts and bridges on the County's maintained mileage system excluding State Highways. It also performs maintenance on roads in Maintenance Districts and County Service Areas within the unincorporated areas of the County.
Engineers, technical staff, contracting specialists, and the County's Floodplain Administrator	Department of Engineering and General Services/Flood Control and Water Conservation Agency	This division provides for regular maintenance of certain natural water courses in the County. These responsibilities are delegated through contracts with the State and the Army Corps of Engineers to provide adequate carrying capacity for portions of the Fresno and Chowchilla Rivers, and Ash and Berenda Sloughs. The division also makes recommendations to the Board for various Public Works to prevent or minimize flooding. This division also administers water conservation and development of water recharge projects and the NFIP.

Table G-16. Madera County, Human and Technical Resources for Hazard Mitigation

Staff/Personnel Resources	Department or Agency	Principal Activities Related to Hazard Mitigation
Emergency Services Coordinator	Sheriff's Department/Office of Emergency Services	The Madera County Sheriff's Office of Emergency Services each county serves under California law as an Operational Area. It is responsible for the administration of the County's disaster preparedness and response program. In addition, it is responsible for maintaining the County's Emergency Operations Center (EOC), as well as coordinating EOC activities during a disaster. The office maintains and updates the Emergency Operations Plan, Local Hazard Mitigation Plan (and other contingency) plans for the County.
Professional, technical, and support staff	Resource Management Agency: Department of Environmental Health	Environmental Health consists of those organized activities undertaken to protect and enhance the public's health through the control of potentially harmful materials, organisms, energies, and conditions in the environment.

Table G-17. Madera County, Financial Resources for Hazard Mitigation

Type	Subtype	Administrator	Purpose	Amount/Availability
Local	General Fund	Department-specific	Program operations and specific projects.	Variable.
	General Obligation (GO) Bonds	Administrative Office	GO Bonds are appropriately used for the construction and/or acquisition of improvements to real property broadly available to residents and visitors. Such facilities include, but are not limited to, libraries, hospitals, parks, Public Safety facilities, and cultural and educational facilities.	The Board of Supervisors holds a minimum of two public hearings(?) prior to placing a GO bond measure on the ballot. Prior to any issuance of any new money or refunding general obligation bonds, the Board will approve, by majority vote, a resolution authorizing such issuance. All new money GO bonds issued by the County will be approved by two-thirds of the voters voting in the election. Outstanding general obligation bonded indebtedness cannot exceed 3 percent of the Assessed Valuation of taxable property within County's jurisdictional area.
	Lease Revenue Bonds	Administrative Office	Lease revenue bonds are used to finance capital projects that (1) have an identified budgetary stream for repayment (e.g., specified fees, tax receipts, etc.), (2) generate project revenue but rely on a broader pledge of general fund revenues to reduce borrowing costs, or (3) finance the acquisition and installation of equipment for the County's general governmental purposes.	The Board of Supervisors holds a minimum of one public hearing(?) to place the lease revenue bond measure on the ballot. Subsequent to successful passage and prior to any issuance of new money or refunding lease revenue bonds, the Board will approve, by majority vote, a resolution authorizing such issuance. All new money lease revenue bonds will be approved by 50 percent plus one of the voters voting in the election. No statutory restriction exists on the amount of Lease Revenue Bonds that can be outstanding at any given time.

Table G-17. Madera County, Financial Resources for Hazard Mitigation

Type	Subtype	Administrator	Purpose	Amount/Availability
Local	Certificates of Participation (COPs)	Administrative Office	Used for acquisition of existing facilities and/or construction of new facilities that result, on a present value basis, in immediate or future savings in payments currently made or to be made by the County's general fund. For example, COPs may be used to provide funds to execute a lease purchase option for a facility whereby future savings accrue, on a net present value basis, to the general fund during the period for which the COPs and the obviated lease would be outstanding.	COPs may consist of lease financing agreements between the County and a for-profit lessor. All issuances of COPs shall be authorized by resolution of the Board by majority vote. COPs are not subject to voter approval.
	Public-Private Partnerships	Administrative Office and various County departments.	Includes the use of local professionals, business owners, residents, and civic groups and trade associations, generally for the study of issues and the development of guidance and recommendations.	Project-specific.
State	Bonds	Department of Water Resources	Help rebuild California's aging levee system and protect Californians from dangerous floods that could harm communities, agriculture and water supplies.	\$5B in Proposition E1 funding.

Table G-17. Madera County, Financial Resources for Hazard Mitigation

Type	Subtype	Administrator	Purpose	Amount/Availability
Federal	Hazard Mitigation Grant Program (HMGP)	Federal Emergency Management Agency (FEMA)	Supports pre- and post-disaster mitigation plans and projects.	Available to California communities after a Presidentially declared disaster has occurred in California. Grant award based on specific projects as they are identified by eligible applicants.
	Pre-Disaster Mitigation (PDM) grant program	FEMA	Supports pre-disaster mitigation plans and projects.	Available on an annual basis as a nationally competitive grant. Grant award based on specific projects as they are identified (no more than \$3M federal share for projects).
	Flood Mitigation Assistance (FMA) grant program	FEMA	Mitigates repetitively flooded structures and infrastructure.	Available on an annual basis, distributed to California communities by the California Emergency Management Agency (Cal EMA). Grant award based on specific projects as they are identified.
	Assistance to Firefighters Grant (AFG) Program	FEMA/USFA (U.S. Fire Administration)	Provides equipment, protective gear, emergency vehicles, training, and other resources needed to protect the public and emergency personnel from fire and related hazards.	Available to fire departments and nonaffiliated emergency medical services providers. Grant awards based on specific projects as they are identified.

Table G-17. Madera County, Financial Resources for Hazard Mitigation

Type	Subtype	Administrator	Purpose	Amount/Availability
Federal (cont)	Community Block Grant Program Entitlement Communities Grants	U.S. HUD (U.S. Department of Housing and Urban Development)	Acquisition of real property, relocation and demolition, rehabilitation of residential and non-residential structures, construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes.	Available to entitled local agencies including Grant award based on specific projects as they are identified.
	Community Action for a Renewed Environment (CARE)	U.S. Environmental Protection Agency (EPA)	Through financial and technical assistance offers an innovative way for a community to organize and take action to reduce toxic pollution (i.e., stormwater) in its local environment. Through CARE, a community creates a partnership that implements solutions to reduce releases of toxic pollutants and minimize people's exposure to them.	Competitive grant program. Grant award based on specific projects as they are identified.
	Clean Water State Revolving Fund (CWSRF)	EPA	The CWSRF is a loan program that provides low-cost financing to eligible entities within state and tribal lands for water quality projects, including all types of non-point source, watershed protection or restoration, estuary management projects, and more traditional municipal wastewater treatment projects.	CWSRF programs provided more than \$5 billion annually to fund water quality protection projects for wastewater treatment, non-point source pollution control, and watershed and estuary management.
	Public Health Emergency Preparedness (PHEP) Cooperative Agreement.	Department of Health and Human Services' (HHS') Centers for Disease Control and Prevention (CDC)	Funds are intended to upgrade state and local public health jurisdictions' preparedness and response to bioterrorism, outbreaks of infectious diseases, and other public health threats and emergencies.	Competitive grant program. Grant award based on specific projects as they are identified.

Table G-17. Madera County, Financial Resources for Hazard Mitigation

Type	Subtype	Administrator	Purpose	Amount/Availability
Federal (cont)	Homeland Security Preparedness Technical Assistance Program (HSPTAP)	FEMA/DHS	Build and sustain preparedness technical assistance activities in support of the four homeland security mission areas (prevention, protection, response, recovery) and homeland security program management.	Technical assistance services developed and delivered to state and local homeland security personnel. Grant award based on specific projects as they are identified.

Table G-18. Madera County, Legal and Regulatory Resources Available for Hazard Mitigation

Regulatory Tool	Name	Description (Effect on Hazard Mitigation)	Hazards Addressed	Mitigation, Preparedness, Response, or Recovery	Affects Development in Hazard Areas?
Plans	County of Madera, General Plan Background Report (1995)	Describes various methods of reducing hazards including improvements in coordination among County programs and those of other agencies and organizations. Also reflects more specific policies, such as assuring that new construction meets current structural and life safety standards and building codes, fire protection services planning, flood hazard mitigation, and emergency operations planning.	Geologic Hazards (Seismic, Liquefaction, Subsidence), Hazardous Materials, Flooding, and Dam Inundation.	Mitigation & Preparedness	Yes
	County of Madera, Emergency Operations Plan (2009)	Describes what the County's actions will be during a response to an emergency. Includes annexes that describe in more detail the actions required of County departments/agencies. Further, this plan describes the role of the Emergency Operation Center (EOC) and the coordination that occurs between the EOC and Operational Area jurisdictions and other response agencies.	Multi	Response	No
	Master Drainage Plan (1984)	Describes the drainage basins and necessary improvements needed for Madera North and South and Bonadelle Ranchos.	Flood	Mitigation	Yes
	Madera County Community Wildfire Protection Plan (2008)	Develop a communitywide risk assessment and prioritize communities at risk; develop a realistic plan of action utilizing the priorities to mitigate wildfire threat; develop an assessment strategy to monitor results mitigation projects; develop public awareness of wildfire problems within the community	Wildfire	Mitigation & Preparedness	Yes

Table G-18. Madera County, Legal and Regulatory Resources Available for Hazard Mitigation

Regulatory Tool	Name	Description (Effect on Hazard Mitigation)	Hazards Addressed	Mitigation, Preparedness, Response, or Recovery	Affects Development in Hazard Areas?
Policies	County Municipal Code	<p>The purpose of this code is to establish the minimum requirements to assure effective administration of County government. It provides authorities, defines responsibilities, and contains procedures related to the operations of all County government agencies. Implementing ordinances deal with specific subjects.</p> <p>The principal sections for hazard mitigation purposes are Titles: 2 – Administration and Personnel, 7 – Health and Sanitation, 14 – Buildings and Construction, and 18 – Zoning.</p>	<p>Earthquake</p> <p>Fire</p>	Mitigation, Preparedness, and Response	Yes
Programs	NFIP (Joined in 1987)	Makes affordable flood insurance available to homeowners, business owners, and renters in participating communities. In exchange, those communities must adopt and enforce minimum floodplain management regulations to reduce the risk of damage from future floods.	Flood	Mitigation	Yes

Table G-19. Madera County, Current, Ongoing, and Completed Hazard Mitigation Projects and Programs

Status	Critical Facilities, Major Utilities/Transportation Systems, Public Buildings, Levees	Description	Year(s)
Current	County-owned buildings	Maintenance Department has a -5 year program to anchor all nonstructural elements, such as bookcases, suspended ceilings, and other items.	2007-2012
Current	Community-wide buildings and infrastructure	Madera County Wildfire Protection Plan Priority Fuel Treatments - prioritized fuel reduction projects for communities at high risk to wildfires.	Since 2008
Ongoing	Levees	Regular maintenance along the Berenda Slough to assure operational capacity, and channel clearance activities in cooperation with irrigation and water districts.	Major improvements made since 1986
Ongoing	Flood control	NFIP – The NFIP Coordinator enforces minimum floodplain management regulations to reduce the risk of damage from future floods.	Since 1987
Completed and Ongoing	Levees	Levee rehabilitation projects for: Fresno River and Berenda Slough (SJ-24), Madera County, California; Lower San Joaquin Levee District, San Joaquin River basin, left bank of Fresno River, right bank of Chowchilla Canal bypass, right bank of San Joaquin River, Madera County; San Joaquin River basin (SJ-23), left bank of Ash Slough, Madera County, California.	1997-1999 (for projects listed), ongoing

Table G-20. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
1	Create a GIS-based pre-application review for new construction and major remodels in hazard areas, such levee break, high and/or very high wildfire areas.	1	1	0	0	0	2
2	Integrate the 2010 LHMP, in particular the hazard analysis and mitigation strategy sections, into Madera County and the City of Madera's General Plan's Element update process.	1	1	1	0	0	3
3	Seismically retrofit or replace County ramps and bridges that are categorized as structurally deficient by Caltrans and are necessary for first responders to use during an emergency.	1	1	1	1	0	4
4	Stabilize landslide-prone areas through stability improvement measures, including interceptor drains, in situ soil piles, drained earth buttresses, and subdrains.	0	1	0	1	0	2
5	Acquire, relocate, or elevate residential structures, in particular those that have been identified as RL properties, within the 100-year floodplain.	1	0	0	1	1	3

Table G-20. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
6	Acquire, relocate, elevate, and/or floodproof critical facilities located within the 100-year floodplain, such as County Fire Station 4 (Dairyland)	1	1	1	1	1	5
7	Reinforce County ramps, bridges, and roads from flooding through protection activities which may include elevating the road and installing culverts beneath the road or building a bridge across the area that experiences regular flooding.	1	1	1	1	1	5
8	Work with FEMA Region IX to address any floodplain management issues that may have arisen/arise from the countywide DFIRM, Community Assessment Visits, and/or DWR.	1	0	1	0	0	2
9	Increase participation in the NFIP by entering the Community Rating System program which through enhanced floodplain management activities would allow property owners to receive a discount on their flood insurance.	1	0	0	1	1	3

Table G-20. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
10	Develop a drought contingency plan to provide an effective and systematic means of assessing drought conditions, develop mitigation actions and programs to reduce risks in advance of drought, and develop response options that minimize hardships during drought.	1	0	1	0	0	2
11	Manage vegetation in areas within and adjacent to rights-of-way and in close proximity to critical facilities in order to reduce the risk of tree failure and property damage and avoid creation of wind acceleration corridors within vegetated areas.	1	1	1	1	1	5
12	Develop a free annual tree chipping and tree pick-up day that encourages residents living in high windprone hazards areas to manage trees and shrubs at risk of falling on overhead power lines	1	1	1	0	0	3
13	Bolt down the roofs of critical facilities in order to prevent wind damage.	0	0	1	1	0	2
14	Retrofit critical facilities located within high snowfall hazard areas (48-inches plus) to structurally withstand heavy snow loads.	1	0	0	1	0	2

Table G-20. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
15	Examine and mitigate County ramps, bridges, and roads that have been identified as being too narrow or having too many tight turns to ensure the safe transportation of truck loads.	1	1	1	1	1	5
16	Implement a fuel reduction program, such as the collection and disposal of dead fuel, within open spaces and around critical facilities and residential structures located within a SRA or LRA high or very high wildfire zone.	0	1	0	1	1	3
17	Create a vegetation management program that provides vegetation management services to elderly, disabled, or low-income property owners who lack the resources to remove flammable vegetation around their homes.	0	0	1	1	1	3
18	Work with DWR to determine dam inundation areas of unmapped dams within the county and neighboring counties that may affect Madera County.	1	0	1	0	0	2
19	Encourage property owners located in the levee break hazard areas to purchase voluntary flood insurance.	0	0	1	1	0	2

Table G-20. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
20	Acquire, relocate, elevate, and/or floodproof critical facilities located within the levee break hazard areas with depths \geq 3-feet.	0	0	0	1	1	2
21	Provide seismic retrofit to existing water tanks and systems or a new engineered water distribution system serving both fire suppression and domestic water needs. Manage vegetation in areas within and adjacent to the access routes to water tanks and distribution systems within SRA/WUI areas. Reduce the potential wildfire extension to these critical facilities.	1	1	1	1	1	5
22	Design and implement a multihazard public awareness/education/outreach program addressing mitigation actions for high risk hazards (e.g., flood, wildfire)	1	1	1	0	1	4

Table G-21. Mitigation Action Plan

No.	Description	Potential Facility to Mitigate	Responsible Department or Agency	Potential Funding Source	Implementation Timeframe
1.	Seismically retrofit or replace County ramps and bridges that are categorized as structurally deficient by Caltrans and are necessary for first responders to use during an emergency.	Replace existing steel truss-bridges: a) Road 800 at the West Fork of the Chowchilla River b) Road 800, 300' east of Road 820, at the Chowchilla River	RMA Engineering/Roads	HMGP/PDM Grants	4-5 years
2.	Acquire, relocate, elevate, and/or floodproof critical facilities located within the 100-year floodplain.	Madera County Fire Station 4 (Dairyland)	County Fire Department	HMGP/PDM Grants	3-5 years
3.	Reinforce County ramps, bridges, and roads from flooding through protection activities which may include elevating the road and installing culverts beneath the road or building a bridge across the area that experiences regular flooding.	Existing County ramps, bridges, and roads identified in the 100-year floodplain (See Appendix G-J for specific structural information). Build bridges over low water crossings: a) Ave. 13 at Cottonwood Creek b) Ave. 23 ½ at Berenda Slough c) Ave. 22 ½ at Berenda Slough d) Ave. 22 at Berenda Slough	RMA Engineering/Roads	HMGP/PDM Grants	3-5 years

Table G-21. Mitigation Action Plan

No.	Description	Potential Facility to Mitigate	Responsible Department or Agency	Potential Funding Source	Implementation Timeframe
4.	Manage vegetation in areas within and adjacent to rights-of-way and in close proximity to critical facilities in order to reduce the risk of tree failure and property damage and avoid creation of wind acceleration corridors within vegetated areas.	Existing critical facilities located in areas that experience 41 days plus of peak wind gusts > 50 MPH. (See Appendix G-J for specific structural information). Trim/remove trees and vegetation: a) Road 800 b) Road 400 c) Road 426 d) Road 274 e) Road 222 f) Road 211	RMA Engineering/Roads	HMGP/PDM Grants	2-5 years
5.	Examine and mitigate County ramps, bridges, and roads that have been identified as being too narrow or having too many tight turns to ensure the safe transportation of truck loads.	Existing County ramps, bridges, and roads identified in the hazardous material transportation corridor areas (See Appendix G-J for specific structural information). Replace Bridges: a) Road 810 & Road 800 one-lane bridge at the East Fork of the Chowchilla River b) Road 200 at Fine Gold Creek	RMA Engineering/Roads	HMGP/PDM Grants	3-5 years

Table G-21. Mitigation Action Plan

No.	Description	Potential Facility to Mitigate	Responsible Department or Agency	Potential Funding Source	Implementation Timeframe
6.	Provide seismic retrofitting to existing water tanks and systems or a new engineered water distribution system serving both fire suppression and domestic water needs. Manage vegetation in areas within and adjacent to the access routes to water tanks and distribution systems within SRA/WUI areas. Reduce the potential of wildfire extension to these critical facilities.	Teaford Meadows Water System, Miami Creek Knolls Water System, and Sierra Highlands Water System	RMA Special Districts	HMGP/PDM Grants	3-4 years
7.	Design and implement a multihazard public awareness/education/outreach program addressing mitigation actions for high risk hazards (e.g., flood, wildfire)	Madera County communities	County Operational Area Office of Emergency Services	HMGP/PDM Grants	2-3 years

Appendix H – City of Madera

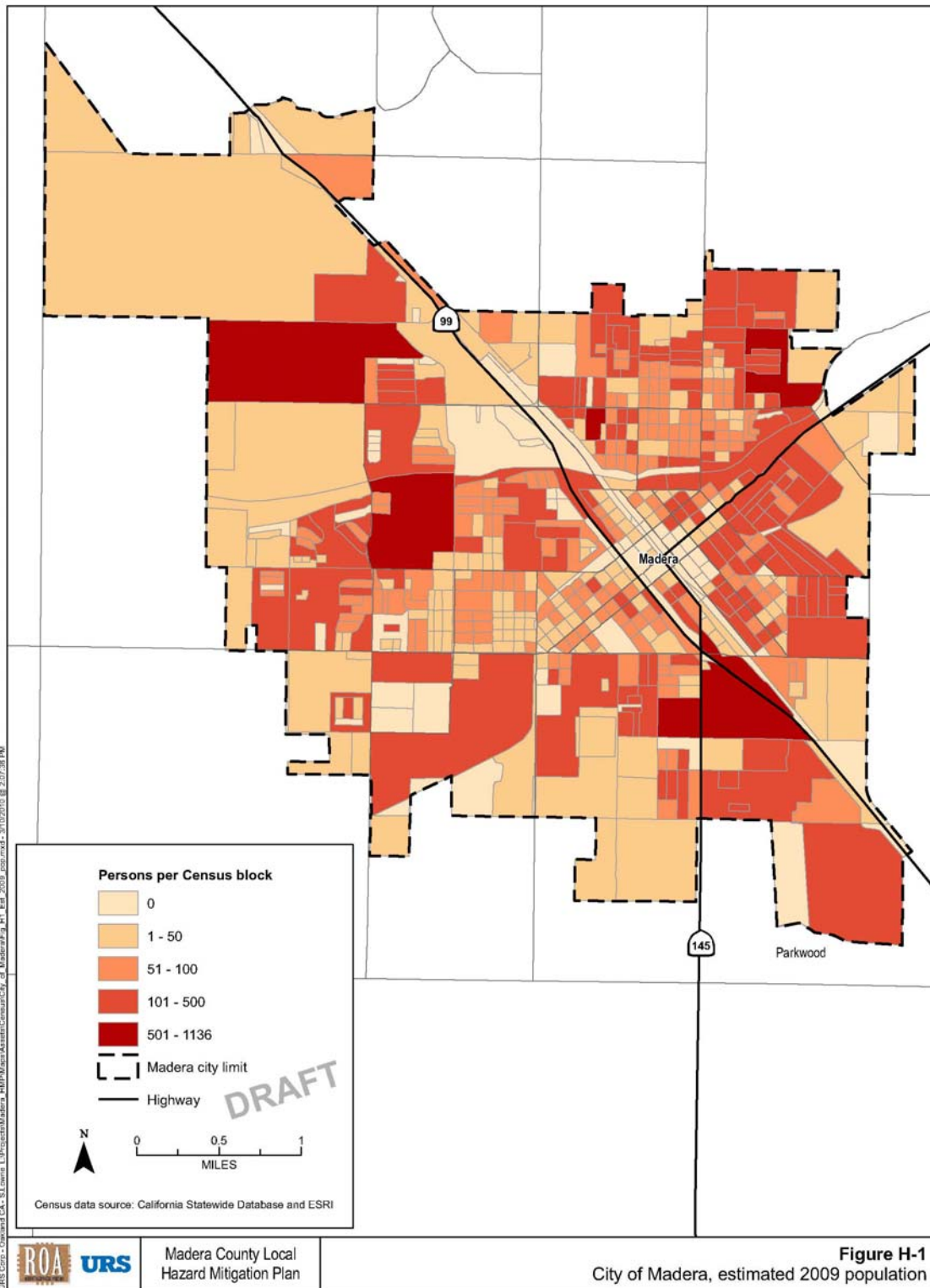


Figure H-1
City of Madera, estimated 2009 population

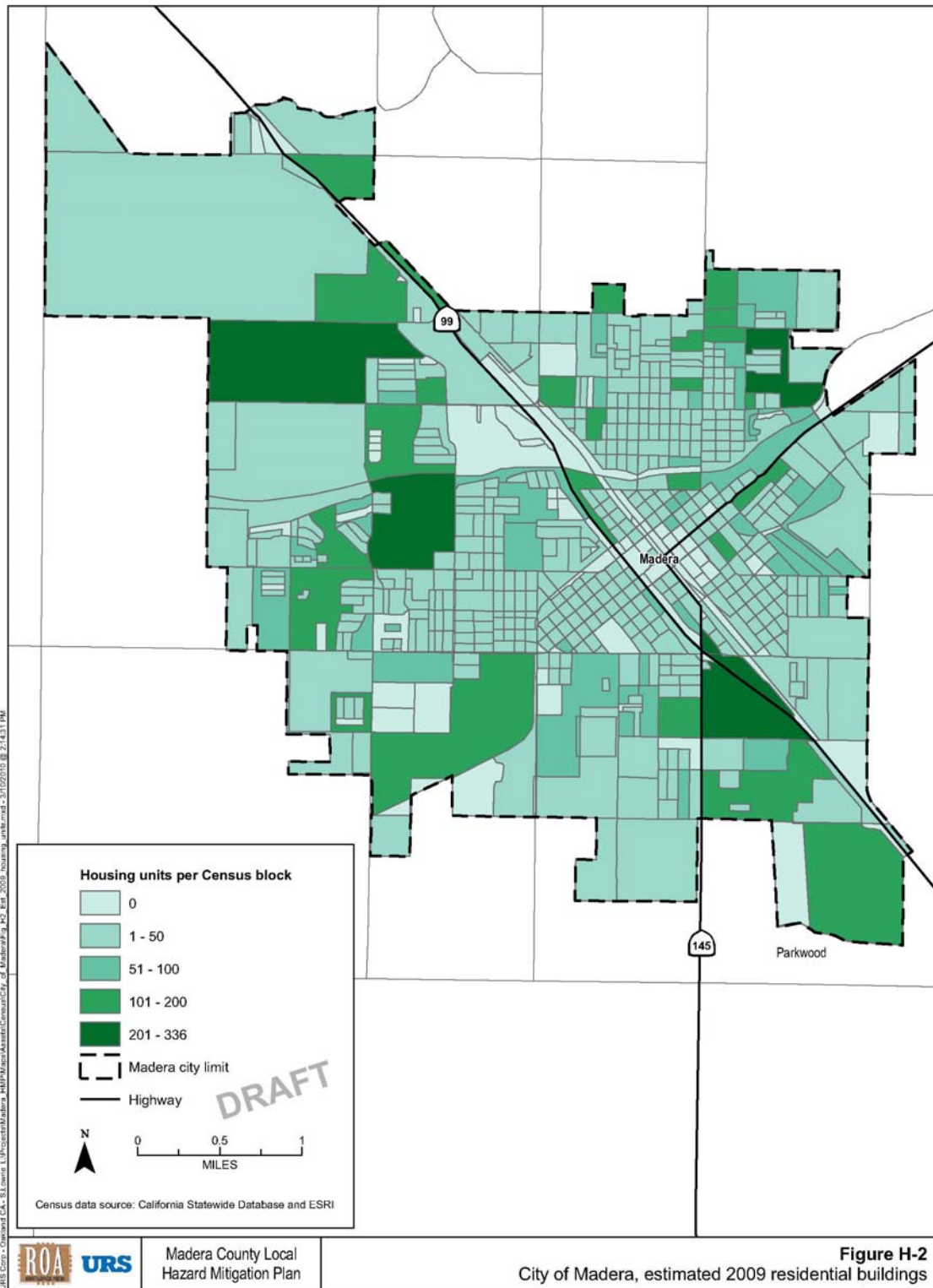
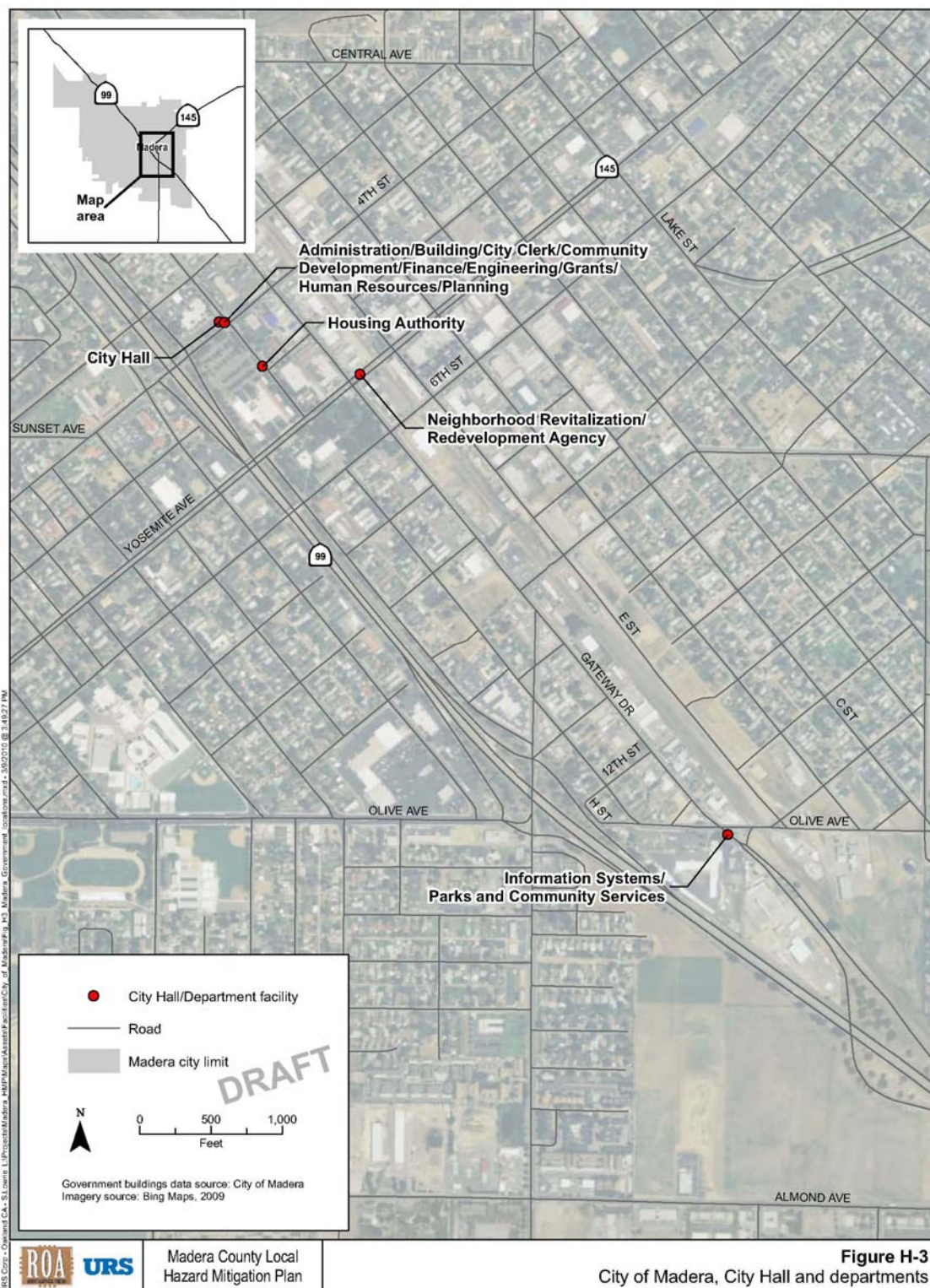
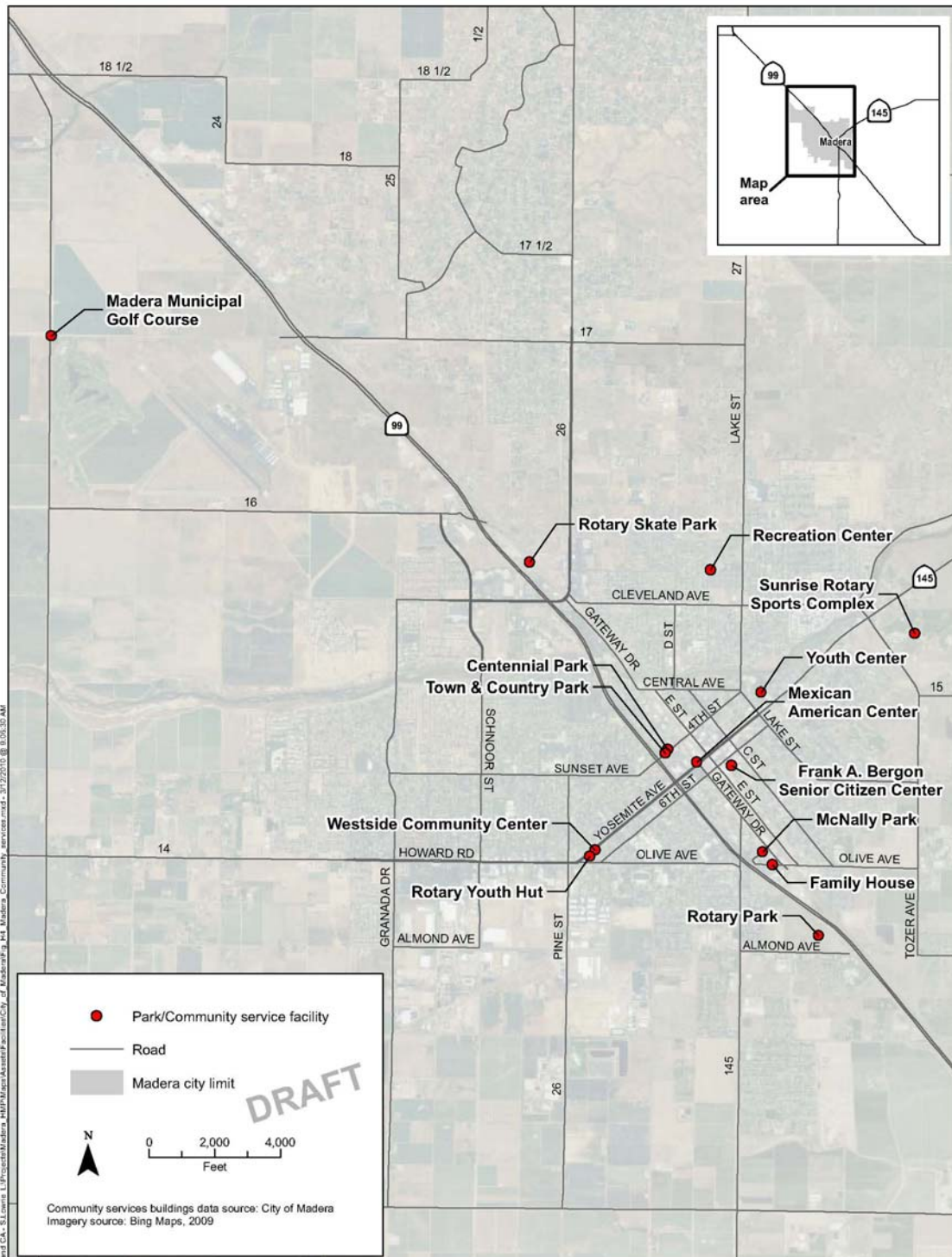


Figure H-2
City of Madera, estimated 2009 residential buildings



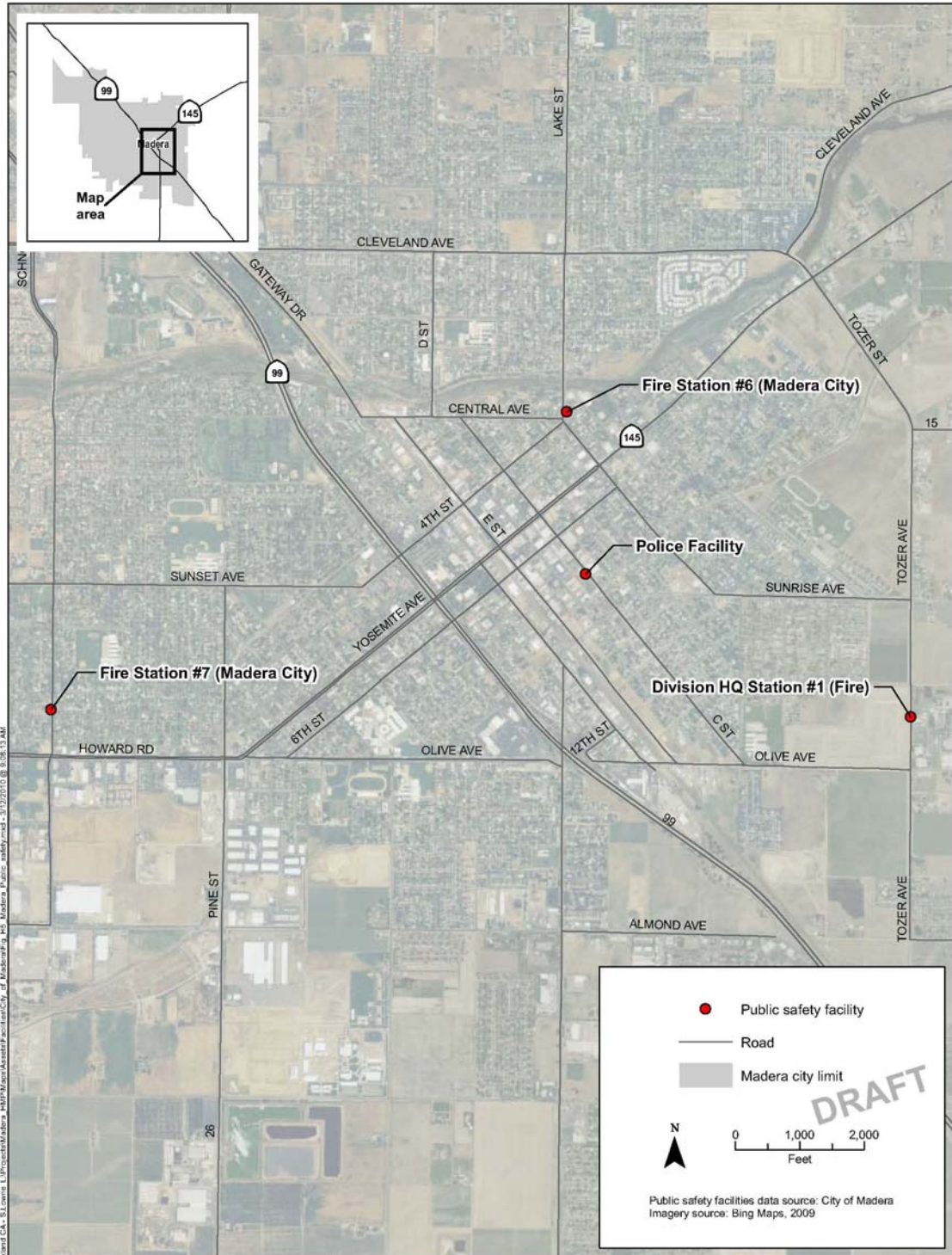


U:\MS-Corps-Contract-CAL-51\enr-1\Projects\Madera-AMH\MapArea\MapAreaCity of Madera.mxd, 3/2/2010 @ 8:05:30 AM



Madera County Local
Hazard Mitigation Plan

Figure H-4
City of Madera, Parks and community services



U:\MS-Corps-Contract-CAL-51\enr-1\Projects\Hazard Mitigation\MapArea\Madera\MapArea\Madera Public safety.mxd - 3/13/2012 @ 8:08:11 AM



Madera County Local
Hazard Mitigation Plan

Figure H-5
City of Madera, Public safety

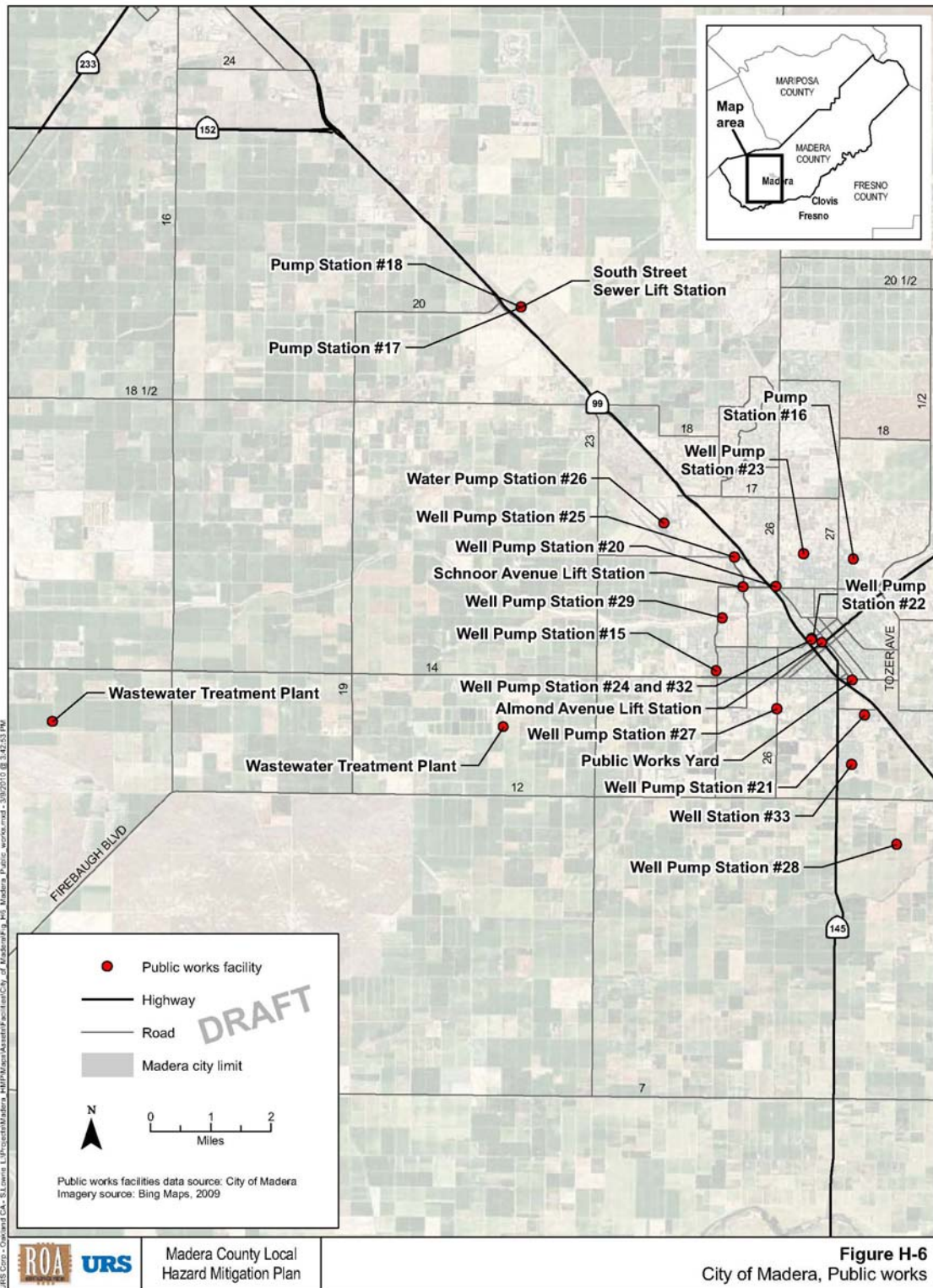
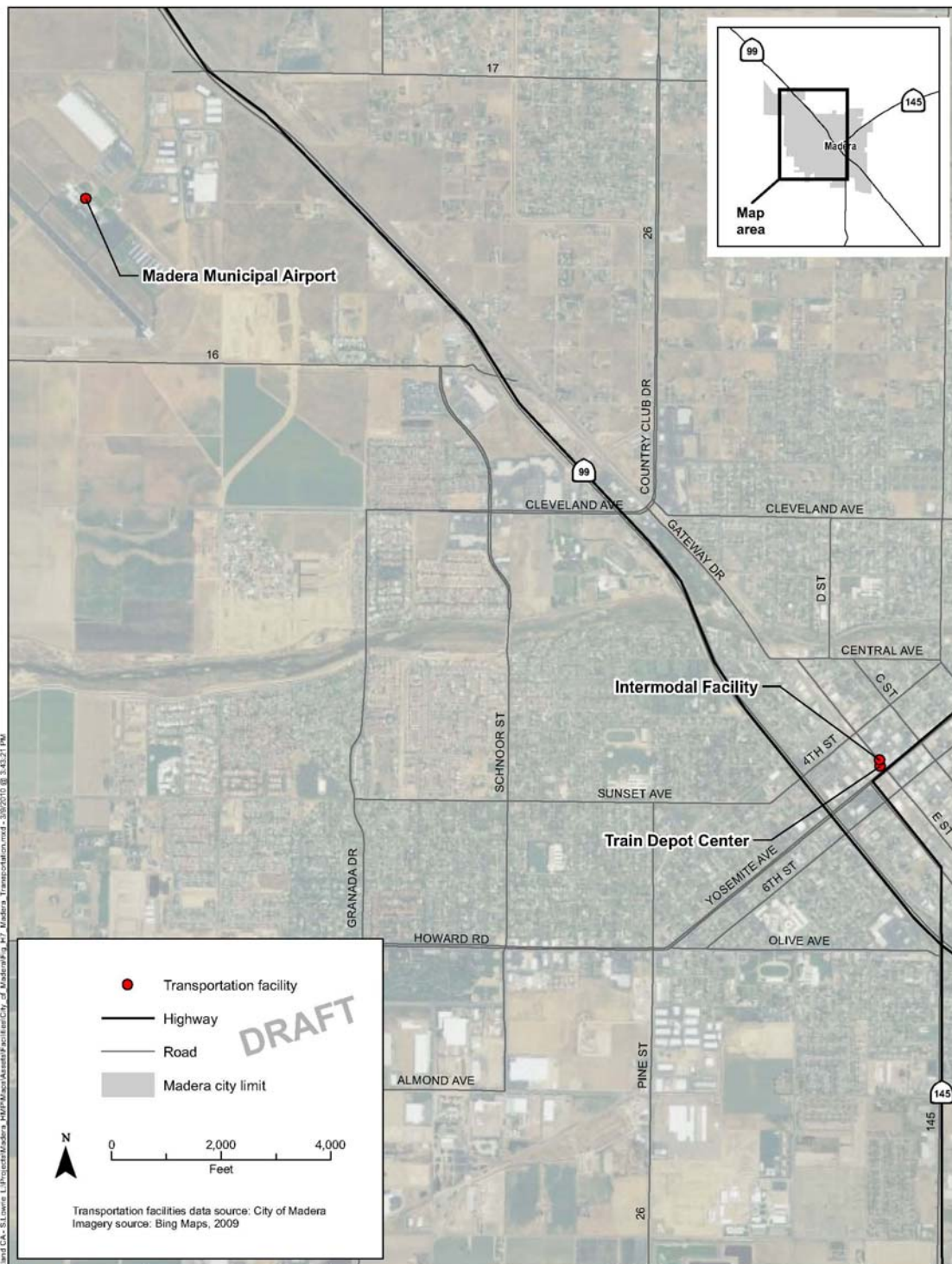


Figure H-6
City of Madera, Public works



1485 Corr - Original CA - St Louis, L:\Projects\Madera - MAP\Maps\Madera\City of Madera\Fig H-7 Madera Transportation.mxd - 3/2/2010 @ 3:43:21 PM



Madera County Local
Hazard Mitigation Plan

Figure H-7
City of Madera, Transportation

Table H-1. City of Madera, Total Assets

Type	Facility	Address	City	Structural Value (\$)
City Hall and Departments	Admin/Building/City Clerk/Community Development/Finance/Engineering/Grants/Human Resources/Planning	205 West 4th Street	Madera	Unknown
City Hall and Departments	City Hall	203 West 4th Street	Madera	2,803,384
City Hall and Departments	Housing Authority	205 N. G St.	Madera	Unknown
City Hall and Departments	Information Systems/Parks & Community Services	1030 South Gateway Dr.	Madera	Unknown
City Hall and Departments	Neighborhood Revitalization/Redevelopment Agency	5 East Yosemite Avenue	Madera	376,539
Parks and Community Services	Centennial Park	205 West 4th Street	Madera	219,338
Parks and Community Services	Family House	40 West Olive Street	Madera	124,618
Parks and Community Services	Frank A. Bergon Senior Center	238 South D Street	Madera	524,216
Parks and Community Services	Madera Municipal Golf Course	23200 Ave 17	Madera	1,882,669
Parks and Community Services	McNally Park	Roosevelt and 12th street	Madera	336,610
Parks and Community Services	Mexican American Center	716 Columbia Center	Madera	244,986
Parks and Community Services	Recreation Center	703 East Sherwood Way	Madera	3,437,623
Parks and Community Services	Rotary Park	Gateway Drive	Madera	604,037
Parks and Community	Rotary Skate Park	North Gateway Drive	Madera	947,945

Table H-1. City of Madera, Total Assets

Type	Facility	Address	City	Structural Value (\$)
Services				
Parks and Community Services	Rotary Youth Hut	113 South Q Street	Madera	Unknown
Parks and Community Services	Sunrise Rotary Sports Complex	1901 Clinton Ave	Madera	216,606
Parks and Community Services	Town & Country Park	Howard Road and Schnoor Avenue	Madera	1,180,193
Parks and Community Services	Westside Community Center	1124 West Yosemite Avenue	Madera	958,939
Parks and Community Services	Youth Center	701 East 5th	Madera	Unknown
Public Safety	Division HQ Station #1	14225 Road 28	Madera	Unknown
Public Safety	Fire Station #6 (Madera City)	317 Lake Street	Madera	963,839
Public Safety	Fire Station #7 (Madera City)	200 Schnoor Avenue	Madera	879,878
Public Safety	Police Facility	330 South C Street	Madera	3,988,594
Public Works	Almond Avenue Lift Station	Almond and Highway 145	Madera	25,431
Public Works	Public Works Yard	1030 South Gateway Street	Madera	3,537,149
Public Works	Pump Station #16	Kennedy and Tulare	Madera	198,189
Public Works	Pump Station #17	Olive Street	Madera	130,017
Public Works	Pump Station #18	Gateway Drive	Madera	76,440
Public Works	Schnoor Avenue Lift Station	Schnoor at Cleveland	Madera	81,370
Public Works	South Street Sewer Lift Station	Columbia Center	Madera	791,199
Public Works	Wastewater Treatment Plant	13048 Road 21 1/2	Madera	18,350,280
Public Works	Wastewater Treatment Plant	13038 Road 215	Madera	6,316,520

Table H-1. City of Madera, Total Assets

Type	Facility	Address	City	Structural Value (\$)
Public Works	Water Pump Station #26	Airport and Aviation Drive	Madera	31,368
Public Works	Water Pump Station #32	Sunset and Via Ceroni	Madera	156,840
Public Works	Well Pump Station #15	212 Granada Street	Madera	107,386
Public Works	Well Pump Station #20	Gateway and Cleveland	Madera	107,386
Public Works	Well Pump Station #21	Barnett Way	Madera	107,386
Public Works	Well Pump Station #22	203 West 4th Street	Madera	105,586
Public Works	Well Pump Station #23	Adell and Sonora	Madera	107,386
Public Works	Well Pump Station #24	Tulare and Dalton	Madera	107,386
Public Works	Well Pump Station #25	Avenue 16 and Granada Street	Madera	107,386
Public Works	Well Pump Station #27	Almond and Pine	Madera	246,168
Public Works	Well Pump Station #28	Story Road and Road 28	Madera	107,386
Public Works	Well Pump Station #29	2400 Riverview Drive	Madera	118,772
Public Works	Well Station #33	San Bruno Ave (approx)	Madera	160,288
Transportation	Intermodal Facility	123 North E Street	Madera	130,152
Transportation	Madera Municipal Airport	4150 Aviation Drive	Madera	6,047,596
Transportation	Train Depot Center	120 North E Street	Madera	744,954
Population	58,249			
Residential Buildings	17,670			

Table H-2. City of Madera, Seismic Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Perceived Shaking
City Hall and Departments	Admin/Building/City Clerk/Community Development/Finance/Engineering/Grants/Human Resources/Planning	Unknown	Light
City Hall and Departments	City Hall	2,803,384	Light
City Hall and Departments	Housing Authority	Unknown	Light
City Hall and Departments	Information Systems/Parks & Community Services	Unknown	Light
City Hall and Departments	Neighborhood Revitalization/Redevelopment Agency	376,539	Light
Parks and Community Services	Centennial Park	219,338	Light
Parks and Community Services	Family House	124,618	Light
Parks and Community Services	Frank A. Bergon Senior Center	524,216	Light
Parks and Community Services	Madera Municipal Golf Course	1,882,669	Light
Parks and Community Services	McNally Park	336,610	Light
Parks and Community Services	Mexican American Center	244,986	Light
Parks and Community Services	Recreation Center	3,437,623	Light
Parks and Community Services	Rotary Park	604,037	Light
Parks and Community Services	Rotary Skate Park	947,945	Light
Parks and Community Services	Rotary Youth Hut	Unknown	Light
Parks and Community Services	Sunrise Rotary Sports Complex	216,606	Light
Parks and Community Services	Town & Country Park	1,180,193	Light
Parks and Community Services	Westside Community Center	958,939	Light

