



# Town of Apple Valley

## Emergency Operations Plan

Part I Basic Plan

NOVEMBER 1, 2014

# Town of Apple Valley

CALIFORNIA

OCTOBER 28, 2014

TO: CITIZENS OF THE TOWN OF APPLE VALLEY, TOWN COUNCIL  
MEMBERS AND TOWN OF APPLE VALLEY EMPLOYEES

SUBJECT: LETTER OF PROMULGATION

The preservation of life, property and the environment is an inherent responsibility of local, state, and federal government. The Town of Apple Valley has prepared this Emergency Operations Plan (EOP) to ensure the most effective and economical allocation of resources for the maximum benefit and protection of the civilian population in time of emergency.

While no plan can prevent death and destruction, good plans carried out by knowledgeable and well-trained personnel can and will minimize losses. This plan conforms to current State and Federal guidelines for emergency plans and complies with the California Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS) standards.

The objective of this plan is to incorporate and coordinate all the facilities and personnel of the Town into an efficient organization capable of responding to any emergency.

This EOP is an extension of the State of California Emergency Plan and the National Response Plan that will be reviewed and exercised periodically and revised as necessary to meet changing conditions.

The Town Council gives its full support to this plan and urges all officials, employees, and citizens, individually and collectively, to do their share in the total emergency effort for the Town of Apple Valley.

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**SIGNED CONCURRENCE**

The following Town of Apple Valley Managers and EOC response staff concurs with the Town of Apple Valley Emergency Operations Plan dated November 1, 2014, with an understanding that revisions, as needed, will be processed by the Emergency Services Officer for approval.

Frank Robinson Signed: \_\_\_\_\_

Town Manager Date: \_\_\_\_\_

Marc Puckett Signed: \_\_\_\_\_

Assistant Town Manager Date: \_\_\_\_\_

Dennis Cron Signed: \_\_\_\_\_

Assistant Town Manager Date: \_\_\_\_\_

Lori Lamson Signed: \_\_\_\_\_

Assistant Town Manager Date: \_\_\_\_\_

La Vonda Pearson Signed: \_\_\_\_\_

Town Clerk Date: \_\_\_\_\_

Kathie Martin Signed: \_\_\_\_\_

Marketing & Public Affairs Officer Date: \_\_\_\_\_

John Brown Signed: \_\_\_\_\_

Town Attorney, Best, Best & Krieger Date: \_\_\_\_\_

Gina Whiteside Signed: \_\_\_\_\_

Animal Services Manager Date: \_\_\_\_\_

Nikki Salas Signed: \_\_\_\_\_

Director of Human Resources & Risk Management Date: \_\_\_\_\_

Ralph Wright

Signed: \_\_\_\_\_

Parks & Recreation Manager

Dated : \_\_\_\_\_

Lance Miller

Signed: \_\_\_\_\_

Public Works Director

Date: \_\_\_\_\_

Joseph Moon

Signed: \_\_\_\_\_

Environmental & Transit Services

Date: \_\_\_\_\_

Jim Andersen

Signed: \_\_\_\_\_

Code Enforcement Manager

Date: \_\_\_\_\_

Mike Cady

Signed: \_\_\_\_\_

Public Works Manager

Date: \_\_\_\_\_

Patrick Carroll

Signed: \_\_\_\_\_

Interim Building Official

Date: \_\_\_\_\_

Barbra Cornett

Signed: \_\_\_\_\_

Animal Services Supervisor

Date: \_\_\_\_\_

Lana Tomlin

Signed: \_\_\_\_\_

Police Chief

Dated: \_\_\_\_\_

San Bernardino County Sheriff's Department

Sid Hultquist

Signed: \_\_\_\_\_

Fire Chief

Dated: \_\_\_\_\_

Apple Valley Fire Protection District

Joseph A. Guarrera

Emergency Services Officer

Apple Valley Fire Protection District

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_



Town of Apple Valley

*Town of Apple Valley*

# Emergency Operations Plan

## 1. FOREWORD

This Emergency Operations Plan (EOP) provides guidance for the Town of Apple Valley's response to extraordinary emergency situations associated with natural, human-made and technological disasters. This plan is not intended to be used for normal day-to-day emergencies or the established routine procedures used to cope with such incidents. Rather, this plan concentrates on operational concepts and response procedures relative to large-scale emergencies and disasters.

This plan is a preparedness document designed to be read, understood, and exercise prior to an emergency. The EOP has been developed in accordance with the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS). Town departments are responsible to assure the preparation and maintenance of the Town's Standard Operating Procedures (SOPs), resource lists, and checklist that detail how assigned responsibilities are preformed to support the implementation of the EOP. The SOPs include the specific emergency authorities that designated officials and their successors can assume during emergency situations.

This plan in itself cannot guarantee an efficient, effective response to an emergency. It must be utilized as a tool to assist in emergency response and short-term recovery activities. This plan must be flexible enough to adapt to a broad spectrum of disasters and must be supported with:

- Adequate personnel, equipment, and expertise from response agencies/organizations. Well coordinated response activities with interoperable communications.
- Continuous training and exercises.
- Awareness of local resources available through Town departments and by prearranged agreements before looking to assistance from the San Bernardino County Operational Area.
- Reviewing and testing of this plan on a regular basis.



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### 3. INTRODUCTION

#### 3.1 PURPOSE

The purpose of the Town of Apple Valley Emergency Operations Plan (EOP) is to establish a comprehensive, all-hazards approach to natural, human-made and technological disasters. The plan provides an overview of operational concepts and identifies components of the Town's Emergency Management Organization within the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS). The plan also describes the overall emergency responsibilities of Town, county, state, and federal entities.

#### 3.2 SCOPE

This plan establishes a system for coordinating the prevention, preparedness, response, recovery and mitigation phases of emergency management in Apple Valley. It is intended to be an overview of emergency management within the Town and not a detailed operational document. Detailed Standard Operating Procedures (SOPs) and checklists are distributed to emergency operations staff separately and are for internal use only.

#### 3.3 PLAN ORGANIZATION

There are five parts to this Emergency Plan: The Basic Plan, Emergency Function Annexes, Support Annexes, Hazard-specific Annexes and Appendices.

**Basic Plan:** The basic plan describes the fundamental systems, strategies, policies, assumptions, responsibilities and operational priorities that California will utilize to guide and support emergency management efforts. Essential elements of the basic plan include:

- A description of the emergency services that are provided by governmental agencies and how resources are mobilized,
- An outline of the methods for carrying out emergency operations and the process for rendering mutual aid,
- An overview of the system for providing public information, and
- Emphasis on the need for continuity planning to ensure uninterrupted government operations.

These elements culminate with a comprehensive emergency management concept of operations that outlines the relationships and responsibilities for state government and its political subdivisions.



**Emergency Function Annexes:** This plan implements Emergency Function working groups, which will develop functional annexes that follow an established format to describe discipline- specific goals, objectives, operational concepts, capabilities, organizational structures and related policies and procedures. The functional annexes will be developed separately from the basic plan and will make reference to existing agency and department plans and procedures. Supporting plans and documents should be listed in an attachment to each functional annex.

**Support Annexes:** The support annexes describe the framework through which the Town of Apple Valley departments and agencies, the private sector, not-for-profit and voluntary organizations, and other nongovernmental organizations coordinate and execute the common emergency management strategies. The actions described in the support annexes apply to nearly every type of emergency.

**Hazard Specific Annexes:** The hazard, threat, or incident-specific annexes describe the policies, situation, concept of operations, and responsibilities for particular hazards, threats, or incidents.

**Appendices:** Subsequent plans and procedures that are developed in support of the Emergency Plan, such as mutual aid plans, hazard-specific plans, catastrophic plans and related procedures will be incorporated by reference and maintained separate from the basic plan.

### **3.4 RELATIONSHIP TO OTHER PLANS**

#### **Emergency Operations Plan (EOP)**

The intent of the Town of Apple Valley’s EOP is to provide the concept of operations and strategic activities for responding to any type of emergency incident impacting the Town. Other individual communities may maintain similar plans or procedures for implementation in response to localized incidents or initial activities prior to escalation to San Bernardino County. If the County EOP is activated during an incident or countywide emergency, the Town of Apple Valley will adopt command and control structures and procedures representative of County response operations in accordance with the requirements of SEMS and NIMS.

A number of agency- and organization-specific plans and organizational procedures support the Town EOP and annexes. These plans and procedures are interrelated and have a direct influence on the Town’s preparation prior to a major emergency or disaster, its activities in response to such an emergency or disaster, and its ability to successfully recover from such incidents or events. These plans also provide local, County, regional, and State agencies and



Town of Apple Valley

entities with a consolidated framework for coordinating activities and resources, thus promoting efficient use of resources during all phases of emergency management.

**Local Hazard Mitigation Plan (HMP)**

The Town of Apple Valley, in coordination with San Bernardino County and the surrounding jurisdictions, has developed their Local Hazard Mitigation Plan. The plan identifies hazards, assesses the losses associated with the hazards, and investigates the vulnerability of the community towards different hazards. The plan also identifies alternatives for the future of the community to better prepare, minimize loss and educate the public of the hazards identified.



4. SITUATION AND ASSUMPTIONS

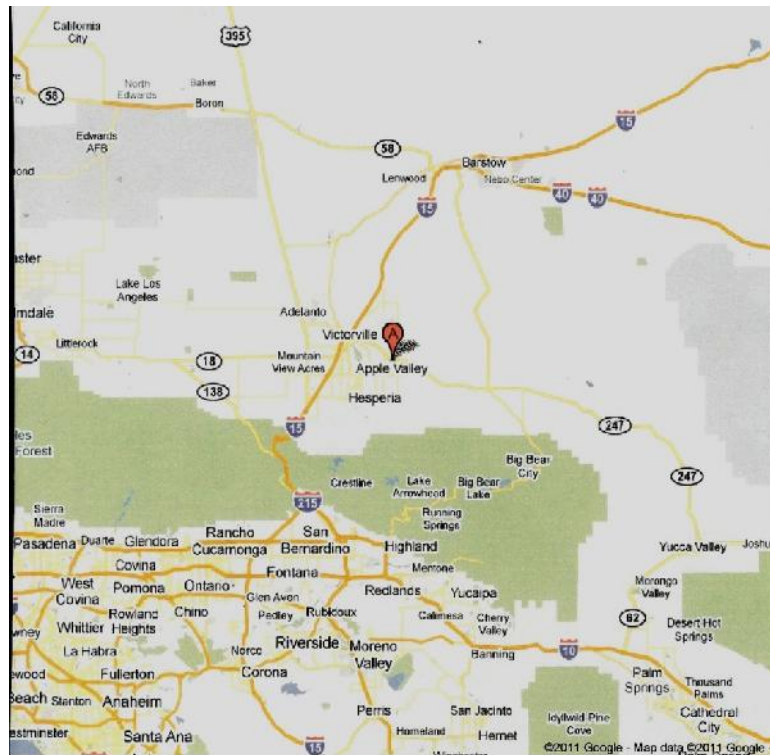
Situation

The Town of Apple Valley is located in the Mojave Desert of the County of San Bernardino, at an elevation of 3,000 feet. Known as the "High Desert", Apple Valley consists of 78 square miles in its incorporated boundaries and a sphere of influence encompassing 200 square miles. The Town borders Interstate 15 to the north, Joshua Road to the east, the foothills of the San Bernardino Mountains to the south, and the Mojave River to the west.

Apple Valley is primarily desert-rural and consists of a typical mountain-and-basin topography with sparse vegetation. The natural geographic vulnerabilities are: Mojave River, San Bernardino Mountains, Dry Lake Bed, and the Desert Knolls area (generally an area with a slope greater than 15%).

The Mojave River rises in the San Bernardino Mountains at the Lake Silverwood and Mojave River Forks Reservoirs. The River runs in a northerly direction the entire length of the Town's western boundary. Due to the porous soil and rapid evaporation, the River is primarily dry in the area adjacent to Apple Valley. A flow of water is present during major rains and upon release of water from Lake Silverwood (contained by the Cedar Springs Dam and Mojave Dam).

The Town of Apple Valley also consists of a dry lake bed area that consists of sparse population. This area and the area along the Mojave River is part of the 100 Year Flood Area.



Apple Valley is vulnerable to the affects of natural hazards such as earthquakes, flood/winter storms, wildfire, drought, high winds, and Dam failure. The Town is also vulnerable to a



variety of human-caused hazards such as epidemics, hazardous materials releases, terrorism, train derailments and utility failure.

**Assumptions**

A major emergency or disaster can occur any time, any place. It may cause significant degrees of human suffering, property damage and economic hardship to individuals, local government, and the business community. The Town of Apple Valley assumes there will be many emergency situations that may directly produce severe consequences and will impact the affect of the response to the incident. The following assumptions apply to this plan:

1. Due to limited staff and resources, a major emergency or disaster may overwhelm the capabilities of Apple Valley to provide prompt and effective emergency response and recovery. Mutual aid will be requested when disaster relief requirements exceed the Town’s ability to meet them.
2. Transportation infrastructure may be damaged or disrupted. Emergency responders may have difficulty reaching people and evacuation routes may cause traffic backups slowing egress from damaged areas. The movement of emergency supplies may be impeded.
3. Communication infrastructure may be damaged or disrupted, thus slowing dissemination of information and reporting of persons needing help.
4. Homes, businesses, public buildings, antenna sites, and other critical facilities may be damaged or destroyed. Public utilities may be damaged and either completely or partially inoperable
5. Emergency medical services and transport ambulances may be in short supply. Medical and health care facilities that do remain open may be overwhelmed with medical care requests. Additionally, medicines may be in short supply.
6. Damage to facilities that use hazardous or toxic chemicals could result in the release of these hazardous materials into the environment.
7. Businesses in Apple Valley may not be able to supply the public with basic necessities such as food, water, blankets, etc. Additionally, businesses may have difficulty remaining open.
8. Volunteers may come from other areas to help, causing problems with accountability. Donated goods that are not presently needed may be dropped off at various locations.
9. Effective emergency operations require periodic training and exercising.
10. Apple Valley emergency personnel and disaster service workers will utilize the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).



4.1 HAZARD AND THREAT ANALYSIS SUMMARY

Hazard Analysis

The Town of Apple Valley has identified hazard risks of various natural and human-cause emergencies and disasters. The matrix below identifies these hazards, the likelihood to occur, and the impact to the Town:

**Hazard Analysis Matrix**

|             |        | Impact                               |   |             |
|-------------|--------|--------------------------------------|---|-------------|
|             |        | High                                 | Medium  | Low         |
| Probability | High   | Earthquake<br>Flooding<br>Wildfires  |   |             |
|             | Medium | Drought and<br>Water shortage        | Extreme heat<br>High Winds<br>Straight line Winds |             |
|             | Low    | Active Shooter<br>Workplace violence |   | Dam Failure |

Probability

Impact

**High-** Highly Likely/Likely

**Medium-** Possible

**Low-** Unlikely

**High-** Catastrophic/Critical

**Medium-** Limited

**Low-** Negligible

Threat Analysis Summary

This section of the plan consists of a series of threat assessments. The purpose is to describe the area at risk and the anticipated nature of the situation, which could result should the event threaten or occur.

The Town of Apple Valley encompasses over 78 square miles and is located in the northwest portion of San Bernardino County. The Town is bordered on the west by Victorville the east by the county unincorporated area, the south by Hesperia, and on the north by the county unincorporated area. It has a population of 69,135 (U.S. 2010 Census Report). Apple Valley is located within the Southern Administrative Region VI of the California Office of Emergency Services (CalOES).

The Town of Apple Valley is vulnerable to a wide range of threats. In the past, Apple Valley has experienced major emergencies such as earthquakes, flood / winter storms, and wildfires. These and other emergency incidents could occur at any time. Some things to consider based upon the Hazard Analysis:





- A major earthquake occurring in Apple Valley could have a catastrophic effect on the population.
- The Town has experienced several flooding emergencies from flash flooding.
- Many major highways (and rail lines) traverse or pass near the Town and transportation incidents (including hazardous material incidents) as well as pipeline ruptures or illegal dumping could affect the Town of Apple Valley.
- Severe wind surges pose a significant risk to life and property in Apple Valley by creating conditions that disrupt essential systems such as public utilities, telecommunications, and transportation routes.
- Wind driven wild fire event could require significant impact on the population.

Any single incident as well as a combination of events could require evacuation and/or sheltering of the population. The Police Department is the lead agency in evacuations. The Town currently contracts for its fire and ambulance services. The American Red Cross (ARC) will be notified and work with Town staff if a shelter site is needed. The Town also relies on local volunteer groups such as, the Community Emergency Response Team (CERT), (FAD) and Emergency Communications Services (ECS) for assistance during emergencies.

See ***Apple Valley's Local Hazard Mitigation Plan*** for detailed information and maps on the hazards that could affect the Town.



## 5. EMERGENCY MANAGEMENT ORGANIZATION

### 5.1 ORGANIZATION, ROLES AND RESPONSIBILITIES

#### General

All participating agencies and response organizations will have various roles and responsibilities throughout an emergency. Therefore, it is critical the local command structure be established to support response and recovery efforts and maintain a significant amount of flexibility to expand and/or contract as the situation evolves. Typical duties may also change depending on the severity and size of the incident(s) and the availability of local resources. Because of this, it is also important to develop and maintain depth within the command structure and response organizations.

The Town of Apple Valley conducts all emergency management functions in accordance with SEMS and NIMS. During an emergency, the Town has the responsibility to manage and coordinate the overall emergency response and recovery activities. The Emergency Services Coordinator along with each Department is responsible for ensuring critical staff are identified and trained at a level enabling effective execution of existing response policies, plans, and procedures.

Most Town Departments have emergency functions in addition to their normal daily duties. Each Department is responsible for developing and maintaining its own Emergency Standard Operating Procedures (SOPs). Specific responsibilities are outlined and follow:

#### **Emergency Management Organization**

The Town of Apple Valley's Emergency Management Organization (including emergency response and recovery) will be directed by the Town Manager who serves as the Director of Emergency Services/EOC Director. The Director of Emergency Services is responsible to the Town Council and Disaster Council per Chapter No. 8 of the Town of Apple Valley's Municipal Code. The Director of Emergency Services has the overall responsibility for implementation of the Emergency Operations Plan (EOP).

The Director of Emergency Services/EOC Director is supported by the Emergency Management Organization and has overall responsibility for:

- Organizing, staffing, and operating the Emergency Operations Center (EOC);
- Operating communications and warning systems;
- Providing information and guidance to the public;



- Maintaining information on the status of resources, services, and operations;
- Directing overall operations;
- Obtaining support for the Town of Apple Valley and providing support to other jurisdictions as required;
- Identifying and analyzing potential hazards and recommending appropriate countermeasures;
- Collecting, evaluating, and disseminating damage assessment and other essential information; and
- Providing status and other reports to the San Bernardino County Operational Area via the Emergency Services Coordinator.

Roles and responsibilities of individual Town Departments, other levels of government, private sector, nongovernmental organizations and Individuals and households are described below to further clarify the Town's emergency management structure:

### **Town Departments**

#### *Town Council*

Responsibilities include:

- Communicate with other Elected Officials;
- Consult with and assist in making important decisions with the Director of Emergency Services that might affect overall policy direction;
- Assist with the dissemination of public information; and
- Proclaim the existence of a local emergency.

#### *Town Clerk's Office*

Responsibilities include:

- Provide for a secure and safe place for all vital records of the Town;
- Must be present at Town Council meetings and is responsible for recording the minutes; and
- Assist with the Local Emergency Proclamation and Resolution process.

#### *Economic/Community Development*

Responsibilities include:

- Inspect and post as necessary all damaged buildings, both public and private, and determine if they are safe or if they should be evacuated;
- Estimate the extent of damage / cost of repair of structures;
- Assist in the Preliminary Damage Assessment (PDA) with local, state, and federal organizations to determine losses and recovery needs;



- Assist with the review and permit process of the repair or replacement of damaged structures, both public and private.