Table H-2. City of Madera, Seismic Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Perceived Shaking
Parks and Community Services	Youth Center	Unknown	Light
Public Safety	Division HQ Station #1	Unknown	Light
Public Safety	Fire Station #6 (Madera City)	963,839	Light
Public Safety	Fire Station #7 (Madera City)	879,878	Light
Public Safety	Police Facility	3,988,594	Light
Public Works	Almond Avenue Lift Station	25,431	Light
Public Works	Public Works Yard	3,537,149	Light
Public Works	Pump Station #16	198,189	Light
Public Works	Pump Station #17	130,017	Light
Public Works	Pump Station #18	76,440	Light
Public Works	Schnoor Avenue Lift Station	81,370	Light
Public Works	South Street Sewer Lift Station	791,199	Light
Public Works	Wastewater Treatment Plant	18,350,280	Light
Public Works	Wastewater Treatment Plant	6,316,520	Light
Public Works	Water Pump Station #26	31,368	Light
Public Works	Water Pump Station #32	156,840	Light
Public Works	Well Pump Station #15	107,386	Light
Public Works	Well Pump Station #20	107,386	Light
Public Works	Well Pump Station #21	107,386	Light
Public Works	Well Pump Station #22	105,586	Light
Public Works	Well Pump Station #23	107,386	Light
Public Works	Well Pump Station #24	107,386	Light
Public Works	Well Pump Station #25	107,386	Light

Table H-2. City of Madera, Seismic Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Perceived Shaking
Public Works	Well Pump Station #27	246,168	Light
Public Works	Well Pump Station #28	107,386	Light
Public Works	Well Pump Station #29	118,772	Light
Public Works	Well Station #33	160,288	Light
Transportation	Intermodal Facility	130,152	Light
Transportation	Madera Municipal Airport	6,047,596	Light
Transportation	Train Depot Center	744,954	Light
Population	58,249		
Residential Buildings	17,670		

Table H-3. City of Madera, Flood Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Special Flood Hazard Area
Parks and Community Services	Frank A. Bergon Senior Center	524,216	500-Year Floodplain
Parks and Community Services	Sunrise Rotary Sports Complex	216,606	500-Year Floodplain
Public Safety	Division HQ Station #1	Unknown	500-Year Floodplain
Public Safety	Police Facility	3,988,594	500-Year Floodplain
Transportation	Intermodal Facility	130,152	500-Year Floodplain
Transportation	Train Depot Center	744,954	500-Year Floodplain
Public Works	Wastewater Treatment Plant	6,316,520	100-Year Floodplain
Public Works	Well Station #33	160,288	100-Year Floodplain
Population	11,114 (500-Year Floodplain); 872 (100-Year Floodplain)		
Residential Buildings	2,559 (500-Year Floodplain); 385 (100-Year Floodplain)		

Table H-4. City of Madera, Fog Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Potential Fog Area (elevation ≤ 656 ft.)
City Hall and Departments	Admin/Building/City Clerk/Community Development/Finance/Engineering/Grants/Human Resources/Planning	Unknown	Yes
City Hall and Departments	City Hall	2,803,384	Yes
City Hall and Departments	Housing Authority	Unknown	Yes
City Hall and Departments	Information Systems/Parks & Community Services	Unknown	Yes
City Hall and Departments	Neighborhood Revitalization/Redevelopment Agency	376,539	Yes
Parks and Community Services	Centennial Park	219,338	Yes
Parks and Community Services	Family House	124,618	Yes
Parks and Community Services	Frank A. Bergon Senior Center	524,216	Yes
Parks and Community Services	Madera Municipal Golf Course	1,882,669	Yes
Parks and Community Services	McNally Park	336,610	Yes
Parks and Community Services	Mexican American Center	244,986	Yes
Parks and Community Services	Recreation Center	3,437,623	Yes
Parks and Community Services	Rotary Park	604,037	Yes
Parks and Community Services	Rotary Skate Park	947,945	Yes
Parks and Community Services	Rotary Youth Hut	Unknown	Yes
Parks and Community Services	Sunrise Rotary Sports Complex	216,606	Yes
Parks and Community Services	Town & Country Park	1,180,193	Yes

Table H-4. City of Madera, Fog Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Potential Fog Area (elevation \leq 656 ft.)
Parks and Community Services	Westside Community Center	958,939	Yes
Parks and Community Services	Youth Center	Unknown	Yes
Public Safety	Division HQ Station #1	Unknown	Yes
Public Safety	Fire Station #6 (Madera City)	963,839	Yes
Public Safety	Fire Station #7 (Madera City)	879,878	Yes
Public Safety	Police Facility	3,988,594	Yes
Public Works	Almond Avenue Lift Station	25,431	Yes
Public Works	Public Works Yard	3,537,149	Yes
Public Works	Pump Station #16	198,189	Yes
Public Works	Pump Station #17	130,017	Yes
Public Works	Pump Station #18	76,440	Yes
Public Works	Schnoor Avenue Lift Station	81,370	Yes
Public Works	South Street Sewer Lift Station	791,199	Yes
Public Works	Wastewater Treatment Plant	18,350,280	Yes
Public Works	Wastewater Treatment Plant	6,316,520	Yes
Public Works	Water Pump Station #26	31,368	Yes
Public Works	Water Pump Station #32	156,840	Yes
Public Works	Well Pump Station #15	107,386	Yes
Public Works	Well Pump Station #20	107,386	Yes
Public Works	Well Pump Station #21	107,386	Yes
Public Works	Well Pump Station #22	105,586	Yes
Public Works	Well Pump Station #23	107,386	Yes

Table H-4. City of Madera, Fog Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Potential Fog Area (elevation \leq 656 ft.)
Public Works	Well Pump Station #24	107,386	Yes
Public Works	Well Pump Station #25	107,386	Yes
Public Works	Well Pump Station #27	246,168	Yes
Public Works	Well Pump Station #28	107,386	Yes
Public Works	Well Pump Station #29	118,772	Yes
Public Works	Well Station #33	160,288	Yes
Transportation	Intermodal Facility	130,152	Yes
Transportation	Madera Municipal Airport	6,047,596	Yes
Transportation	Train Depot Center	744,954	Yes
Population	58,249		
Residential Buildings	17,670		

Table H-5. City of Madera, Severe Wind Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days)
City Hall and Departments	Admin/Building/City Clerk/Community Development/Finance/Engineering/Grants/Human Resources/Planning	Unknown	19.5 - 30.4
City Hall and Departments	City Hall	2,803,384	19.5 - 30.4
City Hall and Departments	Housing Authority	Unknown	19.5 - 30.4
City Hall and Departments	Information Systems/Parks & Community Services	Unknown	19.5 - 30.4
City Hall and Departments	Neighborhood Revitalization/Redevelopment Agency	376,539	19.5 - 30.4
Parks and Community Services	Centennial Park	219,338	19.5 - 30.4
Parks and Community Services	Family House	124,618	19.5 - 30.4
Parks and Community Services	Frank A. Bergon Senior Center	524,216	19.5 - 30.4
Parks and Community Services	Madera Municipal Golf Course	1,882,669	19.5 - 30.4
Parks and Community Services	McNally Park	336,610	19.5 - 30.4
Parks and Community Services	Mexican American Center	244,986	19.5 - 30.4
Parks and Community Services	Recreation Center	3,437,623	19.5 - 30.4
Parks and Community Services	Rotary Park	604,037	19.5 - 30.4
Parks and Community Services	Rotary Skate Park	947,945	19.5 - 30.4
Parks and Community Services	Rotary Youth Hut	Unknown	19.5 - 30.4
Parks and Community Services	Sunrise Rotary Sports Complex	216,606	19.5 - 30.4
Parks and Community Services	Town & Country Park	1,180,193	19.5 - 30.4

Table H-5. City of Madera, Severe Wind Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days)
Parks and Community Services	Westside Community Center	958,939	19.5 - 30.4
Parks and Community Services	Youth Center	Unknown	19.5 - 30.4
Public Safety	Division HQ Station #1	Unknown	19.5 - 30.4
Public Safety	Fire Station #6 (Madera City)	963,839	19.5 - 30.4
Public Safety	Fire Station #7 (Madera City)	879,878	19.5 - 30.4
Public Safety	Police Facility	3,988,594	19.5 - 30.4
Public Works	Almond Avenue Lift Station	25,431	19.5 - 30.4
Public Works	Public Works Yard	3,537,149	19.5 - 30.4
Public Works	Pump Station #16	198,189	19.5 - 30.4
Public Works	Schnoor Avenue Lift Station	81,370	19.5 - 30.4
Public Works	Wastewater Treatment Plant	18,350,280	19.5 - 30.4
Public Works	Water Pump Station #26	31,368	19.5 - 30.4
Public Works	Water Pump Station #32	156,840	19.5 - 30.4
Public Works	Well Pump Station #15	107,386	19.5 - 30.4
Public Works	Well Pump Station #20	107,386	19.5 - 30.4
Public Works	Well Pump Station #21	107,386	19.5 - 30.4
Public Works	Well Pump Station #22	105,586	19.5 - 30.4
Public Works	Well Pump Station #23	107,386	19.5 - 30.4
Public Works	Well Pump Station #24	107,386	19.5 - 30.4
Public Works	Well Pump Station #25	107,386	19.5 - 30.4
Public Works	Well Pump Station #27	246,168	19.5 - 30.4

Table H-5. City of Madera, Severe Wind Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days)
Public Works	Well Pump Station #28	107,386	19.5 - 30.4
Public Works	Well Pump Station #29	118,772	19.5 - 30.4
Public Works	Well Station #33	160,288	19.5 - 30.4
Transportation	Intermodal Facility	130,152	19.5 - 30.4
Transportation	Madera Municipal Airport	6,047,596	19.5 - 30.4
Transportation	Train Depot Center	744,954	19.5 - 30.4
Public Works	Pump Station #17	130,017	30.5 - 40.4
Public Works	Pump Station #18	76,440	30.5 - 40.4
Public Works	South Street Sewer Lift Station	791,199	30.5 - 40.4
Public Works	Wastewater Treatment Plant	6,316,520	30.5 - 40.4
Population	58,249 (19.5 - 30.4)		
Residential Buildings	17,670 (19.5 - 30.4)		

Table H-6. City of Madera, Winter Storm Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Mean Annual Snowfall (in.)
City Hall and Departments	Admin/Building/City Clerk/Community Development/Finance/Engineering/Grants/Human Resources/Planning	Unknown	Low: 0.00-23.99
City Hall and Departments	City Hall	2,803,384	Low: 0.00-23.99
City Hall and Departments	Housing Authority	Unknown	Low: 0.00-23.99
City Hall and Departments	Information Systems/Parks & Community Services	Unknown	Low: 0.00-23.99
City Hall and Departments	Neighborhood Revitalization/Redevelopment Agency	376,539	Low: 0.00-23.99
Parks and Community Services	Centennial Park	219,338	Low: 0.00-23.99
Parks and Community Services	Family House	124,618	Low: 0.00-23.99
Parks and Community Services	Frank A. Bergon Senior Center	524,216	Low: 0.00-23.99
Parks and Community Services	Madera Municipal Golf Course	1,882,669	Low: 0.00-23.99
Parks and Community Services	McNally Park	336,610	Low: 0.00-23.99
Parks and Community Services	Mexican American Center	244,986	Low: 0.00-23.99
Parks and Community Services	Recreation Center	3,437,623	Low: 0.00-23.99
Parks and Community Services	Rotary Park	604,037	Low: 0.00-23.99
Parks and Community Services	Rotary Skate Park	947,945	Low: 0.00-23.99
Parks and Community Services	Rotary Youth Hut	Unknown	Low: 0.00-23.99
Parks and Community Services	Sunrise Rotary Sports Complex	216,606	Low: 0.00-23.99
Parks and Community Services	Town & Country Park	1,180,193	Low: 0.00-23.99

Table H-6. City of Madera, Winter Storm Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Mean Annual Snowfall (in.)
Parks and Community Services	Westside Community Center	958,939	Low: 0.00-23.99
Parks and Community Services	Youth Center	Unknown	Low: 0.00-23.99
Public Safety	Division HQ Station #1	Unknown	Low: 0.00-23.99
Public Safety	Fire Station #6 (Madera City)	963,839	Low: 0.00-23.99
Public Safety	Fire Station #7 (Madera City)	879,878	Low: 0.00-23.99
Public Safety	Police Facility	3,988,594	Low: 0.00-23.99
Public Works	Almond Avenue Lift Station	25,431	Low: 0.00-23.99
Public Works	Public Works Yard	3,537,149	Low: 0.00-23.99
Public Works	Pump Station #16	198,189	Low: 0.00-23.99
Public Works	Pump Station #17	130,017	Low: 0.00-23.99
Public Works	Pump Station #18	76,440	Low: 0.00-23.99
Public Works	Schnoor Avenue Lift Station	81,370	Low: 0.00-23.99
Public Works	South Street Sewer Lift Station	791,199	Low: 0.00-23.99
Public Works	Wastewater Treatment Plant	18,350,280	Low: 0.00-23.99
Public Works	Wastewater Treatment Plant	6,316,520	Low: 0.00-23.99
Public Works	Water Pump Station #26	31,368	Low: 0.00-23.99
Public Works	Water Pump Station #32	156,840	Low: 0.00-23.99
Public Works	Well Pump Station #15	107,386	Low: 0.00-23.99
Public Works	Well Pump Station #20	107,386	Low: 0.00-23.99
Public Works	Well Pump Station #21	107,386	Low: 0.00-23.99
Public Works	Well Pump Station #22	105,586	Low: 0.00-23.99
Public Works	Well Pump Station #23	107,386	Low: 0.00-23.99

Table H-6. City of Madera, Winter Storm Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Mean Annual Snowfall (in.)
Public Works	Well Pump Station #24	107,386	Low: 0.00-23.99
Public Works	Well Pump Station #25	107,386	Low: 0.00-23.99
Public Works	Well Pump Station #27	246,168	Low: 0.00-23.99
Public Works	Well Pump Station #28	107,386	Low: 0.00-23.99
Public Works	Well Pump Station #29	118,772	Low: 0.00-23.99
Public Works	Well Station #33	160,288	Low: 0.00-23.99
Transportation	Intermodal Facility	130,152	Low: 0.00-23.99
Transportation	Madera Municipal Airport	6,047,596	Low: 0.00-23.99
Transportation	Train Depot Center	744,954	Low: 0.00-23.99
Population	58,249		
Residential Buildings	17,670		

Table H-7. City of Madera, Wildfire Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: LRA Fire Hazard Severity Zone
Public Works	Well Pump Station #29	118,772	Moderate
Population	1,111		
Residential Buildings	537		

LRA = Local Responsibility Area

Table H-8. City of Madera, Dam Failure Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Federal and State-Jurisdictional Dam Failure Inundation Area
City Hall and Departments	Admin/Building/City Clerk/Community Development/Finance/Engineering/Grants/Human Resources/Planning	Unknown	Hidden
City Hall and Departments	City Hall	2,803,384	Hidden
City Hall and Departments	Housing Authority	Unknown	Hidden
City Hall and Departments	Information Systems/Parks & Community Services	Unknown	Hidden
City Hall and Departments	Neighborhood Revitalization/Redevelopment Agency	376,539	Hidden
Parks and Community Services	Centennial Park	219,338	Hidden
Parks and Community Services	Family House	124,618	Hidden
Parks and Community Services	Frank A. Bergon Senior Center	524,216	Hidden
Parks and Community Services	McNally Park	336,610	Hidden
Parks and Community Services	Mexican American Center	244,986	Hidden
Parks and Community Services	Recreation Center	3,437,623	Hidden
Parks and Community Services	Rotary Park	604,037	Hidden
Parks and Community Services	Rotary Skate Park	947,945	Hidden
Parks and Community Services	Rotary Youth Hut	Unknown	Hidden
Parks and Community Services	Sunrise Rotary Sports Complex	216,606	Hidden
Parks and Community Services	Town & Country Park	1,180,193	Hidden
Parks and Community Services	Westside Community Center	958,939	Hidden

Table H-8. City of Madera, Dam Failure Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Federal and State-Jurisdictional Dam Failure Inundation Area
Parks and Community Services	Youth Center	Unknown	Hidden
Public Safety	Division HQ Station #1	Unknown	Hidden
Public Safety	Fire Station #6 (Madera City)	963,839	Hidden
Public Safety	Fire Station #7 (Madera City)	879,878	Hidden
Public Safety	Police Facility	3,988,594	Hidden
Public Works	Almond Avenue Lift Station	25,431	Hidden
Public Works	Public Works Yard	3,537,149	Hidden
Public Works	Pump Station #16	198,189	Hidden
Public Works	Schnoor Avenue Lift Station	81,370	Hidden
Public Works	Wastewater Treatment Plant	18,350,280	Hidden
Public Works	Water Pump Station #26	31,368	Hidden
Public Works	Water Pump Station #32	156,840	Hidden
Public Works	Well Pump Station #15	107,386	Hidden
Public Works	Well Pump Station #20	107,386	Hidden
Public Works	Well Pump Station #21	107,386	Hidden
Public Works	Well Pump Station #22	105,586	Hidden
Public Works	Well Pump Station #23	107,386	Hidden
Public Works	Well Pump Station #24	107,386	Hidden
Public Works	Well Pump Station #25	107,386	Hidden
Public Works	Well Pump Station #27	246,168	Hidden
Public Works	Well Pump Station #28	107,386	Hidden

Table H-8. City of Madera, Dam Failure Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Federal and State-Jurisdictional Dam Failure Inundation Area
Public Works	Well Pump Station #29	118,772	Hidden
Public Works	Well Station #33	160,288	Hidden
Transportation	Intermodal Facility	130,152	Hidden
Transportation	Madera Municipal Airport	6,047,596	Hidden
Transportation	Train Depot Center	744,954	Hidden
Population	58,148		
Residential Buildings	17,537		

LRA = Local Responsibility Area

Table H-8. City of Madera, Hazardous Material Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Transportation Corridor (1/4-mile buffer)
City Hall and Departments	Admin/Building/City Clerk/Community Development/Finance/Engineering/Grants/Human Resources/Planning	Unknown	Yes
City Hall and Departments	City Hall	2,803,384	Yes
City Hall and Departments	Housing Authority	Unknown	Yes
City Hall and Departments	Information Systems/Parks & Community Services	Unknown	Yes
City Hall and Departments	Neighborhood Revitalization/Redevelopment Agency	376,539	Yes
Parks and Community Services	Centennial Park	219,338	Yes
Parks and Community Services	Family House	124,618	Yes
Parks and Community Services	Frank A. Bergon Senior Center	524,216	Yes
Parks and Community Services	McNally Park	336,610	Yes
Parks and Community Services	Mexican American Center	244,986	Yes
Parks and Community Services	Rotary Park	604,037	Yes
Parks and Community Services	Rotary Skate Park	947,945	Yes
Parks and Community Services	Rotary Youth Hut	Unknown	Yes
Parks and Community Services	Sunrise Rotary Sports Complex	216,606	Yes
Parks and Community Services	Town & Country Park	1,180,193	Yes
Parks and Community Services	Westside Community Center	958,939	Yes
Parks and Community Services	Youth Center	Unknown	Yes

Table H-8. City of Madera, Hazardous Material Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Transportation Corridor (1/4-mile buffer)
Public Safety	Fire Station #6 (Madera City)	963,839	Yes
Public Safety	Police Facility	3,988,594	Yes
Public Works	Almond Avenue Lift Station	25,431	Yes
Public Works	Public Works Yard	3,537,149	Yes
Public Works	Pump Station #17	130,017	Yes
Public Works	Pump Station #18	76,440	Yes
Public Works	South Street Sewer Lift Station	791,199	Yes
Public Works	Water Pump Station #32	156,840	Yes
Public Works	Well Pump Station #20	107,386	Yes
Public Works	Well Pump Station #21	107,386	Yes
Public Works	Well Pump Station #22	105,586	Yes
Public Works	Well Pump Station #24	107,386	Yes
Public Works	Well Pump Station #25	107,386	Yes
Public Works	Well Pump Station #27	246,168	Yes
Transportation	Intermodal Facility	130,152	Yes
Transportation	Train Depot Center	744,954	Yes
Population	24,412		
Residential Buildings	7,283		

Table H-9. City of Madera, Hazardous Material Hazard Vulnerability Analysis

Type	Facility	Structural Value (\$)	Hazard Area: Fixed Facilities (1/4-mile buffer)
City Hall and Departments	Information Systems/Parks & Community Services	Unknown	Yes
Parks and Community Services	Family House	124,618	Yes
Parks and Community Services	McNally Park	336,610	Yes
Public Works	Public Works Yard	3,537,149	Yes
Population	3,116		
Residential Buildings	801		

Table H-10. City of Madera, Overall Summary of Total Assets at Risk

Hazard	Hazard Area	Population		Residential Buildings		Facilities	
		No.	%	No.	%	No.	%
Seismic	Light	58,249	100	17,670	100	48	100
Flood	500-Year Floodplain	11,114	19	2,559	14	6	13
	100-Year Floodplain	872	15	385	2	2	4
Fog	Potential Fog Area, (elevation \leq 656 feet)	58,249	100	17,670	100	48	100
Severe Wind	Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days): 19.5-30.4	58,249	100	17,670	100	44	92
	Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days): 30.5-40.4	0	0	0	0	4	8
Winter Storm	Mean Annual Snowfall (in.): Low (0.00-23.99)	58,249	100	17,670	100	48	100
Wildfire	LRA: Moderate	1,111	2	537	3	1	2
Dam Failure	Hidden	58,148	99	17,537	99	43	90
Hazardous Material Event	Transportation Corridor	24,412	42	7,283	41	33	69
	Fixed Facility	3,116	5	801	5	4	8

Table H-11. City of Madera, Human and Technical Resources for Hazard Mitigation

Staff/Personnel Resources	Department or Agency	Principal Activities Related to Hazard Mitigation
Planner(s), engineer(s) and technical staff with knowledge of land development, land management practices, and human-caused and natural hazards.	Community Development Division: Planning Department	<p>Develops and maintains the General Plan, including the Safety Element. Latest revision adopted by City Council on October 7, 2009. (Ref: Municipal Code, Title X: Planning and Zoning)</p> <p>Develops area plans based on the General Plan, to provide more specific guidance for the development of more specific areas.</p> <p>Reviews private development projects and proposed capital improvements projects and other physical projects involving property for consistency and conformity with the General Plan.</p> <p>Anticipates and acts on the need for new plans, policies, and Code changes.</p> <p>Applies the approved plans, policies, code provisions, and other regulations to proposed land uses.</p>
Engineer(s), Building Inspectors/Code Enforcement Officers or other professional(s) and technical staff trained in construction requirements and practices related to existing and new buildings.	Community Development Division: Building Department/Code Enforcement Division	The Building Department/Code Enforcement Division oversees the effective, efficient, fair, and safe enforcement of the City's Building, Housing, Plumbing, Electrical, Mechanical, and Disability Access Codes. (Ref: Municipal Code, Title IX: Building Regulations.)
Engineers, construction project managers, and supporting technical staff.	Community Development Division: City Engineering Department	The City Engineering Department provides direct or contract civil, structural, and mechanical engineering services, including contract, project, and construction management.
Engineer(s), project manager(s), technical staff, equipment operators, and maintenance and construction staff.	Community Development Division: Public Works Department	The Public Works Department is responsible for the maintenance and operation of a wide range of City equipment and facilities as well as providing assistance to members of the public. These include providing sufficient clean fresh water, reliable sewer services, street maintenance, storm drainage systems, street cleaning, street lights and traffic signals.

Table H-11. City of Madera, Human and Technical Resources for Hazard Mitigation

Staff/Personnel Resources	Department or Agency	Principal Activities Related to Hazard Mitigation
Floodplain Administrator	City Engineer	Acting as the designated Floodplain Administrator, the City Engineer is responsible for reviewing and ensuring that new development proposals do not increase flood risk, and that new developments are not located below the 100 year flood level. In addition, the Floodplain Administrator is responsible for planning and managing flood risk reduction projects throughout the City.
Emergency Manager	Administrative Services Division: Human Resources Department	Maintains and updates the Emergency Operations Plan for the City. In addition, coordinates local response and relief activities within the Emergency Operation Center, and works closely with County, state, and federal partners to support planning and training and to provide information and coordinate assistance.
Procurement Services Manager	Administrative Services Division: Procurement Services	Provides a full range of municipal financial services, administers several licensing measures, and functions as the City's Procurement Services Manager. Utilizes three principal types of municipal debt obligations to finance long-term capital projects and the acquisition of select equipment.

Table H-12. City of Madera, Financial Resources for Hazard Mitigation

Type	Subtype	Administrator	Purpose	Amount/Availability
Local	General Fund	Department-specific	Program operations and specific projects.	Variable.
	General Obligation (GO) Bonds	Administrative Services Division: Finance Department	GO Bonds are appropriately used for the construction and/or acquisition of improvements to real property broadly available to residents and visitors. Such facilities include, but are not limited to, libraries, hospitals, parks, public safety facilities, and cultural and educational facilities.	The City Council holds a minimum of two public hearings prior to placing a GO bond measure on the ballot. Prior to any issuance of any new money or refunding general obligation bonds, the Council will approve, by majority vote, a resolution authorizing such issuance. All new money GO bonds issued by the City will be approved by two-thirds of the voters voting in the election. Outstanding general obligation bonded indebtedness cannot exceed 3 percent of the Assessed Valuation of taxable property within City's jurisdictional area.
	Lease Revenue Bonds	Administrative Services Division: Finance Department	Lease revenue bonds are used to finance capital projects that (1) have an identified budgetary stream for repayment (e.g., specified fees, tax receipts, etc.), (2) generate project revenue but rely on a broader pledge of general fund revenues to reduce borrowing costs, or (3) finance the acquisition and installation of equipment for the City's general governmental purposes.	The City Council holds a minimum of one public hearing to place the lease revenue bond measure on the ballot. Subsequent to successful passage and prior to any issuance of new money or refunding lease revenue bonds, the Council will approve, by majority vote, a resolution authorizing such issuance. All new money lease revenue bonds will be approved by 50 percent plus one of the voters voting in the election. No statutory restriction exists on the amount of Lease Revenue Bonds that can be outstanding at any given time.

Table H-12. City of Madera, Financial Resources for Hazard Mitigation

Type	Subtype	Administrator	Purpose	Amount/Availability
Local (cont)	Certificates of Participation (COPs)	Administrative Services Division: Finance Department	Used for acquisition of existing facilities and/or construction of new facilities that result, on a present value basis, in immediate or future savings in payments currently made or to be made by the City's general fund. For example, COPs may be used to provide funds to execute a lease purchase option for a facility whereby future savings accrue, on a net present value basis, to the general fund during the period for which the COPs and the obviated lease would be outstanding.	COPs may consist of lease financing agreements between the City and a for-profit lessor. All issuances of COPs shall be authorized by resolution of the City Council by majority vote. COPs are not subject to voter approval.
	Public-Private Partnerships	Various Departments, City Administrator	Includes the use of local professionals, business owners, residents, and civic groups and trade associations, generally for the study of issues and the development of guidance and recommendations.	Project-specific.
Federal	Hazard Mitigation Grant Program (HMGP)	Federal Emergency Management Agency (FEMA)	Supports pre- and post-disaster mitigation plans and projects.	Available to California communities after a Presidentially declared disaster has occurred in California. Grant award based on specific projects as they are identified by eligible applicants.
	Pre-Disaster Mitigation (PDM) grant program	FEMA	Supports pre-disaster mitigation plans and projects.	Available on an annual basis as a nationally competitive grant. Grant award based on specific projects as they are identified (no more than \$3M federal share for projects).
	Flood Mitigation Assistance (FMA) grant program	FEMA	Mitigates repetitively flooded structures and infrastructure.	Available on an annual basis, distributed to California communities by the California Emergency Management Agency (Cal EMA). Grant award based on specific projects as they are identified.

Table H-12. City of Madera, Financial Resources for Hazard Mitigation

Type	Subtype	Administrator	Purpose	Amount/Availability
Federal (cont)	Assistance to Firefighters Grant (AFG) Program	FEMA/USFA (U.S. Fire Administration)	Provides equipment, protective gear, emergency vehicles, training, and other resources needed to protect the public and emergency personnel from fire and related hazards.	Available to fire departments and nonaffiliated emergency medical services providers. Grant awards based on specific projects as they are identified.
	Community Block Grant Program Entitlement Communities Grants	U.S. HUD (U.S. Department of Housing and Urban Development)	Acquisition of real property, relocation and demolition, rehabilitation of residential and non-residential structures, construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes.	Available to entitled cities. Grant award based on specific projects as they are identified.
	Community Action for a Renewed Environment (CARE)	U.S. Environmental Protection Agency (EPA)	Through financial and technical assistance offers an innovative way for a community to organize and take action to reduce toxic pollution (i.e., stormwater) in its local environment. Through CARE, a community creates a partnership that implements solutions to reduce releases of toxic pollutants and minimize people's exposure to them.	Competitive grant program. Grant award based on specific projects as they are identified.
	Clean Water State Revolving Fund (CWSRF)	EPA	The CWSRF is a loan program that provides low-cost financing to eligible entities within state and tribal lands for water quality projects, including all types of non-point source, watershed protection or restoration, estuary management projects, and more traditional municipal wastewater treatment projects.	CWSRF programs provided more than \$5 billion annually to fund water quality protection projects for wastewater treatment, non-point source pollution control, and watershed and estuary management.

Table H-12. City of Madera, Financial Resources for Hazard Mitigation

Type	Subtype	Administrator	Purpose	Amount/Availability
Federal (cont)	Public Health Emergency Preparedness (PHEP) Cooperative Agreement.	Department of Health and Human Services' (HHS') Centers for Disease Control and Prevention (CDC)	Funds are intended to upgrade state and local public health jurisdictions' preparedness and response to bioterrorism, outbreaks of infectious diseases, and other public health threats and emergencies.	Competitive grant program. Grant award based on specific projects as they are identified. Madera would participate through the County's Public Health Department.
	Homeland Security Preparedness Technical Assistance Program (HSPTAP)	FEMA/DHS	Build and sustain preparedness technical assistance activities in support of the four homeland security mission areas (prevention, protection, response, recovery) and homeland security program management.	Technical assistance services developed and delivered to state and local homeland security personnel. Grant award based on specific projects as they are identified.

Table H-13. City of Madera, Legal and Regulatory Resources Available for Hazard Mitigation

Regulatory Tool	Name	Description (Effect on Hazard Mitigation)	Hazards Addressed	Mitigation, Preparedness, Response, or Recovery	Affects Development in Hazard Areas?
Plans	City of Madera, General Plan: Safety Element (2009)	Ref: Code of Ordinances, Title IX: Planning and Zoning.	Geologic Hazards (Seismic, Liquefaction, Subsidence), Hazardous Materials, Flooding, and Dam Inundation.	Mitigation & Preparedness	Yes
	City of Madera, Emergency Response Plan (updating 2010)	Describes what the City's actions will be during a response to an emergency. Includes annexes that describe in more detail the actions required of City's departments/agencies. Further, this plan describes the role of the Emergency Operation Center (EOC) and the coordination that occurs between the EOC and City's departments and other response agencies. Finally, this plan describes how the EOC serves as the focal point among local, state, and federal governments in times of disaster.	Same as above plus any emergency incidents demanding response.	Response	No
	Stormwater Quality Management Program (SWQMP) (2004)	Describes measures that the City will take to minimize stormwater pollution. The SWQMP is required by the National Pollutant Discharge Elimination System Phase II regulations, which became effective in March 2003.	Stormwater	Mitigation & Preparedness	Yes

Table H-13. City of Madera, Legal and Regulatory Resources Available for Hazard Mitigation

Regulatory Tool	Name	Description (Effect on Hazard Mitigation)	Hazards Addressed	Mitigation, Preparedness, Response, or Recovery	Affects Development in Hazard Areas?
Policies	City Code of Ordinances	<p>The purpose of this code is to establish the minimum requirements to safeguard the public health, safety, and general welfare through structural strength, means of egress facilities, stability, access to persons with disabilities, sanitation, adequate lighting and ventilation and energy conservation, and safety to life and property from fire and other hazards attributed to the built environment; to regulate and control the demolition of all buildings and structures, and for related purposes.</p> <p>The principal Titles include: III: Public Safety (Emergency Services, Floodplain Management); VII: Public Works; IX: Building Regulations; and X: Planning and Zoning.</p>	Seismic, Fire, Flood	Mitigation, Preparedness, and Response	Yes

Table H-14. City of Madera, Current, Ongoing, and Completed Hazard Mitigation Projects and Programs

Status	Critical Facilities, Major Utilities/Transportation Systems, Private Buildings	Description	Year(s)
Completed	Storm drain pipeline in Olive Ave. /Las Palmas basin excavation.	Install storm drainage pipe and excavate basin to reduce flooding in portions of downtown Madera.	2009

Table H-14. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
1	Create a GIS-based pre-application review for new construction and major remodels in hazard areas, such levee break, high and/or very high wildfire areas.	0	0	1	0	0	1
2	Integrate the 2010 LHMP, in particular the hazard analysis and mitigation strategy sections, into Madera County and the City of Madera's General Plan's Element update process.	1	1	0	0	0	2
3	Seismically retrofit or replace County ramps and bridges that are categorized as structurally deficient by Caltrans and are necessary for first responders to use during an emergency.	0	0	1	1	0	2
4	Stabilize landslide-prone areas through stability improvement measures, including interceptor drains, in situ soil piles, drained earth buttresses, and subdrains.	0	0	1	1	0	2
5	Acquire, relocate, or elevate residential structures, in particular those that have been identified as RL properties, within the 100-year floodplain.	1	0	0	1	1	3

Table H-14. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
6	Acquire, relocate, elevate, and/or floodproof critical facilities located within the 100-year floodplain.	1	0	0	1	1	3
7	Reinforce County ramps, bridges, and roads from flooding through protection activities which may include elevating the road and installing culverts beneath the road or building a bridge across the area that experiences regular flooding.						
8	Work with FEMA Region IX to address any floodplain management issues that may have arisen/arise from the countywide DFIRM, Community Assessment Visits, and/or DWR. (See #23)	1	1	1	0	0	3
9	Increase participation in the NFIP by entering the Community Rating System program which through enhanced floodplain management activities would allow property owners to receive a discount on their flood insurance.	1	0	0	1	1	3

Table H-14. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
10	Develop a drought contingency plan to provide an effective and systematic means of assessing drought conditions, develop mitigation actions and programs to reduce risks in advance of drought, and develop response options that minimize hardships during drought.	0	0	1	0	0	1
11	Manage vegetation in areas within and adjacent to rights-of-way and in close proximity to critical facilities in order to reduce the risk of tree failure and property damage and avoid creation of wind acceleration corridors within vegetated areas.	0	0	1	0	0	1
12	Develop a free annual tree chipping and tree pick-up day that encourages residents living in high windprone hazards areas to manage trees and shrubs at risk of falling on overhead power lines	0	0	1	1	0	2
13	Bolt down the roofs of critical facilities in order to prevent wind damage.	0	0	1	1	0	2
14	Retrofit critical facilities located within high snowfall hazard areas (48-inches plus) to structurally withstand heavy snow loads.	0	0	1	0	0	1

Table H-14. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
15	Examine and mitigate County ramps, bridges, and roads that have been identified as being too narrow or having too many tight turns to ensure the safe transportation of truck loads.	0	0	1	1	0	2
16	Implement a fuel reduction program, such as the collection and disposal of dead fuel, within open spaces and around critical facilities and residential structures located within a SRA or LRA high or very high wildfire zone.	0	0	1	1	0	2
17	Create a vegetation management program that provides vegetation management services to elderly, disabled, or low-income property owners who lack the resources to remove flammable vegetation around their homes.	1	0	1	1	0	3
18	Work with DWR to determine dam inundation areas of unmapped dams within the county and neighboring counties that may affect Madera County.	1	0	1	1	0	3
19	Encourage property owners located in the levee break hazard areas to purchase voluntary flood insurance.	1	0	1	0	0	2

Table H-14. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
20	Acquire, relocate, elevate, and/or floodproof critical facilities located within the levee break hazard areas with depths \geq 3-feet.	0	0	0	1	0	1
21	Purchase land and create a drainage basin for the Southeast Madera Plan (SMP) area for expected 1,000 homes in 100-year floodplain.	1	1	1	1	1	5
22	Provide stormwater drainage improvements to reduce frequent flooding, such as downtown stormwater drains, basins, trunk lines, auxiliary pipes, and interconnections.	1	1	1	1	1	5
23	Using "HECRAZ," analyses, update 100-year floodplain for Fresno River per earlier FEMA recommendation.	1	1	1	1	1	5
24	Mitigate potential damage to two bridges crossing the Fresno River due to scouring of piles and piers, leaving them exposed.	1	1	1	1	1	5

Table H-15. Mitigation Action Plan

No.	Description	Potential Facility to Mitigate	Responsible Department or Agency	Potential Funding Source	Implementation Timeframe
1	Purchase land and create a drainage basin for the Southeast Madera Plan (SMP) area for expected 1,000 homes in 100-year floodplain.	Large planned development	City Engineer and Public Works	PDM/HMGP	2 years
2	Provide stormwater drainage improvements to reduce frequent flooding, such as downtown stormwater drains, basins, trunk lines, auxiliary pipes, and interconnections.	Downtown commercial area and various older neighborhoods	City Engineer and Public Works	PDM/HMGP	3-5 years
3	Using “HECRAZ,” analyses, update 100-year floodplain for Fresno River per earlier FEMA recommendation.	All within 100 year floodplain	City Engineer and Public Works	PDM/HMGP	1-2 years
4	Mitigate potential damage to two bridges crossing the Fresno River due to scouring of piles and piers, leaving them exposed.	Bridges at North Schnoor Avenue and Granada Drive.	City Engineer and Public Works	PDM/HMGP	2-3 years

Appendix I – North Fork Rancheria

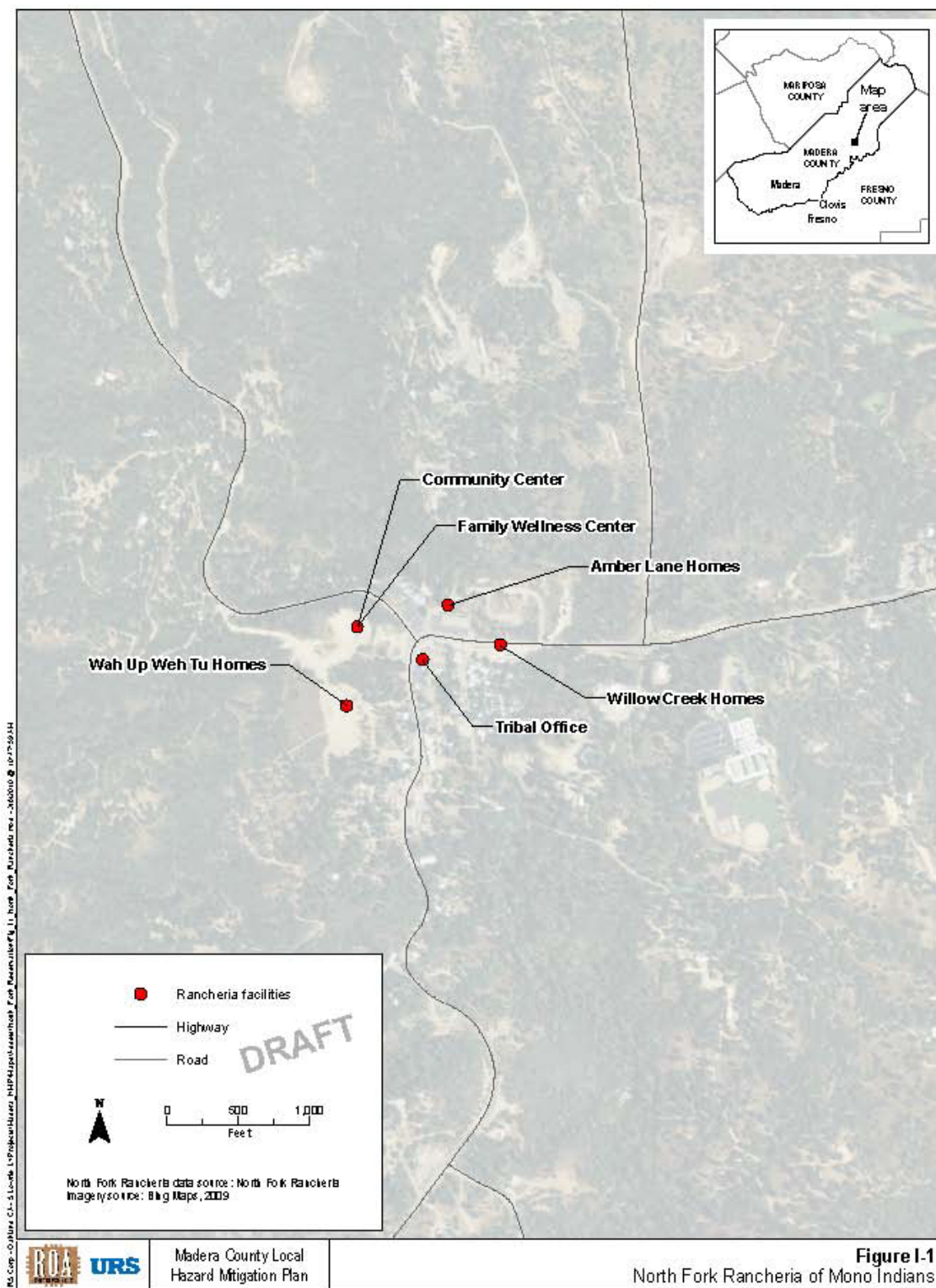


Figure I-1
North Fork Rancheria of Mono Indians

Table I-1. North Fork Rancheria, Total Assets

Facility	Address	City	Structural Value (\$)
Tribal Office	33143 Road 222	North Fork	1,128,701
Community Center	56094 Kunugib Rd.	North Fork	620,266
Family Wellness Center	56094 Kunugib Rd.	North Fork	600,000
Amber Lane Homes	57030 and 57031 Amber Lane	North Fork	280,884
Willow Creek Homes	57128 Road 225	North Fork	400,000
Wah Up Weh Tu Homes	32890 and 32899 Wah Up Way	North Fork	750,000

Table I-2. North Fork Rancheria, Seismic Hazard Vulnerability Analysis

Facility	Structural Value	Hazard Area: Perceived Shaking
Tribal Office	\$1,128,701	Light
Community Center	\$620,266	Light
Family Wellness Center	\$600,000	Light
Amber Lane Homes	\$280,884	Light
Willow Creek Homes	\$400,000	Light
Wah Up Weh Tu Homes	\$750,000	Light

Table I-3. North Fork Rancheria, Severe Wind Hazard Vulnerability Analysis

Facility	Structural Value	Hazard Area: Peak Wind Gusts > 50 MPH, Annual Mean Occurrence (days)
Tribal Office	\$1,128,701	31-40
Community Center	\$620,266	31-40
Family Wellness Center	\$600,000	31-40
Amber Lane Homes	\$280,884	31-40
Willow Creek Homes	\$400,000	31-40
Wah Up Weh Tu Homes	\$750,000	31-40

MPH = miles per hour

Table I-4. North Fork Rancheria, Winter Storm Hazard Vulnerability Analysis

Facility	Structural Value	Hazard Area: Mean Annual Snowfall
Tribal Office	\$1,128,701	Low: 1.00-23.99
Community Center	\$620,266	Low: 1.00-23.99
Family Wellness Center	\$600,000	Low: 1.00-23.99
Amber Lane Homes	\$280,884	Low: 1.00-23.99
Willow Creek Homes	\$400,000	Low: 1.00-23.99
Wah Up Weh Tu Homes	\$750,000	Low: 1.00-23.99

Table I-5. North Fork Rancheria, Wildfire Hazard Vulnerability Analysis

Facility	Structural Value	Hazard Area: SRA Fire Hazard Severity Zone
Tribal Office	\$1,128,701	Moderate
Community Center	\$620,266	Moderate
Family Wellness Center	\$600,000	Moderate
Amber Lane Homes	\$280,884	Moderate
Willow Creek Homes	\$400,000	Moderate
Wah Up Weh Tu Homes	\$750,000	Moderate

SRA = State Responsibility Area

Table I-6. North Fork Rancheria, Overall Summary of Total Assets at Risk

Hazard	Hazard Area	No. of Facilities	% of Facilities	Total Structural Value (\$)
Seismic Hazard	Perceived Shaking: Light	6	100	3,779,851
Severe Wind Hazard	Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days): 31-40	6	100	3,779,851
Winter Storm Hazard	Mean Annual Snowfall (in.): Low (1.00-23.99)	6	100	3,779,851
Wildfire Hazard	SRA Fire Hazard Severity Zone: Moderate	6	100	3,779,851

Table I-7. North Fork Rancheria, Human and Technical Resources for Hazard Mitigation

Staff/Personnel Resources	Department or Agency	Principal Activities Related to Hazard Mitigation
Planner	Tribal Council	Oversees land development, land management practices, and all programs related to human-caused and natural hazards
Housing Manager	Indian Housing Authority	Manages construction and repair of Tribal homes and infrastructure
Environmental Manager	Environmental Protection Department	Manages all natural resources within the Reservation
Police Officer	Tribal Council/Tribal Administrator	Implements response and recovery efforts after the occurrence of human-caused and natural hazards
Grants Officer	Tribal Chairperson	Manages grant applications and project budgets for all Tribal programs
Public Information Officer	Tribal Council/Tribal Administrator	Maintain contacts with Tribal members and the public on all issues related to human-caused and natural hazards
Public Works Officer	Tribal Council	Repairs and maintains Tribal infrastructure and facilities

Table I-8. North Fork Rancheria, Financial Resources for Hazard Mitigation

Type	Sub-Type	Administrator	Purpose	Amount/Availability
Tribal	General Fund	Department specific	Program operations and specific projects	Limited to no availability
Federal	Hazard Mitigation Grant Program	Federal Emergency Management Agency (FEMA)	Support pre- and post-disaster mitigation plans and projects.	Grant award based on specific projects as they are identified.
	Assistance to Firefighters Grant Program	FEMA/U.S. Fire Administration	Provide equipment, protective gear, emergency vehicles, training, and other resources needed to protect the public and emergency personnel from fire and related hazards.	Available to fire departments and non-affiliated emergency medical services. Grant award based on specific projects as they are identified.
	Community Block Grant Program Entitlement Communities Grants	U.S. Department of Housing and Urban Development (USHUD)	Acquisition of real property, relocation/demolition, rehabilitation of residential and non-residential structures, construction of public facilities, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes.	Available to entitled communities. Grant award based on specific projects as they are identified.
	Indian Community Development Block Grant Program	USHUD	Provide critical housing and community development resources to aid disaster recovery.	Available to entitled tribes. Grant award based on specific projects as they are identified.
	Imminent Threat, Indian Community Development Block Grant Program	USHUD	Alleviate or remove imminent threats to health or safety (e.g., drought).	Available to entitled tribes. Grant award based on specific projects as they are identified.
	Indian Reservation Roads Transportation Funding	Federal Highway Administration	Construct and improve roads, bridges, and transit facilities leading to, and within, Indian reservations or other Indian lands to provide safe access through hazard-prone areas.	Available to entitled tribes. Grant award based on specific projects as they are identified.

Table I-8. North Fork Rancheria, Financial Resources for Hazard Mitigation

Type	Sub-Type	Administrator	Purpose	Amount/Availability
Federal (cont)	Administration for Native Americans Grant Programs	U.S. Department of Health and Human Services	Fund a variety of environmental management programs, including the identification and assessment of human-caused and natural hazards and their associated risks and the development and implementation of plans, policies, and ordinances.	Available to entitled tribes. Grant award based on specific projects as they are identified.
	Clean Water State Revolving Fund	U.S. Environmental Protection Agency (EPA)	Fund water quality projects, including all types of nonpoint source projects, watershed protection or restoration projects, estuary management projects, and more traditional municipal wastewater treatment projects.	Available to entitled communities. Grant award based on specific projects as they are identified. Provides more than \$5 billion annually.
	Aid to Tribal Governments	Bureau of Indian Affairs (BIA)	Support general Tribal government operations, maintain up-to-date Tribal enrollment, conduct Tribal elections, and develop appropriate Tribal policies, legislation, and regulations.	Available to entitled tribes. Grant award based on specific projects as they are identified.
	Community Action for a Renewed Environment	EPA	Fund the removal or reduction of toxic pollution (e.g., storm water).	Competitive grant program. Grant award based on specific projects as they are identified.
Private	Lindbergh Grants Program	Lindbergh Foundation	Balance the advance of technology and the preservation of the natural/human environment. Can be used for conservation of natural resources (e.g., sustainable development codes) and public outreach/education projects.	Available to entitled communities. Grant award of \$10,580 is allocated to specific projects as they are identified.

Table I-9. North Fork Rancheria, Legal and Regulatory Resources for Hazard Mitigation

Regulatory Tool	Name	Description (Effect on Hazard Mitigation)	Hazards Addressed	Mitigation, Preparedness, Response, or Recovery	Affects Development in Hazard Areas?
Plans	(None for Tribe) ¹				
	California State Enhanced Hazard Mitigation Plan	Profiles human-caused and natural hazards throughout California, assesses the risk posed by each hazard, and outlines potential mitigation actions	All	Mitigation	No
Policies	Bureau of Indian Affairs Housing Codes	Requires Tribal housing to comply with certain standards regarding seismic stability and ability to withstand flooding	Flood, Earthquake	All	Yes
Programs	Madera County building, fire and life safety codes	Tribe follows prevailing county codes, including on-site inspection, for new construction (e.g., housing, community center).	All	Mitigation	Yes

¹ Tribal Government is new within last several years. The mitigation planning process is one of the first such projects in which the Tribe has participated.

Table I-10. North Fork Rancheria, Current, Ongoing, and Completed Hazard Mitigation Projects and Programs

Status	Critical Facilities, Major Utilities/Transportation Systems, Private Buildings	Description	Year(s)
Current	New housing	Planning completed; next phase includes drainage, infrastructure, and road improvements, paying particular attention to potential erosion problems.	2008-12
Completed	Community Center	Conformed to prevailing county fire and life safety codes and inspections	2005

Table I-11. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
1	Create a GIS-based pre-application review for new construction and major remodels in hazard areas, such levee break, high and/or very high wildfire areas.	0	0	1	1	1	3
2	Integrate the 2010 LHMP, in particular the hazard analysis and mitigation strategy sections, into Madera County and the City of Madera's General Plan's Element update process.	0	0	1	1	1	3
3	Seismically retrofit or replace County ramps and bridges that are categorized as structurally deficient by Caltrans and are necessary for first responders to use during an emergency.	1	0	0	1	0	2
4	Stabilize landslide-prone areas through stability improvement measures, including interceptor drains, in situ soil piles, drained earth buttresses, and subdrains.	1	1	1	1	0	4
5	Acquire, relocate, or elevate residential structures, in particular those that have been identified as RL properties, within the 100-year floodplain.	0	0	1	1	1	3

Table I-11. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
6	Acquire, relocate, elevate, and/or floodproof critical facilities located within the 100-year floodplain.	0	0	0	1	1	2
7	Reinforce County ramps, bridges, and roads from flooding through protection activities which may include elevating the road and installing culverts beneath the road or building a bridge across the area that experiences regular flooding.	0	0	1	1	1	3
8	Work with FEMA Region IX to address any floodplain management issues that may have arisen/arise from the countywide DFIRM, Community Assessment Visits, and/or DWR.	0	0	1	1	1	3
9	Increase participation in the NFIP by entering the Community Rating System program which through enhanced floodplain management activities would allow property owners to receive a discount on their flood insurance.	0	0	1	1	1	3
10	Develop a drought contingency plan to provide an effective and systematic means of assessing drought conditions, develop mitigation actions and programs to reduce risks in advance of drought, and develop response options that minimize hardships during drought.	1	0	1	0	1	3

Table I-11. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
11	Manage vegetation in areas within and adjacent to rights-of-way and in close proximity to critical facilities in order to reduce the risk of tree failure and property damage and avoid creation of wind acceleration corridors within vegetated areas.	0	0	1	1	1	3
12	Develop a free annual tree chipping and tree pick-up day that encourages residents living in high windprone hazards areas to manage trees and shrubs at risk of falling on overhead power lines	1	1	1	1	1	5
13	Bolt down the roofs of critical facilities in order to prevent wind damage.	0	0	1	1	1	3
14	Retrofit critical facilities located within high snowfall hazard areas (48-inches plus) to structurally withstand heavy snow loads.	0	0	0	1	1	2
15	Examine and mitigate County ramps, bridges, and roads that have been identified as being too narrow or having too many tight turns to ensure the safe transportation of truck loads.	0	0	0	1	0	1

Table I-11. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
16	Implement a fuel reduction program, such as the collection and disposal of dead fuel, within open spaces and around critical facilities and residential structures located within a SRA or LRA high or very high wildfire zone.	1	1	1	1	1	5
17	Create a vegetation management program that provides vegetation management services to elderly, disabled, or low-income property owners who lack the resources to remove flammable vegetation around their homes.	1	1	1	1	1	5
18	Work with DWR to determine dam inundation areas of unmapped dams within the county and neighboring counties that may affect Madera County.	0	0	1	1	0	2
19	Encourage property owners located in the levee break hazard areas to purchase voluntary flood insurance.	1	0	1	1	0	3
20	Acquire, relocate, elevate, and/or floodproof critical facilities located within the levee break hazard areas with depths \geq 3-feet.	0	0	1	1	1	3

Table I-11. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
21	Provide seismic retrofit to existing water tanks and systems or a new engineered water system serving both fire suppression and domestic water needs. Manage vegetation in areas within and adjacent to the access routes to water tanks and distribution systems within SRA/WUI areas. Reduce potential wildfire extension to these critical facilities.	1	0	0	1	1	3
22	Design and implement a multihazard public awareness/education/outreach program addressing mitigation actions for high risk hazards (e.g., flood, wildfire)	1	1	1	0	0	3
22	In cooperation with other organizations, complete a fire break around the foothills communities and tribal lands.	1	1	1	1	1	5
23	Given limited access to the North Fork area, prepare and distribute an evacuation plan and supporting instructions to tribal and foothill residents.	1	1	1	0	0	3

Table I-11. Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
24	Using the LHMP's data and in cooperation with other organizations, help produce and disseminate a series of "What Next-What If" pamphlets throughout the county, including tribal citizens, that emphasizes mitigation measures, resources, and contacts.	1	1	1	1	1	5

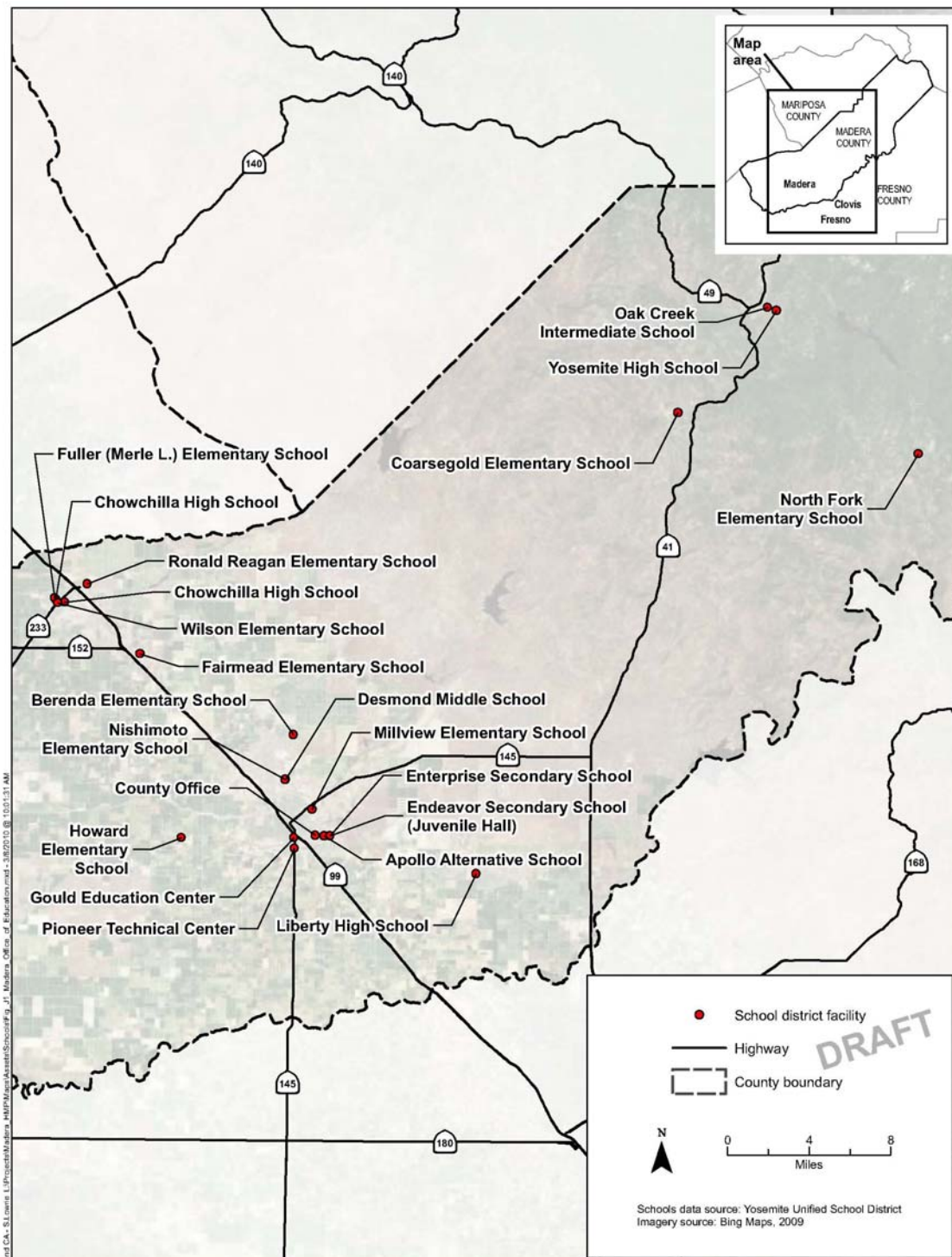
Table I-12. Mitigation Action Plan

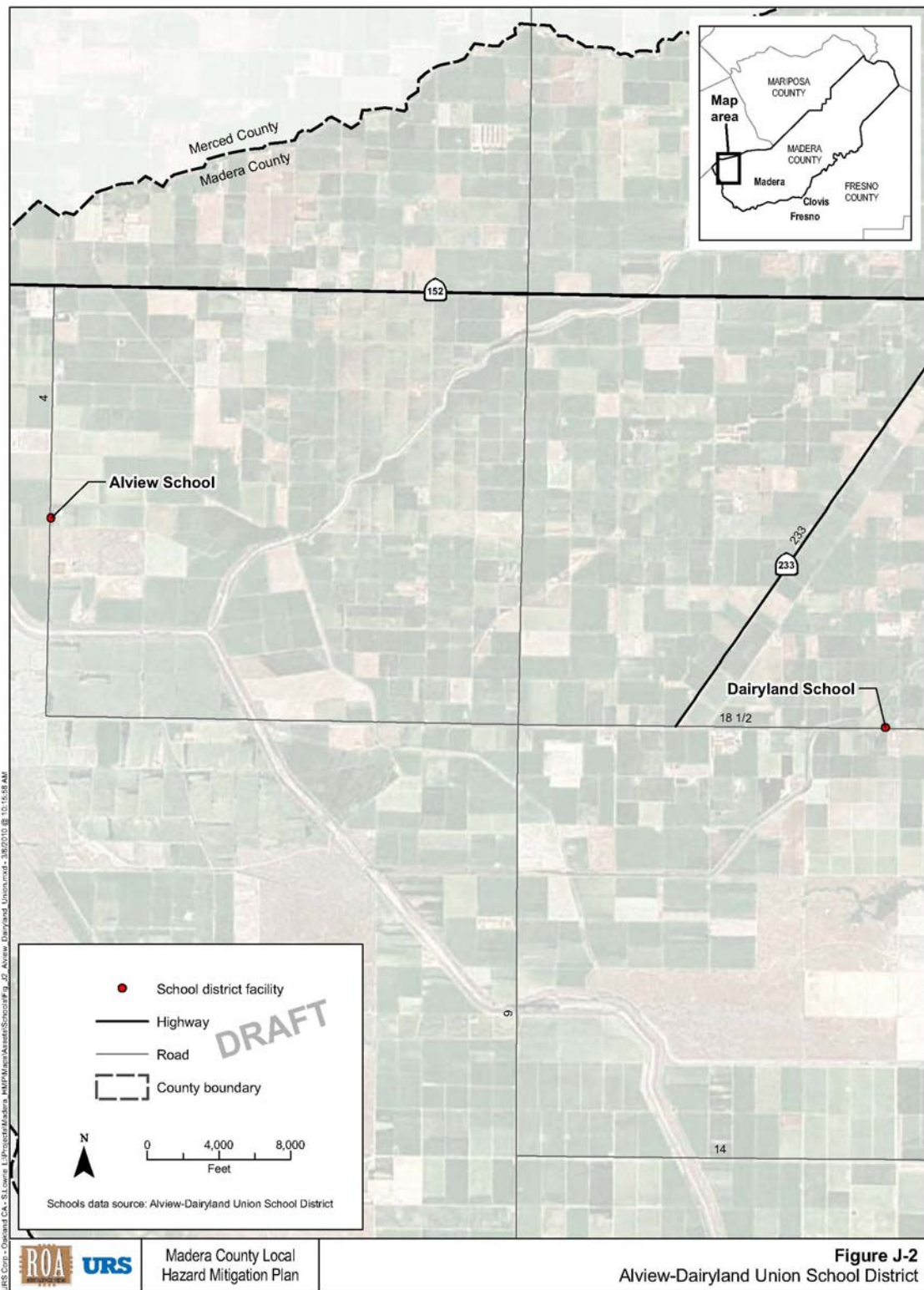
No.	Description	Potential Facility to Mitigate	Responsible Department or Agency	Potential Funding Source	Implementation Timeframe
1	Stabilize landslide-prone areas through stability improvement measures, including interceptor drains, in situ soil piles, drained earth buttresses, and subdrains.	Existing and future dwellings and other structures on tribal lands	Tribal Council	LHMP/PDM	2-5 years
2	Develop a free annual tree chipping and tree pick-up day that encourages residents living in high windprone hazards areas to manage trees and shrubs at risk of falling on overhead power lines	Many dwellings and other structures on tribal lands	Tribal Council	LHMP/PDM	1-2 years
3	Implement a fuel reduction program, such as the collection and disposal of dead fuel, within open spaces and around critical facilities and residential structures located within a SRA or LRA high or very high wildfire zone on tribal lands.	Many dwellings and other structures on tribal lands	Tribal Council	LHMP/PDM	1-3 years
4	Create a vegetation management program that provides vegetation management services to elderly, disabled, or low-income property owners who lack the resources to remove flammable vegetation around their homes on tribal lands	Many dwellings and other structures on tribal lands	Tribal Council	LHMP/PDM	1-3 years

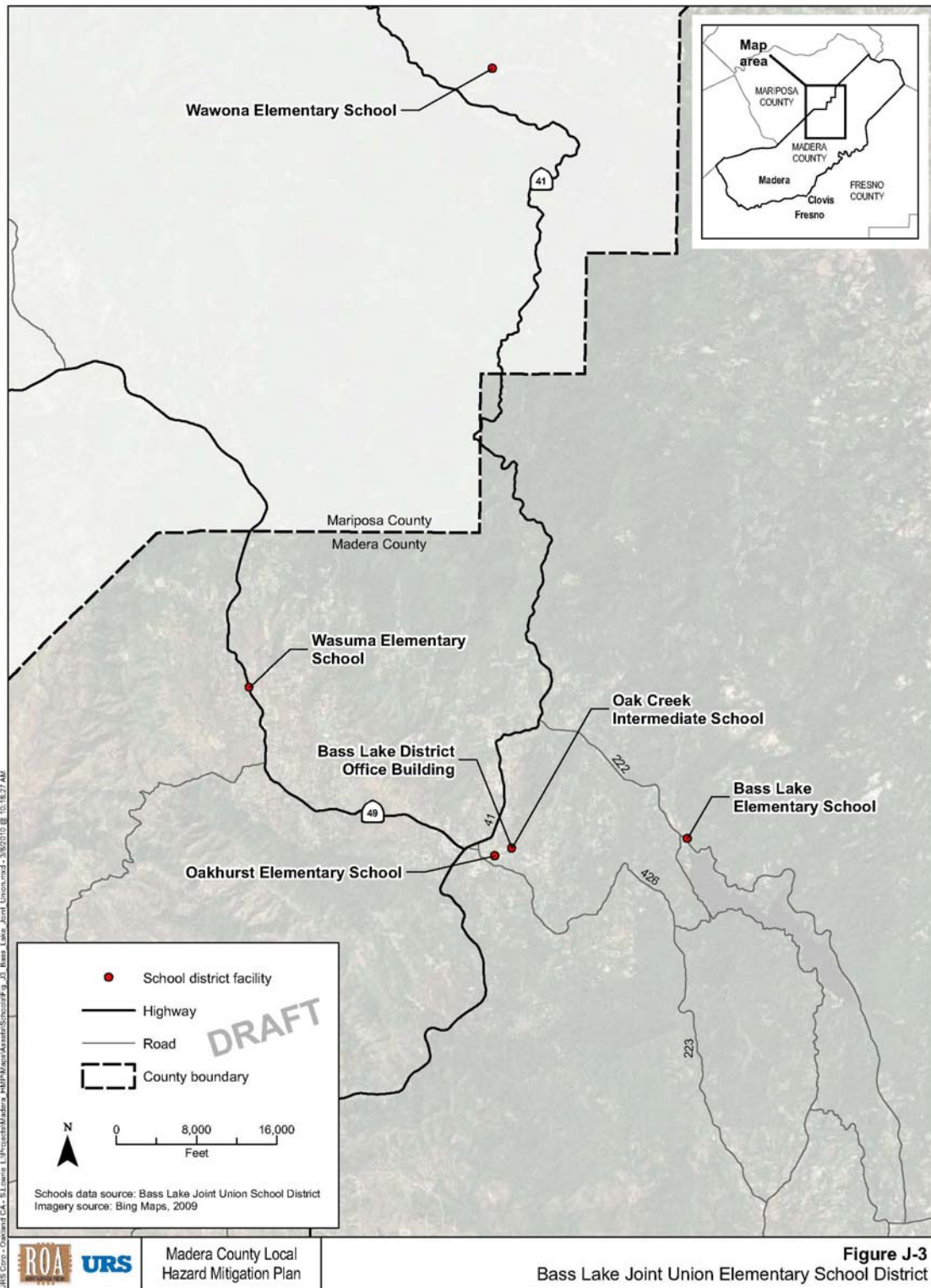
Table I-12. Mitigation Action Plan

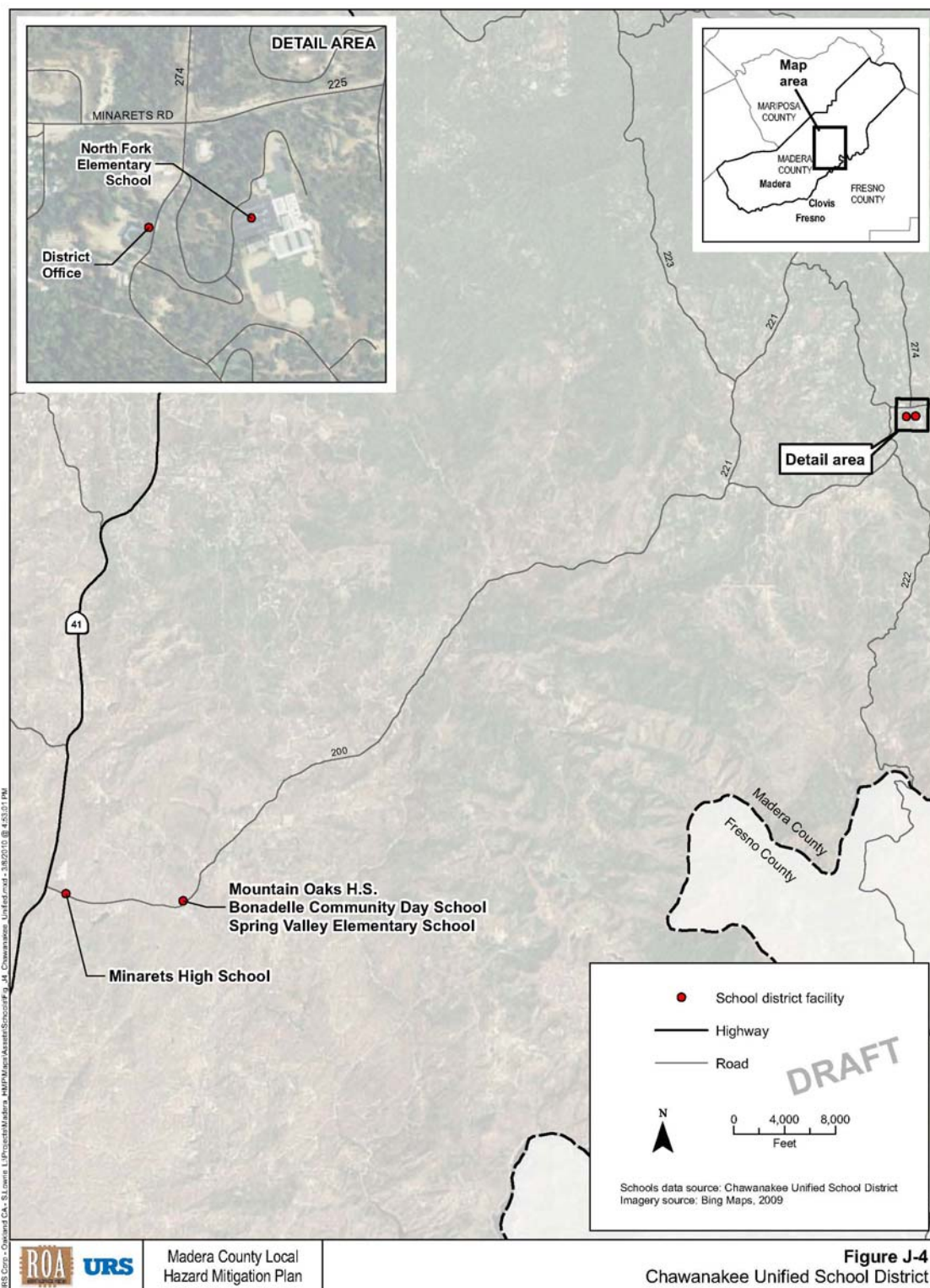
No.	Description	Potential Facility to Mitigate	Responsible Department or Agency	Potential Funding Source	Implementation Timeframe
5	In cooperation with other organizations, complete a fire break around the foothills communities and tribal lands.	Communities, tribal lands, commercial and residential structures, including tourist facilities	Tribal Council	HMGP/PDM	5 years
6	Using the LHMP's data and in cooperation with other organizations, help produce and disseminate a series of "What Next-What If" pamphlets throughout the county, including tribal citizens, that emphasizes mitigation measures, resources, and contacts.	Self-help oriented, and for use throughout the county, this could result in numerous mitigation actions	Tribal Council	HMGP/PDM	2-3 years

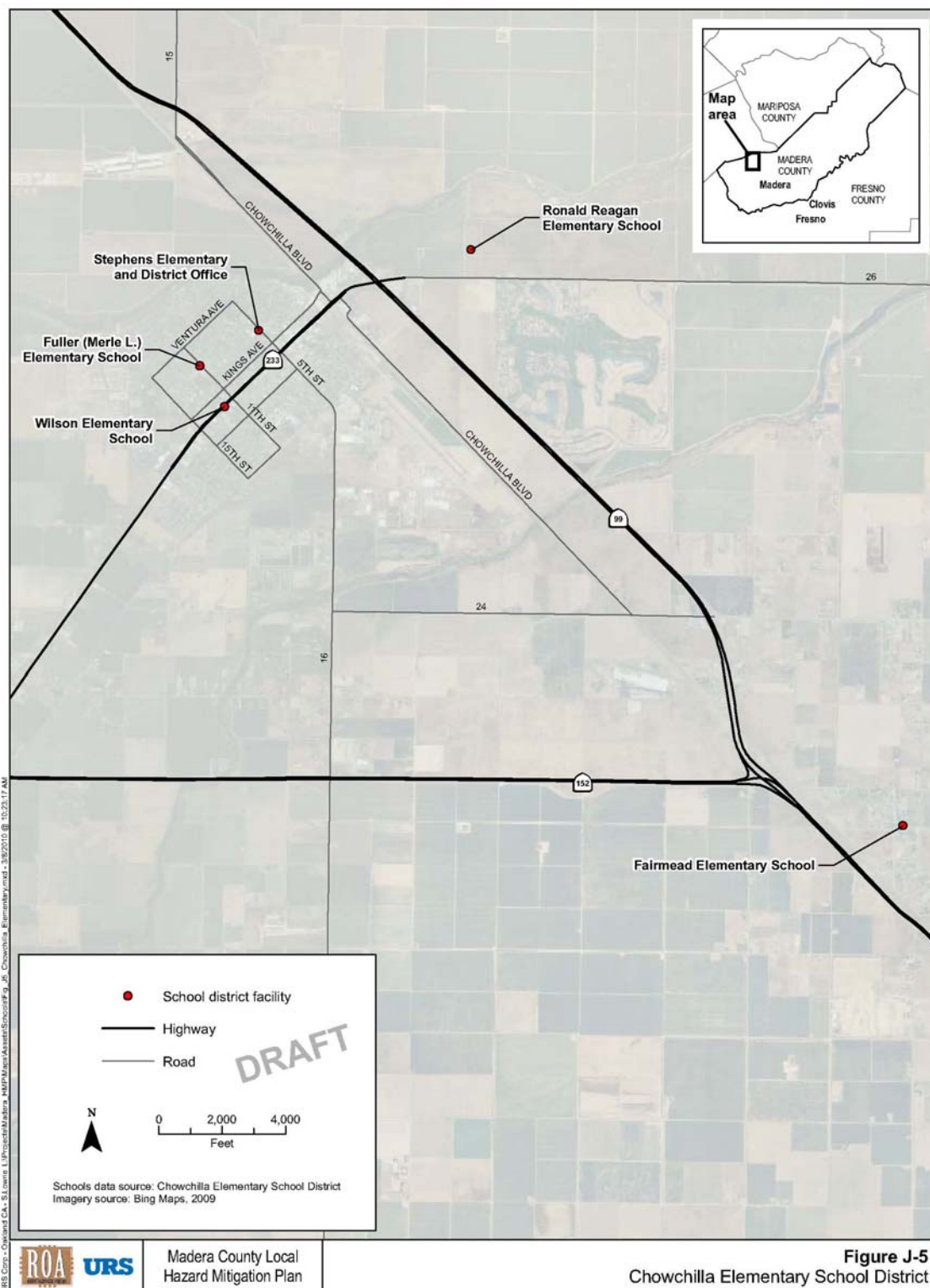
Appendix J – Madera County Office of Education











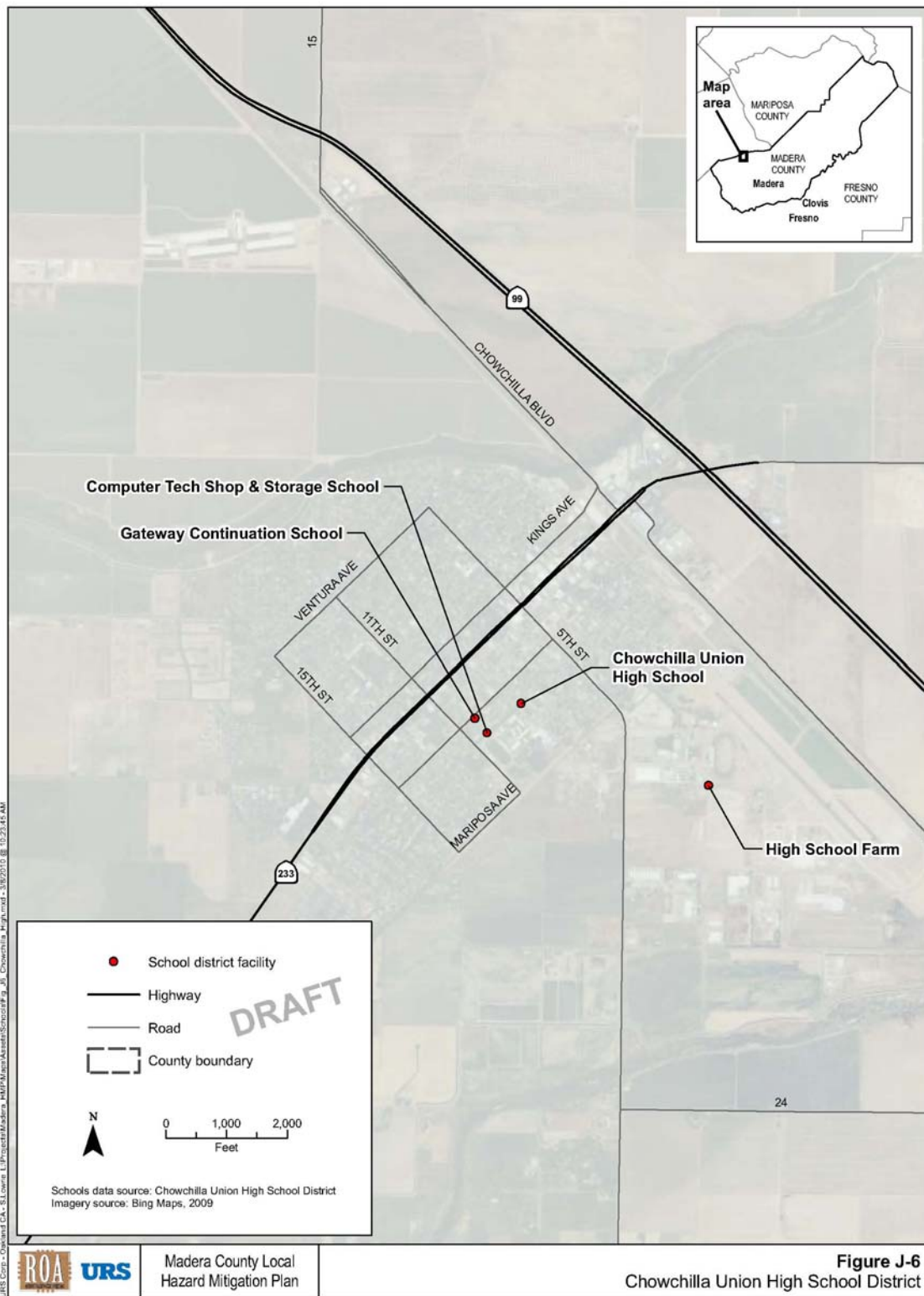
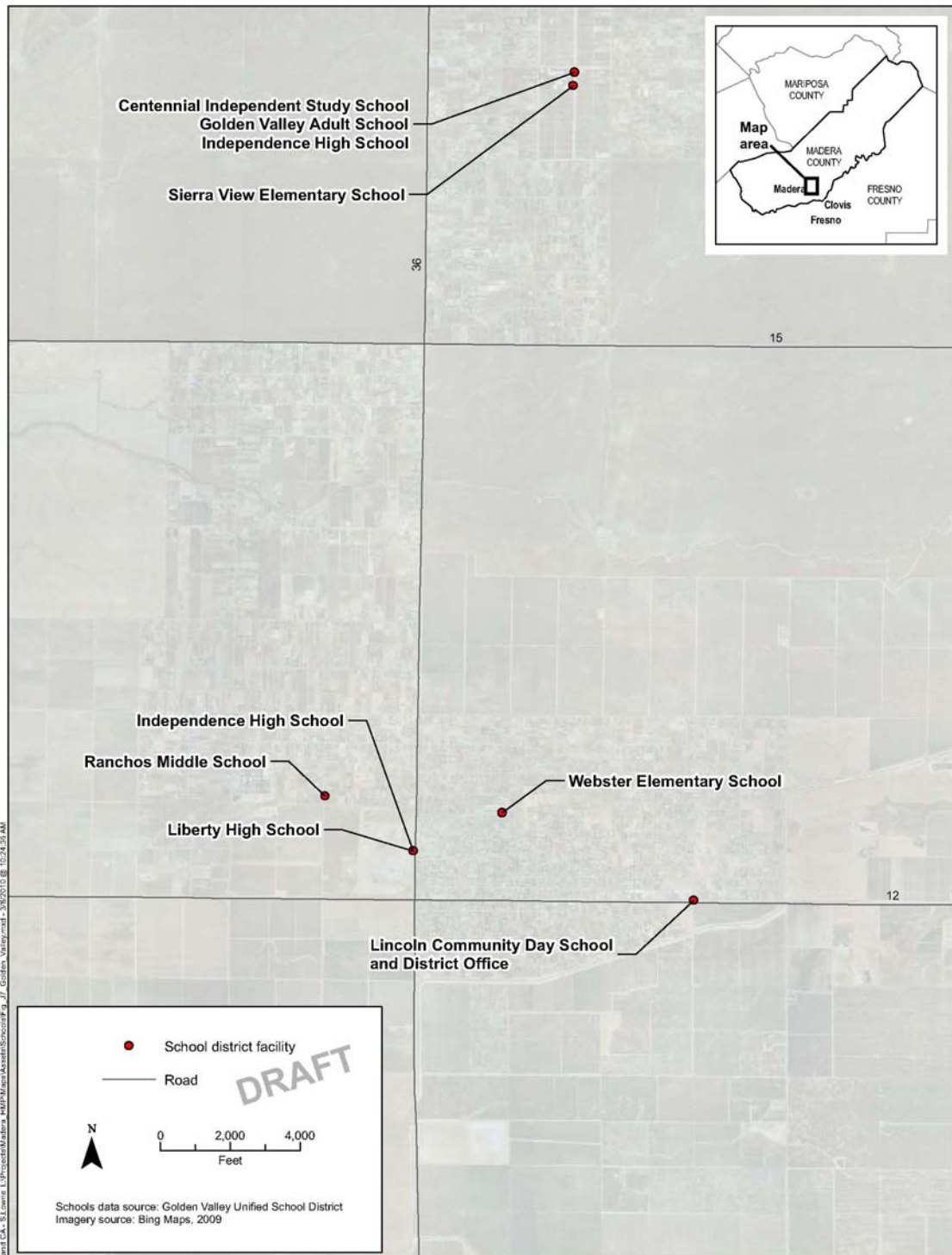


Figure J-6
Chowchilla Union High School District

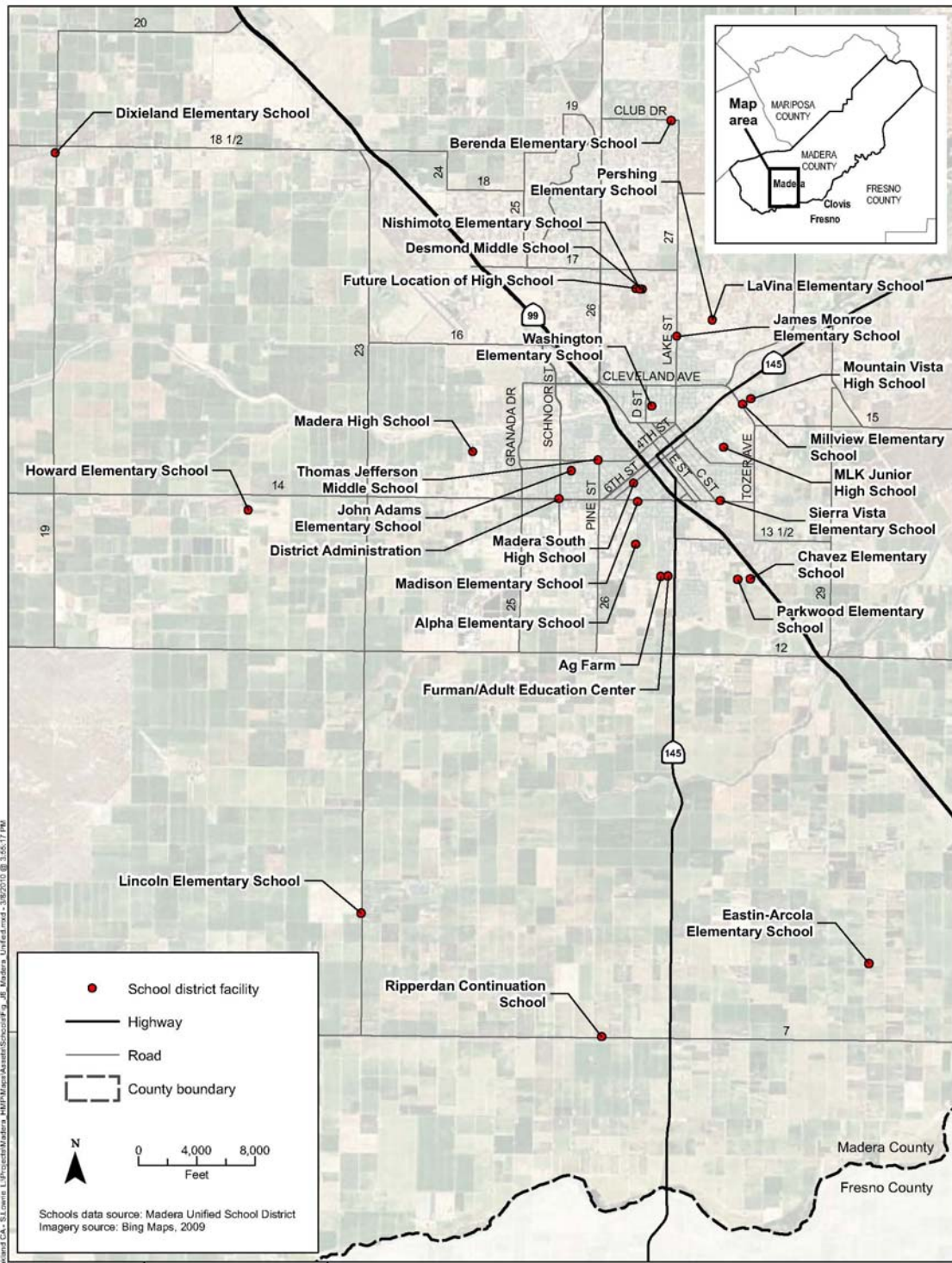


URS Corp. - Oakland, CA - 51 Eureka L. Project/Madera MHP/MAP/Adult/School/Fac. J. Golden Valley.mxd - 3/8/2012 @ 10:24:31 AM



Madera County Local
Hazard Mitigation Plan

Figure J-7
Golden Valley Unified School District

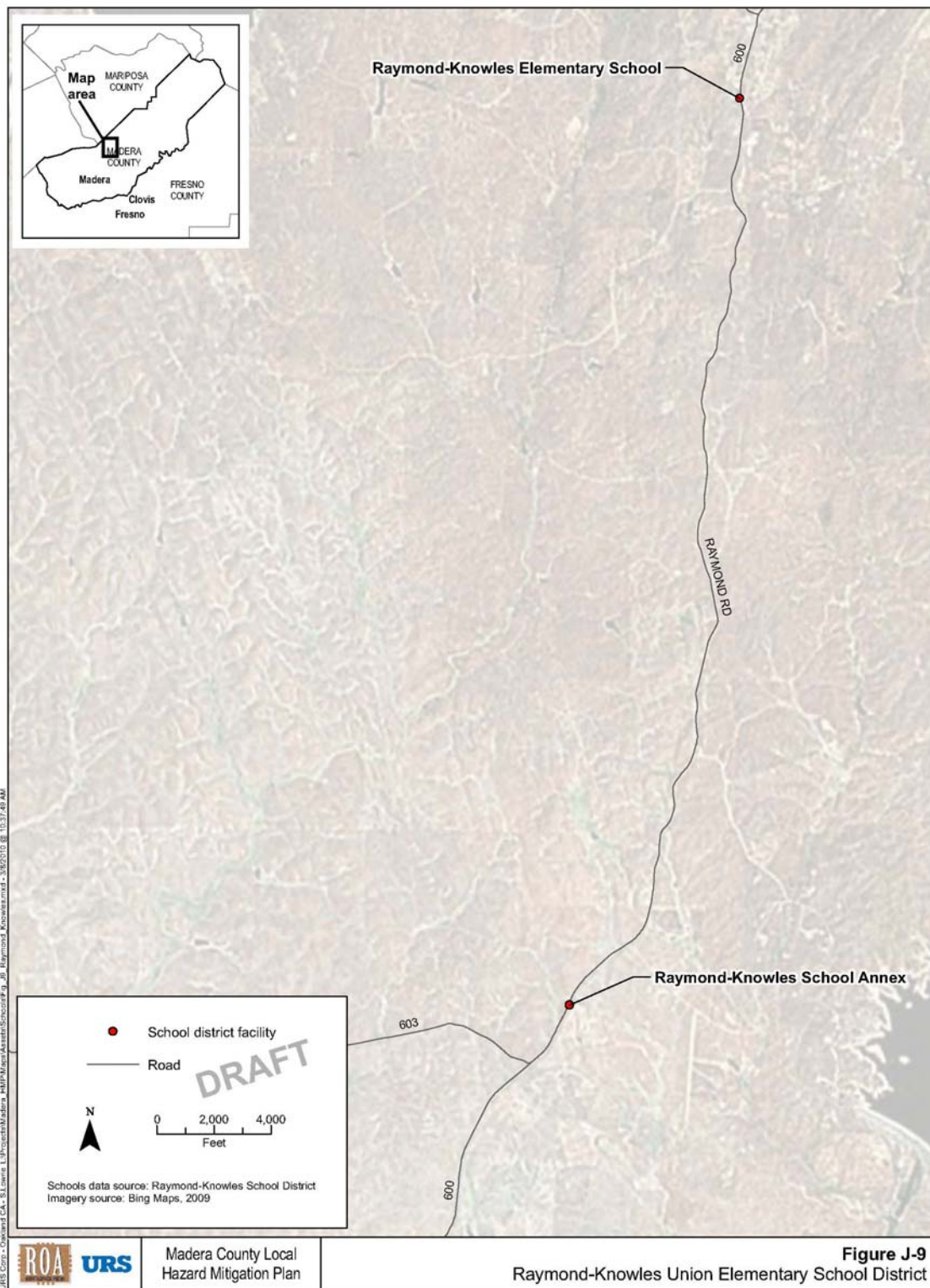


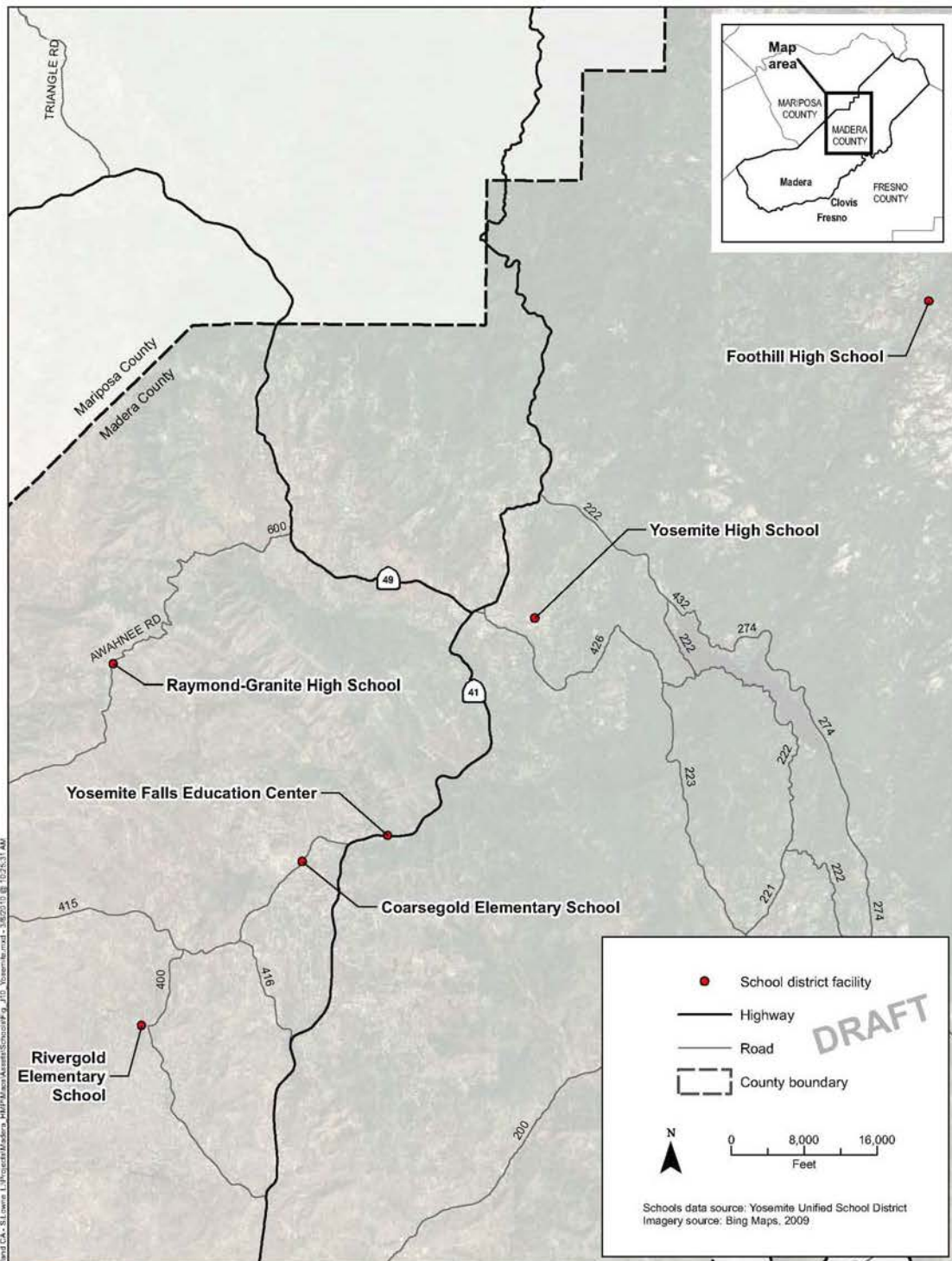
URS Corp - Central Co., S. Lewis L. Phipps/Madera, MHP/Madera/Adult Education, M. Madera Unified and, 3/20/2010 @ 3:55:17 PM



Madera County Local
Hazard Mitigation Plan

Figure J-8
Madera Unified School District





URS Corp., Oakland CA - El Dorado, L. Utterback/Madera, MPM/Marysville/Schooling, JDS, Yosemite, 10/20/10 @ 12:24:31 AM



Madera County Local
Hazard Mitigation Plan

Figure J-10
Yosemite Unified School District

Table J-1. Madera County Office of Education, Total Assets

School District	Facility	Address	City	Structural Value (\$)
Alview Dairyland SD	Alview School	20513 Road 4	Chowchilla	3,814,833
Alview Dairyland SD	Dairyland School	12861 Avenue 18-1/2	Chowchilla	2,339,057
Bass Lake Joint Union ESD	Bass Lake District Office Bldg	40096 Indian Spgs Road	Oakhurst	265,267
Bass Lake Joint Union ESD	Bass Lake Elementary School	40356 Road 331	Bass Lake	2,614,953
Bass Lake Joint Union ESD	Oak Creek Intermediate School	40094 Indian Spgs Road	Oakhurst	5,433,341
Bass Lake Joint Union ESD	Oakhurst Elementary School	49495 Road 427	Oakhurst	4,123,151
Bass Lake Joint Union ESD	Wasuma Elementary School	43109 Highway 49	Ahwahnee	4,298,984
Bass Lake Joint Union ESD	Wawona Elementary School	7925 Chilnualna Falls Road	Wawona	1,114,812
Chawanakee USD	District Office	33030 Road 228	North Fork	157,997
Chawanakee USD	Minarets High School Site	47037 Road 201	O'Neals	18,488,316
Chawanakee USD	Mountain Oaks H.S./Bonadelle Community Day School/Spring Valley Elementary School	46655 Road 200	O'Neals	2,539,009
Chawanakee USD	North Fork Elementary School	33087 Road 228	North Fork	8,650,774
Chowchilla ESD	Fairmead Elementary School	19421 Avenue 22 3/4	Chowchilla	4,695,272
Chowchilla ESD	Fuller (Merle L.) Elementary School	1101 Monterey Avenue	Chowchilla	6,308,257
Chowchilla ESD	Ronald Reagan Elementary School	2200 South Lake Tahoe Drive	Chowchilla	11,497,720
Chowchilla ESD	Stephens Elementary & District Office	355 North Fifth Street	Chowchilla	3,982,820
Chowchilla ESD	Wilson Elementary School	1209 Robertson Blvd.	Chowchilla	9,777,117
Chowchilla Union HSD	Chowchilla Union High School	805 Humboldt Avenue	Chowchilla	27,765,749
Chowchilla Union HSD	Computer Tech Shop & Storage School	1020 Humboldt Avenue	Chowchilla	161,408

Table J-1. Madera County Office of Education, Total Assets

School District	Facility	Address	City	Structural Value (\$)
Chowchilla Union HSD	Gateway Continuation School	1013 Orange Ave	Chowchilla	319,304
Chowchilla Union HSD	High School Farm School	16255 Avenue 25	Chowchilla	67,292
Golden Valley USD	Centennial Independent Study/ Golden Valley Adult/Independence High School	16362 Paula Road	Madera	620,071
Golden Valley USD	District Office/Lincoln Community Day School	37479 Avenue 12	Madera	1,368,659
Golden Valley USD	Independence High School	12220 Road 36	Madera	1,370,754
Golden Valley USD	Liberty High School	12220 Road 36	Madera	23,520,447
Golden Valley USD	Ranchos Middle School	12455 Road 35 1/2	Madera	14,257,199
Golden Valley USD	Sierra View Elementary School	16436 Paula Road	Madera	4,752,135
Golden Valley USD	Webster Elementary School	36477 Ruth Avenue	Madera	6,707,561
Madera County Office of Education	Apollo School	28198 Avenue 14	Madera	645,580
Madera County Office of Education	Berenda School (1 building)	26820 Club Drive	Madera	2,273,952
Madera County Office of Education	Chowchilla High School - (2 buildings, new)	345 S. 11th Street	Chowchilla	386,000
Madera County Office of Education	Chowchilla High School - (2 buildings, old)	805 Humboldt Avenue	Chowchilla	123,750
Madera County Office of Education	Coarsegold Elementary School (1 building)	45426 Road 415	Coarsegold	948,972
Madera County Office of Education	County Office	28123 Avenue 14	Madera	3,666,624
Madera County Office of Education	Desmond School (1 building)	26490 Martin Street	Madera	884,000
Madera County Office of Education	Enterprise School	28261 Avenue 14	Madera	1,632,088

Table J-1. Madera County Office of Education, Total Assets

School District	Facility	Address	City	Structural Value (\$)
Madera County Office of Education	Fairmead School (1 building)	19421 Avenue 22 ¾	Chowchilla	56,928
Madera County Office of Education	Fuller School (2 buildings)	1101 Monterey Avenue	Chowchilla	116,832
Madera County Office of Education	Gould School	117 W. Dunham	Madera	2,446,636
Madera County Office of Education	Howard School (1 building)	13878 Road 21 1/2	Madera	388,600
Madera County Office of Education	Juvenile Hall (1 building)	28261 Avenue 14	Madera	52,680
Madera County Office of Education	Liberty School (1 building)	12220 Road 36	Madera	852,800
Madera County Office of Education	Millview School (2 buildings)	1609 Clinton Street	Madera	748,200
Madera County Office of Education	Nishimoto School (1 building)	26460 Martin Street	Madera	884,000
Madera County Office of Education	North Fork School (1 building)	33087 Road 228	North Fork	131,700
Madera County Office of Education	Oak Creek School (1 building)	40094 Indian Springs Road	Oakhurst	149,760
Madera County Office of Education	Pioneer Technical Center	1025 S. Madera Avenue	Madera	2,164,348
Madera County Office of Education	Ronald Reagan School (1 building)	2200 S. Lake Tahoe Drive	Chowchilla	108,560
Madera County Office of Education	Wilson School (2 buildings)	1209 Robertson Blvd.	Chowchilla	112,248
Madera County Office of Education	Yosemite High School (2 buildings)	50200 Road 427	Oakhurst	1,844,456
Madera USD	Ag Farm	705 W. Pecan Avenue	Madera	949,177
Madera USD	Alpha Elementary School	900 Stadium Road	Madera	5,856,301
Madera USD	Berenda Elementary School	26820 Club Drive	Madera	6,806,412

Table J-1. Madera County Office of Education, Total Assets

School District	Facility	Address	City	Structural Value (\$)
Madera USD	Chavez Elementary School	2600 East Pecan Avenue	Madera	10,497,473
Madera USD	Desmond Middle School	26490 Martin Street	Madera	18,004,265
Madera USD	District Administration	1902 Howard Road	Madera	3,366,618
Madera USD	Dixieland Elementary School	18440 Road 19	Madera	2,797,963
Madera USD	Eastin-Arcola Elementary School	29551 Avenue 8	Madera	6,224,293
Madera USD	Furman/Adult Education Center	955 W. Pecan Avenue	Madera	1,546,284
Madera USD	Future Location of High School	26238 Martin Street	Madera	111,470
Madera USD	Howard Elementary School	13878 Road 21-1/2	Madera	4,045,344
Madera USD	James Monroe Elementary School	1819 North Lake St	Madera	6,407,514
Madera USD	John Adams Elementary School	1822 National Avenue	Madera	6,045,263
Madera USD	LaVina Elementary School	8594 Road 23	Madera	4,320,746
Madera USD	Lincoln Elementary School	650 Liberty Lane	Madera	8,523,509
Madera USD	Madera High School	200 South L Street	Madera	32,648,221
Madera USD	Madera South High School	705 W. Pecan Avenue	Madera	64,287,141
Madera USD	Madison Elementary School	109 Stadium Road	Madera	6,079,100
Madera USD	Millview Elementary School	1609 Clinton Street	Madera	6,489,767
Madera USD	MLK Junior High School	601 Lilly Street	Madera	13,126,826
Madera USD	Mountain Vista High School	1901 Clinton Street	Madera	482,826
Madera USD	Nishimoto Elementary School	26460 Martin Street	Madera	9,726,938
Madera USD	Parkwood Elementary School	1150 E. Pecan Avenue	Madera	10,491,963
Madera USD	Pershing Elementary School	1505 E. Ellis Street	Madera	10,811,561
Madera USD	Ripperdan Continuation School	26133 Avenue 7	Madera	3,120,523