#### *Parks & Recreation*

Responsibilities include:

- Employees assist in the opening and operation of the Apple Valley shelter(s) – congruent upon the arrival of the ARC for operation relief;
- Provide any necessary resources (e.g. personnel, equipment, and facilities);
- Assist in any transportation needs (e.g. buses, vans, sedans, and trucks)

#### *Engineering*

Responsibilities include:

- Conduct a damage assessment of Town signal system;
- Assist in determining safe evacuation routes;
- Assist with inspections and/or liaison with utility companies; and
- Assist with damage surveys within the Town.

#### *Fire Protection District*

Responsibilities include:

- Respond to all types of fires, including structure, vegetation, and those involving vehicles or aircraft;
- Assist with medical aids from injuries or medical conditions;
- Respond to all types of hazardous materials spills, exposures, and releases; and
- Assist with rescues such as swift water, steep terrain, vehicle collisions, confined spaces, and structural collapses.
- Coordinate emergency response with all departments and agencies involved with the event;
- Advise San Bernardino County Operational Area (OA) aka San Bernardino County Fire – Office of Emergency Services (County OES) of the emergency and maintain contact throughout the event; and
- Identify the need and request mutual aid.
- Coordinate the Disaster Service Workers (DSWs) volunteers.
- Process unaffiliated volunteers as Disaster Service Workers (DSWs).

#### *Human Resources*

Responsibilities include:

- Maintain current addresses and telephone numbers of all Town employees;
- Assist with the Employee Message Center where employees or their families may call in or receive status reports;
- Handle questions and problem solve in the areas of health benefits;



- Collect paperwork on damaged Town facilities;
- Process claims for injuries to emergency responders who are Town employees; and
- Act as liaison with contracted third party administrator for workers compensation and risk liability for Town employees.

#### *Management Services*

Responsibilities include:

- Activate and support all activities in the Emergency Operations Center (EOC);
- Dissemination of accurate and timely emergency public information and warning to the public;
- Financial support, response, and recovery for the emergency/disaster;
- Support the response effort and the acquisition, transportation and mobilization of resources;
- Oversee the procurement and allocation of supplies and materials not normally provided through mutual aid channels;
- Ensure the payroll, accounts payables, and revenue collection process continues; and
- Collection, sorting, tracking, and distribution of donations.

#### *Police Department*

Responsibilities include:

- Protect lives, property, and the environment;
- Access and perimeter control;
- Evacuation of threatened populations to safe areas;
- Dissemination of accurate and timely emergency public information and warning to the public;

#### *Public Works*

Responsibilities include:

- Coordinate emergency response with all departments and agencies involved with the event;
- Provide assistance with barricades, sandbags, road closures, debris removal, emergency road repair, traffic control, and damage surveys and assessments of roadways and facilities;
- Eliminate an immediate threat to lives or public health and safety;
- Take protective measures to minimize damage to private and public facilities;
- Demolition and removal of public and private buildings and structures that pose an immediate threat to the safety of the general public;
- Tracking through documentation of all emergency activities; and



- Provide technical assistance and/or equipment within their capability for the Town and other jurisdictions within the State in accordance with the Public Works Mutual Aid Agreement.

### **County Government / Operational Area**

The California Emergency Services Act designates each county as an Operational Area (OA) to coordinate emergency activities and resources of its political subdivisions. The governing bodies of political subdivisions within each county coordinate to establish the lead agency for the OA. The operational area lead agency serves as a coordinating link between the local government level and the region level of state government. OA responsibilities involve coordinating with the jurisdictions and organizations to deploy field-level emergency response personnel, activate emergency operations centers, and issue orders to protect the public.

### **State Government**

During a state of war emergency, a state of emergency, or a local emergency, the CalOES Secretary coordinates the emergency activities of all state agencies in connection with such emergency and has the authority to use any state government resource to fulfill mutual aid requests or to support emergency operations. CalOES operates the California State Warning Center (CSWC) 24-hours a day to receive and disseminate emergency alerts and warnings. When needed the State Operations Center (SOC) and Regional Emergency Operations Centers (REOCs) are activated to coordinate emergency management information and resources. CalOES also coordinates the delivery of federal grant programs under Presidential declarations of emergency and major disaster.

### **Federal Government**

The federal government supports emergency management throughout the nation and in California by providing tools, resources, and guidance to support California's emergency management system. When an emergency occurs that exceeds, or is anticipated to exceed resources located within the state, or when federal departments or agencies acting under their own authorities are partners in the unified command for an emergency, the federal government will implement the National Response Framework (NRF) to access federal department and agency capabilities, organized the federal response and ensure coordination with all response partners.

### **Private Sector**

Private sector organizations play a key role before, during, and after an emergency. First, they must provide for the welfare and protection of their employees in the workplace. In addition, the Town must work seamlessly with businesses that provide water, power,



communication networks, transportation, medical care, security, and numerous other services upon which both response and recovery are particularly dependent.

### **Nongovernmental Organizations**

Nongovernmental organizations (NGOs) play extremely important roles before, during, and after an emergency. For the Town of Apple Valley, NGOs such as the American Red Cross (ARC) provide sheltering, emergency food supplies, counseling services, and other vital services to support response and promote the recovery of disaster victims. NGOs collaborate with responders, governments at all levels, and other agencies and organizations.

### **Individuals and Households**

Although not formally a part of the Town's emergency operations, individuals and households play an important role in the overall emergency management strategy. Community members can contribute by:

- Reducing hazards in their homes;
- Preparing emergency supply kits and household emergency plans;
- Monitoring emergency communications carefully;
- Volunteering with established organizations, like CERT (Community Emergency Response Team), ECS (Emergency Communications Services), and FADD (Friends of Animals During Disasters); and
- Enrolling in emergency response training courses.

## **5.2 STANDARDIZED EMERGENCY MANAGEMENT SYSTEM (SEMS) BASED EMERGENCY ORGANIZATION**

SEMS requires that every emergency response involving multiple jurisdictions or multiple agencies include the five functions identified below. These functions must be applied at each level of the SEMS organization.

1. **Command/Management:** Command is responsible for the directing, ordering, and/or controlling of resources at the field response level. Management is responsible for overall emergency policy and coordination at the SEMS EOC levels. Command and Management are further discussed below:
  - a. **Command:** A key concept in all emergency planning is to establish command and tactical control at the lowest level that can perform that role effectively in the organization. In the Incident Command System (ICS), the Incident Commander (IC), with appropriate policy direction and authority from the responding agency, sets the objectives to be accomplished and approves the strategy and tactics to be used to meet



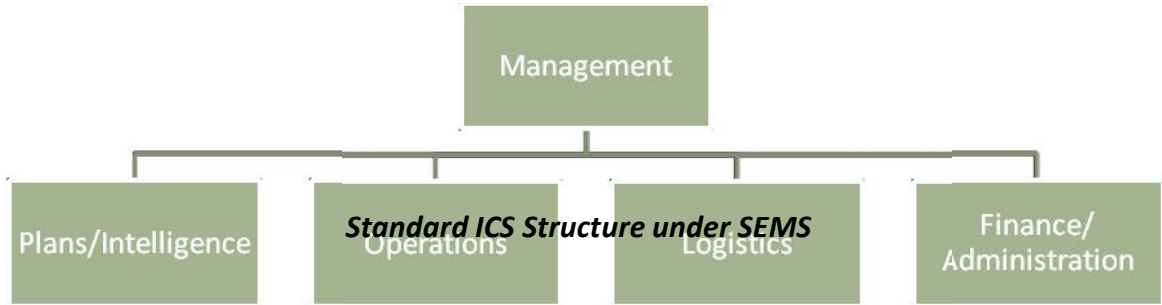
those objectives. The IC must respond to higher authority. Depending upon the incident's size and scope, the higher authority could be the next ranking level in the organization up to the agency or department executive. This relationship provides an operational link with policy executives who customarily reside in the Department Operations Center (DOC) or EOC, when activated.

- b. **Management:** The EOC serves as a central location from which multiple agencies or organizations coordinate information collection and evaluation, priority setting and resource management. Within the EOC, the Management function:
  - i. Facilitates multiagency coordination and executive decision making in support of the incident response,
  - ii. Implements the policies established by the governing bodies,
  - iii. Facilitate the activities of the Multiagency (MAC) Group
- 2. **Operations:** Responsible for coordinating and supporting all jurisdictional operations in support of the response to the emergency through implementation of the organizational level's Action Plans (AP). At the Field Level, the Operations Section is responsible for the coordinated tactical response directly applicable to, or in support of the objectives in accordance with the Incident Action Plan (IAP). In the EOC, the Operations Section Coordinator manages functional coordinators who share information and decisions about discipline-specific operations.
- 3. **Logistics:** Responsible for providing facilities, services, personnel, equipment and materials in support of the emergency. Unified ordering takes place through the Logistics Section Ordering Managers to ensure controls and accountability over resource requests. As needed, Unit Coordinators are appointed to address the needs for communications, food, medical, supplies, facilities and ground support.
- 4. **Planning/Intelligence:** Responsible for the collection, evaluation and dissemination of operational information related to the incident for the preparation and documentation of the IAP at the Field Level or the AP at an EOC. Planning/Intelligence also maintains information on the current and forecasted situation and on the status of resources assigned to the emergency or the EOC. As needed, Unit Coordinators are appointed to collect and analyze data, prepare situation reports, develop action plans, set Geographic Information Systems (GIS) priorities, compile and maintain documentation, conduct advance planning, manage technical specialists and coordinate demobilization.





- 5. **Finance/Administration:** Responsible for all financial and cost analysis aspects of the emergency and for any administrative aspects not handled by the other functions. As needed, Unit Leaders are appointed to record time for incident or EOC personnel and hired equipment, coordinate procurement activities, process claims and track costs.



### 5.3 EMERGENCY FUNCTIONS

The California State Emergency Plan establishes the California Emergency Functions (CA-EFs), which consist of seventeen primary activities deemed essential to addressing the emergency management needs of communities in all phases of emergency management. The California Emergency Functions were designed to bring together discipline-specific stakeholders at all levels of government to collaborate and function within the four phases of emergency management. The EFs consist of an alliance of agencies, departments and other stakeholders with similar functional responsibilities. This grouping allows each EF to collaboratively mitigate, prepare for, cohesively respond to and effectively recover from an emergency.

**Table 1.1 California Emergency Functions**

| <b>CA-EF Title</b> |                            | <b>Definition</b>   | <b>Lead Agency</b>   |
|--------------------|----------------------------|---|--|
| 1.                 | Transportation             | Assists in the management of transportation systems and infrastructure during domestic threats or in response to incidents.   | Town of Apple Valley – Public Works Department   |
| 2.                 | Communications             | Provides resources, support and restoration of government emergency telecommunications, including voice and data.   | Town of Apple Valley – Information Technology Department   |
| 3.                 | Construction & Engineering | Organizes capabilities and resources to facilitate the delivery of services, technical assistance, engineering expertise, construction management and other support.  | Town of Apple Valley – Engineering Department/Building and Safety Department                                     |
| 4.                 | Fire & Rescue              | Monitors the status of fire mutual aid activities. Coordinates support activities related to the detection and suppression of urban, rural and wildland fires and emergency incident scene rescue activities and provides personnel, equipment and supplies to support local jurisdictions. | Apple Valley Fire Protection District  |
| 5.                 | Management                 | Coordinates and resolves issues among the CA-EFs in the four phases of emergency management to ensure consistency in the development and maintenance of the EOP annexes. During emergencies, serves in an advisory capacity for the Town to the EOC Director.                               | Town of Apple Valley /Apple Valley Fire Protection District Emergency Services Department                        |
| 6.                 | Care & Shelter             | Coordinates actions to assist responsible jurisdictions to meet the needs of victims displaced during an incident including food assistance, clothing, non-medical care and sheltering, family reunification and victim recovery.   | Town of Apple Valley /Apple Valley Fire Protection District Emergency Services Department and American Red Cross |
| 7.                 | Resources                  | Coordinates plans and activities to locate, procure and pre-position resources to support emergency operations.   | Town of Apple Valley – EOC Management Section Purchasing Division  |
| 8.                 | Public Health & Medical    | Coordinates Public Health and Medical activities and services in support resource needs for preparedness, response, and recovery from emergencies and disasters.  | San Bernardino County – Public Health Department   |

| CA-EF Title |                                  | Definition  | Lead Agency   |
|-------------|----------------------------------|---|---|
| 9.          | Search and Rescue                | Supports and coordinates response of personnel and equipment to search for and rescue missing or trapped persons that may involve criminal acts and water rescues.  | San Bernardino County Sheriff's Department – Apple Valley Fire Protection District  |
| 10.         | Hazardous Materials              | Coordinates resources and supports the responsible agencies to prepare for, prevent, minimize, assess, mitigate, respond to and recover from a threat to the public or environment by actual or potential hazardous materials releases.     | Apple Valley Fire Protection District   |
| 11.         | Food & Agriculture               | Coordinates activities during emergencies impacting the agriculture and food industry and supports the recovery of impacted industries and resources after incidents.   | San Bernardino County – Agriculture Weights & Measures  |
| 12.         | Utilities                        | Provides resources and support to responsible jurisdictions and in partnership with private sector to restore gas, electric, water, wastewater and telecommunications.  | Town of Apple Valley – Public Works Department  |
| 13.         | Law Enforcement                  | Coordinates law enforcement personnel and equipment to support responsible law enforcement agencies, coroner activities and public safety in accordance with Law Enforcement and Coroner's Mutual Aid Plans.                                | Apple Valley Police Department  |
| 14.         | Long-Term Recovery               | Supports and enables economic recovery from the long-term consequences of extraordinary emergencies and disasters.  | Town of Apple Valley – Town Manager's Office  |
| 15.         | Public Information               | Supports the accurate, coordinated, timely and accessible information to affected audiences, including governments, media, the private sector, the local populace, and the special needs population.  | Town of Apple Valley – Public Information Department  |
| 16.         | Evacuation                       | Supports the safe evacuation of persons, domestic animals and livestock from hazardous areas.   | Apple Valley Police Department  |
| 17.         | Volunteer & Donations Management | Supports responsible jurisdictions in ensuring the most efficient and effective use of affiliated and unaffiliated volunteers and organizations and monetary and in-kind donated resources to support incidents requiring a state response. | Town of Apple Valley/Apple Valley Fire Protection District<br>Emergency Services Department and Desert Communities United Way and COAD. |

| California Emergency Functions |                                   | Town Council | Town Manager's Office | Town Clerk's Office | Community Development | Community Services | Engineering | Fire Protection District | Human Resources | Information Technology | Management Services | Police Department | Public Works | San Bernardino County – Public Health | San Bernardino County – Sherriff's | San Bernardino County – Agriculture Weights & Measures | American Red Cross | Apple Valley Unified School District | Victor Valley transit Authority | Utilities | Water Districts |
|--------------------------------|-----------------------------------|--------------|-----------------------|---------------------|-----------------------|--------------------|-------------|--------------------------|-----------------|------------------------|---------------------|-------------------|--------------|---------------------------------------|------------------------------------|--|--------------------|--------------------------------------|---------------------------------|-----------|-----------------|
|                                |                                   |              |                       |                     |                       |                    |             |                          |                 |                        |                     |                   |              |                                       |                                    |  |                    |                                      |                                 |           |                 |
| 1.                             | Transportation                    |              |                       |                     |                       | S                  |             | S                        |                 |                        |                     | S                 | P            |                                       | S                                  |  |                    | S                                    | S                               |           |                 |
| 2.                             | Communications                    |              |                       |                     |                       |                    |             | P                        |                 | S                      |                     | S                 | S            |                                       | S                                  |  |                    |                                      |                                 | S         |                 |
| 3.                             | Construction & Engineering        |              |                       |                     | P                     |                    | S           |                          |                 |                        |                     |                   | S            |                                       |                                    |  |                    |                                      |                                 | S         |                 |
| 4.                             | Fire & Rescue                     |              |                       |                     |                       |                    |             | P                        |                 |                        |                     | S                 | S            | S                                     | S                                  |  | S                  | S                                    | S                               | S         | S               |
| 5.                             | Management                        | S            | P                     | S                   | S                     | P                  | S           | S                        | S               | S                      | S                   | S                 | S            | S                                     | S                                  | S  | S                  | S                                    | S                               | S         | S               |
| 6.                             | Care & Shelter                    |              |                       |                     |                       | S                  |             | S                        | S               |                        |                     | S                 | S            | S                                     | S                                  |  | S                  | S                                    | S                               |           |                 |
| 7.                             | Resources                         |              | S                     |                     |                       |                    |             | S                        | S               |                        | P                   | S                 | S            |                                       | S                                  |  |                    |                                      |                                 |           |                 |
| 8.                             | Public Health & Medical           |              |                       |                     |                       |                    |             | S                        |                 |                        |                     | S                 |              | P                                     | S                                  |  | S                  |                                      |                                 |           |                 |
| 9.                             | Search & Rescue                   |              |                       |                     |                       |                    |             | S                        |                 |                        |                     | S                 | S            |                                       | P                                  |  | S                  |                                      |                                 |           |                 |
| 10.                            | Hazardous Materials               |              |                       |                     |                       |                    |             | P                        |                 |                        |                     | S                 | S            | S                                     | S                                  |  | S                  |                                      |                                 |           |                 |
| 11.                            | Food & Agriculture                |              |                       |                     | S                     |                    |             | S                        |                 |                        |                     | S                 |              | S                                     | S                                  | P  |                    |                                      |                                 |           | S               |
| 12.                            | Utilities                         |              |                       |                     |                       |                    | S           |                          |                 | S                      |                     |                   | P            |                                       |                                    |  |                    |                                      |                                 | S         |                 |
| 13.                            | Law Enforcement                   |              |                       |                     |                       |                    |             |                          |                 |                        |                     | P                 | S            |                                       | S                                  |  |                    |                                      |                                 |           |                 |
| 14.                            | Long Term Recovery                | S            | P                     | S                   | S                     | S                  | S           | S                        | S               | S                      | S                   | S                 | S            |                                       |                                    |  |                    |                                      |                                 | S         | S               |
| 15.                            | Public Information                | S            | S                     | S                   |                       | S                  |             | S                        | S               | S                      |                     | P                 | S            |                                       | S                                  |  |                    |                                      |                                 |           |                 |
| 16.                            | Evacuation                        |              |                       |                     |                       |                    |             | S                        |                 |                        |                     | P                 | S            | S                                     | S                                  |  | S                  | S                                    | S                               |           |                 |
| 17.                            | Volunteers & Donations Management |              |                       |                     |                       | S                  |             | S                        |                 |                        | P                   | S                 |              |                                       | S                                  |  | S                  |                                      |                                 |           |                 |

P= Primary S=Support

**California Emergency Function Matrix**



## 6. CONCEPT OF OPERATIONS

### General

The Emergency Operation Plan addresses major emergencies as well as large-scale disasters, such as an earthquake. Some emergencies will be preceded by a warning period, providing sufficient time to warn the public and reduce the loss of life, property damage, and effects on the environment. Other emergencies occur with little or no warning, thus requiring immediate activation of the Emergency Operations Plan. All Town departments and Emergency Operations staff must be prepared to promptly and effectively respond to any foreseeable emergency, taking all appropriate actions.

The process of emergency management involves **five phases**:

- Prevention
- Preparedness
- Response
- Recovery
- Mitigation

### Prevention Phase

The prevention phase includes actions taken to avoid an incident or to intervene and stop an incident from occurring. This involves actions taken to protect lives and property. It also involves applying intelligence and other information to a range of activities that may include such countermeasures as:

- Deterrence operations;
- Heightened inspections;
- Improved surveillance; and
- Interconnections of health and disease prevention among people, domestic animals and wildlife.

### Preparedness Phase

The preparedness phase involves activities taken in advance of an emergency. These activities develop the Town of Apple Valley's capabilities and effective response to a disaster. To assist with preparedness, emphasis is on emergency planning, training, exercises, and public awareness programs.

Emergency planning includes the development of Standard Operating Procedures (SOP's) detailing departmental personnel assignments, notification rosters, and resource lists. EOC Position Notebooks with EOC responsibilities and action check lists have also been developed. In the event of an emergency, the SOP's and the EOC Position Notebooks are designed to be



used as a checklist by those who are trained to work a designated position as well as those who are not familiar with a particular emergency function. All emergency operations staff should become acquainted with the SOPs, EOC Position Notebooks, Town emergency policies, notification rosters, and resource lists which are distribute to employees.