Table J-1. Madera County Office of Education, Total Assets

School District	Facility	Address	City	Structural Value (\$)
Madera USD	Sierra Vista Elementary School	917 East Olive Avenue	Madera	6,940,483
Madera USD	Stadium Complex	200 South L Street	Madera	2,527,151
Madera USD	Thomas Jefferson Middle School	1407 Sunset Avenue	Madera	12,649,956
Madera USD	Washington Elementary School	509 South Street	Madera	6,328,492
Raymond-Knowles Union ESD	Raymond Elementary School	31828 Road 600	Raymond	1,402,717
Raymond-Knowles Union ESD	Raymond School Annex	31613 Road 600	Raymond	1,311,346
Yosemite USD	Coarsegold Elementary School	45426 Road 415	Coarsegold	7,906,906
Yosemite USD	Foothill High School	43875 Patrick Avenue	Coarsegold	114,836
Yosemite USD	Raymond-Granite High School	38828 Road 600	Raymond	150,711
Yosemite USD	Rivergold Elementary School	31800 Road 400	Coarsegold	6,304,319
Yosemite USD	Yosemite Falls Education Center	35572 Highway 41	Coarsegold	407,060
Yosemite USD	Yosemite High School	50200 Road 427	Oakhurst	41,124,906

Table J-2. Madera County Office of Education, Seismic Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Perceived Shaking
Alview Dairyland SD	Alview School	3,814,833	Light
Alview Dairyland SD	Dairyland School	2,339,057	Light
Bass Lake Joint Union ESD	Bass Lake District Office Bldg	265,267	Light
Bass Lake Joint Union ESD	Bass Lake Elementary School	2,614,953	Light
Bass Lake Joint Union ESD	Oak Creek Intermediate School	5,433,341	Light
Bass Lake Joint Union ESD	Oakhurst Elementary School	4,123,151	Light
Bass Lake Joint Union ESD	Wasuma Elementary School	4,298,984	Light
Bass Lake Joint Union ESD	Wawona Elementary School	1,114,812	Light
Chawanakee USD	District Office	157,997	Light
Chawanakee USD	Minarets High School Site	18,488,316	Light
Chawanakee USD	Mountain Oaks H.S./Bonadelle Community Day School/Spring Valley Elementary School	2,539,009	Light
Chawanakee USD	North Fork Elementary School	8,650,774	Light
Chowchilla ESD	Fairmead Elementary School	4,695,272	Light
Chowchilla ESD	Fuller (Merle L.) Elementary School	6,308,257	Light
Chowchilla ESD	Ronald Reagan Elementary School	11,497,720	Light
Chowchilla ESD	Stephens Elementary & District Office	3,982,820	Light
Chowchilla ESD	Wilson Elementary School	9,777,117	Light
Chowchilla Union HSD	Chowchilla Union High School	27,765,749	Light
Chowchilla Union HSD	Computer Tech Shop & Storage School	161,408	Light
Chowchilla Union HSD	Gateway Continuation School	319,304	Light
Chowchilla Union HSD	High School Farm School	67,292	Light
Golden Valley USD	Centennial Independent Study/ Golden Valley Adult/Independence High School	620,071	Light
Golden Valley USD	District Office/Lincoln Community Day School	1,368,659	Light
Golden Valley USD	Independence High School	1,370,754	Light
Golden Valley USD	Liberty High School	23,520,447	Light
Golden Valley USD	Ranchos Middle School	14,257,199	Light

Table J-2. Madera County Office of Education, Seismic Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Perceived Shaking
Golden Valley USD	Sierra View Elementary School	4,752,135	Light
Golden Valley USD	Webster Elementary School	6,707,561	Light
Madera County Office of Education	Apollo School	645,580	Light
Madera County Office of Education	Berenda (1 building)	2,273,952	Light
Madera County Office of Education	Chowchilla High School - (2 buildings, new)	386,000	Light
Madera County Office of Education	Chowchilla High School - (2 buildings, old)	123,750	Light
Madera County Office of Education	Coarsegold Elementary School (1 building)	948,972	Light
Madera County Office of Education	County Office	3,666,624	Light
Madera County Office of Education	Desmond School (1 building)	884,000	Light
Madera County Office of Education	Enterprise School	1,632,088	Light
Madera County Office of Education	Fairmead School (1 building)	56,928	Light
Madera County Office of Education	Fuller School (2 buildings)	116,832	Light
Madera County Office of Education	Gould School	2,446,636	Light
Madera County Office of Education	Howard School (1 building)	388,600	Light
Madera County Office of Education	Juvenile Hall (1 building)	52,680	Light
Madera County Office of Education	Liberty School (1 building)	852,800	Light
Madera County Office of Education	Millview School (2 buildings)	748,200	Light
Madera County Office of Education	Nishimoto School (1 building)	884,000	Light
Madera County Office of Education	North Fork School (1 building)	131,700	Light
Madera County Office of Education	Oak Creek School (1 building)	149,760	Light
Madera County Office of Education	Pioneer Technical Center	2,164,348	Light
Madera County Office of Education	Ronald Reagan School (1 building)	108,560	Light
Madera County Office of Education	Wilson School (2 buildings)	112,248	Light
Madera County Office of Education	Yosemite High School (2 buildings)	1,844,456	Light
Madera USD	Ag Farm	949,177	Light
Madera USD	Alpha Elementary School	5,856,301	Light
Madera USD	Berenda Elementary School	6,806,412	Light
Madera USD	Chavez Elementary School	10,497,473	Light

Table J-2. Madera County Office of Education, Seismic Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Perceived Shaking
Madera USD	Desmond Middle School	18,004,265	Light
Madera USD	District Administration	3,366,618	Light
Madera USD	Dixieland Elementary School	2,797,963	Light
Madera USD	Eastin-Arcola Elementary School	6,224,293	Light
Madera USD	Furman/Adult Education Center	1,546,284	Light
Madera USD	Future Location of High School	111,470	Light
Madera USD	Howard Elementary School	4,045,344	Light
Madera USD	James Monroe Elementary School	6,407,514	Light
Madera USD	John Adams Elementary School	6,045,263	Light
Madera USD	LaVina Elementary School	4,320,746	Light
Madera USD	Lincoln Elementary School	8,523,509	Light
Madera USD	Madera High School	32,648,221	Light
Madera USD	Madera South High School	64,287,141	Light
Madera USD	Madison Elementary School	6,079,100	Light
Madera USD	Millview Elementary School	6,489,767	Light
Madera USD	MLK Junior High School	13,126,826	Light
Madera USD	Mountain Vista High School	482,826	Light
Madera USD	Nishimoto Elementary School	9,726,938	Light
Madera USD	Parkwood Elementary School	10,491,963	Light
Madera USD	Pershing Elementary School	10,811,561	Light
Madera USD	Ripperdan Continuation School	3,120,523	Light
Madera USD	Sierra Vista Elementary School	6,940,483	Light
Madera USD	Stadium Complex	2,527,151	Light
Madera USD	Thomas Jefferson Middle School	12,649,956	Light
Madera USD	Washington Elementary School	6,328,492	Light
Raymond-Knowles Union ESD	Raymond Elementary School	1,402,717	Light
Raymond-Knowles Union ESD	Raymond School Annex	1,311,346	Light
Yosemite USD	Coarsegold Elementary School	7,906,906	Light

Table J-2. Madera County Office of Education, Seismic Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Perceived Shaking
Yosemite USD	Foothill High School	114,836	Light
Yosemite USD	Raymond-Granite High School	150,711	Light
Yosemite USD	Rivergold Elementary School	6,304,319	Light
Yosemite USD	Yosemite Falls Education Center	407,060	Light
Yosemite USD	Yosemite High School	41,124,906	Light

Table J-3. Madera County Office of Education, Flood Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Special Flood Hazard Area
Madera County Office of Education	Apollo School	645,580	500-year floodplain
Madera County Office of Education	County Office	3,666,624	500-year floodplain
Madera County Office of Education	Enterprise School	1,632,088	500-year floodplain
Madera County Office of Education	Juvenile Hall (1 building)	52,680	500-year floodplain
Madera County Office of Education	Millview School (2 buildings)	748,200	500-year floodplain
Madera USD	Millview Elementary School	6,489,767	500-year floodplain
Madera USD	MLK Junior High School	13,126,826	500-year floodplain
Madera USD	Mountain Vista High School	482,826	500-year floodplain
Madera USD	Sierra Vista Elementary School	6,940,483	500-year floodplain
Alview Dairyland SD	Alview School	3,814,833	100-year floodplain
Alview Dairyland SD	Dairyland School	2,339,057	100-year floodplain
Madera USD	Lincoln Elementary School	8,523,509	100-year floodplain

Table J-4. Madera County Office of Education, Fog Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Potential Fog Area (elevation ≤ 656 ft.)
Alview Dairyland SD	Alview School	3,814,833	Yes
Alview Dairyland SD	Dairyland School	2,339,057	Yes
Chowchilla ESD	Fairmead Elementary School	4,695,272	Yes
Chowchilla ESD	Fuller (Merle L.) Elementary School	6,308,257	Yes
Chowchilla ESD	Ronald Reagan Elementary School	11,497,720	Yes
Chowchilla ESD	Stephens Elementary & District Office	3,982,820	Yes
Chowchilla ESD	Wilson Elementary School	9,777,117	Yes
Chowchilla Union HSD	Chowchilla Union High School	27,765,749	Yes
Chowchilla Union HSD	Computer Tech Shop & Storage School	161,408	Yes
Chowchilla Union HSD	Gateway Continuation School	319,304	Yes
Chowchilla Union HSD	High School Farm School	67,292	Yes
Golden Valley USD	Centennial Independent Study/ Golden Valley Adult/Independence High School	620,071	Yes
Golden Valley USD	District Office/Lincoln Community Day School	1,368,659	Yes
Golden Valley USD	Independence High School	1,370,754	Yes
Golden Valley USD	Liberty High School	23,520,447	Yes
Golden Valley USD	Ranchos Middle School	14,257,199	Yes
Golden Valley USD	Sierra View Elementary School	4,752,135	Yes
Golden Valley USD	Webster Elementary School	6,707,561	Yes
Madera County Office of Education	Apollo School	645,580	Yes
Madera County Office of Education	Berenda School (1 building)	2,273,952	Yes
Madera County Office of Education	Chowchilla High School - (2 buildings, new)	386,000	Yes

Table J-4. Madera County Office of Education, Fog Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Potential Fog Area (elevation ≤ 656 ft.)
Madera County Office of Education	Chowchilla High School - (2 buildings, old)	123,750	Yes
Madera County Office of Education	County Office	3,666,624	Yes
Madera County Office of Education	Desmond School (1 building)	884,000	Yes
Madera County Office of Education	Enterprise School	1,632,088	Yes
Madera County Office of Education	Fairmead School (1 building)	56,928	Yes
Madera County Office of Education	Fuller School (2 buildings)	116,832	Yes
Madera County Office of Education	Gould School	2,446,636	Yes
Madera County Office of Education	Howard School (1 building)	388,600	Yes
Madera County Office of Education	Juvenile Hall (1 building)	52,680	Yes
Madera County Office of Education	Liberty School (1 building)	852,800	Yes
Madera County Office of Education	Millview School (2 buildings)	748,200	Yes
Madera County Office of Education	Nishimoto School (1 building)	884,000	Yes
Madera County Office of Education	Pioneer Technical Center	2,164,348	Yes
Madera County Office of Education	Ronald Reagan School (1 building)	108,560	Yes
Madera County Office of Education	Wilson School (2 buildings)	112,248	Yes
Madera USD	Ag Farm	949,177	Yes
Madera USD	Alpha Elementary School	5,856,301	Yes
Madera USD	Berenda Elementary School	6,806,412	Yes
Madera USD	Chavez Elementary School	10,497,473	Yes
Madera USD	Desmond Middle School	18,004,265	Yes
Madera USD	District Administration	3,366,618	Yes
Madera USD	Dixieland Elementary School	2,797,963	Yes
Madera USD	Eastin-Arcola Elementary School	6,224,293	Yes
Madera USD	Furman/Adult Education Center	1,546,284	Yes
Madera USD	Future Location of High School	111,470	Yes
Madera USD	Howard Elementary School	4,045,344	Yes

Table J-4. Madera County Office of Education, Fog Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Potential Fog Area (elevation ≤ 656 ft.)
Madera USD	James Monroe Elementary School	6,407,514	Yes
Madera USD	John Adams Elementary School	6,045,263	Yes
Madera USD	LaVina Elementary School	4,320,746	Yes
Madera USD	Lincoln Elementary School	8,523,509	Yes
Madera USD	Madera High School	32,648,221	Yes
Madera USD	Madera South High School	64,287,141	Yes
Madera USD	Madison Elementary School	6,079,100	Yes
Madera USD	Millview Elementary School	6,489,767	Yes
Madera USD	MLK Junior High School	13,126,826	Yes
Madera USD	Mountain Vista High School	482,826	Yes
Madera USD	Nishimoto Elementary School	9,726,938	Yes
Madera USD	Parkwood Elementary School	10,491,963	Yes
Madera USD	Pershing Elementary School	10,811,561	Yes
Madera USD	Ripperdan Continuation School	3,120,523	Yes
Madera USD	Sierra Vista Elementary School	6,940,483	Yes
Madera USD	Stadium Complex	2,527,151	Yes
Madera USD	Thomas Jefferson Middle School	12,649,956	Yes
Madera USD	Washington Elementary School	6,328,492	Yes
Raymond-Knowles Union ESD	Raymond School Annex	1,311,346	Yes

Table J-5. Madera County Office of Education, Severe Wind Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days)
Golden Valley USD	Centennial Independent Study/ Golden Valley Adult/Independence High School	620,071	19.5 - 30.4
Golden Valley USD	District Office/Lincoln Community Day School	1,368,659	19.5 - 30.4
Golden Valley USD	Independence High School	1,370,754	19.5 - 30.4
Golden Valley USD	Liberty High School	23,520,447	19.5 - 30.4
Golden Valley USD	Ranchos Middle School	14,257,199	19.5 - 30.4
Golden Valley USD	Sierra View Elementary School	4,752,135	19.5 - 30.4
Golden Valley USD	Webster Elementary School	6,707,561	19.5 - 30.4
Madera County Office of Education	Apollo School	645,580	19.5 - 30.4
Madera County Office of Education	Berenda School (1 building)	2,273,952	19.5 - 30.4
Madera County Office of Education	County Office	3,666,624	19.5 - 30.4
Madera County Office of Education	Desmond School (1 building)	884,000	19.5 - 30.4
Madera County Office of Education	Enterprise School	1,632,088	19.5 - 30.4
Madera County Office of Education	Gould School	2,446,636	19.5 - 30.4
Madera County Office of Education	Howard School (1 building)	388,600	19.5 - 30.4
Madera County Office of Education	Juvenile Hall (1 building)	52,680	19.5 - 30.4
Madera County Office of Education	Liberty School (1 building)	852,800	19.5 - 30.4
Madera County Office of Education	Millview School (2 buildings)	748,200	19.5 - 30.4
Madera County Office of Education	Nishimoto School (1 building)	884,000	19.5 - 30.4
Madera County Office of Education	Pioneer Technical Center	2,164,348	19.5 - 30.4
Madera USD	Ag Farm	949,177	19.5 - 30.4
Madera USD	Alpha Elementary School	5,856,301	19.5 - 30.4
Madera USD	Berenda Elementary School	6,806,412	19.5 - 30.4
Madera USD	Chavez Elementary School	10,497,473	19.5 - 30.4
Madera USD	Desmond Middle School	18,004,265	19.5 - 30.4

Table J-5. Madera County Office of Education, Severe Wind Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days)
Madera USD	District Administration	3,366,618	19.5 - 30.4
Madera USD	Eastin-Arcola Elementary School	6,224,293	19.5 - 30.4
Madera USD	Furman/Adult Education Center	1,546,284	19.5 - 30.4
Madera USD	Future Location of High School	111,470	19.5 - 30.4
Madera USD	Howard Elementary School	4,045,344	19.5 - 30.4
Madera USD	James Monroe Elementary School	6,407,514	19.5 - 30.4
Madera USD	John Adams Elementary School	6,045,263	19.5 - 30.4
Madera USD	LaVina Elementary School	4,320,746	19.5 - 30.4
Madera USD	Lincoln Elementary School	8,523,509	19.5 - 30.4
Madera USD	Madera High School	32,648,221	19.5 - 30.4
Madera USD	Madera South High School	64,287,141	19.5 - 30.4
Madera USD	Madison Elementary School	6,079,100	19.5 - 30.4
Madera USD	Millview Elementary School	6,489,767	19.5 - 30.4
Madera USD	MLK Junior High School	13,126,826	19.5 - 30.4
Madera USD	Mountain Vista High School	482,826	19.5 - 30.4
Madera USD	Nishimoto Elementary School	9,726,938	19.5 - 30.4
Madera USD	Parkwood Elementary School	10,491,963	19.5 - 30.4
Madera USD	Pershing Elementary School	10,811,561	19.5 - 30.4
Madera USD	Ripperdan Continuation School	3,120,523	19.5 - 30.4
Madera USD	Sierra Vista Elementary School	6,940,483	19.5 - 30.4
Madera USD	Stadium Complex	2,527,151	19.5 - 30.4
Madera USD	Thomas Jefferson Middle School	12,649,956	19.5 - 30.4
Madera USD	Washington Elementary School	6,328,492	19.5 - 30.4
Raymond-Knowles Union ESD	Raymond School Annex	1,311,346	19.5 - 30.4
Alview Dairyland SD	Alview School	3,814,833	30.5 - 40.4
Alview Dairyland SD	Dairyland School	2,339,057	30.5 - 40.4

Table J-5. Madera County Office of Education, Severe Wind Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days)
Bass Lake Joint Union ESD	Bass Lake District Office Bldg	265,267	30.5 - 40.4
Bass Lake Joint Union ESD	Bass Lake Elementary School	2,614,953	30.5 - 40.4
Bass Lake Joint Union ESD	Oak Creek Intermediate School	5,433,341	30.5 - 40.4
Bass Lake Joint Union ESD	Oakhurst Elementary School	4,123,151	30.5 - 40.4
Bass Lake Joint Union ESD	Wasuma Elementary School	4,298,984	30.5 - 40.4
Chawanakee USD	District Office	157,997	30.5 - 40.4
Chawanakee USD	Minarets High School Site	18,488,316	30.5 - 40.4
Chawanakee USD	Mountain Oaks H.S./Bonadelle Community Day School/Spring Valley Elementary School	2,539,009	30.5 - 40.4
Chawanakee USD	North Fork Elementary School	8,650,774	30.5 - 40.4
Chowchilla ESD	Fairmead Elementary School	4,695,272	30.5 - 40.4
Chowchilla ESD	Fuller (Merle L.) Elementary School	6,308,257	30.5 - 40.4
Chowchilla ESD	Ronald Reagan Elementary School	11,497,720	30.5 - 40.4
Chowchilla ESD	Stephens Elementary & District Office	3,982,820	30.5 - 40.4
Chowchilla ESD	Wilson Elementary School	9,777,117	30.5 - 40.4
Chowchilla Union HSD	Chowchilla Union High School	27,765,749	30.5 - 40.4
Chowchilla Union HSD	Computer Tech Shop & Storage School	161,408	30.5 - 40.4
Chowchilla Union HSD	Gateway Continuation School	319,304	30.5 - 40.4
Chowchilla Union HSD	High School Farm School	67,292	30.5 - 40.4
Madera County Office of Education	Chowchilla High School - (2 buildings, new)	386,000	30.5 - 40.4
Madera County Office of Education	Chowchilla High School - (2 buildings, old)	123,750	30.5 - 40.4
Madera County Office of Education	Coarsegold Elementary School (1 building)	948,972	30.5 - 40.4

Table J-5. Madera County Office of Education, Severe Wind Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days)
Madera County Office of Education	Fairmead School (1 building)	56,928	30.5 - 40.4
Madera County Office of Education	Fuller School (2 buildings)	116,832	30.5 - 40.4
Madera County Office of Education	North Fork School (1 building)	131,700	30.5 - 40.4
Madera County Office of Education	Oak Creek School (1 building)	149,760	30.5 - 40.4
Madera County Office of Education	Ronald Reagan School (1 building)	108,560	30.5 - 40.4
Madera County Office of Education	Wilson School (2 buildings)	112,248	30.5 - 40.4
Madera County Office of Education	Yosemite High School (2 buildings)	1,844,456	30.5 - 40.4
Madera USD	Dixieland Elementary School	2,797,963	30.5 - 40.4
Raymond-Knowles Union ESD	Raymond Elementary School	1,402,717	30.5 - 40.4
Yosemite USD	Coarsegold Elementary School	7,906,906	30.5 - 40.4
Yosemite USD	Foothill High School	114,836	30.5 - 40.4
Yosemite USD	Raymond-Granite High School	150,711	30.5 - 40.4
Yosemite USD	Rivergold Elementary School	6,304,319	30.5 - 40.4
Yosemite USD	Yosemite Falls Education Center	407,060	30.5 - 40.4
Yosemite USD	Yosemite High School	41,124,906	30.5 - 40.4
Bass Lake Joint Union ESD	Wawona Elementary School	1,114,812	40.5 - 50.4

MPH = miles per hour

Table J-6. Madera County Office of Education, Winter Storm Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Mean Annual Snowfall (in.)
Alview Dairyland SD	Alview School	3,814,833	Low: 1.00-23.99
Alview Dairyland SD	Dairyland School	2,339,057	Low: 1.00-23.99
Bass Lake Joint Union ESD	Wasuma Elementary School	4,298,984	Low: 1.00-23.99
Chawanakee USD	District Office	157,997	Low: 1.00-23.99
Chawanakee USD	Minarets High School Site	18,488,316	Low: 1.00-23.99
Chawanakee USD	Mountain Oaks H.S./Bonadelle Community Day School/Spring Valley Elementary School	2,539,009	Low: 1.00-23.99
Chawanakee USD	North Fork Elementary School	8,650,774	Low: 1.00-23.99
Chowchilla ESD	Fairmead Elementary School	4,695,272	Low: 1.00-23.99
Chowchilla ESD	Fuller (Merle L.) Elementary School	6,308,257	Low: 1.00-23.99
Chowchilla ESD	Ronald Reagan Elementary School	11,497,720	Low: 1.00-23.99
Chowchilla ESD	Stephens Elementary & District Office	3,982,820	Low: 1.00-23.99
Chowchilla ESD	Wilson Elementary School	9,777,117	Low: 1.00-23.99
Chowchilla Union HSD	Chowchilla Union High School	27,765,749	Low: 1.00-23.99
Chowchilla Union HSD	Computer Tech Shop & Storage School	161,408	Low: 1.00-23.99
Chowchilla Union HSD	Gateway Continuation School	319,304	Low: 1.00-23.99
Chowchilla Union HSD	High School Farm School	67,292	Low: 1.00-23.99
Golden Valley USD	Centennial Independent Study/ Golden Valley Adult/Independence High School	620,071	Low: 1.00-23.99
Golden Valley USD	District Office/Lincoln Community Day School	1,368,659	Low: 1.00-23.99
Golden Valley USD	Independence High School	1,370,754	Low: 1.00-23.99
Golden Valley USD	Liberty High School	23,520,447	Low: 1.00-23.99
Golden Valley USD	Ranchos Middle School	14,257,199	Low: 1.00-23.99

Table J-6. Madera County Office of Education, Winter Storm Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Mean Annual Snowfall (in.)
Golden Valley USD	Sierra View Elementary School	4,752,135	Low: 1.00-23.99
Golden Valley USD	Webster Elementary School	6,707,561	Low: 1.00-23.99
Madera County Office of Education	Apollo School	645,580	Low: 1.00-23.99
Madera County Office of Education	Berenda School (1 building)	2,273,952	Low: 1.00-23.99
Madera County Office of Education	Chowchilla High School - (2 buildings, new)	386,000	Low: 1.00-23.99
Madera County Office of Education	Chowchilla High School - (2 buildings, old)	123,750	Low: 1.00-23.99
Madera County Office of Education	Coarsegold Elementary School (1 building)	948,972	Low: 1.00-23.99
Madera County Office of Education	County Office	3,666,624	Low: 1.00-23.99
Madera County Office of Education	Desmond School (1 building)	884,000	Low: 1.00-23.99
Madera County Office of Education	Enterprise School	1,632,088	Low: 1.00-23.99
Madera County Office of Education	Fairmead School (1 building)	56,928	Low: 1.00-23.99
Madera County Office of Education	Fuller School (2 buildings)	116,832	Low: 1.00-23.99
Madera County Office of Education	Gould School	2,446,636	Low: 1.00-23.99
Madera County Office of Education	Howard School (1 building)	388,600	Low: 1.00-23.99
Madera County Office of Education	Juvenile Hall (1 building)	52,680	Low: 1.00-23.99
Madera County Office of Education	Liberty School (1 building)	852,800	Low: 1.00-23.99
Madera County Office of Education	Millview School (2 buildings)	748,200	Low: 1.00-23.99
Madera County Office of Education	Nishimoto School (1 building)	884,000	Low: 1.00-23.99
Madera County Office of Education	North Fork School (1 building)	131,700	Low: 1.00-23.99
Madera County Office of Education	Pioneer Technical Center	2,164,348	Low: 1.00-23.99
Madera County Office of Education	Ronald Reagan School (1 building)	108,560	Low: 1.00-23.99
Madera County Office of Education	Wilson School (2 buildings)	112,248	Low: 1.00-23.99
Madera USD	Ag Farm	949,177	Low: 1.00-23.99
Madera USD	Alpha Elementary School	5,856,301	Low: 1.00-23.99

Table J-6. Madera County Office of Education, Winter Storm Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Mean Annual Snowfall (in.)
Madera USD	Berenda Elementary School	6,806,412	Low: 1.00-23.99
Madera USD	Chavez Elementary School	10,497,473	Low: 1.00-23.99
Madera USD	Desmond Middle School	18,004,265	Low: 1.00-23.99
Madera USD	District Administration	3,366,618	Low: 1.00-23.99
Madera USD	Dixieland Elementary School	2,797,963	Low: 1.00-23.99
Madera USD	Eastin-Arcola Elementary School	6,224,293	Low: 1.00-23.99
Madera USD	Furman/Adult Education Center	1,546,284	Low: 1.00-23.99
Madera USD	Future Location of High School	111,470	Low: 1.00-23.99
Madera USD	Howard Elementary School	4,045,344	Low: 1.00-23.99
Madera USD	James Monroe Elementary School	6,407,514	Low: 1.00-23.99
Madera USD	John Adams Elementary School	6,045,263	Low: 1.00-23.99
Madera USD	LaVina Elementary	4,320,746	Low: 1.00-23.99
Madera USD	Lincoln Elementary	8,523,509	Low: 1.00-23.99
Madera USD	Madera High School	32,648,221	Low: 1.00-23.99
Madera USD	Madera South High School	64,287,141	Low: 1.00-23.99
Madera USD	Madison Elementary School	6,079,100	Low: 1.00-23.99
Madera USD	Millview Elementary School	6,489,767	Low: 1.00-23.99
Madera USD	MLK Junior High School	13,126,826	Low: 1.00-23.99
Madera USD	Mountain Vista High School	482,826	Low: 1.00-23.99
Madera USD	Nishimoto Elementary School	9,726,938	Low: 1.00-23.99
Madera USD	Parkwood Elementary School	10,491,963	Low: 1.00-23.99
Madera USD	Pershing Elementary School	10,811,561	Low: 1.00-23.99
Madera USD	Ripperdan Continuation School	3,120,523	Low: 1.00-23.99
Madera USD	Sierra Vista Elementary School	6,940,483	Low: 1.00-23.99
Madera USD	Stadium Complex	2,527,151	Low: 1.00-23.99
Madera USD	Thomas Jefferson Middle School	12,649,956	Low: 1.00-23.99
Madera USD	Washington Elementary School	6,328,492	Low: 1.00-23.99

Table J-6. Madera County Office of Education, Winter Storm Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Mean Annual Snowfall (in.)
Raymond-Knowles Union ESD	Raymond Elementary School	1,402,717	Low: 1.00-23.99
Raymond-Knowles Union ESD	Raymond School Annex	1,311,346	Low: 1.00-23.99
Yosemite USD	Coarsegold Elementary School	7,906,906	Low: 1.00-23.99
Yosemite USD	Raymond-Granite High School	150,711	Low: 1.00-23.99
Yosemite USD	Rivergold Elementary School	6,304,319	Low: 1.00-23.99
Yosemite USD	Yosemite Falls Education Center	407,060	Low: 1.00-23.99
Bass Lake Joint Union ESD	Bass Lake District Office Bldg	265,267	Medium: 24.00-47.99
Bass Lake Joint Union ESD	Bass Lake Elementary School	2,614,953	Medium: 24.00-47.99
Bass Lake Joint Union ESD	Oak Creek Intermediate School	5,433,341	Medium: 24.00-47.99
Bass Lake Joint Union ESD	Oakhurst Elementary School	4,123,151	Medium: 24.00-47.99
Madera County Office of Education	Oak Creek School (1 building)	149,760	Medium: 24.00-47.99
Madera County Office of Education	Yosemite High School (2 buildings)	1,844,456	Medium: 24.00-47.99
Yosemite USD	Yosemite High School	41,124,906	Medium: 24.00-47.99
Bass Lake Joint Union ESD	Wawona Elementary School	1,114,812	High: 48.00-72.00
Yosemite USD	Foothill High School	114,836	High: 48.00-72.00

Table J-7. Madera County Office of Education, Wildfire Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: LRA Fire Hazard Severity Zone
Chowchilla ESD	Fairmead Elementary School	4,695,272	Moderate
Golden Valley USD	Ranchos Middle School	14,257,199	Moderate
Madera County Office of Education	Berenda School (1 building)	2,273,952	Moderate
Madera County Office of Education	Desmond School (1 building)	884,000	Moderate
Madera County Office of Education	Fairmead School (1 building)	56,928	Moderate
Madera County Office of Education	Nishimoto School (1 building)	884,000	Moderate
Madera USD	Berenda Elementary School	6,806,412	Moderate
Madera USD	Desmond Middle School	18,004,265	Moderate
Madera USD	Future Location of High School	111,470	Moderate
Madera USD	LaVina Elementary School	4,320,746	Moderate
Madera USD	Nishimoto Elementary School	9,726,938	Moderate
Madera USD	Pershing Elementary School	10,811,561	Moderate
Yosemite USD	Foothill High School	114,836	Very High

LRA = Local Responsibility Area

Table J-8. Madera County Office of Education, Wildfire Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: SRA Fire Hazard Severity Zone
Madera County Office of Education	North Fork School (1 building)	131,700	Moderate
Madera County Office of Education	Oak Creek School (1 building)	149,760	Moderate
Yosemite USD	Raymond-Granite High School	150,711	Moderate
Chawanakee USD	District Office	157,997	Moderate
Bass Lake Joint Union ESD	Bass Lake District Office Bldg	265,267	Moderate
Madera County Office of Education	Coarsegold Elementary (1 building)	948,972	Moderate
Raymond-Knowles Union ESD	Raymond School Annex	1,311,346	Moderate
Raymond-Knowles Union ESD	Raymond Elementary School	1,402,717	Moderate
Madera County Office of Education	Yosemite High (2 buildings)	1,844,456	Moderate
Chawanakee USD	Mountain Oaks H.S./Bonadelle Community Day School/Spring Valley Elementary School	2,539,009	Moderate
Bass Lake Joint Union ESD	Oakhurst Elementary School	4,123,151	Moderate
Bass Lake Joint Union ESD	Wasuma Elementary School	4,298,984	Moderate
Bass Lake Joint Union ESD	Oak Creek Intermediate School	5,433,341	Moderate
Yosemite USD	Rivergold Elementary School	6,304,319	Moderate
Yosemite USD	Coarsegold Elementary School	7,906,906	Moderate
Chawanakee USD	North Fork Elementary School	8,650,774	Moderate
Chawanakee USD	Minarets High School Site	18,488,316	Moderate
Yosemite USD	Yosemite High School	41,124,906	Moderate
Yosemite USD	Yosemite Falls Education Center	407,060	High
Bass Lake Joint Union ESD	Bass Lake Elementary School	2,614,953	Very High

SRA = State Responsibility Area

Table J-9. Madera County Office of Education, Dam Failure Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Federal and State-Jurisdictional Dam Failure Inundation Area
Madera County Office of Education	Apollo School	645,580	Hidden
Madera County Office of Education	County Office	3,666,624	Hidden
Madera County Office of Education	Desmond School (1 building)	884,000	Hidden
Madera County Office of Education	Enterprise School	1,632,088	Hidden
Madera County Office of Education	Gould	2,446,636	Hidden
Madera County Office of Education	Howard School (1 building)	388,600	Hidden
Madera County Office of Education	Juvenile Hall (1 building)	52,680	Hidden
Madera County Office of Education	Millview School (2 buildings)	748,200	Hidden
Madera County Office of Education	Nishimoto School (1 building)	884,000	Hidden
Madera County Office of Education	Pioneer Technical Center	2,164,348	Hidden
Madera USD	Ag Farm	949,177	Hidden
Madera USD	Alpha Elementary School	5,856,301	Hidden
Madera USD	Chavez Elementary School	10,497,473	Hidden
Madera USD	Desmond Middle School	18,004,265	Hidden
Madera USD	District Administration	3,366,618	Hidden
Madera USD	Furman/Adult Education Center	1,546,284	Hidden
Madera USD	Future Location of High School	111,470	Hidden
Madera USD	Howard Elementary School	4,045,344	Hidden
Madera USD	James Monroe Elementary School	6,407,514	Hidden
Madera USD	John Adams Elementary School	6,045,263	Hidden
Madera USD	LaVina Elementary School	4,320,746	Hidden
Madera USD	Lincoln Elementary School	8,523,509	Hidden
Madera USD	Madera High School	32,648,221	Hidden
Madera USD	Madera South High School	64,287,141	Hidden
Madera USD	Madison Elementary School	6,079,100	Hidden
Madera USD	Millview Elementary School	6,489,767	Hidden

Table J-9. Madera County Office of Education, Dam Failure Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Federal and State-Jurisdictional Dam Failure Inundation Area
Madera USD	MLK Junior High School	13,126,826	Hidden
Madera USD	Mountain Vista High School	482,826	Hidden
Madera USD	Nishimoto Elementary School	9,726,938	Hidden
Madera USD	Parkwood Elementary School	10,491,963	Hidden
Madera USD	Pershing Elementary School	10,811,561	Hidden
Madera USD	Sierra Vista Elementary School	6,940,483	Hidden
Madera USD	Stadium Complex	2,527,151	Hidden
Madera USD	Thomas Jefferson Middle School	12,649,956	Hidden
Madera USD	Washington Elementary School	6,328,492	Hidden
Madera USD	Eastin-Arcola Elementary	6,224,293	Friant
Madera USD	Ripperdan Continuation School	3,120,523	Friant
Chowchilla ESD	Fuller (Merle L.) Elementary School	6,308,257	Buchanan
Chowchilla ESD	Ronald Reagan Elementary School	11,497,720	Buchanan
Chowchilla ESD	Stephens Elementary & District Office	3,982,820	Buchanan
Chowchilla ESD	Wilson Elementary School	9,777,117	Buchanan
Chowchilla Union HSD	Chowchilla Union High School	27,765,749	Buchanan
Chowchilla Union HSD	Computer Tech Shop & Storage School	161,408	Buchanan
Chowchilla Union HSD	Gateway Continuation School	319,304	Buchanan
Chowchilla Union HSD	High School Farm School	67,292	Buchanan
Madera County Office of Education	Chowchilla High School - (2 buildings, new)	386,000	Buchanan

Table J-9. Madera County Office of Education, Dam Failure Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Federal and State-Jurisdictional Dam Failure Inundation Area
Madera County Office of Education	Chowchilla High School - (2 buildings, old)	123,750	Buchanan
Madera County Office of Education	Fuller School (2 buildings)	116,832	Buchanan
Madera County Office of Education	Ronald Reagan School (1 building)	108,560	Buchanan
Madera County Office of Education	Wilson School (2 buildings)	112,248	Buchanan

Table J-10. Madera County Office of Education, Levee Break Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Levee Flood Protection Zones (ft.)
Alview Dairyland SD	Alview School	3,814,833	3' - 12', Deep Slough, Mariposa Slough, Eastside Bypass

Table J-11. Madera County Office of Education, Hazardous Material Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Transportation Corridor (1/4-mile buffer)
Bass Lake Joint Union ESD	Wasuma Elementary School	4,298,984	Yes
Chowchilla ESD	Stephens Elementary & District Office	3,982,820	Yes
Chowchilla ESD	Wilson Elementary School	9,777,117	Yes
Chowchilla Union HSD	Chowchilla Union High School	27,765,749	Yes
Chowchilla Union HSD	Computer Tech Shop & Storage School	161,408	Yes
Chowchilla Union HSD	Gateway Continuation School	319,304	Yes
Madera County Office of Education	Chowchilla High School - (2 buildings, new)	386,000	Yes
Madera County Office of Education	Chowchilla High School - (2 buildings, old)	123,750	Yes
Madera County Office of Education	Gould School	2,446,636	Yes
Madera County Office of Education	Millview School (2 buildings)	748,200	Yes
Madera County Office of Education	Pioneer Technical Center	2,164,348	Yes
Madera County Office of Education	Wilson (2 buildings)	112,248	Yes
Madera USD	Ag Farm	949,177	Yes
Madera USD	Chavez Elementary School	10,497,473	Yes
Madera USD	Furman/Adult Education Center	1,546,284	Yes
Madera USD	Millview Elementary School	6,489,767	Yes
Madera USD	Mountain Vista High School	482,826	Yes
Madera USD	Parkwood Elementary School	10,491,963	Yes
Madera USD	Sierra Vista Elementary School	6,940,483	Yes
Madera USD	Thomas Jefferson Middle School	12,649,956	Yes
Yosemite USD	Yosemite Falls Education Center	407,060	Yes

Table J-12. Madera County Office of Education, Hazardous Material Hazard Vulnerability Analysis

School District	Facility	Structural Value (\$)	Hazard Area: Fixed Facilities (1/4-mile buffer)
Madera USD	Alpha Elementary School	5,856,301	Yes

Table J-13. Madera County Office of Education, Overall Summary of Total Assets at Risk

Hazard	Hazard Area	No. of Facilities	% of Facilities	Structural Value (\$)
Seismic	Light	87	100	521,567,354
Flood	500-year SFHA	9	10	33,785,074
	100-year SFHA	3	3	14,677,399
Fog	Potential Fog Area, (elevation \leq 656 feet)	66	76	413,394,407
Severe Wind	Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days): 19.5-30.4	48	55	338,963,297
	Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days): 30.5-40.4	38	44	181,489,245
	Peak Wind Gusts \geq 50 MPH, Annual Mean Occurrence (days): 40.5-50.4	1	1.0	1,114,812
Winter Storm	Mean Annual Snowfall (in.): Low (1.00-23.99)	78	90	464,781,872
	Mean Annual Snowfall (in.): Medium (24.00-47.99)	7	8.0	55,555,834
	Mean Annual Snowfall (in.): High (48.00-72.00)	2	2.0	1,229,648
Wildfire	LRA: Moderate	12	14	72,832,743
	LRA: Very High	1	1.0	114,836
	SRA: Moderate	18	21	105,232,632
	SRA: High	1	1.0	407,060
	SRA: Very High	1	1.0	213,487,277
Dam Failure	Hidden Dam	35	40	265,777,145
	Friant Dam	2	2.0	9,344,815
	Buchanan Dam	13	15	60,727,057

Table J-13. Madera County Office of Education, Overall Summary of Total Assets at Risk

Hazard	Hazard Area	No. of Facilities	% of Facilities	Structural Value (\$)
Levee Inundation	Levee Flood Protection Zone	1	1.15	3,814,833
Hazardous Material Event	Transportation Corridor	21	24.14	102,741,553
	Fixed Facility	1	1.15	5,856,301

Table J-14. Madera County Office of Education, Human and Technical Resources for Hazard Mitigation

Staff/Personnel Resources	Department or Agency	Principal Activities Related to Hazard Mitigation
Geri Kendall Cox, Chief Business and Administrative Services Officer	Madera County Office of Education	Under the direction of the Superintendent, plan, organize, control, and direct the activities and operations of the Business Services Office, coordinate assigned activities with other divisions, departments, school districts, and outside agencies; maintain the fiscal integrity and solvency of the organization; assure programs are operating within the appropriate fiscal parameters and remain in compliance with the appropriate federal, state, or local regulations.
Opie Riar, Facilities Coordinator	Madera County Office of Education	Under the direction of the Superintendent/Designee, coordinate and develop short- and long-range plans for school housing facilities; plan, organize, and coordinate the activities and operations of the facilities and planning functions, including new construction, renovation, and leasing; act as a liaison between the County Office of Education and the agencies of the State, County, and City governments.
Kim Linderholm Senior Administrative Assistant	Madera County Office of Education	Under the direction of Chief Business and Administrative Services Officer, perform highly responsible and confidential secretarial and administrative assistant duties to relieve the administrator of a variety of administrative details; interpret policies and regulations to officials, staff, and the public; plan, coordinate, and organize office activities and coordinate flow of communications and information for the assigned administrators, maintain confidentiality of sensitive and privileged information.
Doug Reeves, Manager, Maintenance and Grounds	Madera County Office of Education	Under the direction of the Chief Business and Administrative Services Officer, organize and direct the activities and operations of the Maintenance and Operations Office; plan, coordinate, organize, and supervise the maintenance of school facilities and grounds; perform a variety of custodial, grounds maintenance, and highly skilled building and equipment maintenance duties and other designated services.

Table J-14. Madera County Office of Education, Human and Technical Resources for Hazard Mitigation

Staff/Personnel Resources	Department or Agency	Principal Activities Related to Hazard Mitigation
Jeffrey Bottorff, Chief Information Technology Officer	Madera County Office of Education	Under the direction of the Superintendent, plan, organize, control and direct strategic planning of management information services for the Madera County Superintendent of Schools (MCSOS) and the school districts of Madera County; direct and support the use of personal computer hardware and software, computer, and computer-related needs of the MCSOS Local Area Network and Wide Area Network; direct the maintenance and programming of the electronic communications systems for the County-wide Financial System; direct the operations and maintenance of the MCSOS communications network.

Table J-15. Madera County Office of Education, Legal and Regulatory Resources Available for Hazard Mitigation

Regulatory Tool	Name	Description (Effect on Hazard Mitigation)	Hazards Addressed	Mitigation, Preparedness, Response, or Recovery	Affects Development in Hazard Areas?
Plans	Madera County Office of Education Emergency Preparedness Plan	Describes what the County Office of Education and schools that house Madera County Office of Education's programs, actions will be during a response to an emergency.	Civil Unrest Dam Failure Explosion Flood Hazardous Materials Landslide Major Earthquake National Security Pandemic Influenza Radiological Terrorism Transportation Acc. Tornado Wildland/Urban Interface Fire Winter Storm Power Outage Drought Biological Incident Shooter/Intruder Nearby Police Activity Gas Leak	Response	No

Table J-15. Madera County Office of Education, Legal and Regulatory Resources Available for Hazard Mitigation

Regulatory Tool	Name	Description (Effect on Hazard Mitigation)	Hazards Addressed	Mitigation, Preparedness, Response, or Recovery	Affects Development in Hazard Areas?
Plans (cont)	Madera County Superintendent of Schools Pandemic Influenza Crisis Response Plan	Describes what the response will be between Madera County Superintendent of Schools, Madera County Public Health Department and Madera County Office of Emergency Services during the different stages of a pandemic influenza crisis as it relates to schools.	Pandemic Influenza	Response	No
	Emergency Response Plans: Alview Dairyland SD; Bass Lake Joint Union Elementary School District; Chawanakee USD; Chowchilla ESD; Chowchilla Union HSD; Golden Valley USD; Madera USD; Raymond Knowles Union Elementary School District; and Yosemite USD	How schools located in a particular district will respond to an emergency.	Any event that affects the school, students, and staff.	Response	No
Policies	Madera County Office of Education Comprehensive Safety Plan	Describes policies and procedures for maximizing school safety and to create a positive learning environment that teaches strategies for violence prevention and emphasizes high expectations for student conduct.	Any event that affects the school, students, and staff.	Response	No
	Comprehensive Safety Plans: Alview Dairyland SD; Bass Lake Joint Union Elementary School District; Chawanakee USD; Chowchilla ESD; Chowchilla Union HSD; Golden Valley USD; Madera USD; Raymond Knowles Union Elementary School District; and Yosemite USD	Describes policies and procedures for maximizing school safety and violence prevention.	Any that deals with achieving a safe school environment.	Response	No

Table J-16. Madera County Office of Education, Financial Resources

Type	Subtype	Administrator	Purpose
Local	General Fund	District-specific.	Program operations and specific projects.
Federal	Hazard Mitigation Grant Program (HMGP)	Federal Emergency Management Agency (FEMA)	Supports pre- and post-disaster mitigation plans and projects.
	Pre-Disaster Mitigation (PDM) grant program	FEMA	Supports pre-disaster mitigation plans and projects.
	Hazard Mitigation Grant Program (HMGP)	Federal Emergency Management Agency (FEMA)	Supports pre- and post-disaster mitigation plans and projects.

Table J-17. Madera County Office of Education, Current, Ongoing, and Completed Hazard Mitigation Projects and Programs

Name/Status	Buildings and Grounds	Description	Year(s)
Madera County Office of Education / Ongoing	Nonstructural earthquake safety.	Inspection of facilities and grounds to identify areas of repair.	Performed annually
Madera County Office of Education / Ongoing	Nonstructural earthquake safety.	Securing all bookcases and cabinets to walls and assessing rooms for falling objects.	Performed annually
Madera County Office of Education / Ongoing	District support	Emergency Preparedness encouraged throughout the school districts in Madera County by distributing information on how to be prepared.	Annually
Madera County Office of Education / Ongoing	District support	Encourage Districts to participate in statewide Earthquake and Evacuation drill. These activities also encourage districts to review school sites for safe areas and preparing classrooms from falling debris.	Annually
Madera County Office of Education / School Districts Current	Shelter Agreements	Districts providing shelter agreements and facility surveys for the American Red Cross to use school sites as shelters in the event of an emergency.	2009-2010

Table J-16. Madera County Office of Education/County School Districts, Financial Resources

Type	Subtype	Administrator	Purpose
Local	General Fund	District-specific.	Program operations and specific projects.
Federal	Hazard Mitigation Grant Program (HMGP)	Federal Emergency Management Agency (FEMA)	Supports pre- and post-disaster mitigation plans and projects.
	Pre-Disaster Mitigation (PDM) grant program	FEMA	Supports pre-disaster mitigation plans and projects.
	Hazard Mitigation Grant Program (HMGP)	Federal Emergency Management Agency (FEMA)	Supports pre- and post-disaster mitigation plans and projects.

Table J-17. Madera County Office of Education/County School Districts, Current, Ongoing, and Completed Hazard Mitigation Projects and Programs

Name/Status	Buildings and Grounds	Description	Year(s)
Madera County Office of Education Ongoing	Nonstructural earthquake safety.	Inspection of facilities and grounds to identify areas of repair.	Performed annually
Madera County Office of Education Ongoing	Nonstructural earthquake safety.	Securing all bookcases and cabinets to walls and assessing rooms for falling objects.	Performed annually
Madera County Office of Education Ongoing	District support	Emergency Preparedness encouraged throughout the school districts in Madera County by distributing information on how to be prepared.	Annually
Madera County Office of Education Ongoing	District support	Encourage Districts to participate in statewide Earthquake and Evacuation drill. These activities also encourage districts to review school sites for safe areas and preparing classrooms from falling debris.	Annually
Madera County Office of Education/ County School Districts Current	Shelter Agreements	Districts providing shelter agreements and facility surveys for the American Red Cross to use school sites as shelters in the event of an emergency.	2009-2010

Table J-18. Madera County Office of Education/County School Districts, Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
1	Create a GIS-based pre-application review for new construction and major remodels in hazard areas, such levee break, high and/or very high wildfire areas.	0	0	0	0	0	0
2	Integrate the 2010 LHMP, in particular the hazard analysis and mitigation strategy sections, into Madera County and the City of Madera's General Plan's Element update process.	0	0	0	0	0	0
3	Seismically retrofit or replace County ramps and bridges that are categorized as structurally deficient by Caltrans and are necessary for first responders to use during an emergency.	0	0	0	0	0	0
4	Stabilize landslide-prone areas through stability improvement measures, including interceptor drains, in situ soil piles, drained earth buttresses, and subdrains.	0	0	0	0	0	0
5	Acquire, relocate, or elevate residential structures, in particular those that have been identified as RL properties, within the 100-year floodplain.	0	0	0	0	0	0

Table J-18. Madera County Office of Education/County School Districts, Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
6	Acquire, relocate, elevate, and/or floodproof critical facilities located within the 100-year floodplain.	1	1	1	1	1	5
7	Reinforce County ramps, bridges, and roads from flooding through protection activities which may include elevating the road and installing culverts beneath the road or building a bridge across the area that experiences regular flooding.	0	0	0	0	0	0
8	Work with FEMA Region IX to address any floodplain management issues that may have arisen/arise from the countywide DFIRM, Community Assessment Visits, and/or DWR.	0	0	0	0	0	0
9	Increase participation in the NFIP by entering the Community Rating System program which through enhanced floodplain management activities would allow property owners to receive a discount on their flood insurance.	0	0	0	0	0	0
10	Develop a drought contingency plan to provide an effective and systematic means of assessing drought conditions, develop mitigation actions and programs to reduce risks in advance of drought, and develop response options that minimize hardships during drought.	0	0	0	0	0	0

Table J-18. Madera County Office of Education/County School Districts, Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
11	Manage vegetation in areas within and adjacent to rights-of-way and in close proximity to critical facilities in order to reduce the risk of tree failure and property damage and avoid creation of wind acceleration corridors within vegetated areas.	1	1	1	1	1	5
12	Develop a free annual tree chipping and tree pick-up day that encourages residents living in high windprone hazards areas to manage trees and shrubs at risk of falling on overhead power lines	0	0	0	0	0	0
13	Bolt down the roofs of critical facilities in order to prevent wind damage.	1	1	1	1	1	5
14	Retrofit critical facilities located within high snowfall hazard areas (48-inches plus) to structurally withstand heavy snow loads.	1	1	1	1	1	5
15	Examine and mitigate County ramps, bridges, and roads that have been identified as being too narrow or having too many tight turns to ensure the safe transportation of truck loads.	0	0	0	0	0	0

Table J-18. Madera County Office of Education/County School Districts, Evaluation and Prioritization Table

No.	Description	Current or Potential Support from the Participating Jurisdiction	Participating Jurisdiction Department or Agency Champion	Ability to be Implemented from 2010-2015	Reduces Expected Future Damages and Losses	Mitigates a High Risk Hazard	Total
16	Implement a fuel reduction program, such as the collection and disposal of dead fuel, within open spaces and around critical facilities and residential structures located within a SRA or LRA high or very high wildfire zone.	1	1	1	1	1	5
17	Create a vegetation management program that provides vegetation management services to elderly, disabled, or low-income property owners who lack the resources to remove flammable vegetation around their homes.	0	0	0	0	0	0
18	Work with DWR to determine dam inundation areas of unmapped dams within the county and neighboring counties that may affect Madera County.	0	0	0	0	0	0
19	Encourage property owners located in the levee break hazard areas to purchase voluntary flood insurance.	0	0	0	0	0	0
20	Acquire, relocate, elevate, and/or floodproof critical facilities located within the levee break hazard areas with depths \geq 3-feet.	1	1	1	1	1	5

Table J-19. Madera County Office of Education, Mitigation Action Plan

No.	Description	Potential Facility to Mitigate	Responsible Department or Agency	Potential Funding Source	Implementation Timeframe
1	Acquire, relocate, elevate, and/or floodproof critical facilities located within the 100-year floodplain.	Alview, Dairyland, and Lincoln Schools	MCOE	PDM/HMGP	5 years
2	Implement a fuel reduction program, such as the collection and disposal of dead fuel, within open spaces and around critical facilities and residential structures located within a SRA or LRA high or very high wildfire zone.	Foothill (Very High Risk), Yosemite Falls (High Risk), and Bass Lake Elementary (Very High Risk) Schools	MCOE	PDM/HMGP	3-5 years
3	Retrofit critical facilities located within high snowfall hazard areas (48-inches plus) to structurally withstand heavy snow loads.	Wawona Elementary and Foothill High Schools	MCOE	PDM/HMGP	3-5 years
4	Acquire, relocate, elevate, and/or floodproof critical facilities located within the levee break hazard areas with depths \geq 3-feet.	Alview School	MCOE	PDM/HMGP	5 years
5	Manage vegetation in areas within and adjacent to rights-of-way and in close proximity to critical facilities in order to reduce the risk of tree failure and property damage and avoid creation of wind acceleration corridors within vegetated areas, and bolt down the roofs of critical facilities in order to prevent wind damage.	Wawona Elementary School	MCOE	PDM/HMGP	2-5 years



CITY OF MADERA, CALIFORNIA
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

ANNEX H

CONTINUITY OF GOVERNMENT



Continuity of Government

A major disaster could include death or injury of key officials, partial or complete destruction of established seats of government, and the destruction of public and private records essential to continued operations of government and industry. Law and order must be preserved and government services maintained. Applicable portions of the California Government Code and the Constitution of the State of California provide authority for the continuity and preservation of local government.