Events that may trigger increased readiness are:

- Issuance of a credible long-term earthquake prediction; A flood or severe winter storm advisory;
- Conditions conducive to wildfires, such as the combination of high heat, strong winds, and low humidity;
- Wind surge;
- An expansive hazardous materials incident; An outbreak of disease activity;
- A rapidly-deteriorating International situation that could lead to an attack upon the United States; or
- Information or circumstances indicating the potential for acts of violence, terrorism, or civil unrest.

### **Response Phase**

The response phase includes initial response and extended response activities. Upon the acknowledgement of a warning or the observation an emergency is imminent or likely to occur, the Town of Apple Valley will initiate actions to increase its readiness. During this phase, the priority is to save lives and to minimize the effects of the emergency or disaster.

The Town's initial response activities are primarily performed at the field response level. Emphasis is placed on minimizing the affects of the emergency or disaster. Field responders will use the Incident Command System (ICS). Some examples of initial response activities include:

- Brief the Town Manager and key officials or employees on the situation;
- Disseminate warnings, emergency public information, and instructions to the citizens of Apple Valley;
- Conduct evacuations and/or rescue operations: Care for displaced persons and treat the injured;
- Conduct initial damage assessments and surveys;
- Assess the need for mutual aid assistance;
- Restrict movement of traffic and people;
- Establish Unified Command(s);
- Coordinate with state and federal agencies working in the field; and
- Develop and implement incident Action Plans.



The Town's extended response activities are primarily conducted in the field and at the Town of Apple Valley Emergency Operations Center (EOC). Extended emergency operations involve the coordination and management of personnel and resources to mitigate an emergency and facilitate the transition to recovery operations. Examples of extended response activities include:

- Preparation of detailed damage assessments; Operation of mass care facilities;
- Conduct coroner operations;
- Procure required resources to sustain operations;
- Document situation status;
- Protect, control, and allocate resources;
- Restore vital utility services;
- Document expenditures;
- Develop and implement Action Plans for extended operations;
- Disseminate emergency public information;
- Declare a local emergency;
- Request a gubernatorial and federal declaration, if required;
- Prioritize resource allocations; and
- Inter/multiagency coordination.

### **Recovery Phase**

Recovery comprises of steps the Town will take during and after an emergency to restore government function and community services to levels existing prior to the emergency. Recovery is both a short- and long-term process. Short-term operations seek to restore vital services to the community and provide for the basic needs of the public, such as bringing necessary lifeline systems (e.g., power, communications, water and sewage, disposal of solid and hazardous wastes, or removal of debris) to an acceptable standard while providing for basic human need (e.g., food, clothing, and shelter).

Once stability is achieved, the Town can concentrate on long-term recovery efforts, which focus on restoring the community to a normal or improved state of affairs. The recovery period is also an opportune time to institute mitigation measures, particularly those related to the recent emergency. This is also the phase of reassessing procedures and functions of all annexes of this disaster plan for deficiencies. Resources to restore or upgrade damaged areas may be available if it can be shown extra repairs will mitigate or lessen the chances of, or damages caused by, another similar disaster in the future.

### **Mitigation Phase**

Mitigation phase occurs both before and after emergencies or disasters. Post-disaster mitigation is actually part of the recovery process. This includes eliminating or reducing the



impact of hazards that exist within the Town of Apple Valley. Mitigation efforts include, but are not limited to:

- Amend local ordinances and statues, such as zoning ordinances, building codes, and other enforcement codes;
- Initiate structural retrofitting measures; Assess tax levies or abatements;
- Emphasize public education and awareness;
- Undertake flood control project;
- Remove fuel in areas having a high potential for wildfires; and
- Assess and alter land use planning.

## **6.1 EMERGENCY DECLARATIONS**

As necessary, the Emergency Operations Center (EOC) will be activated and EOC staff will convene to evaluate the situation and make recommendations for a possible Local Declaration. There are four types of emergency declarations possible. They are:

### **Local Declaration**

A Local Declaration will usually be proclaimed for large-scale emergencies or disasters threatening the safety of the persons and property within the Town of Apple Valley. Typically, EOC staff will discuss the emergency situation. If warranted, Town Code – Chapter 8 authorizes the Director of Emergency Services to issue a Local Declaration. The Town Council must formally ratify the declaration within seven days. The Proclamation of a Local Declaration provides the Town of Apple Valley with legal authority to:

- Request the governor proclaim a State of Emergency;
- Issue or suspend orders and regulations necessary to provide for the protection of life and property, including issuing orders or regulations imposing a curfew;
- Exercise full power to request mutual aid from state agencies and other jurisdictions;
- Require the emergency services of any Apple Valley official or employee;
- Obtain vital supplies and equipment and, if required, immediately commander the same for public use;
- Impose penalties for violation of lawful orders, and
- Conduct emergency operations without incurring legal liability for performance, or failure of performance per Article 17 of the Emergency Services Act.

### **State of Emergency**

A State of Emergency may be proclaimed by the Governor when a Town or County declares an emergency. The Governor may also declare a State of Emergency when conditions of disaster or extreme peril exist which threaten the safety of persons and property within the state. Whenever the Governor declares a State of Emergency the following will apply:





- Mutual aid shall be rendered as needed;
- The Governor shall have the right to exercise all police powers vested in the State by the Constitution and the laws of the State of California within the designated area;
- The Governor may suspend orders, rules, or regulations of any state agency and 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 media) in carrying out the responsibilities of his office; and
- The Governor may promulgate issue and enforce orders and regulations deemed necessary.

**State of War Emergency**

Whenever the Governor proclaims a State of War Emergency, or if 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 which are made or given within the limits of his authority as provided for in the California Emergency Services Act.

**Presidential Declaration**

If an emergency is beyond the ability of local and state government to manage effectively, the Governor will request federal assistance. The Federal Emergency Management Agency (FEMA) evaluates the request and recommends an action to the White House based on the disaster, the local community, and the state's ability to recover.

The President approves the request for federal disaster funding or FEMA informs the governor it has been denied. This decision process could take a few hours or several weeks depending on the nature of the disaster. Following a Presidential Declaration, federal assistance is available to supplement the efforts and resources of state and local governments to alleviate public and private sector damage and loss.



**SAMPLE PROCLAMATION**

RESOLUTION NO. 201X-\_\_

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY,  
CALIFORNIA, PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY**

WHEREAS, California Government Code Section 8630 empowers the Town Council of the Town of Apple Valley to proclaim the existence or threatened existence of a local emergency when the Town of Apple Valley is affected or likely to be affected by a public calamity; and

WHEREAS, conditions of extreme peril to the safety of persons and/or property have arisen within the Town of Apple Valley caused by \_\_\_\_\_(a)\_\_\_\_\_ commencing on or about \_\_\_(b)\_\_\_ on the \_\_\_(c)\_\_\_ day of \_\_\_(c)\_\_\_, 201X; and

WHEREAS, the initial estimated costs to repair the damages are greater than the Town’s fiscal ability to recover; and

WHEREAS, existing conditions of extreme peril warrant and necessitate the proclamation of a local emergency.

NOW, THEREFORE, BE IT PROCLAIMED that a local emergency now exists in the Town of Apple Valley; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said local emergency, the powers and duties of the Town Council and the emergency organization of the Town of Apple Valley shall be those prescribed by State law and Town of Apple Valley Municipal Code, Chapter 2.40.

IT IS FURTHER PROCLAIMED AND ORDERED that said local emergency shall be deemed to continue to exist until its termination is proclaimed by the Town Council of the Town of Apple Valley.

Adopted by the Town Council and signed by the Mayor and attested by the Town Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 201X.

\_\_\_\_\_  
MAYOR

Attest:

\_\_\_\_\_  
TOWN CLERK

(a) Enter disaster type, i.e., fire, flood, earthquake, epidemic, hazardous materials incident, etc.;

(b) Enter the time including AM or PM; and

(c) Enter date, month, and year the incident first struck.



## 6.2 NOTIFICATION AND MOBILIZATION

In the event of a major emergency or disaster, Notification System will be put into effect. It is important all employees and supervisors are aware of their position, especially in the case of assignment changes. Emergency notification and mobilization is based upon regular position assignment, not individuals. These assignments may be changed as an incident develops, or as needs are assessed. Emergency assignments allow employees to know when to respond during disaster operations and minimize the amount of phone calls necessary. This system does not affect the handling of smaller, local emergencies. These will be handled by on-duty units, mutual aid, and/or limited call-out of off-duty officers.

If employees are unable to report to their regular facility or alternate staging area, they are encouraged to report to the closest local jurisdiction to register as a Disaster Services Worker. All employees are declared to be Disaster Services Workers by Section 3100-3109 of the California Government Code.

### Notification

The Fire District duty officer is the 24-hour point of contact for warnings and emergency notification of Town staff. However, initial contact may come through CONFIRE Dispatch, Chief of Police, Town Manager, Emergency Medical Services Manager, Department Heads, etc. Trained Town staff will be notified and fill the sections, as needed, to assist with the EOC activation.

### **Shift Change**

Shifts are changed at 12 hour intervals until deactivation. The shift change allows for ½ hour overlap to brief incoming personnel.

### **Activation and Deactivation**

Activation and Deactivation of the EOC is called by the EOC Director.

## 6.3 SEMS COORDINATION LEVELS

SEMS is the system required by California Government Code Section 8607(a) for managing response to multi-agency and multi-jurisdiction emergencies in California. SEMS incorporates the use of the Incident Command System (ICS), the Master Mutual Aid Agreement and existing mutual aid systems, the Operational Area Concept, and multi-agency or inter agency coordination. SEMS is an integrated management system, providing for **five Emergency Response Levels**. These levels as they relate to Apple Valley are:

There are five SEMS organization levels:

1. Field – The Field Level is where emergency response personnel and resources, under the command of responsible officials, carry out tactical decisions and activities in direct response to an incident or threat.



2. Local Government – The Local Government level includes 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 (EOC) is activated or a local emergency is declared or proclaimed in order to be eligible for state reimbursement of response-related costs.
3. Operational Area (OA) – An OA is the intermediate level of the state's emergency management organization which encompasses a county's boundaries and all political subdivisions located within that county, including special districts. The OA facilitates and/or coordinates information, resources and decisions regarding priorities among local governments within the OA. The OA serves as the coordination and communication link between the Local Government Level and Regional Level. State, federal and tribal jurisdictions in the OA may have statutory authorities for response similar to that at the local level.
4. Region – The Regional Level manages and coordinates information and resources among OAs within the mutual aid region and also between the OA and the state level. The Regional Level also coordinates overall state agency support for emergency response activities within the region. California is divided into three California Emergency Management Agency (CalOES) Administrative Regions – Inland, Coastal and Southern – which are further divided into six mutual aid regions. The Regional Level operates out of the Regional Emergency Operations Center (REOC).
5. State – The state level of SEMS prioritizes tasks and coordinates state resources in response to the requests from the Regional level 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 emergency response system. The state level requests assistance from other state governments through the Emergency Management Assistance Compact (EMAC) and similar interstate compacts/agreements and coordinates with the Federal Emergency Management Agency (FEMA) when federal assistance is requested. The state level operates out of the State Operations Center (SOC).

**Multi-agency or Inter-agency Coordination**

Multi-agency or inter-agency coordination is important for:

- Establishing priorities for response;
- Allocating critical resources;
- Developing strategies for handling multi-agency response problems;
- Sharing information; and
- Facilitating communications.



### **Multi-agency or Inter-agency Coordination in the EOC**

Emergency response by multi-agency or inter-agency is coordinated at the EOC through:

- Representatives from the Town of Apple Valley’s departments and agencies;
- Representatives from outside agencies including special districts, volunteer agencies, and private organizations;
- Coordination with agencies not represented in the EOC may be accomplished through other methods of communications; and
- Involvement by all departments and agencies in the EOC action planning process is essential for effective emergency management within the Town.

### **Coordination with the Field Response**

Communication and coordination among SEMS levels is clearly necessary for effective emergency response. In a major emergency, the Apple Valley’s EOC may be activated to coordinate the overall response. Incident Commanders (ICs), in the field, may communicate with the Department Operations Centers (DOCs) which in turn will communicate and coordinate with the EOC. Depending on the incident, the ICs may communicate directly with the EOC, usually to their counterpart in the Operations Section. When the EOC is directly overseeing the incident command teams, the EOC is operating in a centralized coordination and direction mode.

During multiple-incident situations within the Town, an Area Command may be established to provide for the ICs at separate locations. Generally, an Area Commander will be assigned and receive policy direction from the EOC.

Another scenario for the EOC / Area Command interaction would be the occurrence of several similar type incidents located in close proximity but in different jurisdictions. A Unified Area Command may be established to oversee Incident Commands operating in general proximity to each other. The Unified Area Command would coordinate with the activated local government EOCs.

### **Coordination with San Bernardino County Operational Area**

Coordination and communications should be established between activated local government EOCs and the Operational Area (OA). For the Town of Apple Valley, this channel is through the Emergency Services Coordinator or designee by phone, radio, or computer. The Emergency Services Coordinator will notify and communicate with San Bernardino County Fire Office of Emergency Services who serves as the County/Operational Area EOC. The OA responsibilities involve coordinating with the Town and other organizations to deploy field-level emergency response personnel, activate emergency operations centers, and issue orders to protect the public.

The multi-agency coordination system (MACS) is the decision-making system used by member jurisdictions of the San Bernardino County Operational Area. Agencies and disciplines involved



at any level of the SEMS organization working together to facilitate decisions for overall emergency response activities, including the sharing of critical resources and the prioritization of incidents.

#### **Coordination with Special Districts**

Special districts are formed under various laws that provide the necessary authority to operate. Special districts often have unique resources, capabilities, and vulnerabilities. Coordination and communications with the EOC should be established among special districts who are involved in emergency response. This may be accomplished in various ways depending on the local situation. Special districts will work with the local government in their service areas to determine how best to establish coordination and communications in an emergency. If possible, the special district will have a liaison representative at the Town EOC and direct communications should be established between the special district DOC and the Town EOC.

#### **Coordination with Private and Non-profit Agencies**

Town EOCs will generally be a focal point for coordination of response activities with many non- governmental agencies. During an emergency, the Town of Apple Valley's will establish communication with private and volunteer agencies that provide services within the Town.

Agencies that play key role(s) in the response should have representative(s) in the EOC. Agencies that have county-wide response roles and cannot respond to numerous Town EOCs should be represented at the OA level.

If Apple Valley's EOC is unable to accommodate representatives from assisting agencies or agencies are unable to send representatives to the EOC, alternate means of communication and coordination will be established based on the emergency.

### **6.4 INCIDENT COMMAND SYSTEM (ICS)**

The Incident Command System (ICS) is a nationally recognized on-scene emergency management system specifically designed to allow its user(s) adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents without being hindered by jurisdictional boundaries. ICS uses a common organizational structure to effectively accomplish management of the incident by objectives.

The **five functions** of the ICS organization are command, operations, planning, logistics, and finance:

**Command** is responsible for directing, ordering, and/or controlling resources by virtue of explicit legal, agency, or delegated authority. It includes the incident commander (IC) who is responsible for the overall management of the incident. The command function also includes the Information Officer, Liaison Officer, and Safety Officer.



**Operations** is responsible for the coordinated tactical response of all field operations directly applicable to or in support of the mission(s) in accordance with the Incident Action Plan. Operations develops the operations portion of the Incident Action Plan, requests resources to support tactical operations, maintains close communication with the Incident Commander, and ensures safer tactical operations. The operations function includes branches, divisions, groups, and air operations personnel.

**Planning/ Intelligence** is responsible for the analysis, collection, evaluation, documentation, validation and use of information about the development of the incident. The planning function includes the resource unit, situation unit, documentation unit, and demobilization unit.

**Logistics** is responsible for providing facilities, services, personnel, equipment, and tracking the status of resources and materials in support of the incident. The logistics function includes the supply unit, facilities unit, ground support unit, communications unit, food unit, and medical unit.

**Finance** is responsible for all financial and cost analysis aspects of the incident, and/or any administrative aspects not handled by the other functions. The finance function includes the time unit, procurement unit, compensation/claims unit, and the cost unit.

### **Principles of ICS**

The system's organizational structure adapts to any emergency or incident to which emergency response agencies would expect to respond. Components of ICS are:

- Common terminology;
- Modular organization;
- Unified command and structure;
- Consolidated action plans;
- Manageable span-of-control;
- Pre-designed incident facilities;
- Comprehensive resource management; and
- Integrated communications.

Common titles for organizational functions, resources, and facilities within ICS are utilized. The organizational structure is developed based upon the type and size of an incident. Staff builds from the top down as the incident grows, with responsibility and performance placed initially with the Incident Commander (IC).

At all incidents there will be five functions. Initially, the IC may be performing all five functions. Then, as the incident grows, each function may be established as a section with several units under each section.



**Unified Command**

Unified command structure is a unified team effort that allows all agencies with responsibility for the incident to manage an incident by establishing a common set of incident objectives and strategies.





## 7. EMERGENCY OPERATIONS CENTER

### 7.1 EMERGENCY OPERATIONS CENTER ORGANIZATION

The Town of Apple Valley Emergency Operations Center (EOC) is a centralized location for decision making regarding the jurisdiction's emergency response. The EOC is where the emergency response actions can be managed and resource allocations and responses can be tracked and coordinated with the field, Operational Area (OA), and State. The Town's Emergency Services Coordinator is responsible for the operational readiness of the EOC. When an emergency or disaster occurs, or has the potential to occur, the jurisdiction will activate the EOC. The EOC will organize according to the SEMS functions of Management, Operations, Planning/Intelligence, Logistics and Finance/Administration and will activate those functions necessary for the emergency.

Potential SEMS EOC functions are shown below:

1. **Management Section:** The following activities and responsibilities are part of the Management function:
  - a. Overall EOC management
  - b. Facilitation of Multiagency Coordination System (MACS) and MAC Groups
  - c. Public information coordination and Joint Information Center (JIC) management
  - d. Provision for public safety and risk communications and policy
  
2. **Operations Section:** The following activities and responsibilities are part of the Operations function:
  - a. Transportation
  - b. Construction and Engineering
  - c. Fire and Rescue
  - d. Care and Shelter
  - e. Resources
  - f. Public Health and Medical
  - g. Hazardous Materials
  - h. Utilities
  - i. Law Enforcement
  - j. Long-Term Recovery
  - k. Evacuation
  - l. Volunteer and Donations Management
  - m. Functional needs support services
  - n. Others as needed.
  
3. **Planning/Intelligence Section:** The following activities and responsibilities are part of the Planning function:
  - a. Situation Status



- b. Resource Status
- c. Situation Analysis
- d. Information Display
- e. Documentation
- f. Advance Planning
- g. Technical Services
- h. Action Planning
- i. Demobilization

4. **Logistics Section:** The following activities and responsibilities are part of the Logistics function:

- a. Field Incident Support
- b. Communications Support
- c. Transportation Support
- d. Personnel
- e. Supply and Procurement
- f. Resource Tracking
- g. Sanitation Services
- h. Computer Support

5. **Finance/Administration:** The following activities and responsibilities are part of the Finance function:

- a. Fiscal Management
- b. Time-Keeping
- c. Purchasing
- d. Compensation and Claims
- e. Cost Recovery
- f. Travel Request, Forms and Claims

| Department / Agency      | Management | Operations | Planning/Intel | Logistics | Finance/Admin |
|--------------------------|------------|------------|----------------|-----------|---------------|
| Town Council             | X          | X          | X              | X         | X             |
| Town Manager's Office    | <b>P</b>   | X          | X              | X         | X             |
| Town Clerk's Office      | X          | X          | X              | X         | X             |
| Community Development    | X          | X          | <b>P</b>       | X         | X             |
| Community Services       | X          | X          | X              | X         | X             |
| Engineering              | X          | X          | X              | X         | X             |
| Fire Protection District | X          | <b>P</b>   | X              | X         | X             |
| Human Resources          | X          | X          | X              | X         | X             |
| Information Technology   | X          | X          | X              | X         | X             |
| Management Services      | X          | X          | X              | X         | <b>P</b>      |
| Police Department        | X          | <b>P</b>   | X              | X         | X             |
| Public Works             | X          | X          | X              | <b>P</b>  | X             |

**Key: P – Primary Responsibility      X – Support Role**

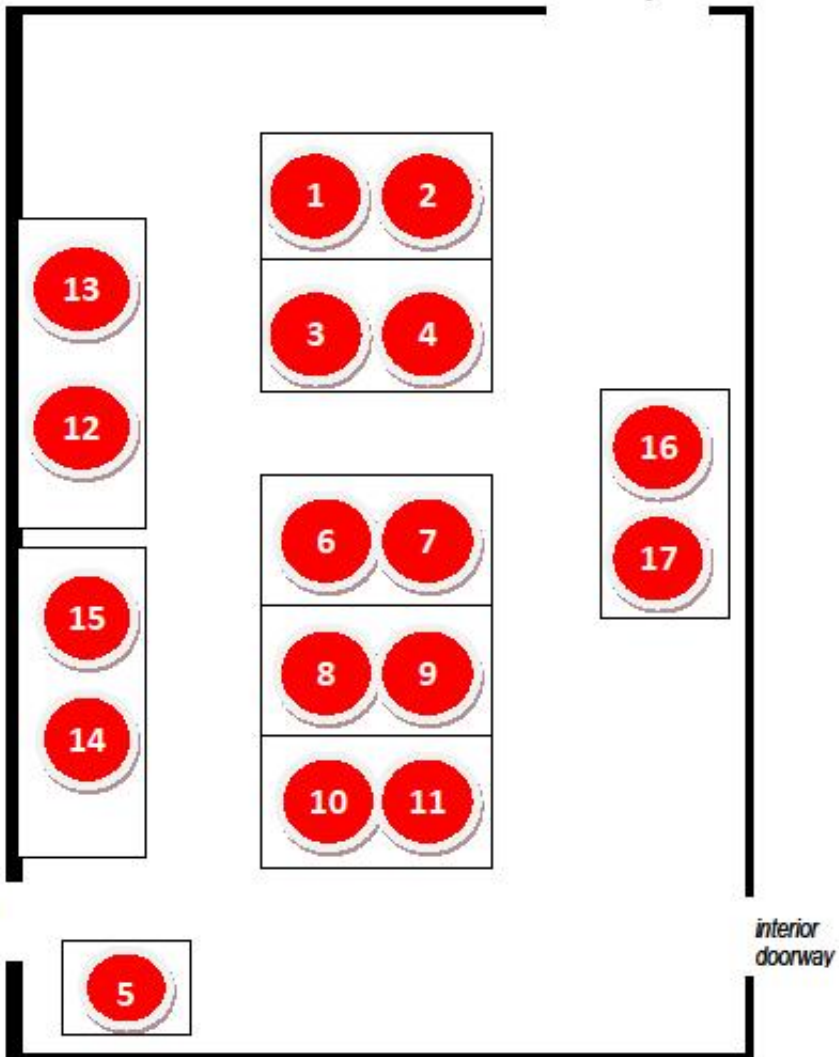


## Apple Valley Primary EOC Design

- 1-EOC Manager
- 2-EOC Coordinator
- 3-Liaison Officer
- 4-PIO
- 5-Safety/Security
- 6-Operations Coordinator
- 7-Operations Fire/Law Rep
- 8-Agency Rep
- 9-Agency Rep
- 10-Agency Rep
- 11-Agency Rep
- 12-Planning/Intel Coordinator
- 13-Planning/Intel Assistant
- 14-Logistics Coord.
- 15-Logistics Asst.
- 16-Finance/Admin Coordinator
- 17-Finance/Admin Assistant
- 18-Dispatch/Msg Center
- 19-Policy Group



Exit





## 7.2 SPECIAL DISTRICTS, PRIVATE AND NON-PROFIT AGENCIES

Depending on the size and kind of incident, involvement from special districts, utilities, volunteer organizations and/or private organizations may be necessary in Apple Valley's EOC. During EOC activations, these agencies respond to Apple Valley-focused emergencies and will coordinate and communicate directly with staff in the EOC. Ideally, the agency will provide a representative to the EOC and will serve in the Management Section to better facilitate coordination.

## 7.3 PRIMARY EOC AND ALTERNATE EOC

The Town of Apple Valley's primary and alternate EOCs are:

### **Primary**

Apple Valley Unified School District  
Educational Support Center Multipurpose Room  
12555 Navajo Road

### **Alternate**

Apple Valley Fire Protection District Station #336  
19235 Yucca Loma Road

The alternate EOC will be activated only when the primary EOC is damaged, inaccessible, and/or evacuation of EOC responders becomes necessary. When the use of the alternate EOC becomes necessary, those occupying the primary EOC will be asked to relocate to the alternate EOC site. If the primary EOC is unusable before its activation, EOC responders will be asked to report to the alternate EOC site. The Logistics Section will arrange for relocation of EOC staff members to the alternate EOC. Direction and control authority will be transferred from the primary EOC to the alternate EOC when necessary by the EOC Director. All Section Chiefs will advise appropriate emergency response personnel of the transition.

## 7.4 ACTIVATION/DEACTIVATION OF EOC

**Level One EOC Activation:** Level One is a minimum activation. This level may be used for situations which initially only require a few people, e.g., a short term earthquake prediction at condition one or two level; alerts of storms, red flag warnings ; or monitoring of a low risk planned event. At a minimum, Level One staffing consists of the EOC Director. Section Coordinators and a situation assessment activity in the Planning and Intelligence Section may be included in this level. Other members of the organization could also be part of this level of activation e.g., the Communications Unit, from the Logistics Section, or an Information Officer.

**Level Two EOC Activation:** Level Two activation is normally achieved as an increase from Level One or a decrease from Level Three. This activation level is used for emergencies or planned



events that would require more than a minimum staff but would not call for a full activation of all organization elements, or less than full staffing. One person may fulfill more than one SEMS function. The EOC Director, in conjunction with the General Staff, will determine the required level of continued activation under Level Two, and demobilize functions or add additional staff to functions as necessary based upon event considerations. Representatives to the EOC from other agencies or jurisdictions may be required under Level Two to support functional area activations.

**Level Three EOC Activation:** Level Three activation involves a complete and full activation with all organizational elements at full staffing. Level Three would normally be the initial activation during any major emergency.

The numbering sequence of EOC staffing progression is established in the SEMS guidelines and is opposite of the NIMS numbering sequence. Given that the SEMS guideline has been in place since the inception of SEMS, State Emergency Plan recommends continuing the sequence as established in the SEMS guidance documents.

Depending on the nature of the emergency, the Director of Emergency Services or designee may activate the Town of Apple Valley's EOC.

#### **How to activate the EOC**

1. Contact the Town Manager. Identify yourself and provide the nature and magnitude of the emergency/disaster. Provide a call-back confirmation phone number if requested.
2. Designate and contact personnel using the various call-out systems in place to set up and staff the EOC.
3. Begin documenting information on the incident.
4. Notify San Bernardino County OES that Apple Valley's EOC has been activated.



**WHEN TO ACTIVATE THE EOC AND LEVELS OF ACTIVATION**

| Town of Apple Valley – EOC Activation Guideline  |                   |   |
|--|-------------------|---|
| Event/Situation  | Activation Level  | Minimum Staffing  |
| <ul style="list-style-type: none"> <li>- Severe weather advisory</li> <li>- Minor earthquake 4.0 – 4.9 magnitude</li> <li>- Flood watch</li> <li>- Planned event (such as parade, sports event, political events, concert)</li> </ul>                    | <b>Monitoring</b> | <ul style="list-style-type: none"> <li>- Emergency Services Coordinator (remotely or EOC)</li> <li>- Department Staffing</li> </ul>   |
| <ul style="list-style-type: none"> <li>- Severe weather</li> <li>- Small incidents involving two or more departments</li> <li>- Localized flooding</li> </ul>  | <b>One</b>        | <ul style="list-style-type: none"> <li>- Emergency Services Coordinator (remotely or EOC)</li> <li>- Department Staffing</li> <li>- DOC (maybe)</li> </ul>  |
| <ul style="list-style-type: none"> <li>- Moderate earthquake (5.0 – 5.9)</li> <li>- Wildfire affecting developed area</li> <li>- Major wind or rain storm</li> <li>- Two or more large incidents involving two or more departments / agencies</li> </ul> | <b>Two</b>        | <ul style="list-style-type: none"> <li>- EOC Director</li> <li>- Emergency Services Coordinator</li> <li>- Section Chiefs</li> <li>- Branch &amp; Units as needed</li> <li>- Liaison Representatives as appropriate</li> <li>- DOC</li> </ul> |
| <ul style="list-style-type: none"> <li>- Major Town or regional emergency, multiple departments with heavy resource involvement</li> <li>- Major earthquake (6.0 +)</li> </ul>   | <b>Three</b>      | <ul style="list-style-type: none"> <li>- All EOC Positions</li> </ul>   |

The numbering sequence of EOC staffing progression is established in the SEMS guidelines and is opposite of the NIMS numbering sequence. Given that the SEMS guideline has been in place since the inception of SEMS, State Emergency Plan recommends continuing the sequence as established in the SEMS guidance documents.

**Who can activate the EOC**

- Town Manager
- Assistant Town Manager
- Police Chief
- Fire Chief



### **Deactivation**

Deactivation occurs based on incident status and may occur through a gradual decrease in staffing or all at once. EOC Responders must follow deactivation procedures. Notification of deactivation must be communicated to San Bernardino County OES.

## **7.5 FIELD/EOC COMMUNICATIONS AND COORDINATION**

Responsibility for emergency response is based on statutory authority. The emergency response is coordinated under SEMS/ICS, which provides a flexible, adaptable and expandable response organization to address all-hazards of varying magnitude and complexity.

An EOC is activated to support field operations when an emergency requires additional resources, or when requested resources exceed that which is available from within the jurisdiction. Field Incident Commanders and EOCs will establish communications when the EOC is activated. Local government EOCs will establish communications with the Operational Area EOC (OAEOC). The OAEOC will communicate with the Regional Emergency Operations Center (REOC) and the REOC will communicate with the State Operations Center (SOC)

## **7.6 FIELD/EOC DIRECTION AND CONTROL INTERFACE**

During response to minor or moderate events, jurisdictions may manage the emergency with existing resources and may or may not activate their local EOC. Personnel that are part of a field level emergency response will utilize the Incident Command System (ICS) to manage and direct on-scene operations.

The EOC Director will establish jurisdictional objectives and priorities and communicate those to everyone in the organization through the Action Plan. The EOC Action Plan does not direct or control field units but supports their activities. IC(s) will ensure incident objectives and priorities are consistent with those policies and guidelines established at the city level by the EOC Director.

It is the responsibility of the IC to communicate critical information the EOC Director in a timely manner.



## 8. MUTUAL AID

### Overview

California's emergency assistance is based on a statewide mutual aid system designed to ensure that adequate support and/or additional resources are provided to a jurisdiction whenever their own resources are overwhelmed or inadequate. The basis for this system is the **California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA)**, which is entered into by and between the State of California, its various departments and agencies and the various political subdivisions (San Bernardino County), municipal corporations and public agencies to assist each other by providing resources during an emergency. This plan promotes the establishment of emergency assistance agreements between public and private sector agencies at all levels.

The agreement obligates each signatory entity to provide aid to each other during an emergency without expectation of reimbursement. Under specific conditions, federal and state monies may be appropriated to reimburse public agencies who aid other jurisdictions. If other agreements, memoranda and contracts are used to provide assistance for consideration, the terms of those documents may affect disaster assistance eligibility and local entities may only be reimbursed if funds are available.

Formal mutual aid requests will follow specified procedures and are processed through pre-identified mutual aid coordinators. Mutual aid requests will follow discipline-specific chains (i.e. fire, law enforcement, emergency manager, etc.) from one level of government to the next. The mutual aid coordinator receives the mutual aid request and coordinates the provision of resources from within the coordinator's geographic area of responsibility. In the event resources are unavailable at one level of government, the request is forwarded to the next higher level of government to be filled.

### Mutual Aid Regions

To facilitate the coordination and flow of mutual aid, the State is divided into six Mutual Aid Regions. The Town of Apple Valley is located in region VI.







### Mutual Aid Agreements

The California Disaster and Civil Defense MMAA creates a formal structure wherein each jurisdiction retains control of its own facilities, personnel and resources, but may also receive or render assistance to other jurisdictions within the State. State government is obligated to provide available resources to assist local jurisdictions in emergencies. It is the responsibility of local jurisdictions to negotiate, coordinate and prepare mutual aid agreements. Mutual aid agreements exist for law enforcement, fire, public works, medical services and emergency managers.

Mutual aid assistance may be provided under one or more of the following plans:

- Law Enforcement
- Coroner
- Urban Search and Rescue
- Emergency Managers
- Public Works
- California Medical

### **Mutual Aid Coordination**

Formal mutual aid requests will follow specified procedures and are processed through pre-identified mutual aid coordinators. Mutual aid requests will follow discipline-specific chains (e.g., fire, law enforcement, emergency manager, etc.) from one level of government to the next. The mutual aid coordinator receives the mutual aid request and coordinates the provision of resources from within the coordinator's geographic area of responsibility. In the event resources are unavailable at one level of government, the request is forwarded to the next higher level of government to be filled.

**Field Level Requests:** Requests for MMAA resources originate from the Field Level and are managed by the Incident Commander (IC). If the IC is unable to obtain the resource through existing local channels, the request is elevated to the next successive government level until obtained or cancelled.

**Local Government Request:** Local jurisdictions are responsible for the protection of life and property within the municipal geographic boundaries. The local jurisdiction where the incident occurred should assess its resource inventory and existing local agreements to determine if the requested resource is available. When locally committed resources are exhausted and mutual aid is needed, the local official will request assistance from the OA Mutual Aid Coordinator.



**Operational Area Requests:** The OA is a composite of its political subdivisions, (i.e. municipalities, contract cities, special districts and county agencies). The OA Mutual Aid Coordinator assesses the availability of resources within the OA and fulfills the resource request based upon that assessment. In the event resources are unavailable at the OA level, the request is forwarded to the responsible Region Mutual Aid Coordinator to be filled.

**Region Level Requests:** The state is geographically divided into six Mutual Aid Regions. For Law Enforcement Mutual Aid, Region I is divided into two sub-regions. Each Mutual Aid Region is comprised of multiple Operational Areas and has a Regional Mutual Aid Coordinator. The Region Mutual Aid Coordinator is granted the authority to coordinate the mutual aid response of discipline-specific resources within the Region to support a mutual aid request by a jurisdiction also within the Region. In the event resources are unavailable at the Region level, the request is forwarded to the State Mutual Aid Coordinator to be filled.

**State Level Requests:** On behalf of the Governor, the Secretary of CalOES has the responsibility for coordination of state mutual aid resources in support of local jurisdictions during times of emergency. The Secretary will analyze and coordinate the request by forwarding the request to an unaffected REOC or tasking an appropriate state agency to fill the need.

### **Interstate Mutual Aid**

Mutual aid may also be obtained from other states. California is a member of the interstate Emergency Management Assistance Compact (EMAC), a congressionally ratified organization that provides form, structure and procedures for rendering emergency assistance between states. After a state of emergency declaration, California can request and receive reimbursable assistance through EMAC for other member states quickly and efficiently without issues of liability. The Secretary of CalOES and the states' EMAC Coordinator are responsible for facilitating requests for assistance pursuant to EMAC.

### **Volunteer and Private Mutual Aid**

A significant component of our mutual aid system is through volunteer and private agencies. These include agencies such as the American Red Cross (ARC) and Salvation Army who mobilize to provide assistance with mass care and sheltering. During these large-scale incidents, these agencies will typically provide a representative to the Apple Valley EOC.

Many private agencies, churches, non-profits and other organizations offer to provide their assistance during emergencies. If needed, the Town may request the agency to provide a liaison to the EOC to help facilitate and coordinate mutual aid.

### **Mutual Aid Resource Management**



It is the policy of the state that contracts and agreements for emergency response and disaster repair and restoration should be entered into by the lowest level of government. When local resources are exhausted and additional resources are required, resource requests (mission tasking) will follow an established process for ordering, tracking, mobilizing and demobilizing. Depending on the scale of the emergency, limited resources may need to be rationed or controlled.

**Resource ordering:** All resource requests, at each level, must include the following:

- Clearly describe the current situation;
- Describe the requested resources;
- Specify the type or nature of the service the resource(s) will provide;
- Provide delivery location with a common map reference;
- Provide local contact at delivery location with primary and secondary means of contact; Provide the name of the requesting agency and/or OA Coordinator contact person; Indicate time frame needed and an estimate of duration; and
- Resource request involving personnel and/or equipment with operators will need to indicate if logistical support is required, (e.g., food, shelter, fuel and reasonable maintenance).

**Resource directories:** Each state agency and local government entity should identify sources for materials and supplies internally and externally.

**Daily updates:** The requesting agencies are responsible to report to CalOES the number and status of resources deployed on a mission on a daily basis.

**Federal assistance:** When resources are not available within the state or through existing agreements with other states, California may request assistance from the federal government. Requests for federal assistance during an emergency will be coordinated through the State Operations Center (SOC).



## 9. INFORMATION COLLECTION, ANALYSIS, AND DISSEMINATION

Emergency Operations Centers (EOCs) are responsible for gathering timely, accurate, accessible and consistent intelligence during an Emergency. Situation reports should create a common operating picture and be used to adjust the operational goals, priorities and strategies.

To ensure effective intelligence flow, emergency response agencies at all levels must establish communications systems and protocols to organize, integrate and coordinate intelligence among the affected agencies. The flow of **situation reports** among the levels of government should occur as:

**Field:** Field situation reports should be disseminated to local EOC.

**Local EOC:** Local EOC will summarize reports received from the field, Department Operation Centers (DOCs) and other reporting disciplines, and send to the Operational Area (OA) EOC.

**OA EOC:** The OA EOC will summarize reports received from responsible local EOCs, county field units, county DOCs and other reporting disciplines, and forward to the CalOES Regional Emergency Operations Center (REOC).

**REOC:** The REOC will summarize situation reports received from the OA EOC, state field units, state DOCs and other reporting disciplines, and forward to the State Operations Center (SOC).

**SOC:** The SOC will summarize situation reports received from the REOC, state DOCs, state agencies and other reporting disciplines, and distribute to state officials and others on the distribution list.

**Joint Field Office (JFO):** When the state-federal JFO is activated, the REOC and SOC situation reports will be assimilated into the JFO situation report. The REOC organization may be collocated with the federal organization at the JFO.

### WebEOC

The Town of Apple Valley utilizes WebEOC; a crisis information management system for sharing elements of the crisis. This allows the Town to have a common operating picture, situational awareness and information coordination throughout San Bernardino County during an emergency. Apple Valley's EOC responders are able to share real time information with other agencies within the County which allows for a coordinated deployment of resources available to emergency managers.



## **10. PUBLIC INFORMATION**

Public information consists of the processes, procedures and systems to communicate timely and accurate information by accessible means and in accessible formats on the incident's cause, size and current situation to the public, responders and additional stakeholders (both directly affected and indirectly affected). Public information must be coordinated and integrated as part of the Multiagency Coordination System across jurisdictions, agencies and organization; among federal, state, tribal and local governments; and with the private sector and Non-Government Organizations (NGOs). Public information includes processes, procedures and organizational structures required to gather, verify, coordinate and disseminate information.

### **Public Awareness and Education**

The public's response to any emergency is based on an understanding of the nature of the emergency, the potential hazards, the likely response of emergency services and knowledge of what individuals and groups with and without access and functional needs should do to increase their chances of survival and recovery.

Pre-disaster awareness and education programs are viewed as equal in importance to all other preparation for emergencies. The Town of Apple Valley places a high priority in public disaster education by providing citizens emergency training such as Federal Emergency Management Agency (FEMA) Community Emergency Response Team (CERT) training, emergency preparedness workshops, disaster preparedness presentations and amateur radio classes. In addition to the public awareness and training programs offered, the Town provides preparedness outreach through the public safety fair yearly.