Continuity of leadership and government authority is particularly important with respect to emergency services, direction of emergency response operations, and management of recovery operations. To this end, it is particularly essential that the City of Madera continue to function as a government entity.

Under California's concept of mutual aid, local officials remain in control of their jurisdiction's emergency operations while additional resources may be provided by others upon request. A key aspect of this control is to be able to communicate official requests, situation reports, and other emergency information throughout any disaster situation.

To ensure continuity of government, seven elements must be addressed by government at all levels:

1. Succession of Officers
2. Seat of Government
3. Emergency Powers and Authority
4. Emergency Plans
5. Primary and Alternate Emergency Operations Center(s)
6. Preservation of Vital Records
7. Protection of Critical Infrastructure

Succession of Officers Heading Departments

Section 8637, Article 15, Chapter 7, Division 1, Title 2 of the California Government Code permits the political subdivision to provide for the succession of officers who head departments having duties in the maintenance of law and order or in the furnishing of public services relating to health and safety. The succession list for the primary City of Madera emergency response functions is attached.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Standby Officers

Section 8639, Article 15, Chapter 7, Division 1, Title 2 of the California Government Code permits the governing body to appoint up to three standby officers for each member of the governing body and up to three standby officers for the political subdivision's chief executive. The standby officers shall have the same authority and powers as the regular officers.

Reconstituting the Governing Body with Temporary Officers

Section 8644, Article 15, Chapter 7, Division 1, Title 2 of the California Government Code establishes a method for reconstituting the governing body. It authorizes that, should all members of the governing body, including all standby members, be unavailable, temporary officers shall be appointed by the chairman of the board of the County or by the mayor of any city within 150 miles of the political subdivision.

Meeting of Government Body During an Emergency

Section 8642, Article 15, Chapter 7, Division 1, Title 2 of the California Government Code directs local governing bodies to convene as soon as possible whenever a state of emergency or local emergency exists and at a place not necessarily within the political subdivision.

Duties of Governing Body During an Emergency

Section 8643, Article 15, Chapter 7, Division 1, Title 2 of the California Government Code provides that the duties of the governing body during emergencies shall include ascertaining the damage to the political subdivision and its personnel and property, reconstituting itself and the political subdivision, and performing functions in preserving law and order and furnishing local services.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Lines of Succession

FUNCTION / DEPARTMENT	TITLE / POSITION
City Administrator	Community Development Director
Fire Chief	Division Chief, Battalion Chief
Police Chief	Commander
City Attorney	Back-Up Contract Counsel
Community Development Director	Planning Manager
Director Human Resources	Administrative Analyst
Director of Financial Services	Financial Services Manager



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Seat of Government

In general, the seat of City government is that place where the City Council is sitting and meeting. That place is:

Madera City Council Chambers
205 W. 4th Street
Madera, CA 93637

The Mayor or any other member of the City Council may designate alternate or temporary seats of City government should that be necessary. The seat of City government may be the EOC, or its alternate location, during an extreme emergency.

Emergency Powers and Authority

Emergency powers are granted to City leadership by the California Emergency Services Act. Authority to take extraordinary measures during emergencies derives from City emergency ordinances and emergency orders that are authorized by the California Emergency Services Act.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Emergency Plans

The basis for a coordinated, effective response to a disaster is the emergency plan. Generally, the objectives of the emergency plan are to:

- Foster a jurisdiction-wide systematic approach to planning.
- Support a capability for prompt, coordinated response to large-scale disasters or threats simultaneously at all levels of government.
- Provide a basis for assured continuity of government.
- Promote uniformity in principles, policies, and concepts of operations and compatibility of organizations and systems to facilitate coordinated response.

This Plan, and other plans incorporated by reference, include those objectives as well as defining the relationship between it and response management. If emergency response is defined as a series of decisions by emergency managers, the emergency plan can be viewed as the framework for decision making. It structures the options from which a decision maker can choose. In other words, a plan is composed of decisions made during “normal” times to help guide decisions during a disaster.

The emergency plan is linked to the response phase in two important ways. First, during the planning process, the major agent-generated and response-generated demands are identified and strategies are developed for meeting them. The plan itself documents the strategies. Then, in the response phase, the strategies are evaluated and implemented. The second connection between planning and response management is exercises. Such activities should be mandated in the Comprehensive Emergency Management Plan and viewed as part of the emergency planning process.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Emergency Operations Center(s)

As a place, the EOC differs greatly from one organization to another, but the functions are much less variable. The EOC is responsible not only for assembling and directing local government response, but also for communicating with all other levels of government, with the private sector, and the public (both the public at large and the public at risk).

According to SEMS, the EOC is structured to fulfill an organization standard that includes the functions of management, finance & administration, logistics, operations, and planning & intelligence. Although each of the SEMS functions are necessary, coordination, communications, and intelligence are **critical**. Communications is viewed as central, with coordination running a close second.

Communications issues are important to the City of Madera's emergency response capability. These issues include channel capacity, the importance of multiple channels, and the planning for a viable emergency communications system. Communications issues appropriate to this plan can be noted in ANNEX A.

The location of the City of Madera's EOC is normally located at the Madera Police Department (the Conference Room). In case of a major disaster, this location may be moved at the discretion of the Emergency Manager.

Other rooms in the Police Department Building will be identified as meeting rooms for Section, Branch and Unit Members, as required by the nature of the event.

Alternate Emergency Operations Centers

Alternate emergency operations centers for the City of Madera are listed by priority:

City Hall Conference Room 205 W. 4 th Street Madera, CA 93637
Public Works Conference Room 1030 S. gateway Drive Madera, CA 93637



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Preservation of Vital Records

The preservation of vital records is of high importance to the City of Madera. The City has an established Records Management Program that is tasked to manage City records efficiently and economically by:

- Reducing the amount of unnecessary records being stored.
- Creating a Citywide Records Retention Program.
- Setting up standards and procedures for storing records.
- Administering salvage paper programs.
- Maintaining historical records of the City.

The preservation of vital records is critical to the City's recovery from a catastrophic event. In addition to the information retrieval requirements of response, each response function has a record-keeping component. Although the principal focus of vital records preservation is to support recovery through reimbursement of disaster-related costs, vital records also have a broader and arguably more important function. Vital records become vital because they help describe a reasonably complete compilation of damage, death, physical and mental trauma, and allocation of public and private resources, making it possible to learn from the disaster experience.

Vital records for the City of Madera are maintained in several locations. A non-inclusive list includes the following:

Types of Records	Stored
Clets, Investigative/Intelligence Reports.	Madera Police Department - Records
Meeting Agenda's, financial audits, Bylaws, Grant Deeds, Deeds of Trust, Agreements, Recorded Liens, Resolutions and Meeting Minutes.	RDA Upstairs Vault, RDA Downstairs Vault
Resolutions, Ordinances, Meeting Minutes, Purchase and Sales Agreements for Real Property, Recorded Documents, Financial Records – Budget/Audits, Incorporation Documents, Vehicle Titles and Bond Documents.	Vault, located in the Mail Room at City Hall.
Deeds of Trust, Promissory Notes, Declaration of Covenants and Restrictions	Grants Office, City Clerk Area, HR/Bldg. Area and Storemax of Madera, Unit 462.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Protection of Critical Infrastructure

During a disaster, public and private facilities will play varying roles in terms of importance. Their importance may be based on their day-to-day role and their expansion during an emergency, or upon unique circumstances common to the requirements of a particular emergency response.

Definitions of Critical Infrastructures

The critical infrastructures addressed in this annex are as follows:

Telecommunications

The primary networks and systems that support the transmission and exchange of electronic communications among and between end-users (such as networked computers).

Electrical Power

The generation stations, transmission and distribution networks that create and supply electricity to end-users so that they achieve and maintain nominal functionality, including the transportation and storage of fuel essential to that system.

Gas and Oil Production, Storage, Transportation

The holding facilities for natural gas, crude and refined petroleum, and petroleum-based fuels, the refining and processing facilities for these fuels and the pipelines, trucks, and rail systems that transport these commodities from their source to systems that are dependent on gas and oil in one of their useful forms.

Banking and Finance

The retail and commercial organizations, investment institutions, and associated operational organizations, governmental operations, and support entities that are involved in all manner of monetary transactions, including storage for savings purposes, investment for income purposes, exchange for payment purposes, and disbursement for loan purposes.

Transportation

The aviation, rail, highway, and aquatic vehicles, conduits, and support systems by which people and goods are moved from a point of origin to a destination in order to support and complete matters of commerce, government operations, and personal affairs.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Water Supply

The sources of water, reservoirs and holding facilities, aqueducts and other transport systems, the filtration and cleaning systems, the pipelines, the cooling systems and other delivery mechanisms that provide domestic and industrial applications, including systems for dealing with waste water and fire fighting.

Public Safety

The medical, police, fire, and rescue systems and personnel that are called upon when responding to a public health, safety, or other unusual incident where speed and efficiency are necessary.

Continuity of Government

Those operations and services of government at federal, state, county, and local levels critical to the function of the City's systems such as public health, safety and welfare.

Alpha-designator (Consequence Index) System

In order to set in place some system for determining the importance of critical facilities, an alpha-designator system or "consequence index" has been developed. The alpha-designator system was developed to assist a public safety agency ability to assess the importance of a critical facility. It will also provide a uniform system for prioritizing incidents collateral to a major catastrophic event.

Alpha-Designator	Description of Impact
A	Potential loss of life is 1-100
B	Potential loss of life is 100+
C	Significant physical injury to persons in the immediate area
D	Significant physical injury to persons in the general area
E	Adverse effect on public safety
F	Adverse effect on public health
G	Significant property damage (in excess of 10 homes or businesses)
H	Loss of critical communications or technology support systems
I	Major impact on transportation of goods, services, and/or people
J	Disruption of public services to a major segment of the population
K	Disruption of ability to provide care and shelter in the immediate area
L	Requires immediate evacuation



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Critical Category Groupings

In addition to the alpha-designator, facilities will be grouped into one of three categories that describe their criticality to the City of Madera's viability:

Category One

Damage to facilities or occupants will have a **significant and immediate impact** on the City of Madera's ability to effectively respond to or recover from a catastrophic event. These are facilities that have been identified by a public safety or public health agency as critical to public safety or health.

Category Two

Includes facilities that, if damaged or destroyed, will have a **significant impact within 24 hours** upon the City's continuity of operations in business or the public interest. It generally should be an operation that is normally un-interruptible in nature. Alternatively, it could have regional, statewide, or national impact that could severely impact economic, governmental, or industrial operations.

Category Three

Includes facilities that, if damaged or destroyed, can cause **significant impact within 72 hours** to the continuity of operations in business or other public interest.



CITY OF MADERA, CALIFORNIA
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

ANNEX I

DISASTER RECOVERY



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

I. Introduction

Purpose & Objectives

Purpose

This annex identifies the roles, responsibilities, and tasks associated with the nine functions typically performed in all disaster recovery operations. It also provides checklists, ordinances and other aids for recovery teams.

Objectives

The objectives of this plan are:

- To increase awareness among government agencies in the City of Madera of the issues involved in disaster recovery.
- To provide explanations of roles and responsibilities.
- To provide guidelines for disaster recovery operations.

Planning Goals

Emphasizes Local Responsibilities

The disaster that affects a community may or may not result in a Presidential disaster declaration. Therefore, this annex emphasizes local responsibilities for recovery, which exist with or without outside assistance.

Identifies Key Responsibilities & Tasks

It's assumed that individuals on the local disaster recovery team know how to perform their everyday jobs; therefore, this plan identifies key responsibilities and tasks to be performed in the post disaster setting that may differ from these everyday tasks.

Connectivity with Other Phases (Preparedness, Response, Mitigation)

Although this plan deals with recovery, it is an extension of the City of Madera Comprehensive Emergency Management plans.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Recovery Overview

Recovery Plan Definition

Recovery is a complex and long-term process that involves a range of activities and many participants. Recovery begins shortly after the disaster event occurs and can continue for many years. It involves short-term restoration of essential community functions as well as long-term rebuilding. It incorporates mitigation of hazards as the restoration and rebuilding take place.

The substance of this Recovery Annex has mainly to do with how to get financial, organizational, and human resources focused on both short-term and long-term needs, based on locally defined priorities. Recovery actions involve:

- Analyze post-disaster conditions and opportunities for restoring the community to pre-disaster condition or better.
- Identify needs and priorities in repairing and restoring essential facilities for short-term functioning of the community.
- Initiate hazard abatement (short-term) and mitigation (long-term).
- Initiate housing recovery (temporary and long-term).
- Identify the methodology for local business recovery and temporary business resumption.
- Provide support for essential economic facility recovery (e.g., ports, highways, and railways).
- Maximize available State and Federal assistance.

Process of Recovery

The process of recovery has to do with the way the community organizes itself to make decisions, set priorities, and work with affected subgroups of the populations and important stakeholders. The recovery process involves:

- Strategies to plan for recovery of hard-hit individual areas while allowing "normal" functions to continue in unaffected areas.
- Strategies for community participation and investment of stakeholders.
- How to reorganize the bureaucracy and policy-adoption process for recovery.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

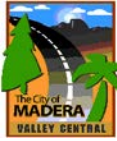
Roles and Responsibilities

Local government has the primary responsibility for protection of life and property.

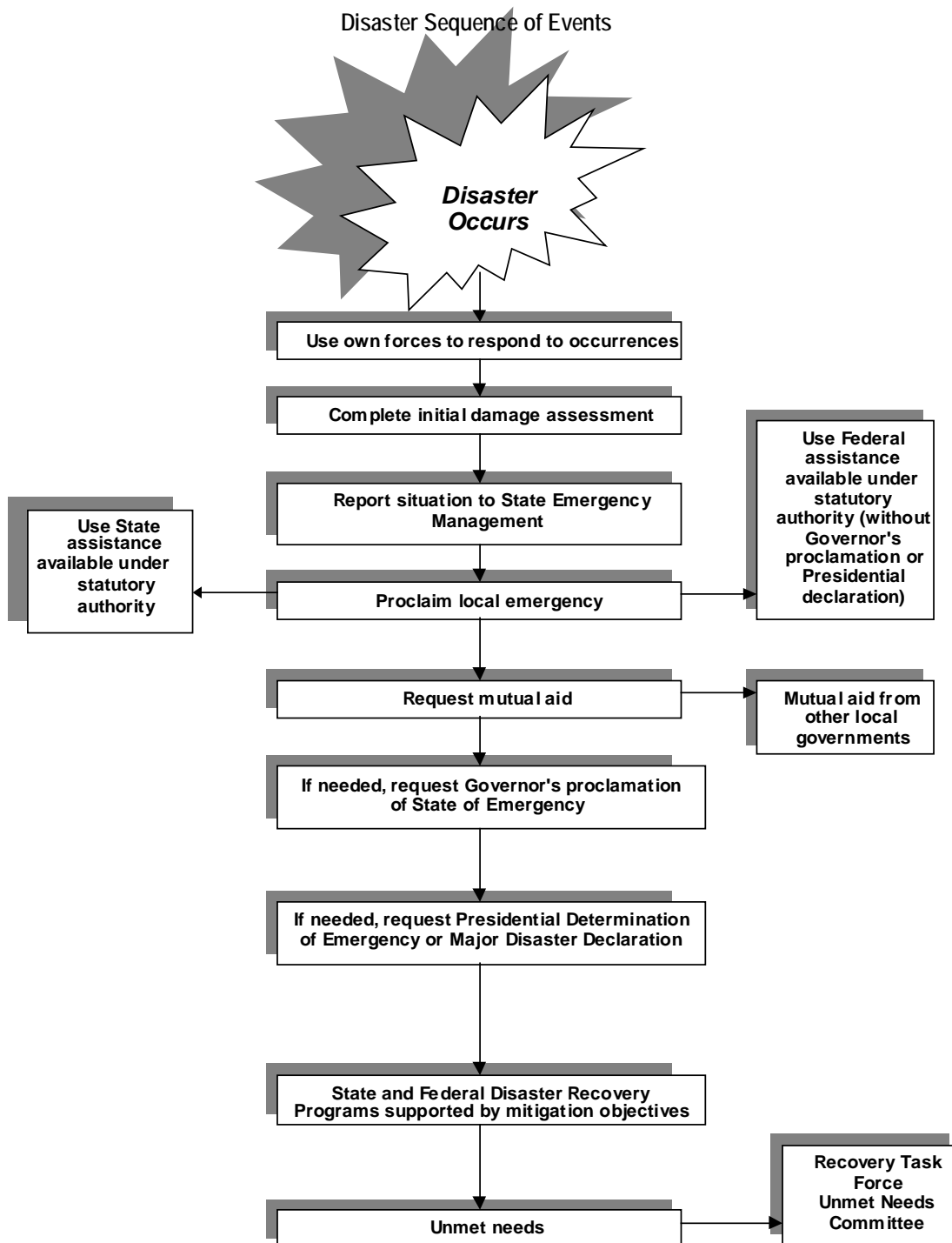
Often, a disaster may not require State or Federal assistance.

State or Federal assistance may be provided when a disaster's effects go beyond what State and local resources can handle.

Plan for unmet needs, regardless of State or Federal assistance provided.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Recovery Issues

Aside from the procedural issues involved in recovery, fundamental changes do occur in the way local governments operate as they go through the recovery process. These changes are:

- Increased public information to address the needs of citizens and coordinate information with other government and private interests.
- Changing Federal rules and response criteria.
- Implement goals, priorities & plans established before the disaster occurs.
- Need for increased coordination & cooperation within local government and between local, County, State, and Federal Governments in order to solve problems and share resources.
- Need for stress management at all levels of government.
- Implementation of hazard mitigation measures.
- Organize continuity of local government in order to provide adequate staffing and resources, expedite decision-making, and streamline procedures for recovery.

Functional Positions of Responsibility

Community Leadership

Provide a vision of recovery for the City of Madera, and provide staff encouragement and support to ensure that the City of Madera recovers as quickly and completely as possible.

Administration

Cite laws affecting recovery and examine critical areas and ordinances for legal issues.

Emergency Management

Coordinate disaster recovery activities among the other members of local government.

Health & Safety

Identify threats to public health and safety and provide remedies for them.

Public Works

Manage, operate, and maintain the recovery of community infrastructure.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Building Inspection

Determine whether the repair or reconstruction of damaged structures will be permitted and under what conditions.

Planning & Community Development

Develop recommendations for the social, economic, and environmental framework of the community.

Public Information

Provide information to citizens, businesses, and organizations concerning disaster recovery operations and progress.

Unmet Needs Management

Establish a system for providing recovery needs not addressed by traditional Federal, State, and private disaster assistance programs.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Functional Checklists

How Checklists Are Used

How well a community organizes and focuses on priorities determines recovery success. In the Recovery Annex, tasking for agencies, departments, and organizations within the City of Madera is specified in checklists headed with each of the nine Functional Positions of Responsibility listed above. Each checklist is divided into 4 sections: GOAL, PLAN, TACTIC, and RESPONSIBILITY.

The GOAL is the general focus all responsible entities strive to achieve. The PLAN breaks the GOAL down into milestones that the responsible entities attain collectively. TACTICS are the specific tasks required to be completed in order for the PLAN to be executed. The TACTICS have been assigned as tasking guidelines to agencies, departments, and organizations within City of Madera. The RESPONSIBILITY for carrying out the TACTIC falls on key elements within each agency, department, or organization that have been identified through prior internal processes and organizational discussions.

The Functional Checklists are designed with a built-in flexibility, which allows them to be used for nearly any extraordinary event that culminates into a disaster. Each event may require that further definition or clarification be applied to any or all of the checklist sections, depending on recovery needs and availability of resources.

The overall maintenance of the Functional Checklists is coordinated by the Disaster Preparedness Coordinator, which relies upon input and feedback from each of the agencies, departments, and organizations charged with the responsibility for carrying out the tactics. Periodic meetings should be scheduled with this goal as a priority in the agenda in order to ensure that the Recovery Annex is kept current and up-to-date. An excellent opportunity for scheduling these meetings occurs shortly after an event or exercise has required the use of the Recovery Plan. Input and feedback gathered in "lessons learned" sessions are extremely useful tools for adjusting the Plan.

Disaster Recovery Annex Validation Checklist

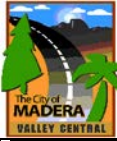
Once the Recovery Annex is implemented, a validation mechanism must be available for use when conducting periodic reviews of portions of or the entire Annex. The following Validation Checklist is designed to be just that mechanism. Scheduled periodic audits of the Annex using this checklist, as a guide shall be conducted by the Disaster Preparedness Manager to validate its applicability.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Disaster Recovery Annex Validation Checklist

<p>Identify and define recovery activities.</p> <p><input type="checkbox"/> Short-term Recovery <input type="checkbox"/> Long-term Recovery</p>	<p>Describe the organizational structure for recovery operations.</p> <p><input type="checkbox"/> Incident Command System <input type="checkbox"/> Incident Management System <input type="checkbox"/> Other <input type="checkbox"/> Disaster recovery coordination and other functions</p>	<p>List recovery activities assigned to each unit or section of the organizational structure</p> <p>Liaison with State and Federal government for.</p> <p><input type="checkbox"/> Individual Assistance <input type="checkbox"/> Public Assistance <input type="checkbox"/> Hazard Mitigation <input type="checkbox"/> Liaison with Voluntary Agencies</p>	<p>Liaison with Private Sector</p> <p><input type="checkbox"/> Assess usable business locations, establishments <input type="checkbox"/> Identify government/private assistance to aid impacted businesses <input type="checkbox"/> Determine new types of construction to use in repairing and rebuilding damaged firms <input type="checkbox"/> Identify building and construction issues <input type="checkbox"/> Compliance with revised building codes <input type="checkbox"/> Compliance with construction standards to comply with future disaster assistance criteria from Federal/State agencies.</p>	<p>Seek sources of financial assistance</p> <p><input type="checkbox"/> Assist return of existing businesses <input type="checkbox"/> Attract new businesses</p>
<p>Analyze major employers' likelihood of return, when, and at what capacity</p> <p><input type="checkbox"/> Tourist/visitor facilities <input type="checkbox"/> Hospitals and Medical Centers <input type="checkbox"/> Banking/financial institutions <input type="checkbox"/> Agricultural, ornamental nursery products <input type="checkbox"/> Commercial, retail establishments <input type="checkbox"/> Other major employers</p>	<p>Plan for economic base and job generation activities</p> <p><input type="checkbox"/> Appoint Economic Recovery Coordinator <input type="checkbox"/> Determine need for emergency loan program <input type="checkbox"/> Implement emergency loan program <input type="checkbox"/> Form or activate local economic development authority <input type="checkbox"/> Participate in rebuilding efforts <input type="checkbox"/> If necessary, seek consultant and other specialists to assist in pursuing Federal and other assistance sources to small businesses</p>	<p>Include Public Information and Outreach</p> <p>Liaison with community organizations</p> <p><input type="checkbox"/> Chambers of Commerce <input type="checkbox"/> Homeowners associations <input type="checkbox"/> Business organizations <input type="checkbox"/> Civic organizations <input type="checkbox"/> New groups/councils</p>	<p>Establish information hotline</p> <p><input type="checkbox"/> Debris removal information <input type="checkbox"/> Contractor fraud <input type="checkbox"/> Insurance problems <input type="checkbox"/> Housing needs <input type="checkbox"/> FEMA issues <input type="checkbox"/> Permits and inspections <input type="checkbox"/> Abandoned homes <input type="checkbox"/> Elevation requirements <input type="checkbox"/> Business assistance <input type="checkbox"/> Conduct community forums and workshops <input type="checkbox"/> Recovery forums <input type="checkbox"/> Hazard preparedness workshops <input type="checkbox"/> Town hall meetings <input type="checkbox"/> Housing opportunity/re-housing workshops <input type="checkbox"/> Prepare/distribute newsletter or news articles</p>	<p>Special events</p> <p><input type="checkbox"/> Take -a-break events <input type="checkbox"/> Children oriented activities <input type="checkbox"/> Anniversary celebration <input type="checkbox"/> Ground breaking ceremonies <input type="checkbox"/> Media relations</p>



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Speaking engagements <input type="checkbox"/> County commission/city council meetings <input type="checkbox"/> Congressional hearings <input type="checkbox"/> Workshops <input type="checkbox"/> Conferences	Special needs populations <input type="checkbox"/> Social service agencies <input type="checkbox"/> Outreach to elderly and people with disabilities <input type="checkbox"/> Ethnic populations and language barriers	Address Safety and Security Concerns <input type="checkbox"/> Curfew <input type="checkbox"/> Re-entry <input type="checkbox"/> Hazardous materials <input type="checkbox"/> Arson control <input type="checkbox"/> Traffic control <input type="checkbox"/> Occupational Safety and Health regulations	Include debris management issues <input type="checkbox"/> Removal <input type="checkbox"/> Storage <input type="checkbox"/> Reduction <input type="checkbox"/> Disposal	Assess Public Health Needs <input type="checkbox"/> Water quality and supply <input type="checkbox"/> Waste water disposal <input type="checkbox"/> Animal control <input type="checkbox"/> Vector control <input type="checkbox"/> Immunization <input type="checkbox"/> Testing
Identify issues and priorities for restoration of essential services <input type="checkbox"/> Electricity <input type="checkbox"/> Gas <input type="checkbox"/> Water <input type="checkbox"/> Sewer	Identify potential transportation issues <input type="checkbox"/> Roadways <input type="checkbox"/> Bridges <input type="checkbox"/> Ferries <input type="checkbox"/> Roadway lighting <input type="checkbox"/> Traffic signals <input type="checkbox"/> Traffic signs <input type="checkbox"/> Waterway management Contain procedures for conducting damage assessment <input type="checkbox"/> Preliminary damage assessment <input type="checkbox"/> Disaster survey reports	Address building inspection Assess capability to handle increased work load <input type="checkbox"/> Increase staff levels <input type="checkbox"/> Establish "fast track" permitting/process <input type="checkbox"/> Open satellite zoning service offices <input type="checkbox"/> Examine/revise building codes and standards to meet established requirements regarding resistance to damage <input type="checkbox"/> Enforce codes and standards for new residential and business units to be constructed <input type="checkbox"/> Establish/implement program on non-conforming	Establish policy/program on abandoned and unsafe structures <input type="checkbox"/> Clean, secure, demolition program <input type="checkbox"/> Code enforcement sweeps <input type="checkbox"/> Identify and evaluate alternative types of construction <input type="checkbox"/> License and monitor building contractors conducting both repair work and new construction	Implement established building permit process <input type="checkbox"/> Initial building moratorium <input type="checkbox"/> Damaged structure moratorium <input type="checkbox"/> Emergency permitting system <input type="checkbox"/> Permitting temporary structures
Determine how construction fraud will be handled <input type="checkbox"/> Construction fraud task force <input type="checkbox"/> Determine if/how volunteers may be used to augment contractors in rebuilding residents having no insurance coverage or are underinsured	Determine mitigation measures to take or to comply with Federal, State, or local law during reconstruction <input type="checkbox"/> Revised building code <input type="checkbox"/> Build-back policy <input type="checkbox"/> Mobile home construction standards	Include recovery planning <input type="checkbox"/> Establish redevelopment priorities	Examine/revise existing plans or initiate redevelopment plans for badly damaged areas of the community <input type="checkbox"/> Neighborhood redevelopment plans <input type="checkbox"/> Regional redevelopment plans <input type="checkbox"/> Tourist attraction recovery plan	Recovery databases & environmental <input type="checkbox"/> Geographic information systems <input type="checkbox"/> Mapping <input type="checkbox"/> Identify environmental issues and requirements <input type="checkbox"/> Identify air quality issues



Functional Checklists

- . Community Leadership
- . Administration
- . Emergency Management
- . Health & Safety
- . Public Works
- . Building Inspection
- . Planning & Community Development
- . Public Information
- . Unmet Needs Mgmt



CITY OF MADERA, CALIFORNIA
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

ANNEX J

FAMILY DISASTER PREPAREDNESS GUIDE



FAMILY DISASTER PREPAREDNESS GUIDE

PRESENTED BY:

OFFICE OF EMERGENCY SERVICES

CAL-FIRE



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

INTRODUCTION

Local and Federal government emergency services generally concede that they CANNOT fully respond to a major catastrophe in our area in less than 72 hours. This document has been prepared to help you and your neighbors to SURVIVE until government assistance becomes available.

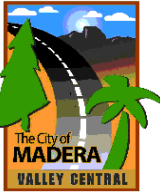
This document is designed to lead you through quick, easy, individual steps to SURVIVE 72 hours. The WHY has been avoided where generally obvious, while presenting the most current information to support the WHAT and HOW.

In Madera, there are 6 fire suppression personnel on duty at all times, 75 police officers to respond to the needs of about 62,624 citizens, based on the 2012 census count. It is easy to see that these resources will be easily over extended in the event of a major emergency.

First, read the document through, and then read it a second time; you'll be surprised what you missed. Second, decide what your family needs to SURVIVE, recognizing that advance preparation greatly improves your family's chances of survival. Using this document without any advance preparation only marginally improves your family's chances of survival in a major catastrophe.

Finally, proceed through the preparation process by overcoming the rationalization that nothing will happen or, if it does, it will "not be that bad." Fires, earthquakes, tornadoes, riots, etc., are reported daily in the news. IT CAN BE THAT BAD! Be diligent in your preparations for an event we hope will never occur. Work with your neighbors to help them prepare too.

To begin using this document following an emergency, turn to page four (4) and begin with the Day 0 Checklist. The checklist is a table of contents directing you to the appropriate subject.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

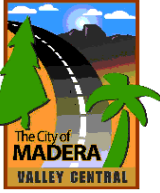
SCOPE

This document is designed to guide you through the basic steps of preparing for a local or area-wide disaster, as well as executing the necessary actions to stay alive during and after a major catastrophe.

ASSUMPTIONS

The assumptions used to prepare this document are as follows:

1. Fire, police, medical and ambulance services may be unable to respond to residential and industrial areas for at least 72 hours following a major catastrophe, because roadways generally may be impassable.
2. Following a major earthquake, most local disaster plans require the CLOSING of all bridges in the area until they can be inspected for safety. This probably will catch many family members away from home and emphasizes the need for advance planning.
3. Hospitals may be full to overflowing with victims from the immediate vicinity who can reach these medical facilities by walking or by driving extremely short distances.
4. Material needs, such as water, food, blankets, etc., will not be available from local or federal government sources for at least 72 hours after the disaster occurs.
5. Electrical power, natural gas, water, sewer and telephone services may be virtually or completely unavailable.
6. If the family home is unable to provide structurally safe shelter, move in with friends, set up shelter outside the home, or possibly, if conditions allow you to get there, move into a motel.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

DISCLAIMER

The City of Madera will not be held responsible for the use or misuse of any information listed in this document.

REMEMBER

To fail to plan is to plan to fail



DAY 0 CHECKLIST

Advance Preparation (Locate the appropriate sections)

SECTION	PAGE
DAY 0 CHECKLIST	5
DAY 1 CHECKLIST	6
DAY 2 CHECKLIST	8
DAY 3 CHECKLIST	9
EVACUATE HOUSE	10
TURN OFF UTILITIES	11
DETERMINE EVACUATION ROUTES	13
LOCATE CHILDREN	15
DETERMINE FAMILY ASSEMBLY POINT	16
EMERGENCY PREPARATIONS.....	18
FOOD STORAGE GUIDE	18
WATER STORAGE GUIDE.....	19
FAMILY EMERGENCY FIRST-AID KIT	22
FIREFIGHTING TECHNIQUES AND EQUIPMENT.....	23
EMERGENCY SHELTERS	26
ALTERNATIVE SOURCES OF HEATING, COOKING AND LIGHTING	27
SANITATION FACILITIES	28
QUICK FIX 72-HOUR PERSONAL AND CAR/HOME KIT	29
CHILDREN'S 72-HOUR SCHOOL KIT.....	31
IMPORTANT DOCUMENTS	32
PET CARE	34



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

DAY 1 CHECKLIST

After the Emergency

IMMEDIATE (1-2 hours) AT HOME

1. _____ Check for personal injury, be calm
2. _____ Check for fire
3. _____ Account for family members who are home
4. _____ Check for family member injuries
5. _____ Check utilities (no electrical switch movement if you smell gas!)
6. _____ Assess home for structural damage
7. _____ Put phone(s) back on hook, make only essential calls.
8. _____ Check for damage to car
9. _____ Check water, food, first aid supply
10. _____ Monitor TV/Radio
11. _____ Account for family members away from home

IMMEDIATE (1-2 hours) AT WORK

1. _____ Check for personal injury, be calm
2. _____ Observe safety of structure/fire - evacuate if necessary
3. _____ Provide emergency aid to co-workers
4. _____ Get 72-hour kit from car. Put on heavy sole shoes, jacket, gloves, etc.
5. _____ Turn on car radio. Listen for emergency information:
 - Are roads and bridges open/passable?
 - Best to travel by vehicle or foot?
 - Best to remain until daylight?
6. _____ Check in with out-of-area/state family emergency phone contact.
7. _____ Be sure car is safe to drive.
8. _____ If car is left, leave name on a note and what route you are taking, i.e., "Route B" home/rendezvous point (be sure your family knows where "Route B" takes you).
9. _____ Beware of dehydration. Drink at least a pint of water immediately.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

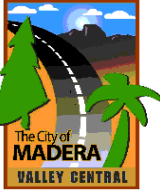
10. _____ Eat if you feel like it and have water available.
11. _____ Take medications on time. Set your watch.
12. _____ Keep checking in with out-of-area/state phone contact until you reach rendezvous point/home.
13. _____ Observe weather conditions. If you are walking, this is important so you have adequate time to find or make shelter.

AFTER INITIAL DISASTER (2-12 hours)

1. _____ Recheck yourself and your family members' first aid needs.
2. _____ Perform structural inspection
3. _____ Evacuate home (if required)
4. _____ Evacuate area (if required)
5. _____ Set up sanitation facility
6. _____ Check on neighbors
7. _____ Eat/drink/rest
8. _____ Monitor TV/Radio

REMAINDER OF DAY (12-24 hours)

1. _____ Recheck first aid needs
2. _____ Improve shelter as required
3. _____ Monitor TV/Radio
4. _____ Set up alternative heat sources
5. _____ Salvage debris for potential use
6. _____ Collect garbage
7. _____ Check on neighbors
8. _____ Set up job assignments
9. _____ Eat/drink/rest



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

DAY 2 CHECKLIST

1. _____ Check for personal injury
2. _____ Check for radio, TV messages
3. _____ Check food, water
4. _____ Assure phone is on hook
5. _____ Evacuate home (if required)
6. _____ Evacuate area (if required)
7. _____ Check sanitation facility
8. _____ Check on neighbors
9. _____ Collect garbage
10. _____ Take pictures, notes for recovery assistance



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

DAY 3 CHECKLIST

1. _____ Check personal injuries
2. _____ Listen for radio, TV messages
3. _____ Check sanitation facility
4. _____ Check on neighbors
5. _____ Report status
6. _____ Collect garbage
7. _____ Take pictures, notes for recovery assistance

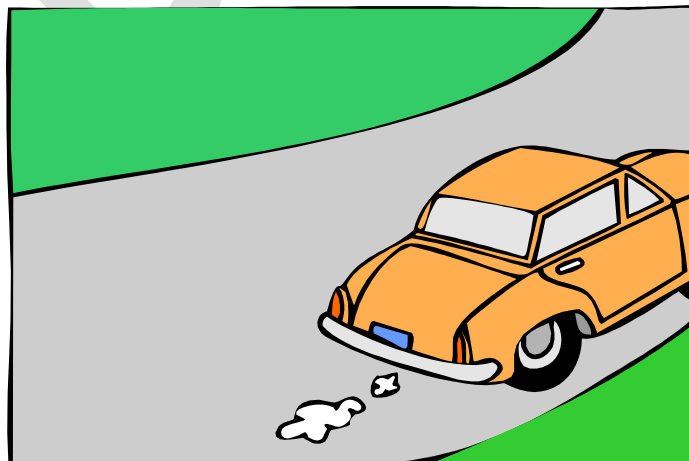


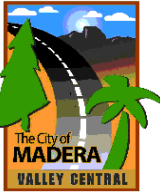
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

EVACUATE HOUSE

1. _____ Locate family members
2. _____ Turn off gas only if you smell gas
3. _____ Load 72-hour kit in car.
4. _____ Load important papers
5. _____ Turn off water
6. _____ Turn off unnecessary electrical appliances, except refrigerator/freezer
7. _____ Place telephones on hook
8. _____ Lock all doors, including garage
9. _____ Lock all windows
10. _____ Load family and pet(s) into car
11. _____ Lock front door as you leave
12. _____ Review evacuation route map
13. _____ Leave note telling where you can be contacted
14. _____ Leave

Note: Do not enter buildings that are unsafe. Further collapse may occur due to aftershocks.



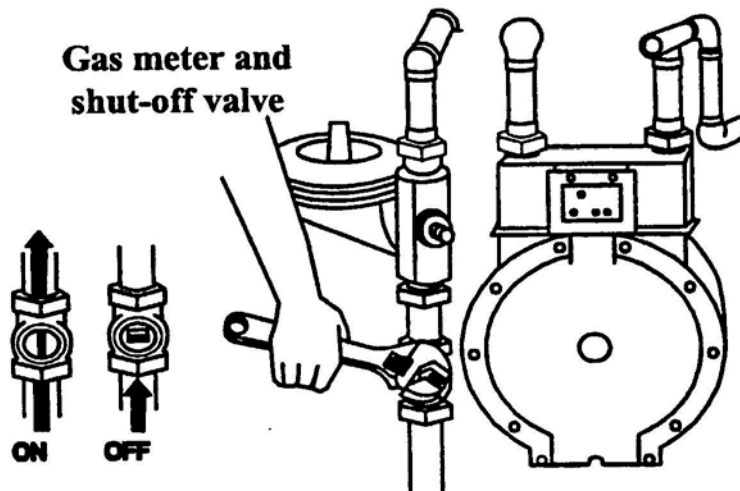


COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

TURN OFF UTILITIES

GAS

1. Turn gas off **ONLY** if you smell gas.
2. If you do smell gas, open the windows and leave the house. **DO NOT** use the phone. **DO NOT** turn **OFF** any electrical switches, or anything that will cause a spark.
3. Turn OFF the main gas shut-off valve. This valve is located next to your gas meter outside the house. Use a crescent wrench to turn the valve one quarter-turn, in either direction, to the "OFF" position (vertical is "ON" (!); horizontal is "OFF" (--)).
5. For safety purposes, only the gas company should turn the meter back on. Only turn the gas off when absolutely necessary. **DO NOT** experiment with the valve to see if it is "working." To have it checked, call the utility company for assistance.



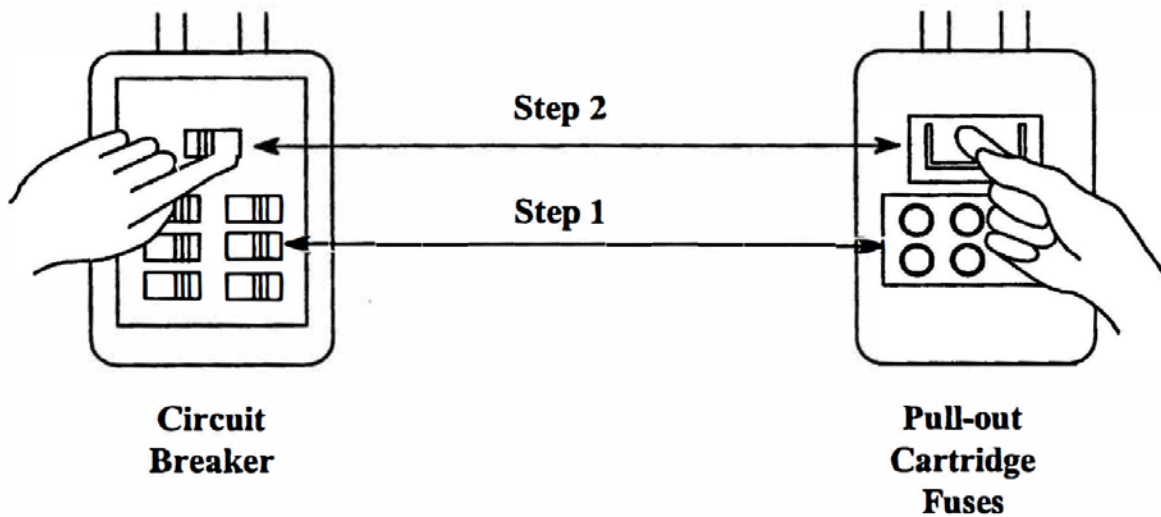
**Have wrench stored in a specific location
where it will be immediately available**



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

ELECTRICITY

1. Turn “OFF” **ONLY** if you see sparks or a fallen wire, or have reason to believe there is an electrical system malfunction.
2. Locate the main circuit box. It may be outside the house (often near gas meter), in the garage toward the outside wall, or in the hall in one of the rooms (primarily apartments).
3. Locate the “Main” circuit breaker or fuse. Turn the circuit breaker to the “OFF” position/or pull the fuse out.
4. To restore electrical service call your power company



- For circuit boxes: Switch off smaller breakers first, then the main breaker
- Fuse boxes: Unscrew the individual fuses, then pull the main switch.

WATER

1. Turn off water service to the house. It is usually located in the front of the house near the hose bib. If there is damage to the piping in this area, or you are unable to locate the shut off, turn off at the water meter.
2. Locate the main shut-off valve outside the house. It is usually in a concrete box at ground level next to the sidewalk with cover that says “Water Meter”. You will need a socket wrench.
3. Turn the valve clockwise to turn “OFF”. Replace the cover.
4. Turn each valve counterclockwise (to the left) to restore water flow.
5. For any concerns regarding your water, contact your local water company.

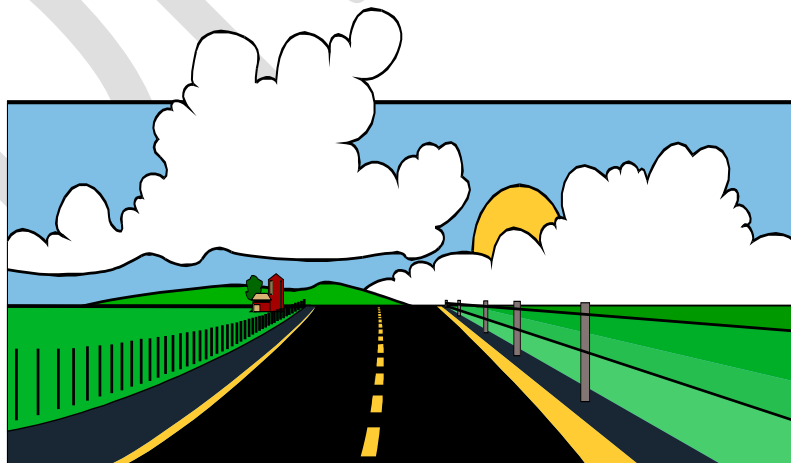


COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

DETERMINE EVACUATION ROUTES

EVACUATION FROM YOUR HOME:

1. Keep detailed maps of the local area in your car. Have each potential evacuation route noted with a marking pen.
2. Drive those routes that you do not normally travel so you are aware of any changes. It is vital that you completely understand each of these routes now as your mind could go blank in a crisis.
3. It is also important to keep your car in good condition so you can leave on a moment's notice. Have extra oil, oil filter, and water available. Storing large amounts of gasoline (5-10 gallons) around your home, even in approved containers, is **NOT** advised due to the explosion hazard. Always keep your car gas tank at least half full. Snow chains and jumper cables should be kept in your car at all times. Extra wiper blades, fan belts, tow rope, signal whistle, and mirrors are also useful.
4. Be sure to include a 72-hour kit for each family member (Page 25).
5. If appropriate, turn off utilities (Page 8) before evacuating your home. Leave a note in a prominent position on the outside of your home to let others know you are okay and where you may be contacted.





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

EVACUATION FROM YOUR BUSINESS TO YOUR HOME

This will depend very much on the type of disaster.

Fire

Take your normal route home as this is assumed to be a local disaster.

Earthquake

ALL bridges will likely be closed to traffic. If you must use a bridge to cross a river, a lake or another highway, decide if you can get home by another route that has no bridges or overpasses. If this alternate route can be made on foot only or part way by auto and part by foot, decide if you are physically capable of walking the distance. Leave a note on your car stating where you are and what route you are taking home, e.g., "Plan B: (be sure your family fully understands that route). Be sure to have your 72-hour kit in your car.

In An Earthquake

DROP, COVER, and HOLD

Earthquake procedures in the home or office

At the first indication of ground movement, you should **DROP** to the ground. It will soon be impossible to stand upright during the earthquake. Getting to the ground will prevent being thrown to the ground.

You should seek protective **COVER** under or near desks, tables, or chairs in a kneeling or sitting position. If in a hallway, drop next to an inside wall in a kneeling position and cover the back of the neck with your hands.

You should **HOLD** onto the table or chair legs. Holding onto the legs will prevent it from moving away from you during the quake. Protect your eyes from flying glass and debris with your arm covering your eyes. You should remain in the DROP position until ground movement ends. Be prepared to DROP, COVER and HOLD during aftershocks.

After ground movement ends, check for injuries and safely evacuate the building. Move to a safe, open area, away from power lines and other overhead hazards

Earthquake procedures while outside or in a vehicle

At the first indication of ground movement, move away from overhead hazards such as power lines, trees, and buildings. **DROP** to the ground and **COVER** the back of the neck with your hands. Be aware of aftershocks. Do not re-enter buildings until it is determined safe to do so.

While in a vehicle, you should pull over to the side of the road and stop. If you are on a bridge, overpass, or under power lines, continue on until you are away from the overhead dangers. Wait until the ground movement stops and check for injuries. Be aware of after shocks, downed wires, or roads blocked by debris.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

LOCATE CHILDREN

KNOW HOW TO GET TO THEM AT SCHOOL AND AT PLAY

AT SCHOOL

- They should remain at school until you come for them. Make sure your child understands it may take a while to get to them (see Children's 72 hour kit (page 27)).
- Plan ahead to have someone pick them up if you are unable to get to them. Know the policies of your school or daycare center. Most schools require a letter be kept on file giving specific permission for someone else to pick up your child, e.g., your mother, daycare provider, etc.
- *Contact your child's school to determine if and where they will be moved if school evacuation is necessary.

AT PLAY

- Agree on a place to meet--neighbor, relative, home. Sometimes it will be safer for the children to stay right where they are. Train your children to know when it is safe to go somewhere else and when it is safe to stay where they are.
- Reassure children. They probably will still be afraid after the disaster, even when you are united. Let them talk -- listen to them.
- Rehearse these situations after Sunday dinners, first day of school, first day of



summer vacation, etc., so they really know what to do.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

DETERMINE FAMILY ASSEMBLY POINT

Have family planning meetings

Make decisions where to meet. The following suggestions are provided:

1. Where to meet after a disaster:

- a. Home, if possible
- b. Neighbor's
- c. Relative or friend

2. In case of fire:

- a. Next door
- b. Nearby corner
- c. Neighbor's

Go over the plan often; keep it up-to-date. Playact different situations and practice the plan to see if you need to make changes.

Review on each family member's birthday.

Each family member should carry the phone number of a relative or family friend who lives far from your home. If family members are separated at the time of the major catastrophe, they should try to call the relative/friend and tell them they are OK and where they are going, or where they are staying. (Often times you can call out of a disaster area, but no one can call in.) This simple action can bring much comfort to



many people, including yourself.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

RECREATIONAL ACTIVITIES

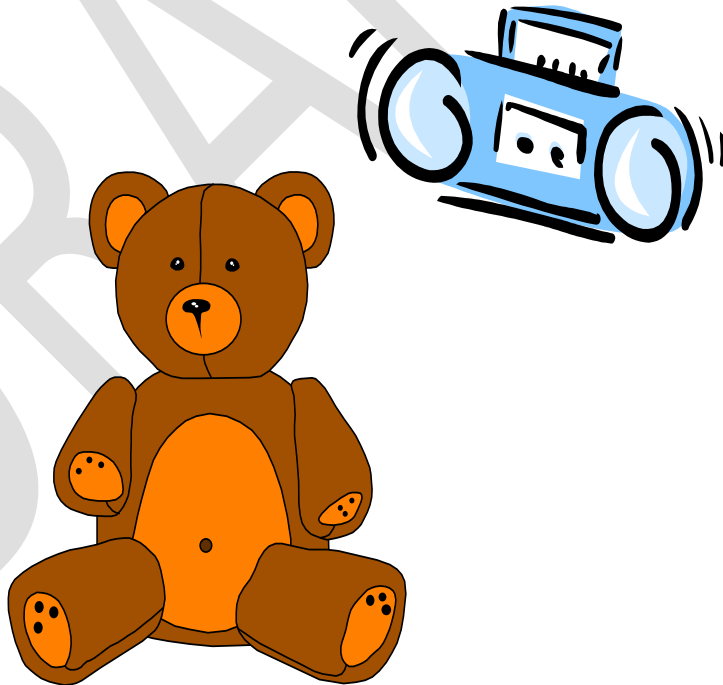
After we do all we can it is important to be able to take children's minds and ours off the disaster. Have games of all kinds, books, toys, portable radios, coloring books and crayons, etc.