### **Emergency Public Information**

During an emergency, the Town of Apple Valley is responsible for the dissemination of information about the emergency to keep the public informed about what has happened, the actions of the emergency response agencies and to summarize the expected outcomes of the emergency actions. The EOC's Public Information Officer's (PIO) primary role is to disseminate emergency instructions and critical information to the media and the public.

### **Joint Information Center**

To facilitate multi-agency public information communications and coordination, Apple Valley's PIO may activate a Joint Information Center (JIC). A JIC is activated when multiple agencies need to collaborate to provide timely, useful and accurate information to the public.



## 11. FUNCTIONAL NEEDS

Populations with access and functional needs include those members of the community that may have additional needs before, during, and after an incident in functional areas, including but not limited to maintaining, independence, communication, transportation, supervision, and medical care.

Individuals in need of additional response assistance may include those who:

- Have disabilities;
- Live in institutionalized settings;
- Are elderly;
- Are children;
- Are from diverse cultures;
- Have limited English proficiency or are non-English speaking; or
- Are transportation disadvantaged.

Lessons learned from recent emergencies concerning people with disabilities and older adults have shown that the existing paradigm of emergency planning, implementation and response must change to meet the needs of these groups during an emergency. These lessons show four areas that are repeatedly identified as most important to people with disabilities and older adults:

1. **Communications and Public Information** – Emergency notification systems must be accessible to ensure effective communication for people who are deaf/hard of hearing, blind/low vision, or deaf/blind.
2. **Evacuation and Transportation** – Evacuation plans must incorporate disability and older adult transportation providers for identifying and the movement of people with mobility impairments and those with transportation disadvantages.
3. **Sheltering** – Care and shelter plans must address the access and functional needs of people with disabilities and older adults to allow for sheltering in general population shelters.
4. **Americans with Disabilities Act** - When shelter facilities are activated, the (jurisdiction) will ensure they accommodate the provisions of the Americans with Disabilities Act (ADA).



The Town of Apple Valley will do everything reasonable possible to educate and coordinate with people with access and functional needs. The Town has an active Community Emergency Response Team (CERT) Program that assists with public education. Some of the target groups include schools, churches, mobile home parks and other community groups. Booths are set up at community events to educate the community as a whole; emergency preparedness and response information for people with access and functional needs is always included. Functional needs support services will be provided by FEMA guidance FNSS shelter manual.





## 12. CONTINUITY OF GOVERNMENT

### Introduction

A major disaster could destroy the ability of local government to carry out executive functions by causing death or injury to key government officials, destroying established seats of government, destroying the ability of local government to carry out executive functions, and cause the destruction of vital records. Government is responsible for providing continuity of effective leadership and authority, direction of emergency operations and management of recovery operations. The California Government Code and the Constitution of California provide the authority of state and local government to reconstitute itself in the event incumbents are unable to serve. It is particularly essential the Town of Apple Valley continue to function as a government entity.

### Lines of Succession

The first step in assuring continuity of government is to have personnel who are authorized and prepared to carry out emergency actions for government in the event of a disaster.

Article 15, Section 8638 of the California Government Code authorizes the governing body to appoint the following standby officers:

- Three for each member of the governing body.
  - Three for the chief executive, if he/she is not a member of the governing body.
- (In case a standby office becomes vacant because of removal, death, resignation, or other cause, the governing body shall have the power to appoint another person to fill said office. Standby officers shall be designated Nos. 1, 2, and 3 as the case may be.

Article 15, Section 8644 of the California Government Code establishes a method for reconstituting the governing body. It authorizes, should all members of the governing body, including all standby members, be unavailable, temporary officers shall be appointed to serve until a regular member or a standby member becomes available or until the election or appointment of a new regular or standby member. Temporary officers shall be appointed as follows:

- By the chairman of the board of supervisors of the county in which the political subdivision is located, and if he/she is unavailable;
- By the chairman of the board of supervisors of any other county within 150 miles of the political subdivision, beginning with the nearest and most populated county and going to the farthest and least populated, and if he/she is unavailable;
- By the mayor of any Town within 150 miles of the political subdivision, beginning with the nearest and most populated Town and going to the farthest and least populated.



|  |   |
|--|---|
| Town Manager                             | 1. Town Manager<br>2. Deputy Town Manager<br>3. Director of Finance   |
| Director of Emergency Services           | 1. Town Manager<br>2. Fire Chief<br>3. Police Chief   |
| Assistant Director of Emergency Services | 1. Emergency Services Officer<br>2. Fire Division Chief<br>3. (To be appointed by Director of Emergency Services) |
| Fire Chief                               | 1. Fire Chief<br>2. Fire Division Chief<br>3. Fire Duty Officer   |
| Police Chief                             | 1. Police Chief<br>2. Police Lieutenant<br>3. Police Sergeant   |
| Town Clerk                               | 1. Town Clerk<br>2. Administrative Secretary<br>3. (To be appointed by Director of Emergency Services)            |
| Building and Safety/Engineering          | 1. Building Official<br>2. Town Engineer<br>3. Assistant Town Engineer  |
| Community Development                    | 1. Community Development Director<br>2. Senior Analyst 1<br>3. Senior Analyst 2                                   |
| Administrative Services                  | 1. Administrative Services Manager<br>2. Administrative Analyst<br>3. Administrative Secretary                    |
| Public Information                       | 1. Public Relations Officer<br>2. Events Coordinator<br>3. Police Public Information Officer                      |
| Finance                                  | 1. Finance Director<br>2. Finance Manager<br>3. (To be appointed by Director of Emergency Services)               |
| Public Works                             | 1. Public Works Director<br>2. Public Works Supervisor<br>3. (To be appointed by Director or Emergency Services)  |

**Emergency Services Director Lines of Succession**

In cases where the Town Manager cannot be contacted, an alternate Director of Emergency Services should be contacted. The alternate Directors of Emergency Services are:



**First Alternate:** Deputy Town Manager  
**Second Alternate:** Fire Chief  
**Third Alternate:** Police Chief

(The individual who serves as Acting Director shall have the authority and powers of the Director, and will serve until the Director is again able to serve, or until a successor has been appointed by Town Council.)

### **12.1 ALTERNATE GOVERNMENT FACILITIES**

When government offices are not operable because of emergency conditions, the temporary seat of government will be selected from public buildings remaining that offer maximum security and safety. The primary and alternate locations are listed below:

#### **Primary Seat of Government**

Town Council Chambers  
14955 Dale Evans Parkway  
Apple Valley, CA. 92307

#### ***Alternate Seat of Government***

Mojave Water Agency  
13846 Conference Center Drive  
Apple Valley, CA. 92307

### **12.2 VITAL RECORD RETENTION**

For the Town of Apple Valley, the Town Clerk's Office is responsible for the preservation and protection of the Town's vital records. Vital records are defined as those records that are essential to:

- Protect and preserve the rights and interests of individuals, governments, corporations and other entities. Records of this type would include authorizing legislation, land use, infrastructure engineering drawings, payroll, accounts receivable, and licenses.
- Conduct emergency response and recovery operations. Records of this type would include utility system maps, locations of emergency supplies, and equipment, emergency operations plans and procedures, and personnel rosters.
- Reestablish normal governmental functions and protect the rights and interests of government. Records of this type would include the municipal code, minutes, resolutions, official proceedings, and financial records of the Town.



Vital records for the Town of Apple Valley are printed on acid free paper and stored in a vault within the Town.



### 13. RECOVERY OVERVIEW

Recovery involves the restoration of services to the public and returning the affected area(s) to pre-emergency conditions. As the immediate threat to life, property, and the environment subsides, the rebuilding of Apple Valley will begin through various recovery activities. Typically, recovery activities will be both short-term and long-term, ranging from restoration of essential utilities such as water and power, to mitigation measures designed to prevent future occurrences of a given threat facing the Town. Examples of recovery activities include:

- Restoration of utilities;
- Apply for state and federal assistance programs;
- Provide public assistance information for disaster assistance;
- Conduct hazard mitigation analyses;
- Identify residual hazards; and
- Determine and recover costs associated with response and recovery.

#### Short-term Recovery

Short-term recovery operations will begin during the response phase of the emergency. The major objectives of short-term recovery operations include rapid and orderly debris removal and coordinated restoration of essential services (electric, water and sanitary systems). Short-term recovery operations will include all the agencies participating in the Town's disaster response. Structures that present public safety threats will be demolished and abated during short-term recovery operations.

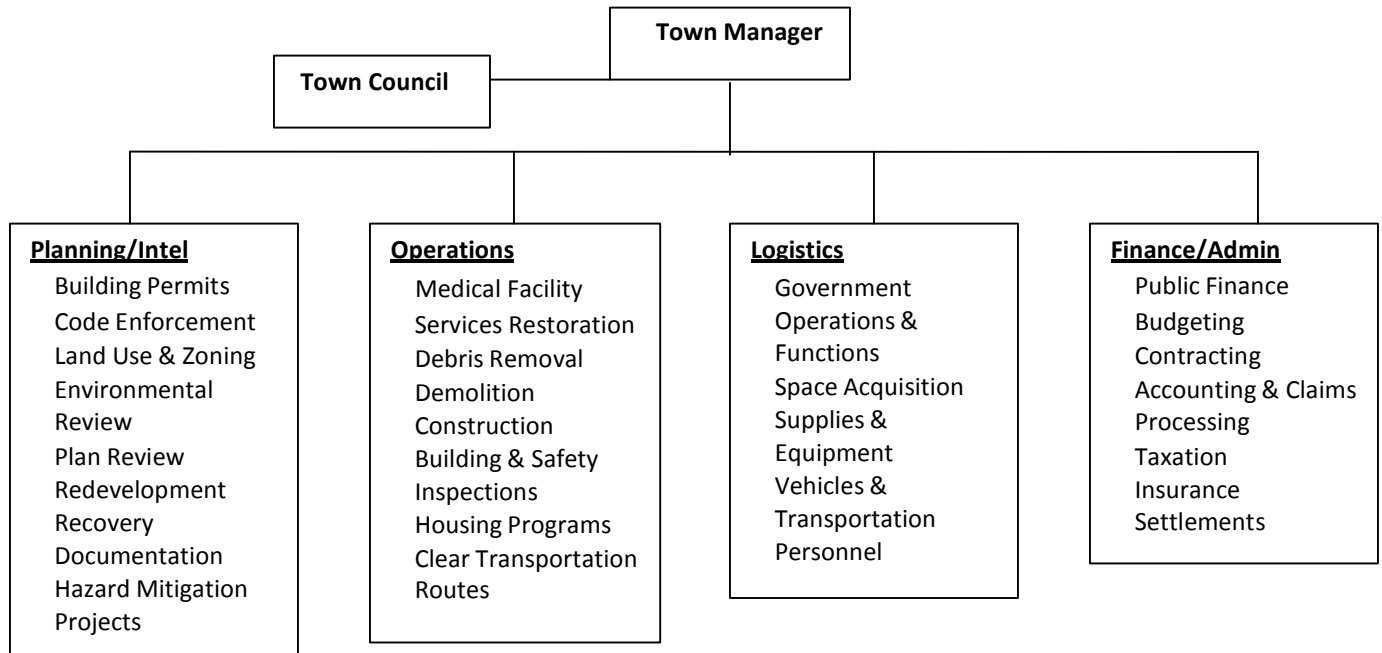
#### Long-term Recovery

Long-term recovery continues the short-term recovery actions, but focuses on community restoration. Long-term recovery may continue for a number of months or years depending on the severity and extent of the damage sustained. These activities include those necessary to restore a community to a state of normalcy, given the changes that result from a major disaster. Long-term recovery activities require significant planning to maximize opportunities and mitigate risks after a major incident.

### 13.1 RECOVERY ORGANIZATION

#### Town of Apple Valley

For the Town of Apple Valley, recovery operations will be directed through the Town Manager's Office. Recovery activities will be coordinated and managed by the Town Manager and the Emergency Services Coordinator with the assistance of other designated Town representatives. Below is a basic organizational diagram of recovery activities and the responsible EOC Sections:



### Individuals and Households

Individuals and households will try to stabilize their circumstances by seeking adequate shelter, assessing damage to their property, resuming work and other regular activities, applying for federal assistance and obtaining insurance proceeds.

### Private Sector

The private sector engages in activities necessary to resume business operation, including assessing damage, implementing continuity of business plans, caring for employees, shifting operations to temporary facilities or other locations, applying for federal assistance and obtaining insurance proceeds. In coordination with CalOES and local governments, businesses also play a key role in donating goods and services for the community to recover.

### Non-government Organizations

Non-government (NGO) and community-based organizations, such as the American Red Cross, will provide support to individuals and households who are displaced by a disaster and work with governmental organizations to support the transition from care and shelter operations to interim housing arrangements. Community organizations active before a disaster may expand their services to meet increased needs. Such groups include churches, neighborhood health clinics and food distribution agencies. NGO and community based organizations may provide a range of services such as donations management, emergency food, clothing and shelter, as



well as support of housing reconstruction. They provide these services independently or in coordination with federal, state and local efforts.

**State**

When a State of Emergency is proclaimed in the impacted counties, CalOES will lead California’s recovery operations and coordinate assistance provided by other state agencies and the federal government. When federal assistance is required, CalOES will work together with FEMA and other federal agencies to ensure effective delivery of services.

**13.2 RECOVERY DAMAGE ASSESSMENT**

The Town of Apple Valley and the special districts will record a detailed assessment of damage during the recovery phase. This detailed assessment provides the base for determining the type and amount of state and/or federal financial assistance available for recovery. Apple Valley’s Damage Assessment Response Team(s) (DART) is responsible for the collection and submission of the detailed assessment of damage for the Town.

Under federal disaster assistance programs, documentation must be obtained regarding damage sustained to:

- Roads;
- Water control facilities;
- Public buildings and related equipment;
- Public utilities;
- Facilities under construction;
- Recreational and park facilities;
- Educational institutions, and
- Certain private non-profit facilities.

**13.3 RECOVERY DOCUMENTATION**

The damage assessment documentation information should include the location and extent of damage and estimate of costs for debris removal, emergency work, and repairs to damaged facilities to pre-disaster condition. The cost of compliance with building codes for new construction, repair, and restoration will also be documented. The cost of improving facilities may be included under federal mitigation programs.

FORMS (Windshield Survey)



**AFTER ACTION/CORRECTIVE ACTION (AA/CA) REPORT SURVEY TEMPLATE**

For responses to  
TITLE OF EVENT

*(This AA/CA Report template can be used for a declared, un-declared, or pre-planned event, an exercise, and/or training for SEMS/NIMS compliance).*

***Federally funded exercises: Completed AA/CA reports completed in this Word template can be attached to the Department of Homeland Security, Grants and Training, ODP Secure Portal.***

**GENERAL INFORMATION**

| Information Needed  | Text goes in text boxes below. |
|---|--------------------------------|
| <b>Name of Agency:</b>  |                                |
| Type of Agency:* (Select one)<br>* City, County, Operational Area (OA), State agency (State), Federal agency (Fed), special district, Tribal Nation Government, UASI City, non-governmental or volunteer organization, other.   |                                |
| <b>OES Admin Region:</b><br>(Coastal, Inland, or Southern)  |                                |
| <b>Completed by:</b>  |                                |
| <b>Date report completed:</b>   |                                |
| <b>Position: (Use SEMS/NIMS positions)</b>  |                                |
| <b>Phone number:</b>  |                                |
| <b>Email address:</b>   |                                |
| <b>Dates and Duration of event:</b><br>(Beginning and ending date of response or exercise activities - using mm/dd /yyyy)   |                                |
| <b>Type of event, training, or exercise:*</b><br>* Actual event, table top, functional or full scale exercise, pre-identified planned event, training, seminar, workshop, drill, game.  |                                |
| <b>Hazard or Exercise Scenario:*</b><br>*, Civil Disorder, Dam Failure, Drought, Earthquake, Fire (structural), Fire (Woodland), Flood, Landslide, Mudslide, Terrorism, Wild Fire, Winter Storm, chemical, biological release/threat, radiological release/threat, nuclear release/threat, explosive release/threat, cyber, or other/specify. |                                |





### SEMS/NIMS FUNCTION EVALUATION

#### MANAGEMENT (Public Information, Safety, Liaison, etc.)

|   | Satisfactory | Needs Improvement |
|---|--------------|-------------------|
| <b>Overall Assessment of Function (check one)</b> |              |                   |

#### If "needs improvement" please briefly describe improvements needed:

|            |  |
|------------|--|
| Planning   |  |
| Training   |  |
| Personnel  |  |
| Equipment  |  |
| Facilities |  |

#### FIELD COMMAND (Use for assessment of field operations, i.e., Fire, Law Enforcement, etc.)

|   | Satisfactory | Needs Improvement |
|---|--------------|-------------------|
| <b>Overall Assessment of Function (check one)</b> |              |                   |

#### If "needs improvement" please briefly describe improvements needed:

|            |  |
|------------|--|
| Planning   |  |
| Training   |  |
| Personnel  |  |
| Equipment  |  |
| Facilities |  |

#### OPERATIONS (Law enforcement, fire/rescue, medical/health, etc.)

|   | Satisfactory | Needs Improvement |
|---|--------------|-------------------|
| <b>Overall Assessment of Function (check one)</b> |              |                   |

#### If "needs improvement" please briefly describe improvements needed:

|          |  |
|----------|--|
| Planning |  |
|----------|--|



|            |  |
|------------|--|
|            |  |
| Training   |  |
| Personnel  |  |
| Equipment  |  |
| Facilities |  |

**PLANNING/INTELLIGENCE (Situation analysis, documentation, GIS, etc.)**

|   | Satisfactory | Needs Improvement |
|---|--------------|-------------------|
| <b>Overall Assessment of Function (check one)</b> |              |                   |

**If “needs improvement” please briefly describe improvements needed:**

|            |  |
|------------|--|
| Planning   |  |
| Training   |  |
| Personnel  |  |
| Equipment  |  |
| Facilities |  |

**LOGISTICS (Services, support, facilities, etc.)**

|   | Satisfactory | Needs Improvement |
|---|--------------|-------------------|
| <b>Overall Assessment of Function (check one)</b> |              |                   |

**If “needs improvement” please briefly describe improvements needed:**

|           |  |
|-----------|--|
| Planning  |  |
| Training  |  |
| Personnel |  |
| Equipment |  |



|            |  |
|------------|--|
| Facilities |  |
|------------|--|

**FINANCE/ADMINISTRATION (Purchasing, cost unit, etc.)**

|   | Satisfactory | Needs Improvement |
|---|--------------|-------------------|
| <b>Overall Assessment of Function (check one)</b> |              |                   |

| <b>If "needs improvement" please briefly describe improvements needed:</b> |  |
|--|--|
| Planning   |  |
| Training   |  |
| Personnel  |  |
| Equipment  |  |
| Facilities   |  |

**AFTER ACTION REPORT QUESTIONNAIRE**

(The responses to these questions can be used for additional SEMS/NIMS evaluation)

| Response/Performance Assessment Questions                                      | yes | no | COMMENTS |
|--|-----|----|----------|
| 1. Were procedures established and in place for responding to the disaster?    |     |    |          |
| 2. Were procedures used to organize initial and ongoing response activities?   |     |    |          |
| 3. Was the ICS used to manage field response?                                  |     |    |          |
| 4. Was Unified Command considered or used?                                     |     |    |          |
| 5. Was the EOC and/or DOC activated?   |     |    |          |
| 6. Was the EOC and/or DOC organized according to SEMS?                         |     |    |          |
| 7. Were sub-functions in the EOC/DOC assigned around the five SEMS functions?  |     |    |          |
| 8. Were response personnel in the EOC/DOC trained for their assigned position? |     |    |          |
| 9. Were action plans used in the EOC/DOC?                                      |     |    |          |
| 10. Were action planning processes used at the field response level?           |     |    |          |



|   |  |  |  |
|---|--|--|--|
| 11. Was there coordination with volunteer agencies such as the Red Cross?   |  |  |  |
| 12. Was an Operational Area EOC activated?  |  |  |  |
| 13. Was Mutual Aid requested?   |  |  |  |
| 14. Was Mutual Aid received?  |  |  |  |
| 15. Was Mutual Aid coordinated from the EOC/DOC?  |  |  |  |
| 16. Was an inter-agency group established at the EOC/DOC level? Were they involved with the shift briefings?              |  |  |  |
| 17. Were communications established and maintained between agencies?  |  |  |  |
| 18. Was the public alert and warning conducted according to procedure?  |  |  |  |
| 19. Was public safety and disaster information coordinated with the media through the JIC?                                |  |  |  |
| 20. Were risk and safety concern addressed?   |  |  |  |
| 21. Did event use Emergency Support Function (ESFs) effectively and did ESF have clear understanding of local capability? |  |  |  |
| 22. Was communications inter-operability an issue?  |  |  |  |

### Additional Questions

23. What response actions were taken by your agency? Include such things as mutual aid, number of personnel, equipment and other resources. **Note: Provide statistics on number of personnel and number/type of equipment used during this event. Describe response activities in some detail.**

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24. As you responded, was there any part of SEMS/NIMS that did not work for your agency? If so, how would (did) you change the system to meet your needs?

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25. As a result of your response, did you identify changes needed in your plans or procedures? Please provide a brief explanation.

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26. As a result of your response, please identify any specific areas needing training and guidance that are not covered in the current SEMS Approved Course of Instruction or SEMS Guidelines.

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27. If applicable, what recovery activities have you conducted to date? Include such things as damage assessment surveys, hazard mitigation efforts, reconstruction activities, and claims filed.

**NARRATIVE**

Use this section for additional comments.

**POTENTIAL CORRECTIVE ACTIONS**

Identify issues, recommended solutions to those issues, and agencies that might be involved in implementing these recommendations. Address any problems noted in the SEMS/NIMS Function Evaluation.

Indicate whether issues are an internal agency specific or have broader implications for emergency management.

(Code: I= Internal; R =Regional, for example, OES Mutual Aid Region, Administrative Regions, geographic regions, S=Statewide implications)

| Code | Issue or Problem Statement | Corrective Action / Improvement Plan | Agency(s)/ Depts. To Be Involved | Point of Contact Name / Phone | Estimated Date of Completion |
|------|----------------------------|--------------------------------------|----------------------------------|-------------------------------|------------------------------|
|      |                            |                                      |                                  |                               |                              |
|      |                            |                                      |                                  |                               |                              |
|      |                            |                                      |                                  |                               |                              |
|      |                            |                                      |                                  |                               |                              |
|      |                            |                                      |                                  |                               |                              |
|      |                            |                                      |                                  |                               |                              |

### 13.3 RECOVERY DOCUMENTATION

THE RECOVERY DOCUMENTING INFORMATION SHOULD INCLUDE THE LOCATION AND EXTENT OF DAMAGE, AND ESTIMATES OF COSTS FOR:



- Debris removal,
- Emergency work, and
- Repairing or replacing damaged facilities to a non-vulnerable and mitigated condition.
- The cost of compliance with building codes for new construction, repair, and restoration will also be documented. The cost of improving facilities may be provided under federal mitigation programs.

Documentation is essential to recovering expenditures related to emergency response and recovery operations. Documentation must begin at the field response level and continue throughout the operation of the EOC as the disaster unfolds.

Included in the EOC Planning/Intelligence Section is the Documentation Branch that will coordinate the collection of all incident documentation for dissemination and filing.

### 13.4 RECOVERY AFTER-ACTION REPORTS

Local officials or the EOC Director may request a formal AAR on all EOC requests. The Homeland Security exercise evaluation program (HSEEP) will be followed. Findings will be presented at the Apple Valley Disaster Meeting. Corrected action reports and improvement plans will be initiated after the AAR process is completed and approved.

SEMS regulations under Title IX, Division 2, Chapter 1, Section 2450(a) require any federal, state, or local jurisdiction proclaiming or responding to a Local Emergency for which the governor has declared a *State of Emergency* or *State of War Emergency* shall complete and transmit an AAR to CalOES within 90 days of the close of the emergency period. Upon completion of the AAR, corrective actions are identified to make recommendations for correcting problems noted in the response/recovery effort, or during exercises and training. Depending on the level of the AAR, corrective action may encompass anything from detailed recommendations for improving individual agency plans and procedures to broader system-wide improvements. Priority corrective actions are assigned to relevant stakeholders and tracked to ensure the identified problem has been addressed.



### 13.5 RECOVERY DISASTER ASSISTANCE

#### Local Assistance Center

The Town of Apple Valley will assist individuals affected by the disaster. This may include offering disaster assistance phone numbers or provide a location for a Local Assistance Center (LAC) where affected citizens can access disaster assistance directly from various agencies. LACs are staffed with representatives of local and state agencies and NGOs and provide a convenient “one-stop shop” for disaster survivors who can access recovery assistance and referrals to other programs and assistance that may not be represented. The Town’s objective is to provide citizens with the necessary information to help themselves recover from the disaster.

#### Individual Assistance (IA) Programs

**Non-Governmental Organizations Assistance:** Many NGOs, such as the American Red Cross, the Mennonite Disaster Services and the Salvation Army, provide recovery assistance to individuals, families and community organizations. This may include assistance for shelter, food, clothing, and housing reconstruction.

**State Assistance:** The state does not have authority to offer financial assistance to private sector disaster victims under the California Disaster Assistance Act (CDAA). However, CalOES actively coordinates with federal, state, local and NGOs to provide other types of recovery assistance to individuals, households, businesses and the agricultural community. Under the Welfare and Institutions Code, the California Department of Social Services (CDSS) is authorized to assist those who receive the maximum grant under the Federal Individuals and Households Program (IHP) and still have eligible losses as identified by the FEMA inspector.

The State also has a variety of other programs and services to assist individuals, businesses, and farmers in recovering from a disaster.

**FEMA Assistance:** Under the Stafford Act, FEMA provides a wide range of programs for individuals and households. This assistance includes:

- ❖ **Housing Assistance:** The IHP provides financial and direct assistance to eligible homeowners and renters displaced from their pre-disaster primary residence.
- ❖ **Other Needs Assistance:** The IHP provides financial assistance for uninsured disaster related necessary expenses and serious needs, including personal property, medical, dental, and transportation expenses.
- ❖ **Additional Programs:** Other Stafford Act Programs that may be made available as a result of a major disaster declaration includes: crisis counseling, disaster unemployment assistance, and legal services.



**Low-Interest Loans:** The U.S. Small Business Administration (SBA) provides low-interest disaster loans to homeowners, renters, businesses and private non-profit organizations in declared disaster areas. Loans may be made for uninsured physical damage to homes, businesses and other properties, or for economic losses. Following Presidential disaster declarations, SBA implements its program in conjunction with FEMA's IA Stafford Act programs. When a Presidential disaster declaration is not viable or warranted or does not include IA due to the scope of the disaster, it may be appropriate for CalOES to coordinate requests for SBA assistance, since this can be done independently of a FEMA declaration. In order to pursue SBA assistance, the damage incurred by the community must meet certain minimum thresholds.

**Agricultural Assistance:** The U.S. Department of Agriculture (USDA) provides low-interest loans to farmers, ranchers, and aqua culturists for physical and/or crop production losses in areas designated a disaster by the Secretary of Agriculture. This designation may also follow a Presidential disaster declaration. As a result, the SBA may also provide economic injury disaster loans to small non-farm businesses, small agricultural cooperatives, and most private non-profit organizations of any size.

### **Public Assistance (PA) Programs**

**State Assistance:** The California Disaster Assistance Act (CDAA) authorizes the state to provide financial assistance for costs incurred by local governments as a result of a disaster. CDAA assistance may be implemented in circumstances when local resources are exceeded but the President does not declare an emergency or major disaster under the Stafford Act. In general, the state's share of work that is eligible under CDAA is no more than 75 percent of total state eligible costs. However, funding may vary with the type of disaster at the discretion of the Legislature. There are two levels of CDAA assistance:

- ✧ **Secretary's Concurrence:** Under CDAA, the CalOES Secretary may concur with a local government request for state assistance independently of a Governor's Proclamation of a State of Emergency. A Secretary's Concurrence is limited to eligible permanent repair work. There is generally a 75%-25% cost share between state and local governments.
- ✧ **During a State of Emergency:** When the Governor proclaims a State of Emergency, both emergency and permanent work is eligible for assistance. Again there is generally a 75%-25% cost share between state and local governments.

**Federal Assistance:** Under a declaration of emergency or major disaster, the President may designate certain counties in the affected areas as eligible for the Public Assistance (PA). Major assistance programs available under the Stafford Act are managed by FEMA:





- ✧ **FEMA Public Assistance Grant Program:** FEMA provides state agencies, local governments, tribal governments and certain private non-profit entities with federal grants to cover eligible disaster recovery work on a cost-share basis. In accordance with the Stafford Act, the federal cost share is a minimum of 75 percent. The State of California shares the remaining cost with the applicant. Eligible costs must be associated with:
  - Debris removal;
  - Emergency work necessary to save lives, protect public health and safety and protect property;
  - Restoration of damaged facilities, including buildings, equipment and infrastructure and also to pre-disaster design and function; and/or
  - Implementation of cost-effective hazard mitigation measures during repairs to damaged facilities to reduce the risk of future damage to those facilities.
- ✧ **Assistance to Tribal Governments:** In accordance with the National Response Framework, the state coordinates with impacted tribal governments within the State and initiates requests for a Stafford Act Presidential declaration of an emergency or major disaster on behalf of an impacted tribe when appropriate. Within California, tribal governments may submit Requests for Public Assistance to CalOES, which reviews the requests and submits them to FEMA. FEMA may then work directly with the tribal governments as grantees.

**Non-Stafford Act Programs:** The federal government provides recovery assistance through authorities and programs outside of the Stafford Act. These programs may be implemented in conjunction with Stafford Act programs under a disaster declaration or separately. Depending on the program, the agencies may provide assistance directly to recipients or through another state agency besides CalOES. Examples include:

- ✧ **Federal Highway Administration:** Under the Emergency Relief Program, the Federal Highway Administration (FHWA) provides assistance to the Department of Transportation (Caltrans) and local governments for damage to roads, bridges and other facilities on the federal-aid system. Caltrans implements this program on behalf of FHWA.
- ✧ **Natural Resources Conservation Service:** Under the Emergency Watershed Protection Program, the Natural Resources Conservation Service (NRCS) provides assistance to state agencies and local governments for emergency work necessary to protect life, property and public health and safety in watersheds that have been damaged by a disaster, such as a wildfire or flood.
- ✧ **U.S. Army Corps of Engineers:** Under the Rehabilitation and Inspection Program, the United State Army Corps of Engineers (USACE) provides assistance for flood



fighting, emergency repair and repairs to damaged facilities. The USACE provides this assistance for levees and other flood control works that meet pre-disaster criteria for participation in the program.

- ✧ **U.S. Department of Housing and Urban Development:** The United States Department of Housing and Urban Development's (HUD) Community Development Block Grants may be requested by state, local and tribal governments for a wide range of recovery purposes.
- ✧ **Congressional Appropriations:** The U.S. Congress may make disaster-specific appropriations that allow federal agencies to provide assistance beyond existing authorities and programs. State coordination of this assistance depends on the nature of the appropriation and the federal agency that is charged with its implementation.

### **Hazard Mitigation Grant Program**

The Hazard Mitigation Grant Program (HMGP) provides grants to states and local governments to implement long-term hazard mitigation measures after a major disaster declaration. 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. The HMGP is authorized under Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

The HMGP is only available to applicants that reside within a federally declared disaster area. Eligible applicants are:

- State and local governments;
- Indian tribes or other tribal organizations; and
- Certain non-profit organizations.

Although individuals may not apply directly to the state for assistance, local governments may sponsor an application on their behalf.

The amount of funding available for the HMGP under a particular disaster declaration is limited. The program may provide a state with up to 7.5 percent of the total disaster grants awarded by the Federal Emergency Management Agency (FEMA). States that meet higher mitigation planning criteria may qualify for a higher percentage under the Disaster Mitigation Act of 2000. FEMA can fund up to 75 percent of the eligible costs of each project. The grantee must provide a 25 percent match.



## **14. ADMINISTRATION AND LOGISTICS**

### **14.1 ADMINISTRATION**

For the Town of Apple Valley, the administrative actions prior to an emergency include:

- An established written Emergency Operations Plan (EOP) and Standard Operating Procedures (SOPs);
- Track emergency services training records;
- Document drills and exercises to include the critiques; and
- Include non-government organizations in the Town's emergency planning activities.

The administrative actions during and after an emergency include:

- Maintenance of written log-type records;
- Issuance of press releases;
- Submission of status reports, requests for assistance and initial damage assessment requests to the OA EOC;
- Utilize pre-established bookkeeping and accounting methods to track and maintain records of expenditures and obligations; and
- Document recovery operations.

### **14.2 LOGISTICS**

For the Town of Apple Valley, logistics before an emergency include:

- Acquiring and typing Town equipment;
- Stockpiling supplies;
- Designating emergency facilities, such as shelter sites;
- Establish mutual aid agreements, such as with American Red Cross; and
- Prepare a resource contact list.

Logistics during an emergency include:

- Move emergency equipment into place;
- Arrange for food and transportation;
- Arrange for shelter facilities;
- If needed, call on mutual aid; and



*Town of Apple Valley*

## **Emergency Operations Plan**

## **Section 14 Administration & Logistics**

- If needed, provide backup power and communications.

The Town of Apple valley will maintain a list of current contracts for equipment and supplies that might be needed during an event.



**15. EMERGENCY PLAN MAINTENANCE AND DISTRIBUTION**

The Town’s Emergency Services Coordinator is responsible for regular reviews and maintenance of the Town of Apple Valley Emergency Operations Plan (EOP). Modifications may occur as a result of post-incident critiques and/or changes to responsibilities, procedures, laws or regulations. The Emergency Services Coordinator will also be responsible for soliciting and incorporating input from persons with access and functional needs and those who serve them into the EOP revision. The EOP shall be ADA compliant. Revisions will be prepared, coordinated, published and distributed to all Town departments and other agencies as shown on the distribution list.

**15. 1 RECORD OF CHANGES**

Upon final approval of the Plan, individuals will be documented on the “Record of Distribution” form and will be inserted into the Plan.

| Record of Changes |      |                      |                   |
|-------------------|------|----------------------|-------------------|
| Change #          | Date | Person Making Change | Summary of Change |
|                   |      |                      |                   |
|                   |      |                      |                   |
|                   |      |                      |                   |

**15.2 RECORD OF DISTRIBUTION**

| Record of Plan Distribution |        |                  |                  |
|-----------------------------|--------|------------------|------------------|
| Name & Title                | Agency | Date of Delivery | Number of Copies |
|                             |        |                  |                  |
|                             |        |                  |                  |
|                             |        |                  |                  |
|                             |        |                  |                  |
|                             |        |                  |                  |
|                             |        |                  |                  |
|                             |        |                  |                  |



## **16. STANDARD OPERATING PROCEDURES (SOP) DEVELOPMENT**

The Standard Operating Procedures (SOPs) for the Town of Apple Valley are published separately to support the Emergency Operations Plan (EOP). The SOPs detail how a particular function or task will be carried out during an emergency. They include:

- Guidance information;
- Responsibilities of responding employees/agencies; Procedures;
- Personnel Assignments;
- Contact Lists;
- Equipment Lists;
- and Forms.

It is the responsibility of the Town's Emergency Services Coordinator working with the various Town Departments and other agencies to update the SOPs on an as needed basis.



## 17. TRAINING AND EXERCISES

### Training

Training and testing are essential to ensure emergency response personnel of all levels of government and the public are operationally ready. As part of the emergency management training curriculum, it is recommended that personnel with emergency responsibilities complete emergency management courses as described in the SEMS Approved Course of Instruction (ACI) and the NIMS integration criteria. In addition to SEMS and NIMS courses, Town of Apple Valley employees are provided EOP orientation, Disaster Service Worker training, EOC Section Specific training and other additional specialized training as available. The Town's Emergency Services Coordinator is responsible to provide and maintain the training and testing records to demonstrate the compliance with SEMS and NIMS requirements.

### Exercises

Exercises provide personnel with an opportunity to become thoroughly familiar with the procedures, facilities and systems which will actually be used in emergency situations. The Town of Apple Valley participates in all-hazard exercises that involve emergency management/response personnel from multiple disciplines and/or multiple jurisdictions. The Exercises:

- Are realistic as possible;
- Stress the application of standardized emergency management;
- Are based on risk assessments (credible threats, vulnerabilities and consequences); Include non-governmental organizations and the private sector, when appropriate; Incorporate the concepts and principles of SEMS and NIMS;
- Demonstrate continuity of operations issues;
- and
- Incorporate issues related to access and functional needs

populations. Exercises range from seminars/workshops to full-scale demonstrations:



**Seminars/Workshops** are low-stress, informal discussions in a group setting with little or no simulation. It is used to provide information and introduce people to policies, plans and procedures.

**Drills/Tests** are conducted on a regular basis to maintain the readiness of operational procedures, personnel and equipment. Examples include tests of outdoor warning systems and the Emergency Alert System.

**Tabletop Exercises** provide a convenient and low-cost method designed to evaluate policy, plans and procedures and resolve coordination and responsibilities. Such exercises are a good way to see if policies and procedures exist to handle certain issues.

**Functional Exercises** are designed to test and evaluate the capability of an individual function such as communications, public evacuation, or medical.

**Full-Scale Exercises** simulate an actual emergency. They typically involve complete emergency management staff and are designed to evaluate the operational capability of the emergency management system.

The federal government, through FEMA, promulgates the Homeland Security Exercise and Evaluation Program (HSEEP), which is a standardized methodology for exercise design, development, conduct, evaluation and improvement to ensure homeland security and terrorist response capabilities are adequately tested and exercised. On a yearly basis, a HSEEP-compliant training and exercising plan is developed for the Town of Apple Valley. The Town's Emergency Services Coordinator is responsible for the creation of this plan and conducting and/or participating in various exercises throughout the year.





# APPENDICES

## APPENDIX 1 AUTHORITIES AND REFERENCES

### **Authorities**

#### **Local Authorities**

*Apple Valley Ordinance:*

No. 1664 Emergency Preparedness and Functions

*Apple Valley Resolution:*

No. 229 California Master Mutual Aid Agreement

No. 83-50 Registered Volunteer Disaster Service Workers

No. 95-48 Adoption of Standardized Emergency Management System (SEMS)

No. 2006-204 Adoption of National Incident Management System (NIMS)

No. 2011-098 Establish Citizen Corps Council

No. 2012-034 Adoption of Local Hazard Mitigation Plan

#### **State Authorities**

California Emergency Services Act

California Disaster Assistance Act

California Code of Regulations,

Title 19

California Civil Code, Chapter 9, Section 1799.102 – Good Samaritan Liability

California Disaster and Civil Defense Master Mutual Aid Agreement

#### **Federal Authorities**

Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended

Federal Civil Defense Act of 1950 (Public Law 920) as amended

### **References**

Title 44 Code of Federal

Regulations National Incident

Management System National

Response Framework



*Town of Apple Valley*

## **Emergency Operations Plan**

# **Appendix 1 Authorities and References**

Homeland Security Presidential Directive (HSPD-5) Standardized Emergency Management System Guidelines California Catastrophic Incident Base Plan: Concept of Operations California Emergency Plan  
California Hazardous Materials Incident Contingency Plan  
California Law Enforcement Mutual Aid Plan  
California Fire Service and Rescue Emergency Mutual Aid Plan  
Town of Apple Valley General Plan, Safety Element  
Town of Apple Valley Hazard Mitigation Plan



## APPENDIX 2 GLOSSARY OF TERMS

**Action Plan (AP):** See EOC Action Plan and Incident Action Plan.

**Activation:** 1) Initial activation of an EOC may be accomplished by a designated official of the emergency response agency that implements SEMS as appropriate to accomplish the agency's role in response to the emergency. 2) An event in the sequence of events normally experienced during most emergencies.

**After-Action Report (AAR):** A report that examines response actions, application of SEMS, modifications to plans and procedures, training needs and recovery activities. After action reports are required under SEMS after any emergency that requires a declaration of an emergency. Reports must be submitted within 90 days to CalOES.