If you must evacuate, take the following:

Portable radios
Favorite snacks
Card games (Skip Bo, Old Maid, etc.)
Game books (crossword puzzles, word search, etc.)

Favorite toy, stuffed animal
Small pocket games
Pencils and paper
Coloring books and crayons
Favorite books

Be sure to include some of these items in your 72-hour kit.





EMERGENCY PREPARATIONS

FOOD STORAGE GUIDE

The following pages provide basic food storage information. In general, you should try to have foods that are:

- Non-perishable (canned or dried)
- Nourishing (from each of the basic food groups)
- Easily prepared and served
- Able to be eaten as-is (to conserve water and cooking heat)
- Completely edible, in small servings, with little or no waste or leftovers.

Store only food that you normally eat. Avoid commercial storage foods that contain items that are not part of your normal diet, or that you are unfamiliar with. It is important to maintain a sense of normalcy in any emergency to keep everyone calm. “Normal” food will help to achieve this good feeling.

It is very common that people are not hungry for the first 24 hours after a catastrophe. Their bodies will tell them when to eat. Remember to include baby foods, special dietary foods, favorite snacks, and food for your pets.

STORAGE

Keep food stored in the driest, coolest and darkest areas. Monitor storage area temperatures.

Critical Storage Temperatures

- 32 degrees F - Freezing
- 48 degrees F - Insects become active
- 95 degrees F - Fats melt

Storage Containers

Metal storage cans or heavy plastic containers with airtight lids are recommended.

- Use unbreakable containers, if possible.
- Do not stack breakable storage containers.
- Only plastic containers that are approved by the FDA should be used to store food or water. If you don't know, ask at the place of purchase or the manufacturer. Determined rodents are known to gnaw through heavy plastic containers.
- Date all containers when placed in storage and rotate on a regular basis to insure freshness.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Storage Tips

1. Store NOTHING on cement floors. Place slats of lumber between cement and the storage area to prevent sweating and rusting.
2. Store supplies in various locations in the house; if one part is damaged, you still have something left.
3. ALWAYS obtain top grade food products for storage.
4. Approximately 2 percent of food value is lost each year in canned foods stored under ideal conditions.
5. Buy nitrogen-packed food when possible. It has longer storage life, better quality and no insect infestation.
6. Heavy wire or a small piece of lumber should be attached to the front of storage shelves to keep contents from falling in the event of an earthquake.
7. Use clear plastic bags for food storage; colored plastic bags have been chemically treated and SHOULD NOT be used to store food.
8. Food, unlike water, may be rationed safely, except for children and pregnant women.

WATER STORAGE GUIDE

Stocking water reserves and learning how to purify contaminated water should be among your top priorities in preparing for an emergency. You should store at least one gallon of water per person per day for *at least* three days, preferably, two weeks. Children, nursing mothers, and ill people will need more. You will need additional water for food preparation and hygiene.

If your supplies begin to run low, remember: **Never ration water.** Drink the amount you need today, and try to find more for tomorrow. You can minimize the amount of water your body needs by reducing activity and staying cool.

STORAGE

You can store your water in thoroughly washed plastic, glass, fiberglass, or enamel-lined metal containers. Never use a container that held toxic substances, because tiny amounts may remain in the container's pores. Plastic soda bottles will degrade and have to be replaced at least every six months. Containers that are FDA approved for water storage are best. Replenish your water supplies annually (when you inventory all your emergency preparations).

Before storing your tap water, treat it with a preservative, such as chlorine bleach, to prevent the growth of microorganisms. Use liquid bleach that contains 5.25 percent sodium hypochlorite and no soap, dyes, or scenting. See the Purification table below for proper amounts.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Hidden Water Sources In Your Home

If a disaster catches you without a stored supply of clean water, you can use water in your hot-water tank, in your plumbing, and in ice cubes. As a last resort, you can use the water in the reservoir tank of your toilet (not the bowl), but only if has never held any bowl cleansers, and you purify it.

To use water in your pipes, let air into the plumbing by turning on the highest faucet in your house and draining the water from the lowest one.

To use water in your hot-water tank (water heater), be sure the electricity or gas is off, and open the drain at the bottom of the tank. Start the water flowing by turning off the water intake valve and turning on a hot water faucet. Do not turn on the gas or electricity when the tank is empty (post a note next to the thermostat not to use it, just in case.)

Do you know the location of your incoming water valve? You'll need to shut it off to stop contaminated water from entering your home if you hear reports of broken water or sewage lines.

WATER PURIFICATION

In addition to having a bad odor and taste, contaminated water can contain microorganisms that cause diseases such as dysentery, cholera, typhoid, and hepatitis. You should therefore purify all water of uncertain purity before using it for drinking, food preparation, or hygiene.

There are many ways to purify water. None are perfect. Often, the best solution is a combination of methods. Before purifying, let any suspended particles settle to the bottom, or strain them through layers of paper towel or clean cloth. Three purification methods are outlined below. These measures will kill microbes but will not remove other contaminants such as heavy metals, salts, most other chemicals and radioactive fallout.

Boiling

This is safest method of purifying water. Bring water to a rolling boil for 10 minutes, keeping in mind that some water will evaporate. Let the water cool before drinking. Boiled water will taste better if you put oxygen back into it by pouring it back and forth between two containers. This will also improve the taste of stored water.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Chlorination

Uses liquid chlorine bleach to kill microorganisms.

Chlorination Table

For this amount of clear water	Use this amount of bleach*	Let stand this amount of time
1 quart	2 drops	30 minutes
1 gallon	8 drops	30 minutes
5 gallons	1 teaspoon	30 minutes

* 5.25 percent sodium hypo chlorite without soap, dyes, or scents

If the water is cloudy, double the amount of bleach above, stir, and let stand 30 minutes. If the water does not taste and smell of chlorine at that point, add another dose and let stand another 15 minutes.

If you do not have a dropper, use a spoon and square-ended strip of paper or thin cloth about $\frac{1}{4}$ inch by 2 inches. Put the strip in the spoon with an end hanging down about $\frac{1}{2}$ inch below the scoop of the spoon. Place bleach in the spoon and carefully tip it. Drops the size of those from a medicine dropper will drip off the end of the strip.

Purification tablets

Releases chlorine or iodine. They are inexpensive and available at most sporting goods stores and some drugstores. Follow the package directions. Usually one tablet is enough for one quart of water; double the dose for cloudy water.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

FAMILY EMERGENCY FIRST-AID KIT

Box to hold supplies, preferably waterproof
or large duffel bag

First aid Manual

1 Ace Bandage, 3" wide

Rescue Blanket

2 Rolls Adhesive Tape, 10 Yds.

12 Assorted Safety Pins

Alcohol Swabs

Trauma Scissors

Ammonia Inhalant

Cotton Balls

Antacid Tablets

Feminine Hygiene Supplies

Antibacterial Soap

Eye Drops

20 Aspirin Tablets/Children's Tylenol

Heat Tablets

12 Band-Aids, Medium Size

Thermometer

Compresses (strips of sheeting 2" wide)

Ice Bag or Cold Pack

5 Triangular bandages (40" square, cut
diagonally with 4 safety pins)

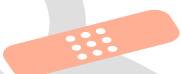


Table Salt

2 Face Cloths

Ipecac (Induce Vomiting)

Matches In Waterproof Container

Diarrhea Medicine

First-aid Ointment, Antibacterial

Cotton-Tipped Swabs

8 Gauze Pads, 2" x 8"

Butterfly Bandages

8 Gauze Pads, 3" x 3"

Splints (finger, arm, leg)

8 Gauze Pads, 4" x 4"

Hydrogen Peroxide

3 Rolls of Gauze, 2" x 10 Yds.

Calamine Lotion

Merthiolate or Iodine

Tweezers

Razor and Blades

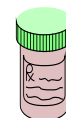
Snake Bite Kit

Prescription Drugs taken on a regular basis

2 Pair Latex Gloves

Extra Pair of Eyeglasses

Duct Tape









COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

FIREFIGHTING TECHNIQUES AND EQUIPMENT

The firefighting techniques listed below are only for small fires. Leave the big fires for the pros. If the pros are unavailable, do your best to keep the fire from spreading. For all the firefighting techniques described below, apply at the base of the fire, not at the flames themselves.



FIRE TYPE	EXTINGUISHING	
	AGENT	METHOD
ORDINARY SOLID MATERIALS  A	WATER FOAM	REMOVES HEAT REMOVES AIR AND HEAT
	DRY CHEMICAL	BREAKS CHAIN REACTION
FLAMMABLE LIQUIDS  B	FOAM CO ₂	REMOVES AIR
	DRY CHEMICAL HALON	BREAKS CHAIN REACTION
ELECTRICAL EQUIPMENT  C	CO ₂	REMOVES AIR
	DRY CHEMICAL HALON	BREAKS CHAIN REACTION
COMBUSTIBLE METALS  D	SPECIAL AGENTS	USUALLY REMOVE AIR



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

TECHNIQUES

WATER

Water is the most common and generally most effective extinguishing agent. Good for wood and paper-type fires. Apply at base of fire. **DO NOT** use water on burning oil, gasoline, kerosene, diesel or electrical wiring. Water will only cause the fire to spread, or cause you to receive an electrical shock.

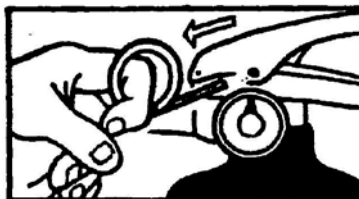
EXTINGUISHER

Fire Extinguisher Operation

P.A.S.S.

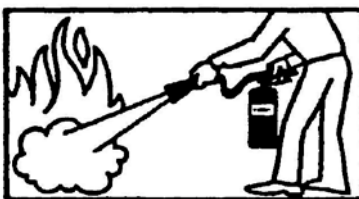
P.

PULL out the locking pin, breaking the seal.



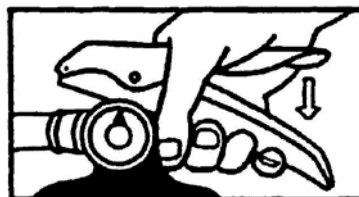
A.

AIM nozzle or hose just in front of the base of the fire.



S.

SQUEEZE the trigger handle all the way.



S.

SWEEP discharge from side to side, moving front to back, across the base of the fire.





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

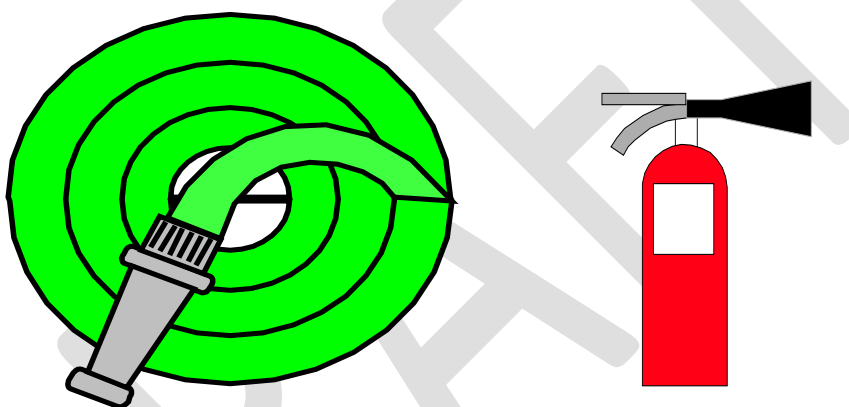
PREFERRED FIRE EQUIPMENT

Water Hose

50-100 feet long with adjustable spray nozzle.

Hand-held extinguisher

At least 2-A:B:C fire extinguishers will be suitable for all types of small home fires.





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

EMERGENCY SHELTERS

Geodesic Dome Tent

Considered by some to be the best tent on the market today. They are space efficient, repel water, very sturdy and are easy to set up. Be sure to fit the tent to your family plus some margin. For example, an 8-person rated tent would be more comfortable for six people. Putting a plastic tarp over the tent, with an airspace, will provide better protection in heavy rain.

Camping Tents

A good waterproof material is required. A tent with a tent liner is more expensive but will keep the inside very cozy when the outside temperature is very cold. Size the tent as in the geodesic dome. You may be able to get military surplus tents that require repairs. However, while they are rugged and warm, they are bulky and very heavy.

Polyethylene Plastic Sheets

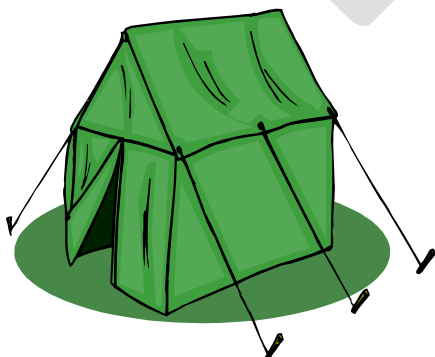
10 x 15 foot sheet can provide adequate warm weather shelter for the average family.

Recreational Vehicles

Motor homes, trailers, and tent trailers make ideal shelters.

Impromptu Shelters

Consult Boy Scout, mountaineering and survival hand books on how to build shelters for the emergency environment using available materials. Utilize materials from damaged buildings such as 2x4's, plywood, etc.





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

ALTERNATIVE SOURCES OF HEATING, COOKING AND LIGHTING

The following are ideas for alternate sources of heat; cooking and lighting that could be used in an area-wide catastrophic or emergency event.

HEATING

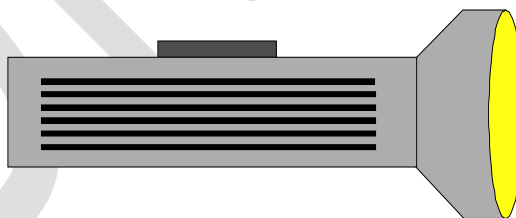
Use blankets and clothing to stay warm. Heat packs are an inexpensive way to warm hands and feet. These chemical source heat packs come in a variety of sizes and prices. The longevity and temperature of these heat packs vary from 130 degrees F. for two (2) hours to 160 degrees for 12 hours. Some of them are also reusable.

COOKING

Camp stove, or Barbecue may be used outdoors **ONLY**.

LIGHTING

Lighting is very important; it provides a lot of reassurance in the dark. New products are developed constantly to provide ways to “light the way”. (1) battery-operated lanterns, (2) hand-held flashlights, and (3) light stick (light producing chemicals). Convenience and feasibility should be kept in mind. If you need both hands free, a battery-operated lantern with a head strap is best. Make sure you have spare batteries in the appropriate size needed for your lighting source.





COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

SANITATION FACILITIES

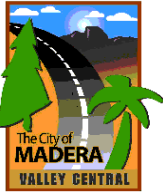
Personal Hygiene Supplies:

- “Tall Kitchen” white plastic bags (1-2 packages) with ties
- Toilet paper or Diaper-wipes

Bail out toilet: use the water in the reservoir for drinking (only if there has NEVER been any disinfectant used in the tank). Place the bag over the edges of the seat, and then use the bag. After use remove from toilet, and dispose of it in a slit trench or bury it thoroughly. You can use diaper-wipes (containing alcohol) in place of toilet paper. The added disinfectant will help reduce the spread of disease when soap and water are hard to come by. If a toilet is not available, a large can or 5-gallon bucket can be used, following the same procedure as above.

Household Trash Supplies:

- Keep trash away from the house and out of reach of dogs and other animals.
- Use 32-40 gallon heavy-duty plastic bags (2-3 packages) with ties.
- Collect household trash per normal living standards. When full, tie off very securely. Set off in yard



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

QUICK FIX 72-HOUR PERSONAL AND CAR/HOME KIT

CONTAINERS

Kit containers can be pillowcases, small daypacks, old duffel bags, or whatever your ingenuity comes up with. Just remember that you may end up carrying it some distance, so plan accordingly.

WATER

1 gallon per day for each person in your vehicle. (More water will be needed for small children/babies if dehydrated baby food and formula is used, plus nursing mothers).

FOOD

12 (2-bar) packs of granola bars, times the number of people your car will carry, protected by sealing in boilable, seal able bags. (Granola bars should be replaced yearly.) Dehydrated baby food in plastic zipper bags resealed in boilable, seal able bags is an alternative.

WARMTH

Heavy-duty space blanket or wool blanket for each occupant of the vehicle. Any blanket is better than nothing, but warmth is important. Heat packs are an inexpensive way to warm hands and feet.

LIGHT

Small, sturdy flashlight (2 sets extra batteries/2 extra light bulbs). Three (3) Cyalume plastic light sticks that last 12 hours each without producing heat or acting as a fire hazard.

RADIO

Small, inexpensive AM radio and two spare batteries. Replace batteries at Christmas. Solar/battery powered radios are available.

TOILET

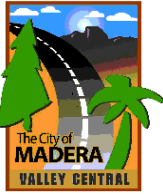
Four "tall kitchen" white plastic bags, and ties.

PERSONAL HYGIENE

Bar soap, shampoo, toothbrush / toothpaste, deodorant, feminine hygiene supplies, baby wipes, baby diapers and baby powder.

FIRST AID

Rubber gloves - 4 pairs; six Band-Aids; six alcohol wipes; Neosporin ointment - 1 small tube; Aspirin/Tylenol - 1 small bottle; clinging gauze - 1 roll; insect repellent - 1 small can; six - 4" x 4" dressings; and prescription medications, spare set of eyeglasses.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

CLOTHING

One change of clothing should be sufficient except where very small children are concerned. Although an adult may be uncomfortable, the same clothing can be worn for 72 hours, depending upon circumstances. Also, a good pair of leather work gloves should be added to the adult kit.

CAR KITS

For your basic car kit, simply multiply the personal kit times the number of people your vehicle will hold. Because your car will hold more, consider an additional 50 feet of parachute cord and a pair of boots/heavy walking shoes for each member of the family. Remember, do not use new boots or shoes; you do not want to break them in during an emergency. Add other items as you find necessary, but remember you may end up carrying them if you have to abandon your vehicle.

OTHER

- Boy Scout handbook, survival book.
- GOOD Map of your area
- Food, water, and leash or carrier for pets.
- Money—at least \$20 (small bills, some change). Credit Cards may be useless if there is no power in the area.
- Signal whistle and mirror.
- Extra house/car keys
- Watch or clock (battery or wind up)
- Paper plates, cups and plastic utensils
- Paper, pens, stamps
- Game books, crayons, pocket games.

NOTE:

Understand the difference between NEEDS and WANTS.

NEEDS = What will help you survive.

WANTS = Useless weight, space

In addition to these personal articles, you should include the following for your car:

- Tow Rope
- Booster Cables
- Flares
- 3A-40BC Fire Extinguisher



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

CHILDREN'S 72-HOUR SCHOOL KIT

CONTAINERS

Kit containers can be green plastic bags, small day pack, pillowcase, etc.

WATER

1 Gallon of water per day.

FOOD

Nine (2-bar) packs of granola bars, and a few of their favorite snacks. Protect unopened individual packages in plastic zipper bags.

WARMTH

Heavy-duty space blanket.

LIGHT

Three (3) Cyalume plastic light sticks that last 12 hours each.

RADIO

Small, inexpensive AM radio and two spare batteries. Replace batteries at Christmas. Solar/battery powered radios are available.

INFORMATION

5 x 7 cards with names, phone numbers, addresses of next of kin in and out of state. Picture of family. Small stuffed cuddly animal for smaller children. Letter from parents to child, saying that you love him/her, be good, and you will be there when you can.

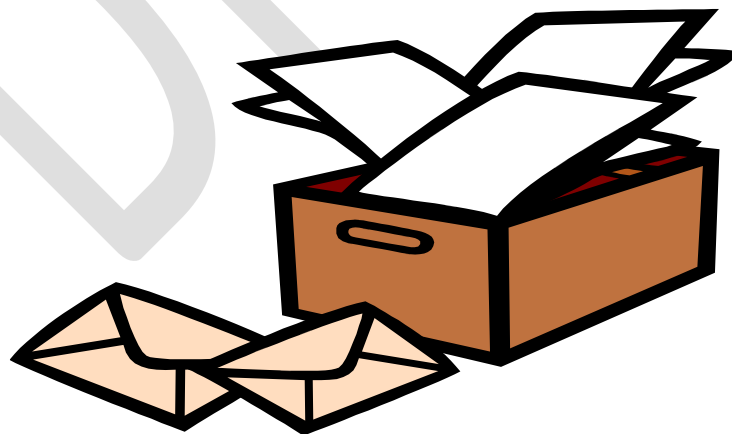


COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

IMPORTANT DOCUMENTS

Copies of the following documents should be kept readily available in a waterproof container, or even in a 72-Hour Home Kit. **(Originals should be stored in a safety deposit box).**

- Social Security Cards
- Birth Certificates
- Stocks and Bonds
- Driver's License
- Money and Credit Cards
- Savings/Checking Account Book
- Wills
- Insurance Policies
- Deeds
- Genealogy
- Address & Telephone #'s





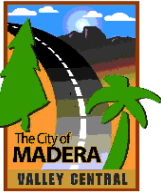
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

REHEARSALS

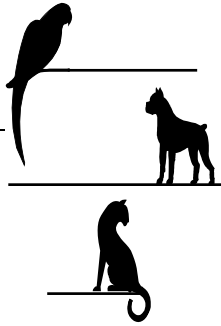
THE BEST PLANS ARE USELESS UNLESS THEY ARE EXERCISED.

When a catastrophe strikes, everyone in your home needs to understand what they are supposed to do. Rehearsing your emergency response plan best instills that knowledge. The following activities are suggested:

1. Contact your local emergency management or civil defense office and American Red Cross chapter to find out the following.
 - What types of disasters are likely to happen in your area?
 - What are your community's warning signals: What they sound like and what you should do when you hear them?
 - Ask about animal care during and after a disaster. Animals may not be allowed inside emergency shelters due to health regulations.
2. Read this "Emergency Preparedness section completely through at least twice.
3. Take a course in basic First Aid and CPR.
4. Show your spouse and older children where the gas, water and electrical utilities are located. Show how to turn these utilities off. **DO NOT MOVE THE GAS SHUT OFF VALVE.** You may inadvertently turn off the gas, which should only be turned back on by the gas utility company. Assign each individual a responsibility, with another assigned as a backup.
5. Practice your emergency evacuation route from your home/place of employment at least twice a year. Also drive the alternate route along the way at least twice a year. (Find out about disaster plans at your work place, your children's school or daycare center and other places where your family spends time.)
6. Be sure everyone knows where the water, food and medical supplies are located.
7. Use family gatherings to practice various parts of your emergency response plan, e.g., how to turn off utilities, practice first-aid techniques, etc.
8. After everyone is trained, use a family gathering, or some other convenient time, to run through the Day 1 Checklist, 0-2 hours. If your individual practices were done correctly, this "dress rehearsal" should work well. If it does not, simply review what was not done well and decide how to improve it for your circumstances.
9. Give special consideration for care of small children and handicapped persons.



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN



PET CARE

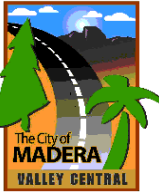
Here are some steps you can take now to protect your animal companions in case disaster strikes.

1. Make sure that your pet has a current license or ID tags and proof of vaccinations. Animals should always wear identification. During an emergency, frightened animals can quickly slip through open doors or windows. The disorienting effects of an earthquake or fire may cause them to lose their way.
2. Include the following pet supplies in your family emergency kit:
 - Pet Food
 - Potable water in a non-breakable container
 - Food Dishes
 - Newspaper and/or paper towels
 - Blankets
 - Special medication, regularly checked for expiration
3. Pet carriers and leashes should be stored near your emergency supplies, preferably by an outside door. Carrying a frantic cat or dog in your arms is nearly impossible, especially when you are frantic too!
4. Keep all property fences in good repair. Even a small hole can become an avenue of escape during an emergency.

AFTER THE EMERGENCY

Like their human counterparts, animals deal with disaster in different ways. Be patient, and watch for potential problems.

1. If possible, try to keep your animals inside. Dogs and cats will look for any avenue of escape to avoid a frightening situation.
2. Check birds immediately. Birds can break blood feathers while frantically flying around in their cage. If not treated at once, they can easily bleed to death. If you notice the bird bleeding from a broken blood feather, immediately pull out the feather.
3. As a comfort to your animals, keep the household calm and quiet. It also helps to their favorite toy and bedding available. Familiar objects and smells are always calming.
4. Allow animals to cope in ways that work for them. Don't worry if they want to hide out for a while or refuse food for a day or two.
5. Don't coddle! Give your pet extra rations of love and understanding during the emergency, but try not to overreact.

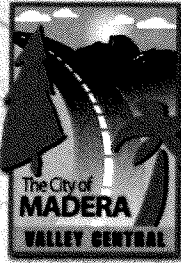


COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

IF YOUR ANIMAL ESCAPES

Despite your best efforts, your animal may manage to escape during the commotion of the emergency. Don't give up! Get to work quickly:

1. Call your local Animal Control Officer and report the loss. You can reach Madera Animal Control at (559) 675-4200.
2. Call the Madera County Animal Shelter at (559) 675-7891 immediately, and report the lost animal.
3. Distribute "Lost" posters around the neighborhood. Be sure to include a current photograph of your animal, a description, the animal's name, your name, address and phone number, and any other pertinent information about your pet.
4. Go door-to-door. Talk with your neighbors about your lost pet. Describe the animal to them, give them a copy of your poster and ask them to help spread the word.
5. Leave a scent trail. Dragging a personal article of clothing along the ground leading to your home may enable your dog or cat to follow this familiar scent home, even if they are disoriented.
6. Like children, animals are sensitive to your reactions. If you act as if everything is fine, they will feel better.



[Return to Agenda](#)

REPORT TO CITY COUNCIL

Approved By:

Department Director

City Administrator

Council Meeting of February 15, 2017
Agenda Item Number B-8

SUBJECT: CONSIDERATION OF A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA, APPROVING AN AGREEMENT WITH DAVID P. HAMILTON, MAI FOR PROFESSIONAL APPRAISAL SERVICES FOR STREET RIGHT OF WAY ACQUISITION ON THE OLIVE AVENUE WIDENING, BETWEEN GATEWAY DRIVE AND KNOX STREET PROJECT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT.

RECOMMENDATION:

That the City Council approves Resolution No. 17-_____:

1. Approving the Agreement with David P. Hamilton, MAI
2. Authorizing the Mayor to execute the Agreement.

SUMMARY:

The Agreement with David P. Hamilton (the Appraiser) is for determining the fair market value of land acquisition and affected improvements for street right of way. The agreement for the eight (8) appraisals is for a fixed amount of \$17,750. The agreement includes \$5,000 for services beyond the original scope of services and for court and trial services as approved by the City Engineer.

Funds for this project have approved in the FY 2016/17 City Budget.

Engineering

205 W. Fourth Street • Madera, CA 93637 • TEL (559) 661-5418 • FAX (559) 675-6605

www.cityofmadera.ca.gov

DISCUSSION:

Right of way acquisition is necessary for the widening of Olive Avenue between Gateway Drive and Knox Street. The existing right of way width is 60 feet and 100 feet is required. The existing Plan Line approved in 1965 is 100 feet. Right of way is also necessary on Knox Street at the intersection with Olive Avenue. The project is currently in the 30% design phase.

A Request for Proposal (RFP) for Professional Appraisal Services was sent to the five local firms from our list of qualified local firms. Three of the firms did not submit a proposal due to their backlog of work. David P. Hamilton submitted the lowest fee proposal. David P. Hamilton has provided excellent appraisal service on previous projects and is recommend for your approval.

FISCAL IMPACT:

There is no fiscal impact to the City's General Fund. The Project is included in the adopted Capital Improvement Program and funding is included in the FY 2016/17 City Budget, Account No. 0661-5099.

CONSISTENCY WITH THE VISION MADERA 2025 PLAN

Managed Growth: Strategy 101.6 - Ensure infrastructure can sustain population growth in the development of the General Plan.

Action 126 - This project supports this strategy for providing clean, attractive streets that are safe and aesthetically pleasing. The requested action is for improvement of infrastructure and is not in conflict with any of the actions or goals contained in the plan.

RESOLUTION NO. 17-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA, CALIFORNIA, APPROVING AN AGREEMENT WITH DAVID P. HAMILTON, MAI FOR PROFESSIONAL APPRAISAL SERVICES FOR STREET RIGHT OF WAY ACQUISITION ON THE OLIVE AVENUE WIDENING BETWEEN GATEWAY DRIVE AND KNOX STREET PROJECT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT.

WHEREAS, the City of Madera has initiated the design and right of way phases for the reconstruction of Olive Avenue between Gateway Drive and Knox Street (the Project); and

WHEREAS, the funding for design and right of way work on the Project is included in the FY 2016/17 City Budget; and

WHEREAS, professional land appraisal services are required to determine the fair market value of the land and improvements for the street right of way for the Project; and

WHEREAS, David P. Hamilton, MAI has the professional skills to perform the necessary appraisal services and City desires to retain David P. Hamilton, MAI; and

WHEREAS, the Agreement with David P. Hamilton for such professional appraisal services is recommended for approval and a copy of such agreement is on file in the Office of the City Clerk.

NOW THEREFORE, THE COUNCIL OF THE CITY OF MADERA, HEREBY, finds, orders and resolves as follows:

1. The above recitals are true and correct.
2. The Agreement with David P. Hamilton, MAI for professional appraisal services for an amount not to exceed \$17,750 dollars, a copy of which is on file in the Office of the City Clerk and referred to for particulars, is hereby approved.
3. The Mayor is authorized to execute the Agreement.
4. This resolution is effective immediately upon adoption.

* * * * *

AGREEMENT FOR APPRAISAL SERVICES
(STREET RIGHT OF WAY ACQUISITION)

RECITALS

A. The City desires to engage the Appraiser, David P. Hamilton, MAI to render appraisal services for the Olive Avenue Widening Project.

B. The Appraiser has agreed to prepare and deliver such appraisals as described in City's request for Proposal dated January 17, 2017, attached hereto.

SCOPE OF SERVICE

1. The parcel to be appraised hereunder is to be appraised at its Fair Market Value; "The fair market value of the property taken is the highest price on the date of valuation considering the potential increase in value of the parcel that would be agreed to by a seller, being willing to sell but under no particular or urgent necessity for so doing, nor obliged to sell, and a buyer, being ready, willing, and able to buy but under no particular necessity for so doing, each dealing with the other with full knowledge of all the uses and purposes for which the property is reasonably adaptable and available."

2. The Appraiser shall provide the City with a narrative-type appraisal, in duplicate, for the parcels designated herein and containing information on, but not limited to, the following items:

- a. Plat of property
- b. Legal description
- c. Current ownership
- d. Assessed value and taxes
- e. Zoning
- f. Highest and best use of property
- g. General description of immediate neighborhood
- h. General description of property
- i. Photograph(s) of property
- j. Date of Valuation
- k. Method of approach to estimation of value
- l. Opinion of market value
- m. Severance damages
- n. Comparable sales
- o. Photograph of each comparable sale
- p. Affidavit indicating owner(s) contacted
- q. Appraisal Summary Sheet

In any case, estimated values will be determined according to generally accepted appraisal practices, reported individually separately for each take or easement.

3. The Appraiser shall be responsible for the cost and accuracy of any portion or supplement of the appraisal report prepared by others at the request of or under the supervision of the Appraiser.

4. The Appraiser shall complete services and deliver the report within sixty (60) days of the execution date of this agreement. Time is of the essence in this Agreement; therefore, as indicated in paragraph 5, below, the fee will be reduced by liquidated damages of \$100 for each day the report is late.

5. Compensation for the services to be performed hereunder shall be for a total of \$12,750 dollars less the amount of reduction, if any, pursuant to paragraph 4 above. In no event shall the total compensation exceed the amount shown in this paragraph 5, unless:

a. the City requests additional information outside the scope of this Agreement for a fee rate of \$125 dollars per hour; or

b. the City requests the Appraiser to perform further expert services in connection with court proceedings. Payment for pre-trial, deposition and court services shall be in addition to this contract price at the rate of \$250 dollars an hour for court preparation, at the rate of \$350 dollars an hour for depositions and at the rate of \$400 dollars an hour for court hearing and trial testimony services.

Such additions, if any, shall be stated in a written amendment to this Agreement, executed by the City Engineer and the Appraiser. Any such additions authorized by the City Engineer shall not exceed \$5,000.

The compensation stated herein shall be paid to the Appraiser within 30 days after completion and delivery of the appraisal report, in duplicate, within the time limitation specified in Paragraph 4 and acceptance of the appraisal report by the City. Such payment shall constitute payment in full for all services rendered, including without limitation all professional services, clerical assistance, and expenses for travel, reproduction, supplies, insurance and overhead. The City retains the right to pay any and all monies due Appraiser directly to Appraiser.

6. The Appraiser shall not assign, convey or otherwise transfer any of its rights or obligations hereunder, including any right to receive compensation from the City pursuant to Paragraph 5, to any other individual(s), corporation(s) or entity(ies) without the prior written consent of the City.

7. The Appraiser shall be deemed an independent contractor for all purposes under this Agreement. Nothing in this Agreement creates an employment relationship between the City and the Appraiser or any of the Appraiser's officers, employees or subcontractors.

8. Appraiser shall hold harmless, indemnify and defend the City of Madera, its officials, members, agents and employees against any claims, costs, damages, demands, liability and notices, or any of these, arising out of performance under this agreement, regardless of whether the City of Madera is actively negligent or passively negligent, except for those claims, costs, damages, demands, liability and notices, or any of these, caused solely by the negligence or willful misconduct of the City of Madera.

9. Appraiser shall have and maintain the City's standard Liability Insurance as specified in the Request for Proposal. Appraiser shall provide evidence of this insurance as specified in the Liability Insurance requirements attached hereto and made a part of this agreement.


Andrew J. Medellin, Mayor

APPROVED AS TO FORM

Brent Richardson, City Attorney

ATTEST

Sonia, Alvarez, City Clerk



David P. Hamilton, MAI

TAX I.D. No. 002-32-9839

ATTACHMENT

AGREEMENT FOR APPRAISAL SERVICES
(STREET RIGHT OF WAY ACQUISITION)

LIABILITY INSURANCE:

CONSULTANT shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the CONSULTANT, his agents, representatives, or employees.

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage (occurrence form CG0001).
2. Insurance Service Office form number CA 0001 (Ed. 10/01) covering Automobile Liability, Code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.
4. Errors and Omissions liability insurance appropriate to the consultant's profession. CONSULTANT'S coverage is to be endorsed to include contractual liability.

B. Minimum Limits of Insurance

CONSULTANT shall maintain limits no less than:

1. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Insurance: \$1,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$1,000,000 per accident for bodily injury or disease.
4. Professional Liability (Errors & Omissions): \$250,000 per claim and \$1,000,000 aggregate with a deductible not to exceed \$75,000, except that a higher

deductible may be approved with appropriate documentation acceptable to the City's Risk Manager.

C. Deductibles and Self Insured Retentions

Any deductibles or self insured retentions must be declared to and approved by the CITY. At the option of the CITY, either: the insurer shall reduce or eliminate such deductibles or self insured retentions as respects the CITY, its officers, officials, employees, and designated volunteers; or the CONSULTANT shall provide a financial guarantee satisfactory to the CITY guaranteeing payment of losses and related investigations, claim administration and defense expense.

D. Other Insurance Provisions

The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its officers, officials, employees and designated volunteers are to be covered as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT including materials, parts or equipment furnished in connection with such work or operations or automobiles owned, leased, hired or borrowed by the CONSULTANT. General liability coverage shall be provided with the following endorsement forms: 1) CG 20 10 XX and 2) a CG 20 37 XX or substitute forms with identical language and coverages.

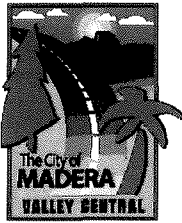
2. For any claims related to this project, the CONSULTANT'S insurance coverage shall be primary insurance as respects the CITY, its officers, officials, employees and designated volunteers. Any insurance or self-insurance maintained by the CITY, its officers, officials, employees or designated volunteers shall be excess of the CONSULTANT'S insurance and shall not contribute to it.

3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the CITY.

4. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subdivision (b) of Section 2782 of the Civil Code.

E. Acceptability of Insurers

CONSULTANT shall furnish the CITY with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the CITY or on other than the CITY'S forms provided those endorsements conform to CITY requirements. All certificates and endorsements are to be received and approved by the CITY before work commences. The CITY reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.



REPORT TO THE CITY COUNCIL

COUNCIL MEETING OF: February 15, 2017

AGENDA ITEM NUMBER: B-9

APPROVED BY:



GRANTS ADMINISTRATOR



CITY ADMINISTRATOR

SUBJECT: Consideration of a Resolution Approving an Amendment to the Lease Agreement with Greyhound Lines, Inc. for the Lease of Property at the Madera Intermodal Facility and Authorizing the Mayor to Execute the Amendment on Behalf of the City of Madera

RECOMMENDATION:

Staff recommends that Council adopt a resolution approving an amendment to the lease of the Madera Intermodal Facility office space to Greyhound Lines, Inc. and authorizing the Mayor to execute the amendment to the lease agreement.

DISCUSSION:

Greyhound Lines, Inc. currently leases 960 square feet of office space at the Madera Intermodal Facility and our agreement will expire on February 28th 2017. Greyhound has paid \$675 per month to rent this space (\$.70 sq. ft.) since Council last approved an amendment in 2014. Transit staff has recently consulted with the Successor Agency and confirmed that the market rates in the downtown area support an increase of this rent to \$768 per month (\$.80 sq. ft.) Transit and Greyhound staff agree that a one (1) year extension with the option for a final one (1) year extension at this increased rental rate would meet the needs of both parties. In order to promote rental parity and to preserve transportation services for the residents of Madera, staff recommends that Council approve the attached resolution, which amends the lease agreement with Greyhound by extending the term until February 28th 2018, allows for a final one (1) year extension, and increases the rent to \$768 per month.

FISCAL IMPACT:

Revenues and expenses related to the Intermodal Facility only affect the Transit budgets. Therefore, extending the term and increasing the rent of Greyhound's lease at this facility will not impact the General Fund.

CONSISTENCY WITH THE VISION MADERA 2025 PLAN

Approving the proposed amendment to the lease agreement with Greyhound is consistent with Strategy 121- Multi-modal transportation: Develop a citywide multimodal transportation plan to ensure safe, affordable and convenient transportation modes for residents and businesses within Madera.

RESOLUTION No. 17-

A RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF MADERA, CALIFORNIA, APPROVING THE FOURTH AMENDMENT TO THE LEASE AGREEMENT WITH GREYHOUND LINES, INC. FOR LEASE OF PROPERTY AT MADERA INTERMODAL FACILITY AND AUTHORIZING THE MAYOR TO EXECUTE THE AMENDMENT ON BEHALF OF THE CITY OF MADERA

WHEREAS, Greyhound Lines, Inc. ("Greyhound") has proposed to continue to lease property located at the Madera Intermodal Facility in the City of Madera; and

WHEREAS, the current lease hereby being extended is on file in the Office of the City Clerk; and

WHEREAS, the proposed amendment to the lease agreement (the "Agreement") extends the lease term for one year and also provides the option of a final one-year (1) extension upon the mutual written consent of both parties; and

WHEREAS, the proposed amendment to the Agreement increases the monthly rent from \$675 to \$768 for the one-year (1) extension of the contract and is subject to renegotiation for the final one-year (1) extension.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MADERA HEREBY finds, orders, and resolves as follows:

1. The above recitals are true and correct.
2. The Amendment to the Lease Agreement between the City of Madera and Greyhound Lines, Inc., a copy of which is on file in the office of the City Clerk and referred to for particulars, is approved.
3. The Mayor of the City of Madera is authorized to execute the Amendment on behalf of the City of Madera.
4. This resolution is effective immediately upon adoption.

AMENDMENT TO LEASE AGREEMENT

This Amendment is effective the First day of March, 2017, by and between **GREYHOUND LINES, INC.**, a Delaware corporation, Lessee, and **CITY OF MADERA, CALIFORNIA** a Municipal Corporation, as Lessor.

WHEREAS, the parties entered into a Lease Agreement ("Agreement") described as follows:

Lease Agreement dated June 18, 2003, as amended, modified or otherwise extended, by and between Lessor and Lessee covering that certain premises located at 123 North "E" Street, Madera, California; and

WHEREAS, the term of the Agreement will expire on February 28, 2017, and the parties desire to extend the contract subject to all of its original terms and conditions, for one additional year ending on February 28, 2018.

IT IS HEREBY AGREED, in consideration of the premises, the mutual covenants contained herein and other good and valuable consideration in hand paid, the parties hereto agree as follows:

1. Section 3 TERM of the Lease Agreement is hereby amended to add the following:

Commencing March 1, 2017, the Lease term shall be extended for an additional one (1) year ending February 28, 2018. This term can be further extended by one additional one (1) year period upon mutual written consent of both parties within 90 days of the expiration of the agreement.

2. Section 4 RENT of the Lease Agreement is hereby amended to add the following:

Rent for Year 2017/2018 shall be payable at \$768 per month. Rent for Year 2018/2019 shall also be payable at this rate unless both parties agree in writing to modify this agreement.

3. In all other respects, the terms and conditions of the Agreement shall remain in full force and effect.

This Amendment is executed to be made effective the day and year first above written.

LESSEE:

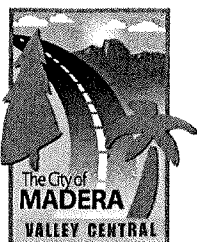
GREYHOUND LINES, INC.
a Delaware corporation

LESSOR:

CITY OF MADERA

By: _____
Its: William J. Gieseke, CFO

By: _____
Andrew J. Medellin, Mayor



REPORT TO CITY COUNCIL

Approved by:

Don Berg for Tim Przybylski
Department Director

[Signature]
City Administrator

Council Meeting of: February 15, 2017

Agenda Number: B-10

SUBJECT: Consideration of a Minute Order Approving and Accepting the City of Madera Investment Report for the Quarter Ending September 30, 2016

RECOMMENDATION: Staff recommends the Council approve and accept the City of Madera Investment Report for the quarter ending September 30, 2016 as presented by minute order.

DISCUSSION: The City of Madera Investment Policy calls for a quarterly report to be presented to the City Council, giving detailed information on the portfolio and bank positions with summary information to permit an informed outside reader to evaluate the performance of the investment program. The Finance Director hereby submits the report for the quarter ending September 30, 2016.

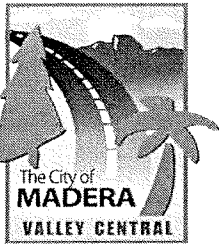
The market values for the items being reported were obtained from Union Bank, who acts as the custodian for our investments and who we considered to be an independent source for such information. After reviewing the information included in the attached Investment Report, the Finance Director/Treasurer certifies that to the best of his knowledge: 1) all investment actions taken during this quarter have been made in full compliance with the City of Madera June 2016 Investment Policy and, 2) the City will meet its expenditure obligations for the next six months.

As can be seen in the summary information of the Council Investment Report, the City's investment program has out-performed the benchmarks, with a 1.13% yield as compared to 0.63% for the Local Agency Investment Fund [LAIF] and 0.77% for the 2-Year Treasury. Total Market Value of the City's investments equaled \$61.5 million as of September 30, 2016, with Federal Agency Securities, Interest Bearing Accounts, Medium Term Notes and Negotiable Certificates of Deposit Securities making up 78.4% of that total. The increase in market value is due, in large part, to Negotiable Certificates of Deposit, as they are valued at higher than their cost.

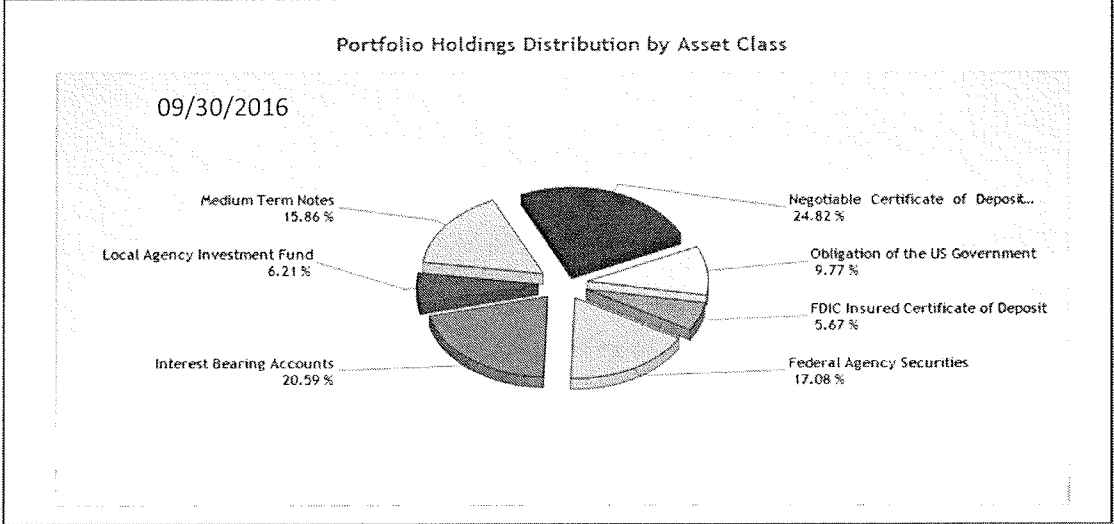
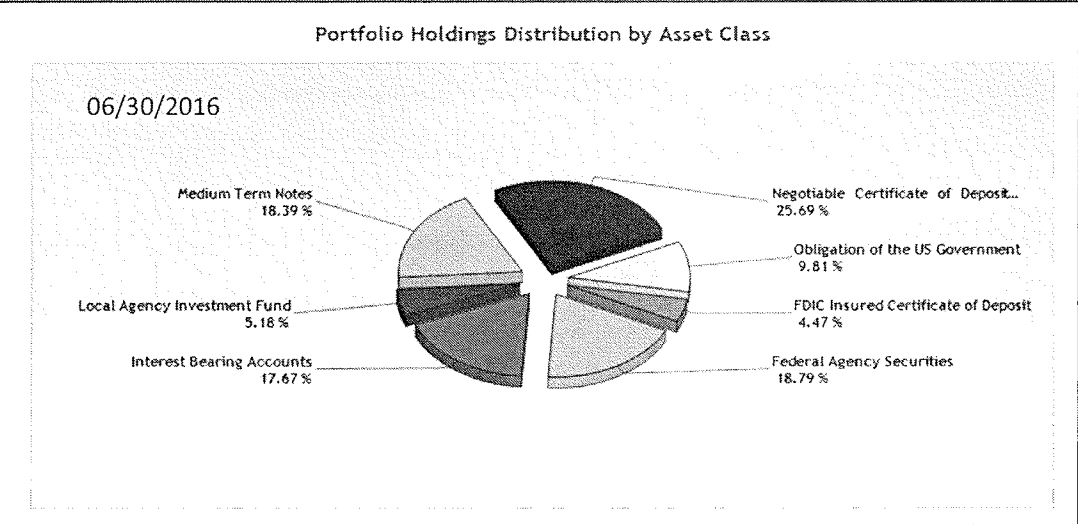
The Portfolio Holdings Distribution by Maturity Range report is on the second page of the Council Investment Report and reflects the percentages of holdings for each maturity range as of September 30, 2016. All holdings are in line with the June 2016 investment policy.

FINANCIAL IMPACT: There is no fiscal impact of the Council's acceptance of this Investment Report.

CONSISTENCY WITH THE VISION MADERA 2025 PLAN: Approval of this item is consistent with Strategy 115 of the Vision Plan - Economic Resource Provision: Ensure sufficient economic resources to provide adequate City services and prepare for future growth.