**Agency:** A division of government with a specific function offering a particular kind of assistance. In the Incident Command System (ICS), agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance). Governmental organizations are most often in charge of an incident, though in certain circumstances private sector organizations may be included. Additionally, Non-Governmental Organizations (NGOs) may be included to provide support.

**All-Hazards:** Any incident, natural or manmade, that warrants action to protect life, property, environment, public health or safety and minimize disruptions of government, social, or economic activities.

**California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA):** An agreement entered into by and between the State of California, its various departments and agencies and the various political subdivisions, municipal corporations and public agencies of the State of California to assist each other by providing resources during an emergency. Mutual Aid occurs when two or more parties agree to furnish resources and facilities and to render services to each other in response to any type of disaster or emergency.

**California Emergency Functions (CA-EF):** The California Emergency Functions are a grouping of state agencies, departments and other stakeholders with similar functional activities/responsibilities whose responsibilities lend to improving the state's ability to collaboratively prepare for, effectively mitigate, cohesively respond to and rapidly recover from any emergency. California Emergency Functions unify a broad-spectrum of stakeholders with various capabilities, resources and authorities to improve collaboration and coordination for a particular discipline. They also provide a framework for the state government to support



regional and community stakeholder collaboration and coordination at all levels of government and across overlapping jurisdictional boundaries.

**California Emergency Services Act (ESA):** An Act within the California Government Code to insure that preparations within the state will be adequate to deal with natural, manmade, or war-caused emergencies which result in conditions of disaster or in extreme peril to life, property and the natural resources of the state and generally to protect the health and safety and preserve the lives and property of the people of the state.

**Catastrophe:** Any natural or manmade incident, including terrorism that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions.

**Command:** The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

**Command/Management:** Command is responsible for the directing, ordering, and/or controlling of resources at the field response level. Management is responsible for overall emergency policy and coordination at the SEMS EOC levels.

**Command Post:** See Incident Command Post.

**Command Staff:** The Command Staff at the SEMS Field Level consists of the Information Officer, Safety Officer and Liaison Officer. They report directly to the Incident Commander. They may have an assistant or assistants, as needed. These officers are also found at the EOC levels in SEMS and they report directly to the EOC Director and comprise the Management Staff. They may have an assistant or assistants, as needed.

**Common Terminology:** Normally used words and phrases-avoids the use of different words/phrases for same concepts, consistency, to allow diverse incident management and support organizations to work together across a wide variety of incident management functions and hazard scenarios.

**Communications:** Process of transmission of information through verbal, written, or symbolic means.

**Continuity of Government (COG):** Activities that address the continuance of constitutional governance. COG planning aims to preserve and/or reconstitute the institution of government and ensure that a department or agency's constitutional, legislative, and/or administrative responsibilities are maintained. This is accomplished through succession of leadership, the pre-



delegation of emergency authority and active command and control during response and recovery operations.

**Continuity of Operations (COOP):** Planning should be instituted (including all levels of government) across the private sector and non-governmental organizations as appropriate, to ensure the continued performance of core capabilities and/or critical government operations during any potential incident.

**Coordination:** The process of systematically analyzing a situation, developing relevant information and informing appropriate command authority of viable alternatives for selection of the most effective combination of available resources to meet specific objectives. The coordination process (which can be either intra-or inter-agency) does not involve dispatch actions. However, personnel responsible for coordination may perform command or dispatch functions within the limits established by specific agency delegations, procedures, legal authority, etc. Multiagency or Interagency coordination is found at all SEMS levels.

**Coordination Center:** Term used to describe any facility that is used for the coordination of agency or jurisdictional resources in support of one or more incidents.

**Corrective Actions:** Implementing procedures that are based on lessons learned from actual incidents or from training and exercises.

**Cost Unit:** Functional unit within the Finance/Administration Section responsible for tracking costs, analyzing cost data, making cost estimates and recommending cost-saving measures.

**Critical Infrastructure:** Systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.

**Cyber Threat:** An act or threat that poses potentially devastating disruptions to critical infrastructure, including essential communications such as voice, email and Internet connectivity

**Cyber Security:** The protection of data and systems in networks that are connected to the internet, including measures to protect critical infrastructure services. These services may include essential communications such as voice, email and internet connectivity.

**Demobilization:** The orderly, safe and efficient return of an incident resource to its original location and status.



**Department Operations Center (DOC):** An Emergency Operations Center (EOC), specific to a single department or agency. Their focus is on internal agency incident management and response. They are often linked to and, in most cases, are physically represented in a combined agency EOC by authorized agent(s) for the department or agency.

**Disaster:** A sudden calamitous emergency event bringing great damage loss or destruction.

**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 Section Chief. A Division is located within the ICS organization between the Branch and resources in the Operations Section.

**Documentation Unit:** Functional unit within the Planning/Intelligence Section responsible for collecting, distributing, recording and safeguarding all documents relevant to an incident or within an EOC.

**Emergency:** Any incident(s), whether natural or manmade, 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 Management Assistance Compact (EMAC):** A congressionally ratified organization that provides form and structure to interstate mutual aid. Through EMAC, a disaster-affected state can request and receive assistance from other member states quickly and efficiently, resolving two key issues upfront: liability and reimbursement.

**Emergency Management Community:** The stakeholders in emergency response in California including the residents of California, the private sector and federal, state, local and tribal governments.

**Emergency Operations Center (EOC):** The physical location at which the coordination of information and resources to support incident management (on-scene operations) 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. EOC may be organized by major functional disciplines (e.g., fire, law enforcement and medical services), by jurisdiction (e.g., federal, state, regional, tribal, Town, county), or some combination thereof.



**Emergency Operations Plan:** The ongoing plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

**Emergency Resource Directory (ERD):** A directory containing information on agency or organization personnel emergency certifications and qualifications and vendor and support organization supplies, equipment, etc. that may be needed during an emergency. Supplies and equipment can include such items potable water tenders, portable toilets, heavy equipment, prepared meals, bulk foodstuffs, cots, rental office trailers, etc. To the extent possible and when appropriate, equipment should be typed by capability according to a common and accepted typing schematic. Emergency resource directories should only include those items likely to be needed by the preparing agency or organization in the performance of their duties and should not attempt to include everything that may be needed in any emergency.

**Emergency Response Agency:** Any organization responding to an emergency, or providing mutual aid support to such an organization, whether in the field, at the scene of an incident, or to an operations center.

**Emergency Response Personnel:** Personnel affiliated with or sponsored by emergency response agencies.

**EOC Action Plan:** The plan developed at SEMS EOC levels, which contains objectives, actions to be taken, assignments and supporting information for the next operational period.

**Essential Facilities:** Police, fire, emergency operations centers, schools, medical facilities and other resources that have a role in an effective and coordinated emergency response.

**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.

**Federal:** Of or pertaining to the federal government of the United States of America.

**Finance/Administration Section:** The section responsible for all administrative and financial considerations surrounding an incident or EOC activation.

**Function:** Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics and Finance/Administration. The same five functions are also found at all SEMS EOC Levels. At the EOC, the term Management replaces Command. The term function is also used when describing the activity involved, (e.g. the planning function). A sixth function, Intelligence/Investigations, may be established, if required, to meet emergency management needs.



**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 manmade that requires a response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wild-land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies and other occurrences requiring an emergency response.

**Incident Action Plan (IAP):** 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. At the SEMS EOC level it is called the EOC Action Plan.

**Incident Base:** The location at which primary Logistics functions for an incident are coordinated and administered. There is only one base per incident. (Incident name or other designator will be added to the term base.) The Incident Command Post may be co-located with the Base.

**Incident Command:** Responsible for overall management of the incident and consists of the Incident Commander, either single or unified command or any assigned supporting staff.

**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.

**Incident Command Post (ICP):** The field location where the primary functions are performed. The ICP may be co-located with the incident base or other incident facilities.

**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.

**Information:** Pieces of raw, unanalyzed data that identifies persons, evidence, events; or illustrates processes that specify the occurrence of an event. May be objective or subjective and is intended for both internal analysis and external (news media) application. Information is the “currency” that produces intelligence.

**Intelligence:** Product of an analytical process that evaluates information collected from diverse sources, integrates the relevant information into a cohesive package and produces a conclusion or estimate. Information must be real, accurate and verified before it becomes intelligence for planning purposes. Intelligence relates to the specific details involving the activities of an incident or EOC and current and expected conditions and how they affect the actions taken to achieve operational period objectives. Intelligence is an aspect of information. Intelligence is primarily intended for internal use and not for public dissemination.

**Intelligence/Investigations:** Intelligence gathered within the Intelligence/Investigations function is information that either leads to the detection, prevention, apprehension and prosecution of criminal activities (or the individual(s) involved) including terrorist incidents or information that leads to determination of the cause of a given incident (regardless of the source) such as public health events or fires with unknown origins. This is different from the normal operational and situational intelligence gathered and reported by the Planning Section.

**Interoperability:** Allows emergency management/response personnel and their affiliated organizations to communicate within and across agencies and jurisdictions via voice, data, or video-on-demand, in real-time, when needed and when authorized.

**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. Public information officials from all participating agencies should co-locate at the JIC.

**Joint Information System (JIS):** Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, accurate, accessible, timely and complete 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., federal, state, tribal and local boundary lines) or functional (e.g., law enforcement, public health).

**Key Resources:** Any publicly or privately controlled resources essential to the minimal operations of the economy and government.

**Liaison:** A form of communication for establishing and maintaining mutual understanding and cooperation.

**Liaison Officer:** A member of the Command Staff (Management Staff at the SEMS EOC Levels) responsible for coordinating with representatives from cooperating and assisting agencies or organizations. At SEMS EOC Levels, reports directly to the EOC Director and coordinates the initial entry of Agency Representatives into the Operations Center and also provides guidance and support for them as required.

**Local Government:** According to federal code<sup>30</sup> a county, municipality, Town, 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 entity, or in Alaska a Native village or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity.

**Logistics:** Providing resources and other services to support incident management.

**Logistics Section:** The section responsible for providing facilities, services and material support for an incident or EOC activation.

**Management Staff:** See Command Staff.

**Mitigation:** Provides a critical foundation in the effort to reduce the loss of life and property from natural and/or manmade disasters by avoiding or lessening the impact of a disaster and



providing value to the public by creating safer communities. Mitigation seeks to fix the cycle of disaster damage, reconstruction and repeated damage. These activities or actions, in most cases, will have a long-term sustained effect.

**Mobilization:** The process and procedures used by all organizations—federal, state, tribal and local—for activating, assembling and transporting all resources that have been requested to respond to or support an incident.

**Mobilization Center:** An off-emergency location where emergency services personnel and equipment may be temporarily located, pending assignment to emergencies, release, or reassignment.

**Multiagency or Inter-Agency Coordination:** The participation of agencies and disciplines involved at any level of the SEMS organization working together in a coordinated effort to facilitate decisions for overall emergency response activities, including the sharing of critical resources and the prioritization of incidents.

**Multiagency Coordination Group (MAC Group):** Typically, administrators/executives, or their appointed representatives, who are authorized to commit agency resources and funds, are brought together and form MAC Groups. MAC Groups may also be known as multiagency committees, emergency management committees, or as otherwise defined by the System. It can provide coordinated decision making and resource allocation among cooperating agencies and may establish the priorities among incidents, harmonize agency policies and provide strategic guidance and direction to support incident management activities.

**Multiagency Coordination System(s) (MACS):** Multiagency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration and information coordination. The elements of multiagency coordination systems include facilities, equipment, personnel, procedures and communications. Two of the most commonly used elements are EOC and MAC Groups. These systems assist agencies and organizations responding to an incident.

**Mutual Aid Agreements and/or Assistance Agreements:** Written or oral agreements between and among agencies/organizations and/or jurisdictions that provide a mechanism to quickly obtain emergency assistance in the form of personnel, equipment, materials and other associated services. The primary objective is to facilitate rapid, short-term deployment of emergency support prior to, during, and/or after an incident.



**Mutual Aid Coordinator:** An individual at local government, Operational Area, Region or State Level that is responsible to coordinate the process of requesting, obtaining, processing and using mutual aid resources. Mutual Aid Coordinator duties will vary depending upon the mutual aid system.

**Mutual Aid Region:** A mutual aid region is a subdivision of CalOES established to assist in the coordination of mutual aid and other emergency operations within a geographical area of the state, consisting of two or more Operational Areas.

**National:** Of a nationwide character, including the federal, state, tribal and local aspects of governance and policy.

**National Incident Management System (NIMS):** Provides a systematic, proactive approach guiding government agencies at all levels, the private sector and non-governmental organizations to work seamlessly to prevent, protect against, respond to, recover from and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life or property and harm to the environment.

**National Response Framework (NRF):** A guide to how the nation conducts all-hazards incident management.

**Non-governmental Organization (NGO):** An entity with an association that is based on the interests of its members, individuals, or institutions. It is not created by a government, but it may work cooperatively with the government. Such organizations serve a public purpose, not a private benefit. Examples of NGO include faith-based charity organizations and the American Red Cross.

**Officer:** 1) The ICS title for the personnel responsible for the Command Staff (Management Staff at EOC) positions of Safety, Liaison and Public Information. 2) One who holds an office or post; especially one elected or appointed to a position of authority or trust in a corporation, government, institution, etc.

**Operational Area (OA):** An intermediate level of the state emergency organization, consisting of a county and all other political subdivisions within the geographical boundaries of the county.

**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 they last 12-24 hours.



**Operations Section:** The section responsible for all tactical incident operations and implementation of the Incident Action Plan. In ICS, it normally includes subordinate branches, divisions, and/or groups. At the SEMS EOC levels the section is responsible for the coordination of operational activities. The Operations Section at an EOC contains branches, groups or units necessary to maintain appropriate span of control.

**Organization:** Any association or group of persons with like objectives. Examples include, but are not limited to, governmental departments and agencies, private sector, and/or non-governmental organizations.

**Planning Section:** The section responsible for the collection, evaluation and dissemination of operational information related to the incident or EOC activities and for the preparation and documentation of the IAP or EOC action plan respectively. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident or EOC activation.

**Political Subdivisions:** Includes any Town, Town and county, county, tax or assessment district, or other legally authorized local governmental entity with jurisdictional boundaries.

**Preparedness:** A continuous cycle of planning, organizing, training, equipping, exercising, evaluating and taking corrective action in an effort to ensure effective coordination during incident response. Within NIMS, preparedness focuses on the following elements: planning, procedures and protocols, training and exercises, personnel qualification and certification and equipment certification.

**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.

**Private Sector:** Organizations and entities that are not part of any governmental structure. The private sector includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry.



**Protocols:** Sets of established guidelines for actions (which may be designated by individuals, teams, functions, or capabilities) under various specified conditions.

**Public Information:** Processes, procedures and systems for communicating timely, accurate and accessible information on the incident's cause, size and current situation; resources committed; and other matters of general interest to the public, responders and additional stakeholders (both directly affected and indirectly affected).

**Public Information Officer (PIO):** A member of the Command Staff (Management Staff at the SEMS EOC Levels) responsible for interfacing with the public and media and/or with other agencies with incident-related information requirements.

**Recovery:** The development, coordination and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private-sector, non-governmental 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 Plan:** A plan developed to restore the affected area or community.

**Region Emergency Operations Center (REOC):** Facilities found at CalEMA Administrative Regions. REOC provide centralized coordination of resources among Operational Areas within their respective regions and between the Operational Areas and the State Level.

**Reimbursement:** Provides a mechanism to recoup funds expended for incident-specific activities.

**Resource Management:** Efficient emergency management and incident response 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 NIMS includes mutual aid agreements and assistance agreements; the use of special federal, state, tribal and local teams; and resource mobilization protocols.

**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.

**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 EOP 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 Personnel:** Includes federal, state, territorial, tribal, sub-state regional and local governments, private sector organizations, critical infrastructure owners and operators, NGO and all other organizations and individuals who assume an emergency management role. Also known as an Emergency Responder.

**Safety Officer:** A member of the Command Staff (Management Staff at the SEMS EOC Levels) responsible for monitoring incident operations and advising the IC on all matters relating to operational safety, including the health and safety of emergency responder personnel. The Safety Officer may have assistants.

**Section:** 1) The organizational level having responsibility for a major functional area of incident or EOC Management, (e.g. Operations, Planning, Logistics, Finance/Administration) and Intelligence/ Investigations (if established). The section is organizationally situated between the branch and the Incident Command. 2) A separate part or division as: a. A portion of a book, treatise, or writing. b. A subdivision of a chapter. c. A division of law.

**Situation Report:** Often contain confirmed or verified information regarding the specific details relating to the incident.

**Span of Control:** The number of resources for which a supervisor is responsible, usually expressed as the ratio of supervisors to individuals. (Under NIMS, an appropriate span of control is between 1:3 and 1:7, with optimal being 1:5.)

**Special District:** A unit of local government (other than a Town, county, or Town and county) with authority or responsibility to own, operate and maintain systems, programs, services, or



projects (as defined in California Code of Regulations (CCR) Section 2900(s) for purposes of natural disaster assistance. This may include a joint power authority established under Section 6500 et. seq. of the Code.

**Stafford Act:** The Robert T. Stafford Disaster Relief and Emergency Assistance Act establishes the programs and processes for the federal government to provide disaster and emergency assistance to states, local governments, tribal nations, individuals and qualified private nonprofit organizations. The provisions of the Stafford Act cover all-hazards including natural disasters and terrorist events. Relevant provisions of the Stafford Act include a process for Governors to request federal disaster and emergency assistance from the President. The President may declare a major disaster or emergency.

**Staging Area:** Established on an incident for the temporary location of available resources. A Staging Area can be any location on an incident in which personnel, supplies and equipment can be temporarily housed or parked while awaiting operational assignment.

**Standard Operating Procedure (SOP):** Complete reference document or an operations manual that provides the purpose, authorities, duration and details for the preferred method of performing a single function or a number of interrelated functions in a uniform manner.

**Standardized Emergency Management System (SEMS):** A system required by California Government Code and established by regulations for managing response to multiagency and multijurisdictional emergencies in California. SEMS consists of five organizational levels, which are activated as necessary: Field response, Local Government, Operational Area, Region and State.

**Standardized Emergency Management System (SEMS) Guidelines:** The SEMS guidelines are intended to assist those responsible for planning, implementing and participating in SEMS.

**Standardized Emergency Management System (SEMS) Regulations:** Regulations establishing the Standardized Emergency Management System (SEMS) based upon the Incident Command System (ICS) adapted from the system originally developed by the Firefighting Resources of California Organized for Potential Emergencies (FIRESCOPE) program including those currently in use by state agencies, the Multiagency Coordination System (MACS) as developed by FIRESCOPE program, the Operational Area concept and the Master Mutual Aid Agreement and related mutual aid systems. Regulations are found at TITLE 19. DIVISION 2. Chapter 1, ∞ 2400 et. Seq.





**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, Public Law 107–296, 116 Stat. 2135 (2002).

**State Operations Center (SOC):** The SOC is operated by the California Emergency Management Agency at the State Level in SEMS. It is responsible for centralized coordination of state resources in support of the three CalOES Administrative Regional Emergency Operations Centers (REOCs). It is also responsible for providing updated situation reports to the Governor and legislature.

**Strategy:** The general plan or direction selected to accomplish incident objectives.

**System:** An integrated combination of people, equipment and processes that work in a coordinated manner to achieve a specific desired output under specific conditions.

**Technical Assistance:** Support provided to state, tribal and local 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 or hazardous material assessments).

**Technical Specialists:** Personnel with special skills that can be used anywhere within the SEMS organization. No minimum qualifications are prescribed, as technical specialists normally perform the same duties during an incident that they perform in their everyday jobs and they are typically certified in their fields or professions.

**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; 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 or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Public Law 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.



**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.].

**Type:** 1) An ICS resource classification that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size, power, capability, or (in the case of incident management teams) experience and qualifications. 2) A class, kind, or group sharing one or more characteristics; category. 3) A variety or style of a particular class or kind of things.

**Unified Command:** An ICS application used when more than one agency has 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 with functional responsibility for a specific incident planning, logistics, or finance/administration activity.