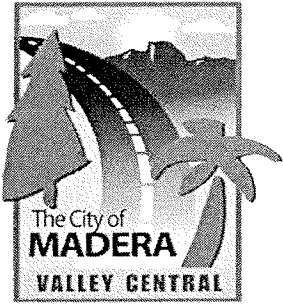
Benchmark Performance	Beginning Balance 6/30/2016	Ending Balance 9/30/2016
Weighted Average Yield	1.20	1.13
LAIF	0.58	0.63
2 Year Treasury	0.73	0.77



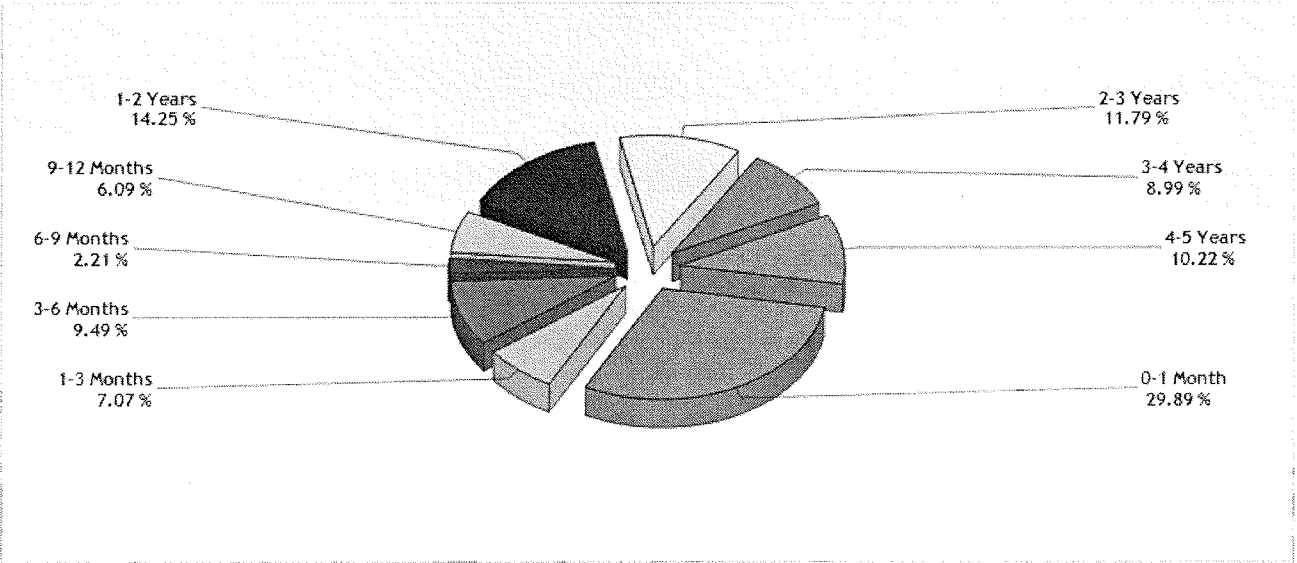
Asset Class	Face Amount/Shares	YTM @ Cost	Cost Value	Days To Maturity	% of Portfolio	Market Value	Book Value	Duration To Maturity
FDIC Insured Certificate of Deposit	2,741,000.00	1.651	2,741,000.00	755	4.47	2,741,000.00	2,741,000.00	1.89
Federal Agency Securities	11,500,000.00	1.657	11,497,500.00	1,222	18.79	11,522,485.00	11,497,796.30	3.26
Interest Bearing Accounts	10,832,662.29	0.000	10,832,662.29	1	17.67	10,832,662.29	10,832,662.29	0.00
Local Agency Investment Fund	3,174,701.90	0.691	3,174,701.90	1	5.18	3,174,701.90	3,174,701.90	0.00
Medium Term Notes	11,168,000.00	1.780	11,357,835.95	667	18.39	11,277,102.60	11,225,361.94	1.43
Negotiable Certificate of Deposit Securities	15,590,000.00	1.356	15,590,000.00	678	25.69	15,752,527.17	15,590,000.00	1.82
Obligation of the US Government	6,000,000.00	1.032	5,940,046.87	427	9.81	6,016,460.00	5,978,534.22	1.16
TOTAL / AVERAGE	61,036,364.19	1.198	61,133,747.01	602	100	61,316,938.96	61,040,058.65	1.56

Asset Class	Face Amount/Shares	YTM @ Cost	Cost Value	Days To Maturity	% of Portfolio	Market Value	Book Value	Duration To Maturity
FDIC Insured Certificate of Deposit	3,487,000.00	1.768	3,487,000.00	984	5.67	3,487,000.00	3,487,000.00	2.59
Federal Agency Securities	10,500,000.00	1.381	10,500,000.00	1,189	17.08	10,485,765.00	10,500,000.00	3.18
Interest Bearing Accounts	12,658,191.25	0.064	12,658,191.25	1	20.59	12,658,191.25	12,658,191.25	0.00
Local Agency Investment Fund	3,815,731.16	0.634	3,815,731.16	1	6.21	3,815,731.16	3,815,731.16	0.00
Medium Term Notes	9,698,000.00	1.895	9,857,835.95	365	15.86	9,747,726.44	9,716,709.90	0.80
Negotiable Certificate of Deposit Securities	15,092,000.00	1.378	15,092,000.00	607	24.82	15,257,720.47	15,092,000.00	1.63
Obligation of the US Government	6,000,000.00	1.032	5,940,046.87	335	9.77	6,004,750.00	5,961,747.77	0.91
TOTAL / AVERAGE	61,260,922.41	1.131	61,360,805.23	506	100	61,466,904.32	61,261,380.08	1.31

Investment Policy Compliance	Max	Max Maturity	Compliance
Bankers Acceptances	30%	180 days	Yes
Commercial Paper	25%/10% per issuer	270 days	Yes
FDIC Insured Certificate of Deposit	30%	5 Years	Yes
Federal Agency Securities	90%	5 Years	Yes
Interest Bearing Accounts	20%	n/a	Yes
Local Agency Investment Fund	65M	n/a	Yes
Medium Term Notes	30%	5 Years	Yes
Negotiable Certificate of Deposit Securities	30%	5 Years	Yes
Obligation of the US Government	90%	5 Years	Yes
Share Certificates	10%	5 Years	Yes
State Municipal Bonds	20%	5 Years	Yes



Portfolio Holdings Distribution by Maturity Range



Maturity Range	Face Amount/Shares	YTM @ Cost	Cost Value	Days To Maturity	% of Portfolio	Market Value	Book Value	Duration To Maturity
0-1 Month	18,368,922.41	0.328	18,436,719.41	3	29.89	18,369,601.29	18,369,629.80	0.01
1-3 Months	4,343,000.00	0.620	4,365,699.92	60	7.07	4,347,032.20	4,343,781.61	0.16
3-6 Months	5,826,000.00	1.647	5,888,276.70	148	9.49	5,835,607.74	5,830,225.30	0.11
6-9 Months	1,353,000.00	1.250	1,354,203.45	230	2.21	1,358,209.12	1,353,150.35	0.63
9-12 Months	3,741,000.00	1.354	3,716,312.50	328	6.09	3,744,369.10	3,735,209.91	0.67
1-2 Years	8,726,000.00	1.255	8,681,981.25	551	14.25	8,759,712.11	8,714,374.34	1.50
2-3 Years	7,171,000.00	1.529	7,176,310.00	874	11.79	7,246,496.25	7,176,982.33	2.35
3-4 Years	5,482,000.00	1.647	5,482,000.00	1,261	8.99	5,526,247.67	5,482,000.00	3.36
4-5 Years	6,238,000.00	1.780	6,247,300.00	1,632	10.22	6,279,428.84	6,246,028.34	4.30
TOTAL / AVERAGE	61,250,922.41	1.131	61,350,805.23	506	100	61,466,904.32	61,251,380.08	1.31

City of Madera
Council Investment Report
 Report Format: By Transaction
 Group By: Asset Class
 Average By: Market Value
Portfolio / Report Group: Report Group: Investment Portfolio
As of 9/30/2016

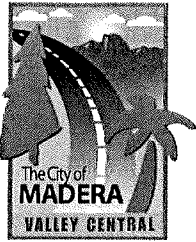
Description	CUSIP/Ticker	% of Portfolio	Security Type	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity
FDIC Insured Certificate of Deposit										
Community Valley Bank 1.2 10/2/2016	CD-5850	0.41	Certificate Of Deposit	4/2/2015	1.200	249,000.00	249,000.00	249,000.00	10/2/2016	2
First Community Bank 2.1 8/19/2021	CD-16197	0.41	Certificate Of Deposit	8/19/2016	2.100	249,000.00	249,000.00	249,000.00	8/19/2021	1,784
First Utah Bank 2.23 1/7/2020	CD-1813	0.41	Certificate Of Deposit	1/7/2015	2.230	249,000.00	249,000.00	249,000.00	1/7/2020	1,194
Habib Bank 1.29 9/3/2017	CD-4587D	0.41	Certificate Of Deposit	9/3/2016	1.290	250,000.00	250,000.00	250,000.00	9/3/2017	338
Home City Federal Savings Bank 1.83 2/9/2019	CD-2855	0.41	Certificate Of Deposit	2/9/2015	1.830	249,000.00	249,000.00	249,000.00	2/9/2019	862
IDB Bank 2.1 9/30/2021	CD-IDB093016	0.40	Certificate Of Deposit	9/30/2016	2.100	248,000.00	248,000.00	248,000.00	9/30/2021	1,826
Kansas State Bank 2.05 6/13/2021	CD-19899	0.41	Certificate Of Deposit	6/13/2016	2.050	249,000.00	249,000.00	249,000.00	6/13/2021	1,717
Pentagon Federal Credit Union 1.4 10/16/2017	CD-1234B	0.41	Certificate Of Deposit	10/16/2015	1.400	249,000.00	249,000.00	249,000.00	10/16/2017	381
Rio Grande Credit Union 2.13 6/13/2021	CD-62573	0.41	Certificate Of Deposit	6/13/2016	2.130	249,000.00	249,000.00	249,000.00	6/13/2021	1,717
Royal Business Bank 1.3 3/12/2017	CD-5881	0.41	Certificate Of Deposit	3/12/2015	1.300	249,000.00	249,000.00	249,000.00	3/12/2017	163
State Bank of Chandler 2 8/17/2021	CD-8858	0.41	Certificate Of Deposit	8/19/2016	2.000	249,000.00	249,000.00	249,000.00	8/17/2021	1,782
Triumph Savings Bank 1.393 9/30/2018	CD-6749B	0.41	Certificate Of Deposit	9/30/2016	1.393	250,000.00	250,000.00	250,000.00	9/30/2018	730
USAA Federal Saving Bank 1.49 10/29/2016	CD-2146	0.41	Certificate Of Deposit	10/29/2012	1.490	250,000.00	250,000.00	250,000.00	10/29/2016	29
Vibrant Credit Union 2.25 3/22/2020	CD-61093	0.40	Certificate Of Deposit	3/23/2016	2.250	248,000.00	248,000.00	248,000.00	3/22/2020	1,269
Sub Total / Average		5.67			1.768	3,487,000.00	3,487,000.00	3,487,000.00		984
Federal Agency Securities										
FFCB 1.375 12/21/2018-16	3133EFSW8	1.63	FFCB Bond	12/21/2015	1.375	1,000,000.00	1,000,000.00	1,001,270.00	12/21/2018	812
FFCB 1.45 10/7/2019	3133EFGU5	1.63	FFCB Bond	10/7/2015	1.450	1,000,000.00	1,000,000.00	1,000,030.00	10/7/2019	1,102
FFCB 1.54 12/14/2020-17	3133EGEU5	0.81	FFCB Bond	6/14/2016	1.540	500,000.00	500,000.00	500,435.00	12/14/2020	1,536
FHLB 1.25 6/29/2018-16	3130A6WT0	1.63	FHLB Bond	12/29/2015	1.250	1,000,000.00	1,000,000.00	1,000,850.00	6/29/2018	637
FHLB 1.4 12/28/2018-16	3130A6V79	1.63	FHLB Bond	12/28/2015	1.400	1,000,000.00	1,000,000.00	1,001,450.00	12/28/2018	819
FHLB 1.45 12/15/2020-16	3130A8EM1	0.81	FHLB Bond	6/15/2016	1.450	500,000.00	500,000.00	500,055.00	12/15/2020	1,537
FHLMC 1.2 12/26/2017-14	3134G5AP0	0.82	FHLMC Bond	6/26/2014	1.200	500,000.00	500,000.00	502,785.00	12/26/2017	452
FHLMC 1.4 12/27/2019-17	3134G9SN8	1.63	FHLMC Bond	6/27/2016	1.400	1,000,000.00	1,000,000.00	1,002,670.00	12/27/2019	1,183
FHLMC Step 6/30/2021-16	3134G9WX1	1.62	FHLMC Bond	6/30/2016	1.348	1,000,000.00	1,000,000.00	997,120.00	6/30/2021	1,734
FNMA 1.25 6/30/2020-16	3136G3WT8	1.62	FNMA Bond	6/30/2016	1.250	1,000,000.00	1,000,000.00	994,970.00	6/30/2020	1,369
FNMA 1.375 12/30/2020-16	3136G3WP6	1.62	FNMA Bond	6/30/2016	1.375	1,000,000.00	1,000,000.00	993,560.00	12/30/2020	1,552
FNMA 1.375 5/26/2020-17	3136G3QB4	0.81	FNMA Bond	5/26/2016	1.375	500,000.00	500,000.00	500,620.00	5/26/2020	1,334

Description	CUSIP/Ticker	% of Portfolio	Security Type	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity
FNMA 1.75 6/16/2021-16	3136G3QC2	0.81	FNMA Bond	6/16/2016	1.750	500,000.00	500,000.00	499,970.00	6/16/2021	1,720
Sub Total / Average		17.08			1.381	10,500,000.00	10,500,000.00	10,495,785.00		1,189
Interest Bearing Accounts										
Union Bank - General Fund Cash	CASH2166	15.24	Cash	6/30/2013	0.000	9,369,076.52	9,369,076.52	9,369,076.52	N/A	1
Union Bank - Parking Fines Cash	CASH3596	0.11	Cash	6/30/2013	0.000	65,757.98	65,757.98	65,757.98	N/A	1
Union Bank - Special Program Cash	CASH6508	0.17	Cash	6/30/2013	0.000	107,229.16	107,229.16	107,229.16	N/A	1
Union Bank - Trust MM	MM4900	5.07	Money Market	6/30/2013	0.260	3,116,127.59	3,116,127.59	3,116,127.59	N/A	1
Sub Total / Average		20.59			0.064	12,658,191.25	12,658,191.25	12,658,191.25		1
Local Agency Investment Fund										
LAIF LGIP	LGIP0502	6.21	Local Government Investment Pool	6/30/2013	0.634	3,815,731.16	3,815,731.16	3,815,731.16	N/A	1
Sub Total / Average		6.21			0.634	3,815,731.16	3,815,731.16	3,815,731.16		1
Medium Term Notes										
Bershire Hathaway 1.6 5/15/2017-12	084664BS9	0.18	Corporate Bond	5/24/2012	1.378	113,000.00	114,203.45	113,385.33	5/15/2017	227
Boeing Co 3.75 11/20/2016	097023BC8	0.17	Corporate Bond	5/24/2012	0.878	105,000.00	118,246.80	105,360.15	11/20/2016	51
General Electric 2.9 1/9/2017	36962G5N0	1.30	Corporate Bond	2/27/2012	1.912	792,000.00	828,186.48	796,078.80	1/9/2017	101
General Electric 3.35 10/17/2016	36962G5H3	1.30	Corporate Bond	2/27/2012	1.856	800,000.00	852,872.00	800,624.00	10/17/2016	17
General Electric 5.375 10/20/2016	36962GY40	0.16	Corporate Bond	2/27/2012	1.996	100,000.00	114,925.00	100,178.00	10/20/2016	20
General Electric 5.4 2/15/2017	36962G2G8	0.29	Corporate Bond	2/22/2012	2.281	175,000.00	200,562.25	177,852.50	2/15/2017	138
General Electric Var. Corp 8/1/2017	36962G6B5	1.62	Corporate Bond	7/31/2012	1.757	1,000,000.00	1,000,000.00	997,570.00	8/1/2017	305
JPMorgan Chase Var. Corp 3/7/2017	48125VQE3	6.51	Corporate Bond	3/7/2012	1.983	4,000,000.00	4,000,000.00	4,001,680.00	3/7/2017	158
Royal Bk CDA MTN 2.5 1/19/2021	78012KKU0	1.68	Corporate Bond	1/25/2016	2.301	1,000,000.00	1,009,300.00	1,032,080.00	1/19/2021	1,572
Toronto Dominion Bank 1.4 4/30/2018	89114QAG3	0.81	Corporate Bond	9/29/2015	1.503	500,000.00	498,700.00	500,150.00	4/30/2018	577
Toronto-Dominion Bank 1.95 1/22/2019	89114QBE7	0.82	Corporate Bond	3/24/2016	1.652	500,000.00	504,100.00	505,775.00	1/22/2019	844
Toyota Motor Credit Corp 1.7 2/19/2019	89236TCU7	0.82	Corporate Bond	3/24/2016	1.473	500,000.00	503,210.00	503,900.00	2/19/2019	872
Walt Disney 1.125 2/15/2017	25468PCS3	0.18	Corporate Bond	5/24/2012	1.023	113,000.00	113,529.97	113,092.66	2/15/2017	138
Sub Total / Average		15.86			1.885	9,698,000.00	9,857,835.95	9,747,726.44		398
Negotiable Certificate of Deposit Securities										
1st Merit Bank 1 10/31/2016	320844PB3	0.40	Negotiable Certificate Of Deposit	10/31/2014	1.000	248,000.00	248,000.00	248,096.72	10/31/2016	31
1st Priority 0.8 12/27/2016	33612JFA2	0.41	Negotiable Certificate Of Deposit	6/25/2014	0.800	249,000.00	249,000.00	249,176.79	12/27/2016	88
Access Nat'l Bank 1.25 3/29/2018	00432KDF7	0.41	Certificate Of Deposit	6/30/2015	1.250	249,000.00	249,000.00	250,466.61	3/29/2018	545
Ally Bank 1 3/20/2017	02006LDL4	0.40	Negotiable Certificate Of Deposit	3/19/2014	1.000	248,000.00	248,000.00	248,639.84	3/20/2017	171
American Exp 1.05 7/10/2017	02587CAA8	0.40	Negotiable Certificate Of Deposit	7/10/2014	1.050	248,000.00	248,000.00	248,840.72	7/10/2017	283
American Express Centurion Bank 2.2 11/29/2019	02587DWK0	0.41	Negotiable Certificate Of Deposit	12/1/2014	2.200	247,000.00	247,000.00	254,360.60	11/29/2019	1,155

Description	CUSIP/Ticker	% of Portfolio	Security Type	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity
Banco Popular 2.25 10/7/2020	05965GVP8	0.42	Negotiable Certificate Of Deposit	10/7/2015	2.250	247,000.00	247,000.00	256,092.07	10/7/2020	1,468
Bank Baroda NY 1.1 12/27/2016	06062ACV9	0.40	Negotiable Certificate Of Deposit	12/24/2013	1.100	248,000.00	248,000.00	248,384.40	12/27/2016	88
Bank Leumi USA 1.05 6/15/2018	063248FQ6	0.40	Negotiable Certificate Of Deposit	6/15/2016	1.050	248,000.00	248,000.00	248,577.84	6/15/2018	623
Barclays Bank 1.9 4/15/2019	06740KGG6	0.41	Negotiable Certificate Of Deposit	4/15/2014	1.900	247,000.00	247,000.00	252,821.79	4/15/2019	927
Belmont Savings Bank 1.4 6/26/2018	080515AU3	0.41	Negotiable Certificate Of Deposit	6/26/2014	1.400	248,000.00	248,000.00	250,683.36	6/26/2018	634
BMW 2.2 9/30/2020	05580ACZ5	0.42	Negotiable Certificate Of Deposit	9/30/2015	2.200	247,000.00	247,000.00	256,087.13	9/30/2020	1,461
Capital One Bank 2.1 10/1/2019	140420PN4	0.41	Negotiable Certificate Of Deposit	10/1/2014	2.100	248,000.00	248,000.00	254,455.44	10/1/2019	1,096
Capital One NA 2.25 7/22/2020	14042E4Y3	0.42	Negotiable Certificate Of Deposit	7/22/2015	2.250	248,000.00	248,000.00	256,593.20	7/22/2020	1,391
Cathay Bank 0.75 12/14/2016	149159JW6	0.41	Negotiable Certificate Of Deposit	3/14/2014	0.750	249,000.00	249,000.00	249,129.48	12/14/2016	75
Cit Bank Salt Lake City 2 5/28/2020	17284DBB7	0.41	Certificate Of Deposit	5/28/2015	2.000	247,000.00	247,000.00	253,303.44	5/28/2020	1,336
Comenity Bank Utah 1.75 1/2/2019	20033AEC6	0.41	Negotiable Certificate Of Deposit	1/2/2014	1.750	247,000.00	247,000.00	252,209.23	1/2/2019	824
Commerce St Bank 1.65 9/26/2019	20070PHK6	0.41	Certificate Of Deposit	6/26/2015	1.650	249,000.00	249,000.00	253,897.83	9/26/2019	1,091
Compass Bank 1.15 5/7/2018	20451PKP0	0.41	Certificate Of Deposit	5/6/2015	1.150	248,000.00	248,000.00	249,644.24	5/7/2018	584
Customers Bank 1 8/18/2017	23204HBJ6	0.40	Negotiable Certificate Of Deposit	6/18/2014	1.000	248,000.00	248,000.00	248,689.44	8/18/2017	322
Discover Greenwood 1.4 9/25/2017	254672AA6	0.40	Negotiable Certificate Of Deposit	9/24/2014	1.400	248,000.00	248,000.00	248,877.92	9/25/2017	360
East Boston Svgs Bank 1.1 12/24/2018	27113PAZ4	0.40	Negotiable Certificate Of Deposit	6/23/2016	1.100	248,000.00	248,000.00	248,562.96	12/24/2018	815
Enerbank 1.65 7/1/2019	29266NM95	0.41	Certificate Of Deposit	6/30/2015	1.650	249,000.00	249,000.00	253,743.45	7/1/2019	1,004
Everbank 1.5 3/29/2019	29976DVG3	0.41	Negotiable Certificate Of Deposit	3/30/2015	1.500	248,000.00	248,000.00	252,630.16	3/29/2019	910
First Bank 1.5 2/28/2019	319234AJ9	0.41	Certificate Of Deposit	6/30/2015	1.500	249,000.00	249,000.00	252,655.32	2/28/2019	881
First Kentucky 1 5/25/2017	32065TAH4	0.41	Negotiable Certificate Of Deposit	7/25/2014	1.000	249,000.00	249,000.00	249,672.30	5/25/2017	237
First Merchants Bank 1.5 10/30/2018	32082BDF3	0.41	Negotiable Certificate Of Deposit	4/30/2014	1.500	248,000.00	248,000.00	252,240.80	10/30/2018	760
First Premier Bank 1.55 12/24/2018	33610RPL1	0.41	Negotiable Certificate Of Deposit	6/25/2014	1.550	248,000.00	248,000.00	252,325.12	12/24/2018	815
Firstbank PR 1 12/20/2016	33764JQ57	0.41	Negotiable Certificate Of Deposit	12/20/2013	1.000	249,000.00	249,000.00	249,266.43	12/20/2016	81
FirstTrust Savings 1.1 12/10/2018	337630AX5	0.41	Negotiable Certificate Of Deposit	6/10/2016	1.100	249,000.00	249,000.00	249,597.60	12/10/2018	801
Flushing Bank NY 1 6/30/2017	34387AAA7	0.41	Negotiable Certificate Of Deposit	12/30/2013	1.000	249,000.00	249,000.00	249,732.06	6/30/2017	273
Goldman Sachs, NY 1.6 9/26/2017	38143AG66	0.41	Negotiable Certificate Of Deposit	9/26/2012	1.600	250,000.00	250,000.00	252,070.00	9/26/2017	361

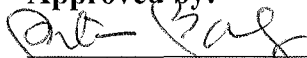
Description	CUSIP/Ticker	% of Portfolio	Security Type	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity
Homebanc 1.35 4/17/2018	43738AEX0	0.41	Negotiable Certificate Of Deposit	4/17/2014	1.350	249,000.00	249,000.00	251,587.11	4/17/2018	564
Iberia Bank 0.7 12/13/2016	45083ADE9	0.41	Negotiable Certificate Of Deposit	6/13/2014	0.700	249,000.00	249,000.00	249,221.61	12/13/2016	74
JP Morgan Chase Bank 1.3 4/10/2018	48125T6E0	0.40	Certificate Of Deposit	4/10/2015	1.300	248,000.00	248,000.00	248,538.16	4/10/2018	557
Marlin Business Bank 1.05 4/17/2017	57116AHV3	0.41	Negotiable Certificate Of Deposit	10/14/2014	1.050	249,000.00	249,000.00	249,555.27	4/17/2017	199
Mauch Chunck Tr Co 0.9 1/10/2017	577234BX4	0.41	Negotiable Certificate Of Deposit	10/10/2014	0.900	249,000.00	249,000.00	249,263.94	1/10/2017	102
MB Finl Bank 1.2 6/10/2019	55266CRX6	0.41	Negotiable Certificate Of Deposit	6/10/2016	1.200	249,000.00	249,000.00	249,729.57	6/10/2019	983
Medallion Bank 1.35 6/13/2018	58403BP34	0.41	Negotiable Certificate Of Deposit	6/13/2014	1.350	249,000.00	249,000.00	251,716.59	6/13/2018	621
Mercantil Commerce Bank 1.9 4/17/2019	58733AAU3	0.41	Negotiable Certificate Of Deposit	4/17/2014	1.900	247,000.00	247,000.00	252,831.67	4/17/2019	929
Merrick Bank 1 6/20/2017	59013JAG4	0.41	Negotiable Certificate Of Deposit	6/20/2014	1.000	249,000.00	249,000.00	249,709.65	6/20/2017	263
National Bank 0.75 12/20/2016	634030AK6	0.41	Negotiable Certificate Of Deposit	6/20/2014	0.750	249,000.00	249,000.00	249,236.55	12/20/2016	81
Oriental B&T 1.65 6/18/2018	686184WL2	0.41	Negotiable Certificate Of Deposit	12/16/2015	1.650	248,000.00	248,000.00	250,286.56	6/18/2018	626
Parkway Bank 1.15 4/7/2017	70153RHJ0	0.40	Negotiable Certificate Of Deposit	10/7/2014	1.150	248,000.00	248,000.00	248,443.92	4/7/2017	189
Patriot Bank 0.7 12/20/2016	70335XEP7	0.41	Negotiable Certificate Of Deposit	6/20/2014	0.700	249,000.00	249,000.00	249,236.55	12/20/2016	81
Peapack Gladstone Bank 1.4 4/17/2018	704692AH5	0.41	Negotiable Certificate Of Deposit	4/17/2014	1.400	249,000.00	249,000.00	251,584.62	4/17/2018	564
Peoples United Bank 0.9 10/6/2016	71270QJA5	0.40	Negotiable Certificate Of Deposit	10/15/2014	0.900	248,000.00	248,000.00	248,037.20	10/6/2016	6
PrivateBank 1.3 1/19/2018	74267GUM7	0.41	Negotiable Certificate Of Deposit	5/21/2014	1.300	248,000.00	248,000.00	249,842.64	1/19/2018	476
Rollstone Bank 0.75 11/30/2016	77579ABJ4	0.40	Negotiable Certificate Of Deposit	5/30/2014	0.750	248,000.00	248,000.00	248,183.52	11/30/2016	61
Sallie Mae 2.2 11/4/2020	795450VW3	0.42	Negotiable Certificate Of Deposit	11/4/2015	2.200	247,000.00	247,000.00	256,116.77	11/4/2020	1,496
Smartbank 1.2 2/23/2018	83172HCQ1	0.41	Negotiable Certificate Of Deposit	4/23/2014	1.200	249,000.00	249,000.00	251,196.18	2/23/2018	511
State Bank of India, NY 2 6/22/2017	856284F58	0.40	Negotiable Certificate Of Deposit	6/22/2012	2.000	245,000.00	245,000.00	247,442.65	6/22/2017	265
Sussex Bank 1.45 8/29/2018	86933DAM4	0.41	Negotiable Certificate Of Deposit	12/29/2015	1.450	248,000.00	248,000.00	250,413.04	8/29/2018	698
Synchrony Bank 2.2 9/18/2020	87164YKB9	0.42	Negotiable Certificate Of Deposit	9/18/2015	2.200	247,000.00	247,000.00	255,980.92	9/18/2020	1,449
Synovus Bank 0.9 10/21/2016	87164DFT2	0.40	Negotiable Certificate Of Deposit	10/21/2014	0.900	248,000.00	248,000.00	248,039.68	10/21/2016	21
Third Federal 1.05 7/24/2017	88413QAQ1	0.41	Negotiable Certificate Of Deposit	5/23/2014	1.050	248,000.00	248,000.00	249,058.96	7/24/2017	297
Unity Bank 1.7 12/30/2019	91330LAD5	0.41	Certificate Of Deposit	6/30/2015	1.700	249,000.00	249,000.00	254,632.38	12/30/2019	1,186

Description	CUSIP/Ticker	% of Portfolio	Security Type	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity
Washington TR 1.35 10/10/2017	940637GP0	0.40	Negotiable Certificate Of Deposit	10/8/2014	1.350	248,000.00	248,000.00	248,910.16	10/10/2017	375
Webster Bank 1.8 6/11/2019	94768NJS4	0.41	Negotiable Certificate Of Deposit	6/11/2014	1.800	247,000.00	247,000.00	253,016.92	6/11/2019	984
Wells Fargo 1.5 12/17/2018	9497482Z9	0.41	Negotiable Certificate Of Deposit	12/17/2015	1.500	249,000.00	249,000.00	252,513.39	12/17/2018	808
Worlds Foremost Bank 1.4 3/22/2019	981571BZ4	0.33	Certificate Of Deposit	3/24/2016	1.400	200,000.00	200,000.00	201,870.00	3/22/2019	903
Sub Total / Average		24.82			1.378	15,092,000.00	15,092,000.00	15,257,720.47		607
Obligation of the US Government										
T-Note 0.625 11/30/2017	912828UA6	1.63	Treasury Note	6/12/2013	1.016	1,000,000.00	982,968.75	999,220.00	11/30/2017	426
T-Note 0.625 9/30/2017	912828TS9	1.63	Treasury Note	6/27/2013	1.222	1,000,000.00	975,312.50	999,530.00	9/30/2017	365
T-Note 0.75 2/28/2018	912828UR9	1.63	Treasury Note	6/27/2013	1.352	1,000,000.00	972,812.50	1,000,310.00	2/28/2018	516
T-Note 0.875 11/30/2016	912828RU6	1.63	Treasury Note	6/13/2013	0.708	1,000,000.00	1,005,703.12	1,001,080.00	11/30/2016	61
T-Note 1 10/31/2016	912828RM4	1.63	Treasury Note	6/27/2013	0.886	1,000,000.00	1,003,750.00	1,000,660.00	10/31/2016	31
T-Note 1 5/31/2018	912828VE7	1.63	Treasury Note	6/6/2013	1.010	1,000,000.00	999,500.00	1,003,950.00	5/31/2018	608
Sub Total / Average		9.77			1.032	6,000,000.00	5,940,046.87	6,004,750.00		335
Total / Average		100			1.131	61,250,922.41	61,350,805.23	61,466,904.32		506



REPORT TO CITY COUNCIL

Approved by:


Department Director


City Administrator

Council Meeting of: February 15, 2017

Agenda Number: B-11

SUBJECT: Consideration of a Minute Order Approving and Accepting the City of Madera Investment Report for the Quarter Ending December 31, 2016

RECOMMENDATION: Staff recommends the Council approve and accept the City of Madera Investment Report for the quarter ending December 31, 2016 as presented by minute order.

DISCUSSION: The City of Madera Investment Policy calls for a quarterly report to be presented to the City Council, giving detailed information on the portfolio and bank positions with summary information to permit an informed outside reader to evaluate the performance of the investment program. The Finance Director hereby submits the report for the quarter ending December 31, 2016.

The market values for the items being reported were obtained from Union Bank, who acts as the custodian for our investments and who we considered to be an independent source for such information. After reviewing the information included in the attached Investment Report, the Finance Director/Treasurer certifies that to the best of his knowledge: 1) all investment actions taken during this quarter have been made in full compliance with the City of Madera June 2016 Investment Policy and, 2) the City will meet its expenditure obligations for the next six months.

As can be seen in the summary information of the Council Investment Report, the City's investment program out-performed the Local Agency Investment Fund [LAIF] benchmark, with a 1.20% yield as compared to 0.72% for the Local Agency Investment Fund [LAIF]. The City's investment program did just as well as the 2-Year Treasury benchmark as it also came in with a 1.20% yield. Total Market Value of the City's investments equaled \$60.9 million as of December 31, 2016, with Federal Agency Securities, Interest Bearing Accounts, Medium Term Notes and Negotiable Certificates of Deposit Securities making up 81.0% of that total. The Interest Bearing Accounts are temporarily over the percentage of portfolio allowed primarily due to maturing and called securities and working to replace them as quickly as they come. The decrease in market value is also due, in large part, to the maturing and/or calling of securities.

The Portfolio Holdings Distribution by Maturity Range report is on the second page of the Council Investment Report and reflects the percentages of holdings for each maturity range as of December 31, 2016. All holdings are in line with the June 2016 investment policy.

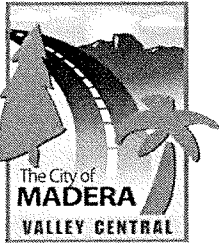
FINANCIAL IMPACT: There is no fiscal impact of the Council's acceptance of this Investment Report.

CONSISTENCY WITH THE VISION MADERA 2025 PLAN: Approval of this item is consistent with Strategy 115 of the Vision Plan - Economic Resource Provision: Ensure sufficient economic resources to provide adequate City services and prepare for future growth.

CITY OF MADERA

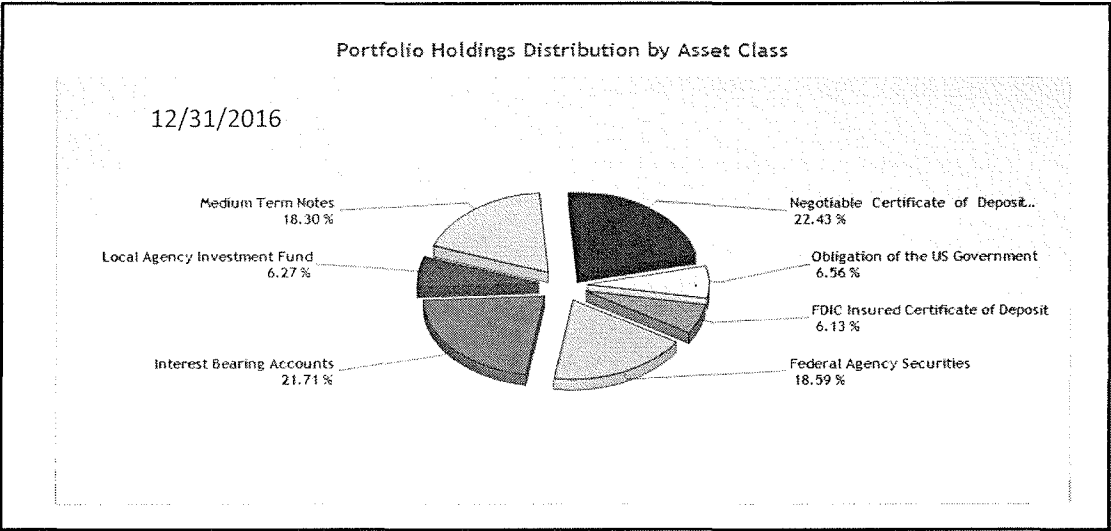
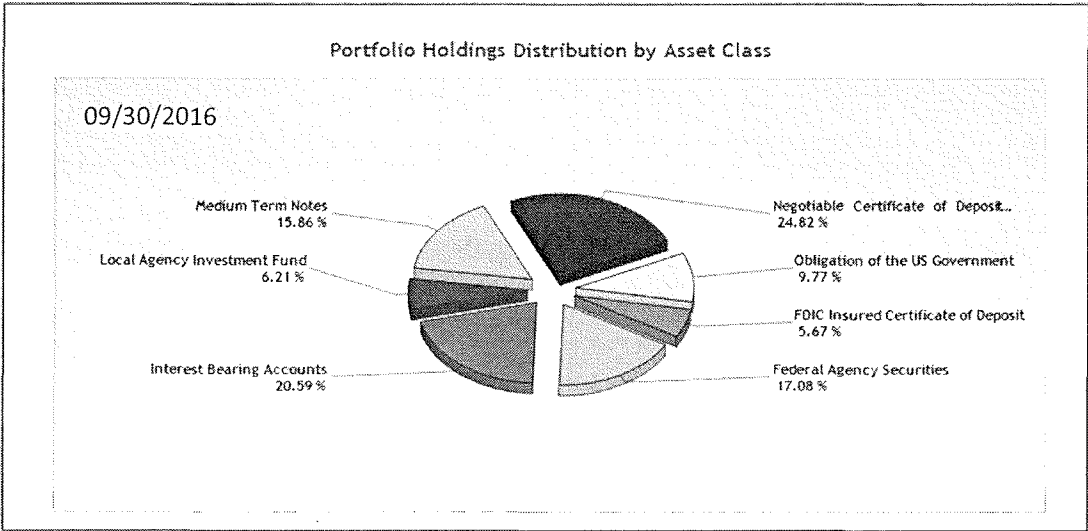
Council Investment Report

December 31, 2016



Benchmark Performance

	Beginning Balance 9/30/2016	Ending Balance 12/31/2016
Weighted Average Yield	1.13	1.20
LAIF	0.63	0.72
2 Year Treasury	0.77	1.20

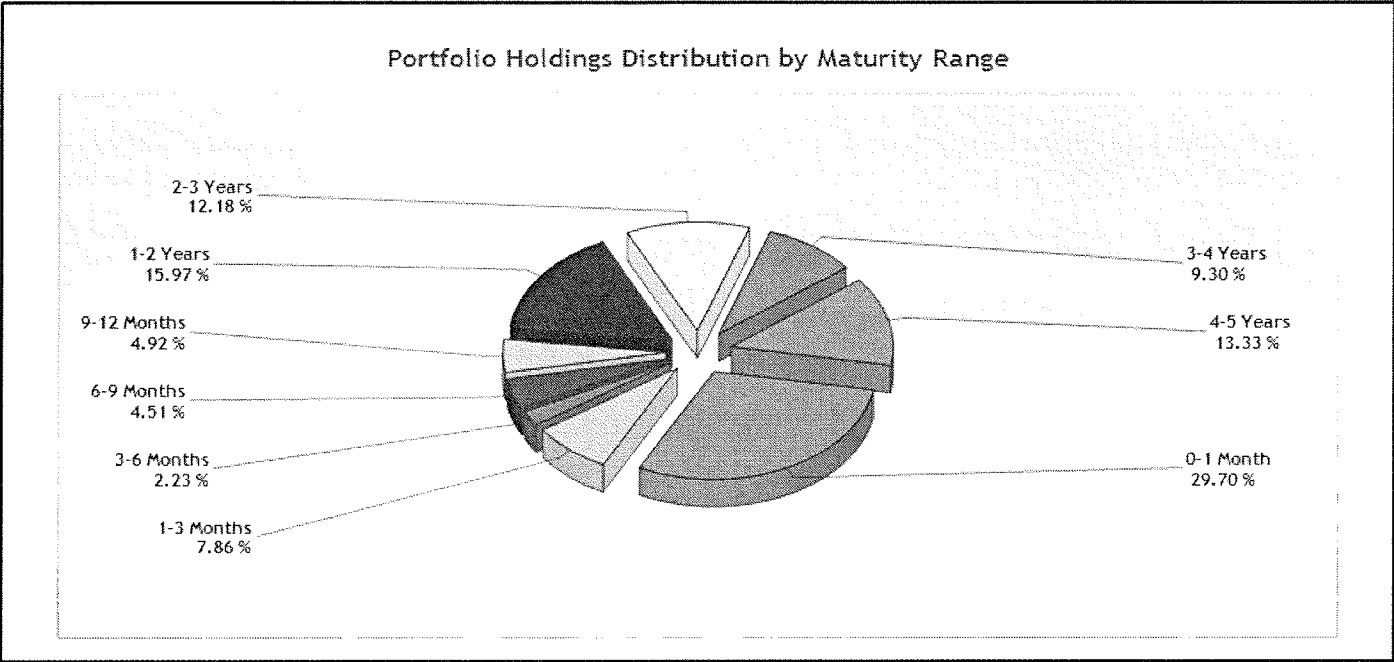
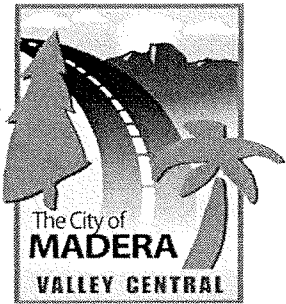


Asset Class	Face Amount/Shares	YTM @ Cost	Cost Value	Days To Maturity	% of Portfolio	Market Value	Book Value	Duration To Maturity
FDIC Insured Certificate of Deposit	3,487,000.00	1.768	3,487,000.00	984	5.67	3,487,000.00	3,487,000.00	2.59
Federal Agency Securities	10,500,000.00	1.381	10,500,000.00	1,189	17.08	10,495,785.00	10,500,000.00	3.18
Interest Bearing Accounts	12,658,191.25	0.064	12,658,191.25	1	20.59	12,658,191.25	12,658,191.25	0.00
Local Agency Investment Fund	3,815,731.16	0.634	3,815,731.16	1	6.21	3,815,731.16	3,815,731.16	0.00
Medium Term Notes	9,698,000.00	1.635	9,697,835.95	398	15.86	9,747,728.44	9,716,709.90	0.80
Negotiable Certificate of Deposit Securities	15,092,000.00	1.378	15,092,000.00	807	24.82	15,257,720.47	15,092,000.00	1.63
Obligation of the US Government	6,000,000.00	1.832	5,940,046.87	335	9.77	6,004,750.00	5,981,747.77	0.91
TOTAL / AVERAGE	61,250,922.41	1.131	61,360,805.23	506	100	61,466,904.32	61,251,380.08	1.31

Asset Class	Face Amount/Shares	YTM @ Cost	Cost Value	Days To Maturity	% of Portfolio	Market Value	Book Value	Duration To Maturity
FDIC Insured Certificate of Deposit	3,735,000.00	1.799	3,735,000.00	1,078	6.13	3,735,000.00	3,735,000.00	2.84
Federal Agency Securities	11,500,000.00	1.455	11,500,000.00	1,316	18.59	11,323,255.00	11,500,000.00	3.51
Interest Bearing Accounts	13,223,683.53	0.127	13,223,683.53	1	21.71	13,223,683.53	13,223,683.53	0.00
Local Agency Investment Fund	3,821,528.94	0.719	3,821,528.94	1	6.27	3,821,528.94	3,821,528.94	0.00
Medium Term Notes	11,193,000.00	1.865	11,200,292.15	541	18.30	11,148,063.19	11,195,288.63	1.32
Negotiable Certificate of Deposit Securities	13,601,000.00	1.482	13,601,000.00	671	22.43	13,857,834.97	13,601,000.00	1.60
Obligation of the US Government	4,000,000.00	1.150	3,930,593.75	387	6.56	3,993,520.00	3,965,288.18	1.06
TOTAL / AVERAGE	61,074,212.47	1.203	61,072,098.37	586	100	60,902,905.63	61,061,789.28	1.54

Investment Policy Compliance	Max	Max Maturity	Compliance
Bankers Acceptances	30%	180 days	Yes
Commercial Paper	25%/10% per issuer	270 days	Yes
FDIC Insured Certificate of Deposit	30%	5 Years	Yes
Federal Agency Securities	90%	5 Years	Yes
Interest Bearing Accounts	20%	n/a	No
Local Agency Investment Fund	65M	n/a	Yes
Medium Term Notes	30%	5 Years	Yes
Negotiable Certificate of Deposit Securities	30%	5 Years	Yes
Obligation of the US Government	90%	5 Years	Yes
Share Certificates	10%	5 Years	Yes
State Municipal Bonds	20%	5 Years	Yes

CITY OF MADERA
Council Investment Report
December 31, 2016



Maturity Range	Face Amount/Shares	YTM @ Cost	Cost Value	Days To Maturity	% of Portfolio	Market Value	Book Value	Duration To Maturity
0-1 Month	10,086,212.47	0.341	18,122,398.95	1	29.70	18,086,507.10	18,086,395.64	0.00
1-3 Months	4,785,000.00	1.901	4,811,092.22	66	7.86	4,789,565.08	4,785,860.28	0.03
3-6 Months	1,353,000.00	1.250	1,354,203.45	138	2.23	1,355,691.72	1,353,089.41	0.38
6-9 Months	2,741,000.00	1.450	2,741,000.00	222	4.51	2,745,926.68	2,741,000.00	0.39
9-12 Months	2,997,000.00	1.175	2,955,261.25	310	4.92	2,994,379.28	2,989,183.02	0.85
1-2 Years	9,717,000.00	1.314	9,688,012.50	565	15.97	9,726,541.91	9,709,437.26	1.53
2-3 Years	7,425,000.00	1.568	7,424,810.00	914	12.18	7,416,441.93	7,423,083.48	2.46
3-4 Years	5,729,000.00	1.675	5,729,000.00	1,339	9.30	5,666,614.17	5,729,000.00	3.56
4-5 Years	8,241,000.00	1.786	8,246,300.00	1,692	13.33	8,121,237.76	8,244,740.19	4.45
TOTAL / AVERAGE	61,074,212.47	1.203	61,072,098.37	586	100	60,902,905.63	61,061,789.28	1.54

City of Madera
Council Investment Report
 Report Format: By Transaction
 Group By: Asset Class
 Average By: Market Value
Portfolio / Report Group: Report Group: Investment Portfolio
As of 12/31/2016

Description	CUSIP/Ticker	% of Portfolio	Security Type	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity
FDIC Insured Certificate of Deposit										
Allegiance Bank 1.5 6/29/2019	CD-58629	0.41	Certificate Of Deposit	12/29/2016	1.500	249,000.00	249,000.00	249,000.00	6/29/2019	910
First Community Bank 2.1 8/19/2021	CD-16197	0.41	Certificate Of Deposit	8/19/2016	2.100	249,000.00	249,000.00	249,000.00	8/19/2021	1,692
First Utah Bank 2.23 1/7/2020	CD-1813	0.41	Certificate Of Deposit	1/7/2015	2.230	249,000.00	249,000.00	249,000.00	1/7/2020	1,102
Habib Bank 1.29 9/3/2017	CD-4587D	0.41	Certificate Of Deposit	9/3/2016	1.290	250,000.00	250,000.00	250,000.00	9/3/2017	246
Home City Federal Savings Bank 1.83 2/9/2019	CD-2855	0.41	Certificate Of Deposit	2/9/2015	1.830	249,000.00	249,000.00	249,000.00	2/9/2019	770
IDB Bank 2.1 9/30/2021	CD-IDB093016	0.41	Certificate Of Deposit	9/30/2016	2.100	248,000.00	248,000.00	248,000.00	9/30/2021	1,734
Kansas State Bank 2.05 6/13/2021	CD-19899	0.41	Certificate Of Deposit	6/13/2016	2.050	249,000.00	249,000.00	249,000.00	6/13/2021	1,625
Pentagon Federal Credit Union 1.4 10/16/2017	CD-1234B	0.41	Certificate Of Deposit	10/16/2015	1.400	249,000.00	249,000.00	249,000.00	10/16/2017	289
Rio Grande Credit Union 2.13 6/13/2021	CD-62573	0.41	Certificate Of Deposit	6/13/2016	2.130	249,000.00	249,000.00	249,000.00	6/13/2021	1,625
Royal Business Bank 1.3 3/12/2017	CD-5881	0.41	Certificate Of Deposit	3/12/2015	1.300	249,000.00	249,000.00	249,000.00	3/12/2017	71
Security State Bank 1.935 10/26/2021	CD-SECSTBK16	0.41	Certificate Of Deposit	10/26/2016	1.935	249,000.00	249,000.00	249,000.00	10/26/2021	1,760
Start Community Bank 1.49 4/26/2019	CD-START102616	0.41	Certificate Of Deposit	10/26/2016	1.490	249,000.00	249,000.00	249,000.00	4/26/2019	846
State Bank of Chandler 2 8/17/2021	CD-8858	0.41	Certificate Of Deposit	8/19/2016	2.000	249,000.00	249,000.00	249,000.00	8/17/2021	1,690
Triumph Savings Bank 1.393 9/30/2018	CD-6749B	0.41	Certificate Of Deposit	9/30/2016	1.393	250,000.00	250,000.00	250,000.00	9/30/2018	638
Vibrant Credit Union 2.25 3/22/2020	CD-61093	0.41	Certificate Of Deposit	3/23/2016	2.250	248,000.00	248,000.00	248,000.00	3/22/2020	1,177
Sub Total / Average		6.13			1.799	3,735,000.00	3,735,000.00	3,735,000.00		1,078
Federal Agency Securities										
FFCB 1.375 12/21/2018-16	3133EFSW8	1.64	FFCB Bond	12/21/2015	1.375	1,000,000.00	1,000,000.00	1,000,010.00	12/21/2018	720
FFCB 1.54 12/14/2020-17	3133EGEU5	0.81	FFCB Bond	6/14/2016	1.540	500,000.00	500,000.00	494,195.00	12/14/2020	1,444
FHLB 1.25 6/29/2018-16	3130A6WT0	1.64	FHLB Bond	12/29/2015	1.250	1,000,000.00	1,000,000.00	999,710.00	6/29/2018	545
FHLB 1.45 12/15/2020-16	3130A8EM1	0.81	FHLB Bond	6/15/2016	1.450	500,000.00	500,000.00	493,275.00	12/15/2020	1,445
FHLB 2.15 12/28/2021-17	3130AAEX2	1.64	FHLB Bond	12/28/2016	2.150	1,000,000.00	1,000,000.00	995,850.00	12/28/2021	1,823
FHLB Step 11/23/2021-17	3130A9W80	1.61	FHLB Bond	11/23/2016	1.378	1,000,000.00	1,000,000.00	983,180.00	11/23/2021	1,788
FHLMC 1.2 12/26/2017-14	3134G5AP0	0.82	FHLMC Bond	6/26/2014	1.200	500,000.00	500,000.00	500,730.00	12/26/2017	360
FHLMC 1.4 12/27/2019-17	3134G9SN8	1.63	FHLMC Bond	6/27/2016	1.400	1,000,000.00	1,000,000.00	993,670.00	12/27/2019	1,091
FHLMC Step 6/30/2021-16	3134G9WX1	1.60	FHLMC Bond	6/30/2016	1.348	1,000,000.00	1,000,000.00	976,630.00	6/30/2021	1,642
FNMA 1.25 6/30/2020-16	3136G3VWT8	1.59	FNMA Bond	6/30/2016	1.250	1,000,000.00	1,000,000.00	970,590.00	6/30/2020	1,277
FNMA 1.375 12/30/2020-16	3136G3WP6	1.58	FNMA Bond	6/30/2016	1.375	1,000,000.00	1,000,000.00	964,820.00	12/30/2020	1,460

Description	CUSIP/Ticker	% of Portfolio	Security Type	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity
FNMA 1.375 5/26/2020-17	3136G3QB4	0.81	FNMA Bond	5/26/2016	1.375	500,000.00	500,000.00	491,525.00	5/26/2020	1,242
FNMA 1.55 10/28/2021-17	3136G4DX8	1.59	FNMA Bond	10/28/2016	1.550	1,000,000.00	1,000,000.00	967,330.00	10/28/2021	1,762
FNMA 1.75 6/16/2021-16	3136G3QC2	0.81	FNMA Bond	6/16/2016	1.750	500,000.00	500,000.00	491,740.00	6/16/2021	1,628
Sub Total / Average		18.59			1.455	11,500,000.00	11,500,000.00	11,323,255.00		1,316

Interest Bearing Accounts

Union Bank - General Fund Cash	CASH2166	14.33	Cash	6/30/2013	0.000	8,727,385.51	8,727,385.51	8,727,385.51	N/A	1
Union Bank - Parking Fines Cash	CASH3596	0.11	Cash	6/30/2013	0.000	67,437.98	67,437.98	67,437.98	N/A	1
Union Bank - Special Program Cash	CASH6508	0.18	Cash	6/30/2013	0.000	107,229.16	107,229.16	107,229.16	N/A	1
Union Bank - Trust MM	MM4900	7.10	Money Market	6/30/2013	0.390	4,321,630.88	4,321,630.88	4,321,630.88	N/A	1
Sub Total / Average		21.71			0.127	13,223,683.53	13,223,683.53	13,223,683.53		1

Local Agency Investment Fund

LAIF LGIP	LGIP0502	6.27	Local Government Investment Pool	6/30/2013	0.719	3,821,528.94	3,821,528.94	3,821,528.94	N/A	1
Sub Total / Average		6.27			0.719	3,821,528.94	3,821,528.94	3,821,528.94		1

Medium Term Notes

Apple Inc 1.1 8/2/2019	037833CB4	1.62	Corporate Bond	11/8/2016	1.212	1,000,000.00	997,000.00	985,060.00	8/2/2019	944
Bershire Hathaway 1.6 5/15/2017-12	084664BS9	0.19	Corporate Bond	5/24/2012	1.378	113,000.00	114,203.45	113,211.31	5/15/2017	135
General Electric 2.9 1/9/2017	36962G5N0	1.30	Corporate Bond	2/27/2012	1.912	792,000.00	828,186.48	792,277.20	1/9/2017	9
General Electric 5.4 2/15/2017	36962G2G8	0.29	Corporate Bond	2/22/2012	2.281	175,000.00	200,562.25	175,852.25	2/15/2017	46
General Electric Var. Corp 8/1/2017	36962G6B5	1.64	Corporate Bond	7/31/2012	1.886	1,000,000.00	1,000,000.00	1,001,210.00	8/1/2017	213
JPMorgan Chase Var. Corp 3/7/2017	48125VQE3	6.57	Corporate Bond	3/7/2012	2.098	4,000,000.00	4,000,000.00	4,003,440.00	3/7/2017	66
Microsoft Corp 1.55 8/8/2021-21	594918BP8	1.59	Corporate Bond	10/12/2016	1.637	1,000,000.00	996,000.00	969,910.00	8/8/2021	1,681
Royal Bank of Canada 1.5 7/29/2019	78012KRK5	0.81	Corporate Bond	12/13/2016	1.853	500,000.00	495,500.00	493,675.00	7/29/2019	940
Royal Bk CDA MTN 2.5 1/19/2021	78012KKU0	1.65	Corporate Bond	1/25/2016	2.301	1,000,000.00	1,009,300.00	1,002,450.00	1/19/2021	1,480
Toronto Dominion Bank 1.4 4/30/2018	89114QAG3	0.82	Corporate Bond	9/29/2015	1.503	500,000.00	498,700.00	498,795.00	4/30/2018	485
Toronto-Dominion Bank 1.95 1/22/2019	89114QBE7	0.82	Corporate Bond	3/24/2016	1.652	500,000.00	504,100.00	500,770.00	1/22/2019	752
Toyota Motor Credit Corp 1.7 2/19/2019	89236TCU7	0.82	Corporate Bond	3/24/2016	1.473	500,000.00	503,210.00	498,420.00	2/19/2019	780
Walt Disney 1.125 2/15/2017	25468PCS3	0.19	Corporate Bond	5/24/2012	1.023	113,000.00	113,529.97	113,012.43	2/15/2017	46
Sub Total / Average		18.30			1.865	11,193,000.00	11,260,292.15	11,148,083.19		541

Negotiable Certificate of Deposit Securities

Access Nat'l Bank 1.25 3/29/2018	00432KDF7	0.41	Certificate Of Deposit	6/30/2015	1.250	249,000.00	249,000.00	249,428.28	3/29/2018	453
Ally Bank 1 3/20/2017	02006LDL4	0.41	Negotiable Certificate Of Deposit	3/19/2014	1.000	248,000.00	248,000.00	248,260.40	3/20/2017	79
American Exp 1.05 7/10/2017	02587CAA8	0.41	Negotiable Certificate Of Deposit	7/10/2014	1.050	248,000.00	248,000.00	248,384.40	7/10/2017	191
American Express Centurion Bank 2.2 11/29/2019	02587DWK0	0.41	Negotiable Certificate Of Deposit	12/1/2014	2.200	247,000.00	247,000.00	250,868.02	11/29/2019	1,063

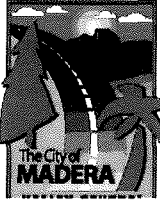
Description	CUSIP/Ticker	% of Portfolio	Security Type	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity
Banco Popular 2.25 10/7/2020	05965GVP8	0.41	Negotiable Certificate Of Deposit	10/7/2015	2.250	247,000.00	247,000.00	251,305.21	10/7/2020	1,376
Bank Leumi USA 1.05 6/15/2018	063248FQ6	0.41	Negotiable Certificate Of Deposit	6/15/2016	1.050	248,000.00	248,000.00	247,466.80	6/15/2018	531
Barclays Bank 1.9 4/15/2019	06740KGG6	0.41	Negotiable Certificate Of Deposit	4/15/2014	1.900	247,000.00	247,000.00	250,228.29	4/15/2019	835
Belmont Savings Bank 1.4 6/26/2018	080515AU3	0.41	Negotiable Certificate Of Deposit	6/26/2014	1.400	248,000.00	248,000.00	249,240.00	6/26/2018	542
Beneficial Mutual 1.55 11/16/2021	08173QBU9	0.40	Certificate Of Deposit	11/16/2016	1.550	248,000.00	248,000.00	241,147.76	11/16/2021	1,781
Berkshire Bank 1.25 11/29/2018	084601GN7	0.41	Certificate Of Deposit	11/29/2016	1.250	248,000.00	248,000.00	247,630.48	11/29/2018	698
BMW 2.2 9/30/2020	05580ACZ5	0.41	Negotiable Certificate Of Deposit	9/30/2015	2.200	247,000.00	247,000.00	251,329.91	9/30/2020	1,369
Capital One Bank 2.1 10/1/2019	140420PN4	0.41	Negotiable Certificate Of Deposit	10/1/2014	2.100	248,000.00	248,000.00	251,164.48	10/1/2019	1,004
Capital One NA 2.25 7/22/2020	14042E4Y3	0.41	Negotiable Certificate Of Deposit	7/22/2015	2.250	248,000.00	248,000.00	252,144.08	7/22/2020	1,299
Cit Bank Salt Lake City 2 5/28/2020	17284DBB7	0.41	Certificate Of Deposit	5/28/2015	2.000	247,000.00	247,000.00	249,665.13	5/28/2020	1,244
Comenity Bank Utah 1.75 1/2/2019	20033AEC6	0.41	Negotiable Certificate Of Deposit	1/2/2014	1.750	247,000.00	247,000.00	249,887.43	1/2/2019	732
Commerce St Bank 1.65 9/26/2019	20070PHK6	0.41	Certificate Of Deposit	6/26/2015	1.650	249,000.00	249,000.00	250,738.02	9/26/2019	999
Compass Bank 1.15 5/7/2018	20451PKP0	0.41	Certificate Of Deposit	5/6/2015	1.150	248,000.00	248,000.00	248,017.36	5/7/2018	492
Customers Bank 1 8/18/2017	23204HBJ6	0.41	Negotiable Certificate Of Deposit	6/18/2014	1.000	248,000.00	248,000.00	248,275.28	8/18/2017	230
Discover Greenwood 1.4 9/25/2017	254672AA6	0.41	Negotiable Certificate Of Deposit	9/24/2014	1.400	248,000.00	248,000.00	248,917.60	9/25/2017	268
East Boston Svgs Bank 1.1 12/24/2018	27113PAZ4	0.41	Negotiable Certificate Of Deposit	6/23/2016	1.100	248,000.00	248,000.00	246,784.80	12/24/2018	723
Enerbank 1.65 7/1/2019	29266NM95	0.41	Certificate Of Deposit	6/30/2015	1.650	249,000.00	249,000.00	250,155.36	7/1/2019	912
Everbank 1.5 3/29/2019	29976DVY3	0.41	Negotiable Certificate Of Deposit	3/30/2015	1.500	248,000.00	248,000.00	248,503.44	3/29/2019	818
First Bank 1.5 2/28/2019	319234AJ9	0.41	Certificate Of Deposit	6/30/2015	1.500	249,000.00	249,000.00	250,374.48	2/28/2019	789
First Kentucky 1 5/25/2017	32065TAH4	0.41	Negotiable Certificate Of Deposit	7/25/2014	1.000	249,000.00	249,000.00	249,303.78	5/25/2017	145
First Merchants Bank 1.5 10/30/2018	32082BDF3	0.41	Negotiable Certificate Of Deposit	4/30/2014	1.500	248,000.00	248,000.00	250,224.56	10/30/2018	668
First Premier Bank 1.55 12/24/2018	33610RPL1	0.41	Negotiable Certificate Of Deposit	6/25/2014	1.550	248,000.00	248,000.00	248,959.76	12/24/2018	723
FirstTrust Savings 1.1 12/10/2018	337630AX5	0.41	Negotiable Certificate Of Deposit	6/10/2016	1.100	249,000.00	249,000.00	247,862.07	12/10/2018	709
Flushing Bank NY 1 6/30/2017	34387AAA7	0.41	Negotiable Certificate Of Deposit	12/30/2013	1.000	249,000.00	249,000.00	249,313.74	6/30/2017	181
Goldman Sachs, NY 1.6 9/26/2017	38143AG66	0.41	Negotiable Certificate Of Deposit	9/26/2012	1.600	250,000.00	250,000.00	251,287.50	9/26/2017	269
Homebanc 1.35 4/17/2018	43738AEX0	0.41	Negotiable Certificate Of Deposit	4/17/2014	1.350	249,000.00	249,000.00	250,317.21	4/17/2018	472
HSBC Bank USA 1.25 5/10/2019-17	40434YCW5	0.41	Certificate Of Deposit	11/10/2016	1.250	249,000.00	249,000.00	246,699.24	5/10/2019	860
JP Morgan Chase Bank 1.3 4/10/2018	48125T6E0	0.41	Certificate Of Deposit	4/10/2015	1.300	248,000.00	248,000.00	248,448.88	4/10/2018	465

Description	CUSIP/Ticker	% of Portfolio	Security Type	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity
Marlin Business Bank 1.05 4/17/2017	57116AHV3	0.41	Negotiable Certificate Of Deposit	10/14/2014	1.050	249,000.00	249,000.00	249,234.06	4/17/2017	107
Mauch Chunck Tr Co 0.9 1/10/2017	577234BX4	0.41	Negotiable Certificate Of Deposit	10/10/2014	0.900	249,000.00	249,000.00	249,017.43	1/10/2017	10
MB Finl Bank 1.2 6/10/2019	55266CRX6	0.41	Negotiable Certificate Of Deposit	6/10/2016	1.200	249,000.00	249,000.00	247,401.42	6/10/2019	891
Medallion Bank 1.35 6/13/2018	58403BP34	0.41	Negotiable Certificate Of Deposit	6/13/2014	1.350	249,000.00	249,000.00	250,292.31	6/13/2018	529
Mercantil Commerce Bank 1.9 4/17/2019	58733AAU3	0.41	Negotiable Certificate Of Deposit	4/17/2014	1.900	247,000.00	247,000.00	250,228.29	4/17/2019	837
Merrick Bank 1 6/20/2017	59013JAG4	0.41	Negotiable Certificate Of Deposit	6/20/2014	1.000	249,000.00	249,000.00	249,311.25	6/20/2017	171
Morton Community Bank 1.6 6/16/2020	619165GX5	0.41	Certificate Of Deposit	12/16/2016	1.600	249,000.00	249,000.00	248,280.39	6/16/2020	1,263
Oriental B&T 1.65 6/18/2018	686184WL2	0.41	Negotiable Certificate Of Deposit	12/16/2015	1.650	248,000.00	248,000.00	248,920.08	6/18/2018	534
Parkway Bank 1.15 4/7/2017	70153RHJ0	0.41	Negotiable Certificate Of Deposit	10/7/2014	1.150	248,000.00	248,000.00	248,171.12	4/7/2017	97
Peapack Gladstone Bank 1.4 4/17/2018	704692AH5	0.41	Negotiable Certificate Of Deposit	4/17/2014	1.400	249,000.00	249,000.00	250,317.21	4/17/2018	472
PrivateBank 1.3 1/19/2018	74267GUM7	0.41	Negotiable Certificate Of Deposit	5/21/2014	1.300	248,000.00	248,000.00	248,882.88	1/19/2018	384
Providence Bank 1.3 12/28/2018	74374MAE4	0.41	Certificate Of Deposit	12/28/2016	1.300	249,000.00	249,000.00	248,731.08	12/28/2018	727
Sallie Mae 2.2 11/4/2020	795450VV3	0.41	Negotiable Certificate Of Deposit	11/4/2015	2.200	247,000.00	247,000.00	251,203.94	11/4/2020	1,404
Smartbank 1.2 2/23/2018	83172HCQ1	0.41	Negotiable Certificate Of Deposit	4/23/2014	1.200	249,000.00	249,000.00	250,103.07	2/23/2018	419
State Bank of India, NY 2 6/22/2017	856284F58	0.40	Negotiable Certificate Of Deposit	6/22/2012	2.000	245,000.00	245,000.00	246,460.20	6/22/2017	173
Sussex Bank 1.45 8/29/2018	86933DAM4	0.41	Negotiable Certificate Of Deposit	12/29/2015	1.450	248,000.00	248,000.00	248,825.84	8/29/2018	606
Synchrony Bank 2.2 9/18/2020	87164YKB9	0.41	Negotiable Certificate Of Deposit	9/18/2015	2.200	247,000.00	247,000.00	251,280.51	9/18/2020	1,357
Third Federal 1.05 7/24/2017	88413QAQ1	0.41	Negotiable Certificate Of Deposit	5/23/2014	1.050	248,000.00	248,000.00	248,538.16	7/24/2017	205
Unity Bank 1.7 12/30/2019	91330LAD5	0.41	Certificate Of Deposit	6/30/2015	1.700	249,000.00	249,000.00	251,166.30	12/30/2019	1,094
Washington TR 1.35 10/10/2017	940637GP0	0.41	Negotiable Certificate Of Deposit	10/8/2014	1.350	248,000.00	248,000.00	248,399.28	10/10/2017	283
Webster Bank 1.8 6/11/2019	94768NJS4	0.41	Negotiable Certificate Of Deposit	6/11/2014	1.800	247,000.00	247,000.00	250,203.59	6/11/2019	892
Wells Fargo 1.5 12/17/2018	949748Z29	0.41	Negotiable Certificate Of Deposit	12/17/2015	1.500	249,000.00	249,000.00	250,416.81	12/17/2018	716
Worlds Foremost Bank 1.4 3/22/2019	981571BZ4	0.33	Certificate Of Deposit	3/24/2016	1.400	200,000.00	200,000.00	200,116.00	3/22/2019	811
Sub Total / Average		22.43			1.482	13,601,000.00	13,601,000.00	13,657,834.97		671

Obligation of the US Government

T-Note 0.625 11/30/2017	912828UA6	1.64	Treasury Note	6/12/2013	1.016	1,000,000.00	982,968.75	997,660.00	11/30/2017	334
-------------------------	-----------	------	---------------	-----------	-------	--------------	------------	------------	------------	-----

Description	CUSIP/Ticker	% of Portfolio	Security Type	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Market Value	Maturity Date	Days To Maturity
T-Note 0.625 9/30/2017	912828TS9	1.64	Treasury Note	6/27/2013	1.222	1,000,000.00	975,312.50	998,590.00	9/30/2017	273
T-Note 0.75 2/28/2018	912828UR9	1.64	Treasury Note	6/27/2013	1.352	1,000,000.00	972,812.50	997,660.00	2/28/2018	424
T-Note 1 5/31/2018	912828VE7	1.64	Treasury Note	6/6/2013	1.010	1,000,000.00	999,500.00	999,610.00	5/31/2018	516
Sub Total / Average		6.56			1.150	4,000,000.00	3,930,593.75	3,993,520.00		387
Total / Average		100			1.203	61,074,212.47	61,072,098.37	60,902,905.63		586



REPORT TO THE CITY COUNCIL

COUNCIL MEETING OF February 15, 2017

AGENDA ITEM NUMBER B-12

APPROVED BY



GRANT ADMINISTRATOR


CITY ADMINISTRATOR

SUBJECT: Consideration of a Resolution of the City of Madera, California, Authorizing the Submittal of an Extension Request to the California State Department of Housing and Community Development for Extended Funding Under the CalHome 2011 Program; the Execution of a Standard Agreement if Selected for Extended Funding and Any Amendments Thereto; and Any Related Documents Necessary to Continue Participating in the CalHome 2011 Program and Authorizing the City Administrator or His Designee to Sign the Extension Request, Certifications, Funds Request and Any Related Grant Documents

RECOMMENDATION: Staff recommends Council approve the Resolution.

SUMMARY: In 2011, the California Department of Housing and Community Development (HCD) released a Notice of Funding Availability for the CalHome Program. The notice was for approximately \$53 million available statewide for affordable housing activities. Eligible applicants included local governments and nonprofits.

DISCUSSION: The Grants Department submitted an application for the maximum activity funding amount. HCD awarded \$1 million to fund the City's Down-Payment Assistance Program (DAP). The maximum application amounts are based on a subsidy cap of \$60,000 per property assisted. Activity delivery fees are included as a portion of the cap.

According to the CalHome Operations Handbook, Section 111 D 1 states, "One hundred percent of funds must be expended within 36 (thirty-six) months of the date of the award of funds by HCD, not the date of execution of the Standard Agreement. All loans to borrowers must be closed by the 36th month, when the Standard Agreement expires. An extension to the Standard Agreement may be requested."

Two previous extension requests were submitted and approved. For this request, in order for HCD to consider an extension they require the following:

1. A formal letter on City letterhead requesting an extension. (Please see Exhibit A.)
2. A copy of the resolution authorizing the extension. (Attached to this staff report.)
3. A copy of the webpage showing the person authorized to sign the Standard Agreement by name and title. (Please see Exhibit B.)
4. A detailed plan stating how the City will complete the fulfillment of the contract in the remaining twelve months if an extension is granted. (Please see Exhibit C.)

The award and ending dates are as follows:

Award Date	Ending Dates
April 5, 2012	April 5, 2015
	April 5, 2016
	April 5, 2017

Staff is requesting an extension to April 5, 2018. DAP loans issued during the years of this grant are depicted in the table below.

Fiscal Year	13/14	14/15	15/16	Total
No. of Loans	4	7	9	20

Currently, ninety-seven (97) percent of this grant has been expended. Our 2011 application submitted proposed to assist seventeen (17) households. To date, twenty (20) households received assistance. The remaining amount of the grant is currently \$31,704. In addition, there is \$31,000 in Program Income available. From these amounts, \$5,000 is available for staff's time to process the last loan. This program's target area is the former Madera Redevelopment Agency Project Area. (Please see Exhibit D.) Staff is confident a borrower will be able to use the remaining grant and Program Income funds to ultimately increase the total number of loans issued to twenty-one (21).

FINANCIAL IMPACT: Administration of the DAP program will not adversely impact the General Fund. The grant provides enough activity delivery revenue to effectively manage the program and has the potential to reduce other impacts on our General Fund.

VISION MADERA 2025 ACTION PLAN CONSISTENCY:

The CalHome grant will provide the city with the necessary funds to promote the following elements of the Vision Plan:

- Strategy 101.8: Promote and encourage development and redevelopment of low- and moderate-cost housing.
- Strategy 101.10: Ensure adequate supply of affordable housing by promoting programs to assist in home ownership.

RESOLUTION NO. 17-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA, CALIFORNIA, AUTHORIZING THE SUBMITTAL OF AN EXTENSION REQUEST TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR EXTENDED FUNDING UNDER THE CALHOME 2011 PROGRAM; THE EXECUTION OF A STANDARD AGREEMENT IF SELECTED FOR EXTENDED FUNDING AND ANY AMENDMENTS THERETO; AND ANY RELATED DOCUMENTS NECESSARY TO CONTINUE PARTICIPATING IN THE CALHOME 2011 PROGRAM AND AUTHORIZING THE CITY ADMINISTRATOR OR HIS DESGINEE TO SIGN THE EXTENSION REQUEST, CERTIFICATIONS, FUNDS REQUEST AND ANY RELATED GRANT DOCUMENTS

WHEREAS:

- A. The City of Madera, a political subdivision of the State of California, applied for and received an allocation of funds through the CalHome Program; and
- B. The California Department of Housing and Community Development (hereinafter referred to as "HCD") issued a Notice of Funding Availability ("NOFA") for the CalHome program established by Chapter 84, Statutes of 2000 (SB 1656 Alarcon), and codified in Chapter 6 (commencing with Section 50650) of Part 2 of Division 31 of the Health and Safety Code (the "statute"). Pursuant to the statute, HCD is authorized to approve funding allocations utilizing monies made available by the State Legislature to the CalHome program, subject to the terms and conditions of the statute and the CalHome Program Regulations adopted by HCD in April 2004; and
- C. The City of Madera wishes to request an extension of the 11-CalHome-8198 award; and
- D. According to the CalHome Operations Handbook, Section 111 D 1 states, "One hundred percent of funds must be expended within 36 (thirty-six) months of the date of the award of funds by HCD, not the date of execution of the Standard Agreement. All loans to borrowers must be closed by the 36th month, when the Standard Agreement expires. An extension to the Standard Agreement may be requested."

NOW THEREFORE, THE COUNCIL OF THE CITY OF MADERA, HEREBY, finds, orders and resolves as follows:

- 1. The above recitals are true and correct.
- 2. The City of Madera shall deliver to HCD the following items to request a one-year extension of its 11-CalHome-8198 grant:
 - a. A formal letter on the City's letterhead requesting an extension.
 - b. A copy of the resolution authorizing the extension.

- c. A copy of the webpage showing the person authorized to sign the Standard Agreement by name and title.
 - d. A detailed plan stating how the contractor will complete the fulfillment of the contract in the remaining twelve months if an extension is granted.
- 3. The City of Madera authorizes David R. Tooley, City Administrator, or his designee to execute in the name of the City of Madera, the application, the Standard Agreement, and all other documents required by HCD for participation in the CalHome Program, and any amendments thereto.
- 4. This resolution is effective immediately upon adoption.

February 16, 2017

Bizzou Gervais, Representative II
Housing and Community Development
2020 W. El Camino Ave, Room 650
Sacramento, CA 95833

Re: City of Madera 11-CalHome-8198

Dear Mr. Gervais:

This letter serves to provide a formal request for an extension of our City of Madera 11-CalHome-8198 Standard Agreement. The original grant award by HCD was April 5, 2012. The grant was previously extended and a new Standard Agreement was issued, dated February 18, 2016, to provide the City of Madera a new expiration date of April 5, 2017. To date, staff has worked to expend ninety-seven (97) percent of the funds and have been able to serve twenty (20) households, exceeding the seventeen (17) that were originally proposed. I respectfully request that a final one-year (1) extension be granted, which would allow our staff to assist one (1) more household and thereby maximize the use of the grant funds.

Enclosed are items as follows:

1. A copy of the resolution authorizing the extension.
2. A copy of the webpage showing the person authorized to sign the Standard Agreement by name and title.
3. A detailed plan stating how the contractor will complete the fulfillment of the contract in the remaining twelve months if an extension is granted.

According to the CalHome Operations Handbook, Section III D 1 states, "One hundred percent of funds must be expended within 36 (thirty-six) months of the date of the award of funds by HCD, not the date of execution of the Standard Agreement. All loans to borrowers must be closed by the 36th month, when the Standard Agreement expires. An extension to the Standard Agreement may be requested." Further, you request a detailed plan stating how we will complete the fulfillment of the contract in the remaining twelve months if an extension is granted.

To that end, I would like to share and propose the following. The remaining amount of the grant is \$31,704. In addition, there is \$31,000 in Program Income (PI) available. I will report the PI in the 2017 Reuse Account Annual Status Report due on or before June 30, 2017. Loans issued from this grant are limited to properties within our former Redevelopment Agency's Project Area. There are several new, affordable, single-family lots presently under construction within the Project Area where there will very likely be a need for DAP assistance. These funds will be extremely beneficial to a qualifying family and the construction of these homes is timely for staff to be able to utilize these remaining funds during the final year of the proposed extension.

Exhibit A

Bizzou Gervais
February 16, 2017
Page Two

Thank you for your attention to my letter. If I can provide further details, or if you have questions about this request, then do not hesitate to contact me at (559) 661-3693 or via email at: jrojas@cityofmadera.com.

Very truly yours,

Jorge Antonio Rojas
Program Manager – Grants

/jar

What is the council's function?

The council is the legislative body; its members are the community's decision makers. Power is centralized in the elected council, which approves the budget and determines the tax rate, for example. The council also focuses on the community's goals, major projects, and such long-term considerations as community growth, land use development, capital improvement plans, capital financing, and strategic planning. The council hires a professional manager to carry out the administrative responsibilities and supervises the manager's performance.

A message from City of Madera Administrator David Tooley:

From time to time I'll provide a discussion on issues that may be of interest to Madera citizens. I'll report and comment on events at the local, state or federal level and how they affect us in Madera. In all cases I'll report the facts as I understand them, share where I think those facts are leading us, and usually offer a few ideas about what we as a community might do in response. I will share these thoughts in a [blog hosted here](#).

Share this:



0



City of Madera 11-CalHome-8198 Fulfillment Plan

Task	Actions	Proposed Timeline
Marketing	Continue marketing program through City's Utility Billing Newsletter and to Realtors.	Now until eligible borrower is approved on or before February 5, 2018.
Loan Processing	Process loan applications as they are received.	
Loan Approval	When eligible borrower identified, obtain Loan Review Committee approval.	
Approval Letter	Issue approval letter to homebuyer.	
First Time Homebuyer Education	Provide borrower(s) access to an on-line first time homebuyer education class equivalent to 8 hours of education. Obtain certificate for borrower(s).	
Fund Loan	After borrower deposits one month's gross income and first lender is ready to fund.	
Drawdown Funds	Submit to HCD Draw Request, Borrower Summary, Activity Delivery Fee forms and Executed Note, Certified Final Closing Statement or HUD 1 and Homebuyer Education Certificate for each borrower.	

Exhibit C

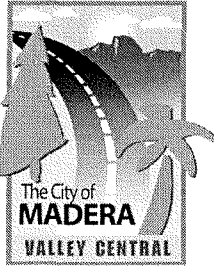
City Of Madera CalHOME Program

LEGEND

CalHOME Eligible Area

Exhibit D

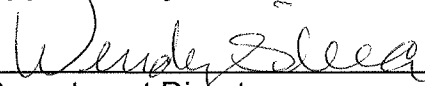
Report to City Council




Council Meeting of February 15, 2017

Agenda Item Number B-13

Approved by:



Department Director



City Administrator

Consideration of a Resolution Appointing Ruben Mendoza, Eloise Rodriguez, Celeste Voyles, Brian Massetti and Shawn Griffin to the City of Madera Civil Service Commission

RECOMMENDATION

Staff recommends Council approve the resolution appointing Ruben Mendoza, Eloise Rodriguez, Celeste Voyles, Brian Massetti and Shawn Griffin to the Civil Service Commission of the City of Madera.

HISTORY

The Civil Service Commission was formed to oversee the competitive recruitment process and hear appeals from employees on any disciplinary action, dismissal, demotion, or alleged violation of City of Madera Personnel Rules and Regulations. The Commission consists of five members appointed by the City Council as a whole that serve a term consistent with that of the elected Mayor, as provided in the Municipal Code. The current Commissioners are Ruben Mendoza, Eloise Rodriguez, Celeste Voyles, Brian Massetti and Shawn Griffin.

SITUATION

The five current members of the Civil Service Commission were appointed to serve 4-year terms consistent with the elected Mayor in 2013. Those terms ended December 2016. All five members have indicated a desire to continue to serve on the Commission. All five members have been actively involved in the duties of the Commission and participate in the Commission's monthly meetings.

FISCAL IMPACT

None.

CONSISTENCY WITH THE VISION MADERA 2025 PLAN

Approval of appointments to the Civil Service Commission is not addressed in the vision or action plans; the requested action is also not in conflict with any of the actions or goals contained in that plan.

RESOLUTION No. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA
MAKING APPOINTMENTS TO THE CIVIL SERVICE COMMISSION**

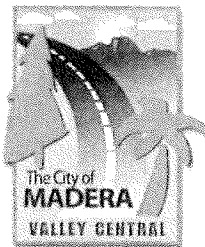
WHEREAS, the City of Madera has established a Civil Service Commission to oversee the competitive recruitment process and hear appeals from employees on any disciplinary action, dismissal, demotion, or alleged violation of Madera rules and regulations; and

WHEREAS, the Civil Service Commission is comprised of five citizens appointed to serve at-large by the City Council.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF MADERA hereby resolves, finds, and orders as follows:

1. The above recitals are true and correct.
2. Ruben Mendoza is appointed to the Civil Service Commission to serve a four year term consistent with the term of the current elected Mayor.
3. Eloise Rodriguez is appointed to the Civil Service Commission to serve a four year term consistent with the term of the current elected Mayor.
4. Celeste Voyles is appointed to the Civil Service Commission to serve a four year term consistent with the term of the current elected Mayor.
5. Brian Massetti is appointed to the Civil Service Commission to serve a four year term consistent with the term of the current elected Mayor.
6. Shawn Griffin is appointed to the Civil Service Commission to serve a four year term consistent with the term of the current elected Mayor.
7. This resolution is effective immediately upon adoption.

* * * * *



REPORT TO CITY COUNCIL

COUNCIL MEETING OF February 15, 2017

AGENDA ITEM NUMBER B-14

PREPARED BY:

Mark Etheridge FOR MAS
Mary Anne Seay, Director
Parks & Community Services Department

APPROVED BY:

[Signature]
David R. Tooley, City Administrator

SUBJECT: CONSIDERATION OF A RESOLUTION APPOINTING ROSANNE BONILLA, KRISTY ANDERSON, MAXINE BARNETT AND ROHI ZACHARIA TO THE CITY OF MADERA BEAUTIFICATION COMMITTEE

RECOMMENDATION:

Staff recommends that the Council adopt a Resolution appointing Rosanne Bonilla, Kristy Anderson, Maxine Barnett and Rohi Zacharia to the City of Madera Beautification Committee.

DISCUSSION:

The City of Madera Beautification Committee is a City Council appointed advisory body that focuses on efforts to enhance the aesthetic appearance of the Madera community. The Committee supports and encourages public participation with regard to beautification, and serves as an advocate for ongoing beautification activities throughout the City. Committee members serve four-year terms coinciding with the term of the Mayor or Council Person who put their name forward for

consideration. In the event that a Council Person's tenure is shorter than 4 years, the Beautification Committee Member's term will coincide with the Council Member's term.

The seven-member volunteer, uncompensated panel has been active in drafting and reviewing landscape design standards, engaging in landscape award programs and special projects such as Love Madera and other community-wide days of service. Most recently, the Beautification Committee has focused its energy on landscape awards, rewarding and advocating water conservation efforts, review of Parks Capital projects and participating in Parks volunteer events. The Committee meets the second Thursday of each month, except for December and July at the Committee's request. Meetings are held at 5:30 p.m. and are located at the John W. Wells Youth Center.

It is necessary to appoint or reappoint members after the results of the November election were finalized and the new Mayor and Council were seated. Each of the newly elected officials have indicated that they would like to appoint the following citizens to serve on the Committee:

Mayor (Medellin)	Rosanne Bonilla
District 2 (Rodriguez)	Rohi Zacharia
District 4 (Robinson)	Kristy Anderson
District 6 (Holley)	Maxine Barnett

Ms. Bonilla, Ms. Anderson and Ms. Barnett have been serving on the Committee for various terms; Ms. Anderson and Ms. Bonilla have also served as Chair. Rohi Zacharia would be new to the Committee. All of their applications are attached. Should these appointments be made, they will join the following citizens who have been appointed previously and currently serve.

District 1 (Foley Gallegos)	Christopher Huerta
District 3 (Oliver)	Dynette Fernandez
District 5 (Rigby)	Karen Brown

FINANCIAL IMPACT:

There are no General Fund impacts from the recommended action.

CONSISTENCY WITH THE VISION MADERA 2025 PLAN

Many elements in the adopted vision and action plans represent an effort to beautify Madera. Consequently the recommended actions support and facilitate Vision Madera 2025. Specific elements of the Committee's efforts are closely linked to the following vision plan strategies and actions:

- Strategy 413 – Develop volunteer opportunities to help maintain and enhance community spaces.
- Action 134.1 – Consider establishment of design/landscape standards for neighborhoods and business construction.
- Action 126.2 – Analyze best practices for street and median island beautification program.
- Action 134.2 – Consider establishment of Tree Canopy Standards and shading requirements.
- Action 401.2 – Develop Master Tree Plan to include city-approved tree list.

RESOLUTION NO. 17 - _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA,
CALIFORNIA, APPOINTING ROSANNE BONILLA, KRISTY ANDERSON, MAXINE
BARNETT AND ROHI ZACHARIA TO THE CITY OF MADERA BEAUTIFICATION
COMMITTEE**

WHEREAS, four (4) vacancies exist in the City of Madera Beautification Committee for the office of Mayor, and Council Members in Districts 2, 4 and 6; and

WHEREAS, Council in previous action has adopted an Ordinance that specifies nomination and appointment procedures, and terms of office for members of City Boards and Commissions; and

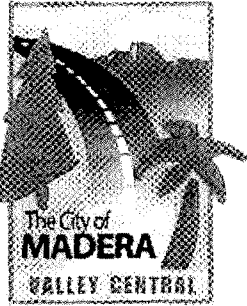
WHEREAS, Rosanne Bonilla, Kristy Anderson, Maxine Barnette and Rohi Zacharia have been duly nominated by Mayor Medellin, Councilman Robinson, Councilman Holley, and Councilman Rodriguez respectively to fill the vacancies; and

WHEREAS, the nominees have the requisite experience and desire to fulfill the responsibilities of the post.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MADERA does hereby resolve, find and order as follows:

1. The recitals listed above are true and correct.
2. Rosanne Bonilla, Kristy Anderson, Maxine Barnett and Rohi Zacharia are hereby appointed to the Beautification Committee of the City of Madera for the term prescribed by Ordinance.
3. This resolution is effective immediately upon adoption.

* * * * *



CITY OF MADERA COMMISSION, BOARD, AND COMMITTEE

APPLICATION

I hereby request that I be considered as a nominee for the following City of Madera Commission, Board, or Committee:

PLEASE CHECK ONE OR MORE:

- | | |
|--|---|
| <input type="checkbox"/> ADA Advisory Council | <input type="checkbox"/> Airport Advisory Committee |
| <input checked="" type="checkbox"/> Beautification Committee | <input type="checkbox"/> Civil Service Commission |
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Transit Advisory Board |
| <input type="checkbox"/> Other: _____ | |

Please type or print in ink.

Bonilla	Rosanne Bonilla	
LAST NAME	FIRST NAME	M.I.
HOME ADDRESS	CITY, STATE, ZIP	HOME PHONE
Madera Ca 93637		
MAILING ADDRESS	CITY, STATE ZIP	E-MAIL ADDRESS
Nora and Associates Realty	Manager	
EMPLOYER	JOB TITLE	BUSINESS PHONE

LENGTH OF RESIDENCE IN CITY OF MADERA 52 YEARS MONTHS	ARE YOU A REGISTERED VOTER OF THE CITY OF MADERA? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	HAVE YOU EVER BEEN CONVICTED OF A FELONY? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
---	---	---

EDUCATIONAL BACKGROUND:

Fresno State 76-78
Arizona W. College 78-79
License Real estate Broker with the State of California 96-11

PLEASE LIST ANY ORGANIZATIONS OF WHICH YOU ARE A MEMBER AND ANY OFFICES YOU HAVE HELD IN THOSE ORGANIZATIONS:

Madera Association of Realtors President
Latinas Unidas President
Madera County Arts Council Board Member, Chaired numerous Fundraisers
Madera Chamber of Commerce Board Member
Madera Vision 2025 Implementation Committee Co Chaired Town Hall
Madera County Compact, Madera Campfire, served as a leader for many years.

PLEASE LIST ANY APPOINTED PUBLIC BOARDS OR COMMISSIONS ON WHICH YOU HAVE SERVED, DATES OF SERVICE AND ANY CHAIRMANSHIP OR OFFICE HELD:

Madera Association of Realtors 2002 President
MAR Public Relations Chair 1999, 2001 MLS Chair 2001
Latinas Unidas President 2002 Co Chair Fiesta in the Park 2003-2010
Madera Chamber of Commerce Director 2003-2006
Madera County Arts Council Director, Co Chaired Gala for the Arts 2002
Madera Vision 2025 Implementation Committee 2005-2010


I AM INTERESTED IN SERVING FOR THE FOLLOWING REASONS:

I was asked to be on the Beautification Committee, and I am interested in serving for many reasons, I am a lifelong member of this community, I understand the Madera Vision and want to build stronger desirable neighborhood for all citizens to be proud of. This town has so much cultural diversity, I want to be part of the positive effect this community desires and deserves.
I am a license Realstate Broker I feel its important that neighbors take pride in their community and share the common interests of thier neighbors to live in a beautiful, safe community. I

REFERENCES (Optional):

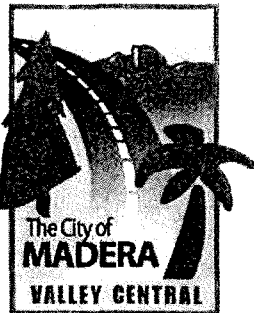
Really?

2/1/11
DATE


SIGNATURE

PLEASE RETURN COMPLETED APPLICATION TO:

CITY OF MADERA
OFFICE OF THE CITY CLERK
205 West Fourth Street
Madera, CA 93637
(559) 661-5405
(559) 674-0446 Fax



RECEIVED MAR 11 2008

CITY OF MADERA
COMMISSION, BOARD, AND COMMITTEE

APPLICATION

I hereby request that I be considered as a nominee for the following City of Madera Commission, Board, or Committee:

PLEASE CHECK ONE OR MORE:

- ☐ ADA Advisory Council ☐ Airport Advisory Committee
☒ Beautification Committee ☐ Civil Service Commission
☐ Planning Commission ☐ Transit Advisory Board
☐ Other: _____

Please type or print in ink.

ANDERSON KRISTY L.
LAST NAME FIRST NAME M.I.
HOME ADDRESS HOME PHONE
SAME AS ABOVE
MAILING ADDRESS CITY, STATE ZIP E-MAIL ADDRESS
HEARTLAND OPPORTUNITY CENTER DIRECTOR OF ADULT DAY
EMPLOYER JOB TITLE PROGRAMS BUSINESS PHONE

LENGTH OF RESIDENCE IN CITY OF MADERA 33+ YEARS MONTHS	ARE YOU A REGISTERED VOTER OF THE CITY OF MADERA? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	HAVE YOU EVER BEEN CONVICTED OF A FELONY? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
---	--	--

EDUCATIONAL BACKGROUND:

Bachelor of Arts degree in Education

PLEASE LIST ANY ORGANIZATIONS OF WHICH YOU ARE A MEMBER AND ANY OFFICES YOU HAVE HELD IN THOSE ORGANIZATIONS:

Beta Sigma Phi (international women's social/service organization)

(I am currently vice president of my chapter and will assume office of president next fall).

PLEASE LIST ANY APPOINTED PUBLIC BOARDS OR COMMISSIONS ON WHICH YOU HAVE SERVED, DATES OF SERVICE AND ANY CHAIRMANSHIP OR OFFICE HELD:

Madera Community Hospital Foundation Board

Fresno/Madera Area Agency on Aging Advisory Council

Madera County Coordinating Council

Madera Beautification Committee (currently chairperson)

I AM INTERESTED IN SERVING FOR THE FOLLOWING REASONS:

I have a keen interest in being part of community efforts to beautify Madera. The Vision Plan and process

for implementation make it an exciting time for involvement in Madera's future as a beautiful, healthy, comfortable place to live.

REFERENCES (Optional):

Sam Armentrout, City Councilman

3/11/08

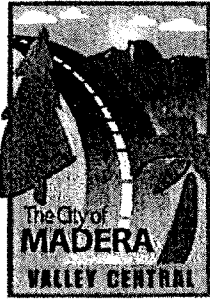
DATE

Kristy L. Anderson

SIGNATURE

PLEASE RETURN COMPLETED APPLICATION TO:

CITY OF MADERA
OFFICE OF THE CITY CLERK
205 West Fourth Street
Madera, CA 93637
(559) 661-5405
(559) 674-0446



RECEIVED SEP 09 2009

**CITY OF MADERA
COMMISSION, BOARD, AND COMMITTEE**

APPLICATION

I hereby request that I be considered as a nominee for the following City of Madera Commission, Board, or Committee:

PLEASE CHECK ONE OR MORE:

_____ Airport Advisory Committee

☒ Beautification Committee

_____ Civil Service Commission

_____ Planning Commission

_____ Transit Advisory Board

_____ Other: _____

Please type or print in ink.

LAST NAME Barnett FIRST NAME Maxine MI E
HOME ADDRESS [REDACTED] CITY, STATE, ZIP Madera, Ca 93638 HOME PHONE [REDACTED]
MAILING ADDRESS [REDACTED] CITY, STATE, ZIP Madera, Ca 93638 PHONE # [REDACTED]
EMPLOYER Retired JOB TITLE _____ BUSINESS PHONE _____

LENGTH OF RESIDENCE IN CITY OF MADERA <u>33</u> YEARS <u>Back in Madera</u> MONTHS	ARE YOU A REGISTERED VOTER OF THE CITY OF MADERA? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	HAVE YOU EVER BEEN CONVICTED OF A FELONY? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
---	--	--

EDUCATIONAL BACKGROUND:

11 grade at Madera High

PLEASE LIST ANY ORGANIZATIONS OF WHICH YOU ARE A MEMBER AND ANY OFFICES YOU HAVE HELD IN THOSE ORGANIZATIONS:

South East Garden Club - First Vice President, Over 60 breakfast
Poll work for election

Club-Secretary, Usher for Second Baptist Church, Alternate
on the Action Partnership of Madera, Work on board for the In home care

PLEASE LIST ANY APPOINTED PUBLIC BOARDS OR COMMISSIONS ON WHICH YOU
HAVE SERVED, DATES OF SERVICE AND ANY CHAIRMANSHIP OR OFFICE HELD:

I AM INTERESTED IN SERVING FOR THE FOLLOWING REASONS:

REFERENCES (Optional):

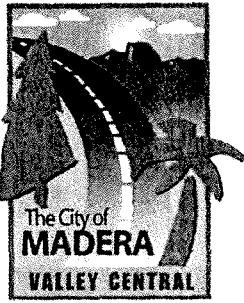
Donald Holley Mary Long
Rev M Richardson
BJ Robinson

9-8-09
DATE

Mary Long
SIGNATURE

PLEASE RETURN COMPLETED APPLICATION TO:

CITY OF MADERA
OFFICE OF THE CITY CLERK



CITY OF MADERA COMMISSION, BOARD, AND COMMITTEE

APPLICATION

I hereby request that I be considered as a nominee for the following City of Madera Commission, Board, or Committee:

PLEASE CHECK ONE OR MORE:

- | | |
|--|--|
| <input type="checkbox"/> ADA Advisory Council | <input type="checkbox"/> Airport Advisory Commission |
| <input checked="" type="checkbox"/> Beautification Committee | <input type="checkbox"/> Civil Service Commission |
| <input type="checkbox"/> CDBG Review and Advisory Committee | <input type="checkbox"/> Loan Review Committee |
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Transit Advisory Board |
| <input type="checkbox"/> Other: _____ | |

Please type or print in ink.

Zacharia	Rohi	I
LAST NAME	FIRST NAME	MI
██████████	Madera, Ca, 93637	██████████
HOME ADDRESS	CITY, STATE, ZIP	HOME PHONE
██████████	Madera, Ca, 93637	██████████
MAILING ADDRESS	CITY, STATE ZIP	E-MAIL ADDRESS
Zaks Security	HR Manager	██████████
EMPLOYER	JOB TITLE	BUSINESS PHONE

LENGTH OF RESIDENCE IN CITY OF MADERA 31 YEARS MONTHS	ARE YOU A REGISTERED VOTER OF THE CITY OF MADERA? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	HAVE YOU EVER BEEN CONVICTED OF A FELONY? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
--	--	--

EDUCATIONAL BACKGROUND:

Madera High School
CSU Fresno Bachelors in Computer Science

PLEASE LIST ANY ORGANIZATIONS OF WHICH YOU ARE A MEMBER AND ANY OFFICES YOU HAVE HELD IN THOSE ORGANIZATIONS:

Kiwanis of Greater Madera -President
Madera High School Robotics - Mentor

PLEASE LIST ANY APPOINTED PUBLIC BOARDS OR COMMISSIONS ON WHICH YOU HAVE SERVED, DATES OF SERVICE AND ANY CHAIRMANSHIP OR OFFICE HELD:

N/A

I AM INTERESTED IN SERVING FOR THE FOLLOWING REASONS:

Madera is already a great city. I would be honored to give my input into making this city even greater. I love serving my community and this position would be one that allows me to give even more back.

REFERENCES (Optional):

1/20/2017

DATE



SIGNATURE

PLEASE RETURN COMPLETED APPLICATION TO:

CITY OF MADERA
OFFICE OF THE CITY CLERK
205 West Fourth Street
Madera, CA 93637
(559) 661-5405
(559) 674-2972 Fax

REPORT TO THE CITY COUNCIL

COUNCIL MEETING OF:
February 15, 2017

AGENDA ITEM NUMBER:
C-1

Approved By:



PLANNING MANAGER



CITY ADMINISTRATOR

SUBJECT: REZ 2016-03 – Riverwalk

Second Reading and Consideration of Adoption of an Ordinance Rezoning Approximately 2.15 Acres from the R3 (High Density Residential) Zone District to the PD 6000 (Planned Development) Zone District in conjunction with the Riverwalk Single-Family Residential Development Project.

RECOMMENDATION:

It is recommended that the Council adopt the Ordinance rezoning the subject property.

SUMMARY:

Rezone

The project site is currently within the R3 (Residential) Zone District. The R3 Zone District is not consistent with the underlying LD (Low Density) General Plan land use designation applicable to the project site. A change to the PD-6000 (Planned Development) Zone District would provide consistency between the General Plan and the Zoning Ordinance in advance of the development of the Riverwalk single family residential project.

The PD-6000 (Planned Development) zoning is also recommended because of the wide variation of lot sizes within the Riverwalk project, which compromises the ability to develop residential properties consistent with the development standards of the R (Residential) Zone District. Unique setbacks inconsistent with the requirements of the R Zone District are allowed within the PD Zone District.

The rezoning was considered by the Planning Commission at its January 10, 2017 meeting. The City Council introduced the rezoning ordinance at its February 1, 2017 meeting. The second reading and adoption of the rezoning ordinance would complete the rezoning process.

CONSISTENCY WITH THE VISION MADERA 2025 PLAN:

The first of the four core vision statements in the Vision Plan is “a well-planned city.” The Council, by considering how this development connects to other developments and how the neighborhood and infrastructure can be maintained, is actively implementing this key concept of

the Vision Plan.

FISCAL IMPACT:

None.

REFERENCE MATERIALS:

Aerial Photo
Draft Ordinance

Aerial Photo



ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MADERA AMENDING THE OFFICIAL CITY OF MADERA ZONING MAP TO REZONE APPROXIMATELY 2.15 ACRES LOCATED ON THE SOUTH SIDE OF THE FRESNO RIVER CHANNEL BETWEEN THE NORTH A STREET AND NORTH C STREET ALIGNMENTS FROM THE R3 (RESIDENTIAL) TO THE PD-6000 (PLANNED DEVELOPMENT) ZONE DISTRICT.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MADERA AS FOLLOWS:

SECTION 1. The Planning Commission of the City of Madera and this Council have held public hearings upon the rezoning of this property and have determined that the proposed rezoning is consistent with the General Plan as amended and subsequent development will be in conformance with all standards and regulations of the Municipal Code

SECTION 2. The City of Madera Zoning Map as provided for in Chapter 3 of Title X of the Madera Municipal Code is hereby amended as illustrated in the hereto attached Exhibit "A", and more specifically described in attached Exhibit "B." Unless the adoption of this amendment to the Zoning Map is lawfully stayed, thirty-one (31) days after adoption of this amendment, the Planning Director and City Clerk shall cause these revisions to be made to the City of Madera Zoning Map which shall indicate the date of adoption of this revision and be signed by the Planning Director and City Clerk.

SECTION 3. Based upon the testimony and information presented at the hearing, the adoption of the proposed rezoning is in the best interest of the City of Madera, and the Council hereby approves the rezoning based on the following findings, and conditions:

FINDINGS:

1. THE PROPOSED REZONE WILL PROVIDE THE REQUIRED CONSISTENCY BETWEEN THE PROPOSED GENERAL PLAN AMENDMENT AND ZONING.
2. THE REZONE IS NOT EXPECTED TO BE DETRIMENTAL TO THE HEALTH, SAFETY, PEACE, COMFORT OR GENERAL WELFARE OF THE NEIGHBORHOOD OR THE CITY.
3. CITY SERVICES AND UTILITIES ARE AVAILABLE OR CAN BE EXTENDED TO SERVE THE AREA.

SECTION 4. This Ordinance shall be effective and of full force and effect at 12:01 a.m. on the thirty-first day after its passage.

* * * * *

EXHIBIT "A"
ZONING MAP FOR SUBJECT PROPERTY

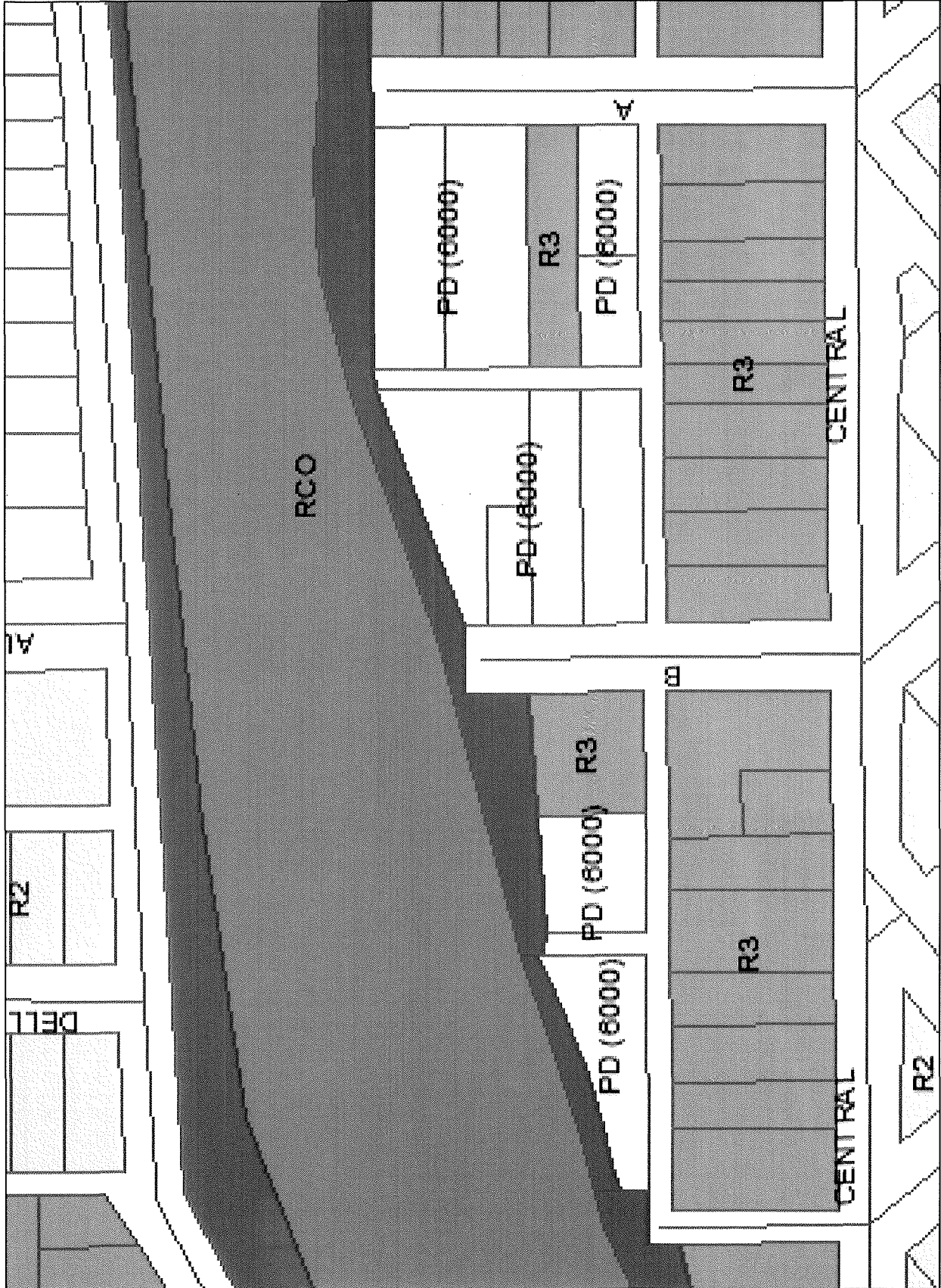


EXHIBIT "B"
LEGAL DESCRIPTION OF SUBJECT PROPERTY

Those parcels identified by the County of Madera Assessors Office, Assessor's Map No. 07-02, Madera Unified School District, City of Madera, County of Madera, California 1956, "Johnson's Addn." with the following Assessor Parcel Numbers: 007-022-002 and 007-022-014.

and

Those parcels identified by the County of Madera Assessors Office, Assessor's Map No. 07-03, Madera Unified, City of Madera, County of Madera, California 1956, "Sec. 13 T.11S. R.17E. Johnson's Addition" with the following Assessor Parcel Numbers: 007-031-001, 007-031-002, 007-031-004, 007-031-005, 007-031-016, 007-031-017, 007-031-018, and 007-031-019.