**Vital Records:** The essential agency records that are needed to meet operational responsibilities under national security emergencies or other emergency or disaster conditions (emergency operating records), or to protect the legal and financial rights of the Government and those affected by Government activities (legal and financial rights records).

**Volunteer:** For purposes of 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 16 U.S.C. 742f(c) and 29 CFR 553.101.



**APPENDIX 3 ACRONYMS LIST**

|          |  |
|----------|--|
| AAR      | After Action Report                            |
| ADA      | Americans with Disabilities Act                |
| AP       | Action Plan                                    |
| ARC      | American Red Cross                             |
| CA-EF    | California Emergency Function                  |
| CalOES   | California Office of Emergency Services        |
| CAL FIRE | California Fire                                |
| Caltrans | California Department of Transportation        |
| CALWAS   | California Warning System                      |
| CAP      | Corrective Action Planning                     |
| CARES    | California Animal Response in Emergency System |
| CCC      | California Citizen Corp                        |
| CCR      | California Code of Regulations                 |
| CDC      | Center for Disease Control                     |
| CDAAC    | California Disaster Assistance Act             |
| CERT     | Community Emergency Response Team              |
| CHP      | California Highway Patrol                      |
| CISD     | Critical Incident Stress Debriefing            |
| CLERS    | California Law Enforcement Radio System        |
| COG      | Continuity of Government                       |
| COOP     | Continuity of Operations                       |
| CSWC     | California State Warning Center                |
| DHS      | Department of Homeland Security                |
| DOC      | Department Operating Center                    |
| DOJ      | Department of Justice                          |
| DSW      | Disaster Service Worker                        |
| EAS      | Emergency Alert System                         |
| ECS      | Emergency Communications Services              |
| EMAC     | Emergency Management Assistance Compact        |
| EMMA     | Emergency Managers Mutual Aid                  |
| EOC      | Emergency Operations Center                    |
| EOP      | Emergency Operations Plan                      |
| EPA      | Environmental Protection Agency                |
| ESF      | Emergency Support Function                     |
| FBI      | Federal Bureau of Investigation                |
| FCC      | Federal Communications Commission              |
| FEMA     | Federal Emergency Management Agency            |
| FIRM     | Flood Insurance Rate Map                       |

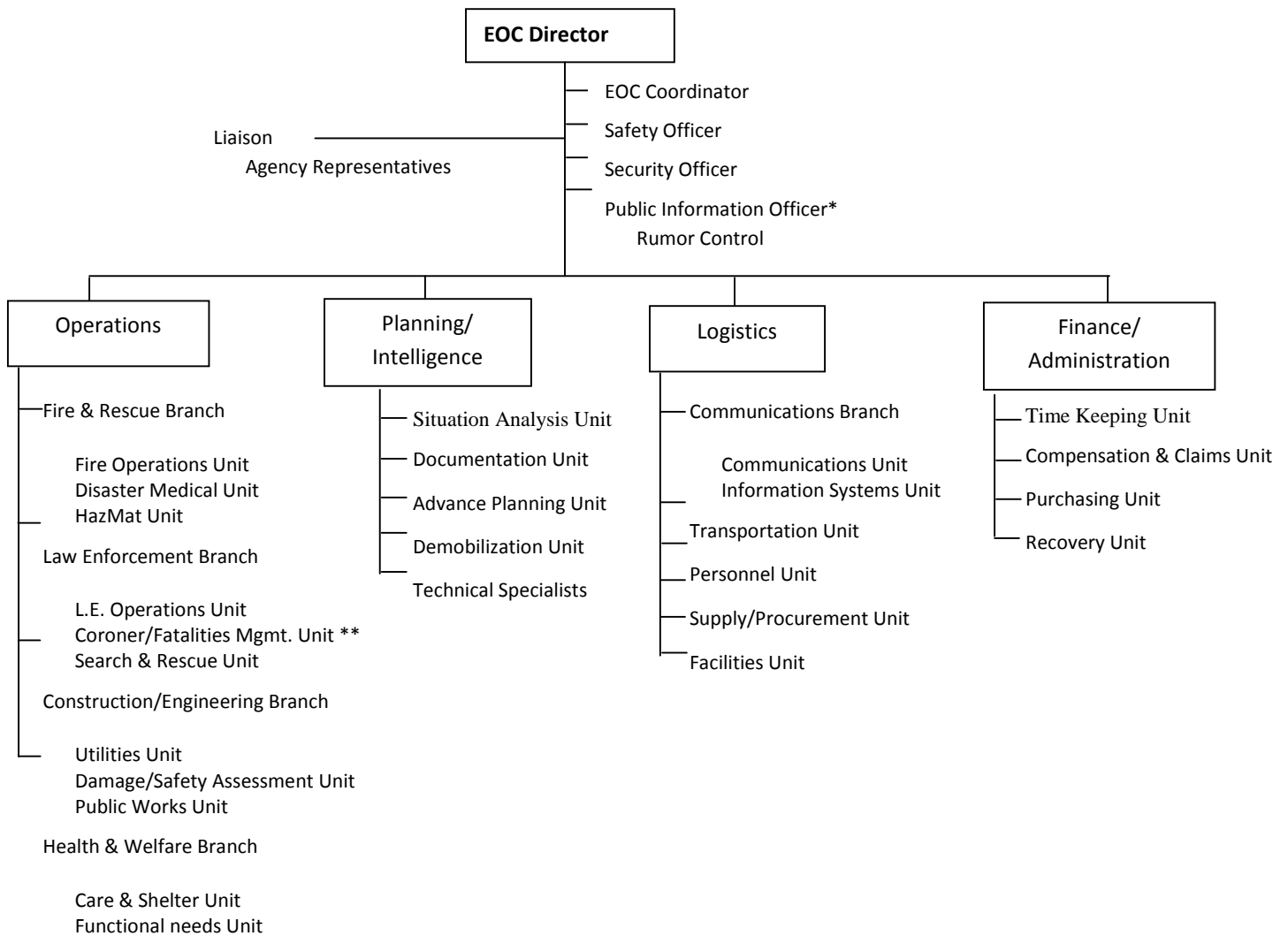


|        |   |
|--------|---|
| HazMat | Hazardous Materials                           |
| HMGP   | Hazard Mitigation Grant Program               |
| HSEEP  | Homeland Security Exercise and Evaluation     |
| IA     | Individual Assistance                         |
| IC     | Incident Commander                            |
| ICP    | Incident Command Post                         |
| ICS    | Incident Command System                       |
| IDE    | Initial Damage Estimate                       |
| JFO    | Joint Field Office                            |
| JIC    | Joint Information Center                      |
| JIS    | Joint Information System                      |
| LAC    | Local Assistance Center                       |
| MAC    | Multi-Agency Coordination                     |
| MHz    | Megahertz                                     |
| MMAA   | California Disaster and Civil Defense Master  |
| NAWAS  | National Warning System                       |
| NDAA   | Natural Disaster Assistance Act               |
| NGO    | Non-Government Organization                   |
| NIMS   | National Incident Management System           |
| NRF    | National Response Framework                   |
| NWS    | National Weather Service                      |
| OA     | Operational Area                              |
| OASIS  | Operational Area Satellite Information System |
| PA     | Public Assistance                             |
| PDA    | Preliminary Damage Assessment                 |
| PIO    | Public Information Officer                    |
| REOC   | Regional Emergency Operations Center          |
| RIMS   | Response Information Management System        |
| SEMS   | Standardized Emergency Management System      |
| SOC    | State Operation Center                        |
| SOP    | Standard Operating Procedure                  |
| VOAD   | Voluntary Organizations Active in Disaster    |



**APPENDIX 4 STANDARDIZED EMERGENCY MANAGEMENT SYSTEM  
EOC POSITION CHECKLISTS**

The following checklists are extracted from the state planning guide *SEMS Local Government EOC Position Checklists*. They are based on the generic SEMS operating structure shown below. The EOC Director may alter this generic structure as needed based on operational requirements.





**Generic Checklist**  
(For All Positions)

**Activation Phase:**

- € Check in with the Personnel Unit (in Logistics) upon arrival at the EOC.
- € Report to EOC Director, Section Chief, Branch Coordinator, or other assigned Supervisor.
- € Set up your workstation and review your position responsibilities.
- € Establish and maintain a position log which chronologically describes your actions taken during your shift.
- € Determine your resource needs, such as a computer, phone, plan copies, and other reference documents.
- € Ensure RIMS (Response Information Management System) is operational.

**Demobilization Phase:**

- € Deactivate your assigned position and close out logs when authorized by the EOC Director.
- € Complete all required forms, reports, and other documentation. All forms should be submitted through your supervisor to the Planning/Intelligence Section, as appropriate, prior to your departure.
- € Be prepared to provide input to the after-action report.
- € If another person is relieving you, ensure they are thoroughly briefed before you leave your work station.
- € Clean up your work area before you leave.
- € Leave a forwarding phone number where you can be reached.



## Management Section

EOC Director

**\*\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\*\***

### Responsibilities:

1. Establish the appropriate Staffing level for the EOC and continuously monitor organizational effectiveness ensuring that appropriate modifications occur as required.
2. Exercise overall management responsibility for the coordination between Emergency Response Agencies within the Operational Area. In conjunction with the General Staff, set priorities for response efforts. Ensure that all agency actions are accomplished within the priorities established.
3. Ensure that Inter-Agency Coordination is accomplished effectively within the EOC.

### Activation Phase:

- € Determine appropriate level of activation based on situation as known.
- € Mobilize appropriate personnel for the initial activation of the EOC.
- € Respond immediately to EOC site and determine operational status.
- € Obtain briefing from whatever sources are available.
- € Ensure that the EOC is properly set up and ready for operations.
- € Ensure that an EOC check-in procedure is established immediately.
- € Ensure that an EOC organization and staffing chart is posted and completed.
- € Determine which sections are needed, assign Section Chiefs as appropriate and ensure they are staffing their sections as required.
  - o Operations Section Chief
  - o Logistics Section Chief
  - o Planning/Intelligence Section Chief
  - o Finance/Administration Chief
- € Determine which Management Section positions are required and ensure they are filled as soon as possible.
  - o Liaison Officer
  - o EOC Coordinator
  - o Public Information Branch Coordinator
  - o Safety Officer
  - o Security Officer
- € Ensure that telephone and/or radio communications with Operational Area EOC are established and functioning.
- € Schedule the initial Action Planning meeting.
- € Confer with the General Staff to determine what representation is needed at the EOC from other emergency response agencies.
- € Assign a liaison officer to coordinate outside agency response to the EOC, and to assist as necessary in establishing an Interagency Coordination Group.



### Operational Phase:

- € Monitor general staff activities to ensure that all appropriate actions are being taken.
- € In conjunction with the Public Information Unit, conduct news conferences and review media releases for final approval, following the established procedure for information releases and media briefings.
- € Ensure that the Liaison Officer is providing for and maintaining effective interagency coordination.
- € Based on current status reports, establish initial strategic objectives for the Town EOC.
- € In coordination with Management Staff, prepare management function objectives for the initial Action Planning Meeting.
- € Convene the initial Action Planning meeting. Ensure that all Section Chiefs, Management Staff, and other key agency representatives are in attendance. Ensure that appropriate Action Planning procedures are followed. (refer to Planning/Intelligence Section, "Action Planning Job Aid." Ensure the meeting is facilitated appropriately by the Planning/Intelligence Section.
- € Once the Action Plan is completed by the Planning/Intelligence Section, review, approve and authorize its implementation.
- € Conduct periodic briefings with the general staff to ensure strategic objectives are current and appropriate.
- € Conduct periodic briefings for elected officials or their representatives.
- € Formally issue Emergency Proclamation for the Town, and coordinate local government proclamations with other emergency response agencies, as appropriate.
- € Brief your relief at shift change, ensuring that ongoing activities are identified and follow-up requirements are known.

### Demobilization Phase:

- € Authorize demobilization of sections, branches and units when they are no longer required.
- € Notify the Operational Area EOC, and other appropriate organizations of the planned demobilization, as appropriate.
- € Ensure that any open actions not yet completed will be handled after demobilization.
- € Ensure that all required forms or reports are completed prior to demobilization.
- € Be prepared to provide input to the after action report.
- € Deactivate the Town EOC at the designated time, as appropriate.
- € Proclaim termination of the emergency response and proceed with recovery operations.





**EOC Coordinator (ESC)**

**\*\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\*\***

**Responsibilities:**

1. Facilitate the overall functioning of the EOC.
2. Assist and serve as an advisor to the EOC 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.
3. Assist the Liaison Officer in ensuring proper procedures are in place for directing agency representatives and conducting VIP/visitor tours of the EOC.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.
- € Assist the EOC Director in determining appropriate staffing for the EOC.
- € Provide assistance and information regarding section staffing to all general staff.

**Operational Phase:**

- € Assist the EOC Director and the General Staff in developing an overall strategic objectives as well as section objectives for the Action Plan.
- € Advise the EOC Director on procedures for enacting emergency proclamations, emergency ordinances and resolutions, and other legal requirements.
- € Assist the Planning/Intelligence Section in the development, continuous updating, and execution of the EOC Action Plan.
- € Provide overall procedural guidance to General Staff as required.
- € Provide general advice and guidance to the EOC Director as required.
- € Ensure that all notifications are made to the Operational Area EOC.
- € Ensure that all communications with appropriate emergency response agencies is established and maintained.
- € Assist EOC Director in preparing for and conducting briefings with Management Staff, the Town Council, the media, and the general public.
- € Assist the EOC Director and Liaison Officer, in establishing and maintaining an Interagency Coordination Group comprised of outside agency representatives and executives not assigned to specific sections within the EOC.
- € Assist the Liaison Officer with coordination of all EOC visits.
- € Provide assistance with shift change activity as required.

**Demobilization Phase:**

- € Follow generic Demobilization Phase Checklist.



**Public Information Branch Coordinator**

**\*\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\*\***

**Responsibilities:**

1. Serve as the coordination point for all media releases.
2. Represent the jurisdiction as the lead Public Information Officer.
3. Ensure that the public within the affected area receives complete, accurate, and consistent information about life safety procedures, public health advisories, relief and assistance programs and other vital information.
4. Coordinate media releases with Public Information Officers representing other affected emergency response agencies within the Operational Area as required.
5. Develop the format for press conferences, in conjunction with the EOC Director.
6. Maintaining a positive relationship with the media representatives.
7. Supervising the Public Information Branch.

**Activation Phase:**

- € Follow generic Activation Phase Checklists.
- € Determine staffing requirements and make required personnel assignments for the Public Information Branch as necessary.

**Operational Phase:**

- € Obtain policy guidance from the EOC Director with regard to media releases.
- € Keep the EOC Director advised of all unusual requests for information and of all major critical or unfavorable media comments. Recommend procedures or measures to improve media relations.
- € Coordinate with the Situation Status Unit and identify method for obtaining and verifying significant information as it is developed.
- € Develop and publish a media briefing schedule, to include location, format, and preparation and distribution of hand-out materials.
- € Implement and maintain an overall information release program.
- € Establish a Media Information Center, as required, providing necessary space, materials, telephones, and electrical power.
- € Maintain up-to-date status boards and other references at the media information center.
- € Provide adequate staff to answer questions from members of the media.
- € Interact with other Town EOC as well as Operational Area EOC PIOs and obtain information relative to public information operations.
- € Develop content for state Emergency Alert System (EAS) releases if available.
- € Monitor EAS releases as necessary.
- € In coordination with other EOC sections and as approved by the EOC Director, issue timely and consistent advisories and instructions for life safety, health, and assistance for the public.
- € At the request of the EOC Director, prepare media briefings for members of the Town Council and provide other assistance as necessary to facilitate their participation in media briefings and press conferences.
- € Ensure that a rumor control function is established to correct false or erroneous information.
- € Ensure that adequate staff is available at incident sites to coordinate and conduct tours of the disaster areas.
- € Provide appropriate staffing and telephones to efficiently handle incoming media and public calls.



- € Prepare, update, and distribute to the public a Disaster Assistance Information Directory, which contains locations to obtain food, shelter, supplies, health services, etc.
- € Ensure that announcements, emergency information and materials are translated and prepared for special populations (non-English speaking, hearing impaired etc.).
- € Monitor broadcast media, using information to develop follow-up news releases and rumor control.
- € Ensure that file copies are maintained of all information released.
- € Provide copies of all media releases to the EOC Director.
- € Conduct shift change briefings in detail, ensuring that in-progress activities are identified and follow-up requirements are known.
- € Prepare final news releases and advise media representatives of points-of-contact for follow-up stories.

### **Demobilization Phase:**

- € Follow generic Demobilization Phase Checklist.



**Rumor Control Unit Leader**

**\*\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\*\***

**Responsibilities:**

1. Provide staffing for rumor control telephone bank.
2. Establish a "Disaster Hotline" with an up-to-date recorded message.
3. Supervise the Rumor Control Unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Obtain "confirmed" disaster information.
- € Operate a telephone bank for receiving incoming inquiries from the general public.
- € Correct rumors by providing factual information based on confirmed data.
- € Establish a "Disaster Hotline" recorded message and provide updated message information periodically.
- € Refer inquiries from member of the media to the lead Public Information Officer or designated staff.

**Demobilization Phase:**

- € Follow generic Demobilization Phase Checklist.



**Liaison Officer**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Oversee all liaison activities, including coordinating outside agency representatives assigned to the EOC and handling requests from other EOCs for EOC agency representatives.
2. Establish and maintain a central location for incoming agency representatives, providing workspace and support as needed.
3. Ensuring that position specific guidelines, policy directives, situation reports, and a copy of the EOC Action Plan is provided to Agency Representatives upon check-in.
4. In conjunction with the EOC Coordinator, provide orientations for VIPs and other visitors to the EOC.
5. Ensuring that demobilization is accomplished when directed by the EOC Director.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.
- € Obtain assistance for your position through the Personnel Unit in Logistics, as required.

**Operational Phase:**

- € Contact Agency Representatives already on-site, ensuring that they:
  - o Have signed into the EOC,
  - o Understand their assigned functions,
  - o Know their work locations,
  - o Understand EOC organization and floor plan.
- € Determine if additional representation is required from:
  - o Other agencies,
  - o Volunteer organizations,
  - o Private organizations,
  - o Utilities not already represented.
- € In conjunction with the EOC Director and EOC Coordinator, establish and maintain an Interagency Coordination Group comprised of outside agency representatives and executives not assigned to specific sections within the EOC.
- € Assist the EOC Director and EOC Coordinator in conducting regular briefings for the Interagency Coordination Group and with distribution of the current EOC Action Plan and Situation Report.
- € Request that Agency Representatives maintain communications with their agencies and obtain situation status reports regularly.
- € With the approval of the EOC Director, provide agency representatives from the EOC to other EOCs as required and requested.
- € Maintain a roster of agency representatives located at the Town EOC. Roster should include assignment within the EOC (Section or Interagency Coordination Group). Roster should be distributed internally on a regular basis.



**Demobilization Phase:**

- € Follow generic Demobilization Phase Checklist
- € Release agency representatives that are no longer required in the Town EOC when authorized by the EOC Director.



**Agency Representatives**

**\*\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\*\***

**Responsibilities:**

1. Agency Representatives should be able to speak on behalf of their agencies, within established policy limits, acting as a liaison between their agencies and the EOC.
2. Agency Representatives may facilitate requests to or from their agencies, but normally do not directly act on or process resource requests.
3. Agency Representatives are responsible for obtaining situation status information and response activities from their agencies for the EOC.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.
- € Check in with the Liaison Officer and clarify any issues regarding your authority and assignment, including the functions of other representatives from your agency (if any) in the EOC.
- € Establish communications with your home agency; notify the Logistics Section Communications Unit and the Liaison Officer of any communications problems.
- € Unpack any materials you may have brought with you and set up your assigned station, request through the Liaison Officer and/or Logistics to obtain necessary materials and equipment.
- € Obtain an EOC organization chart, floor plan, and telephone list from the Liaison Officer.
- € Contact the Town EOC sections or branches that are appropriate to your responsibility; advise them of your availability and assigned work location in the EOC.

**Operational Phase:**

- € Facilitate requests for support or information that your agency can provide.
- € Keep current on the general status of resources and activity associated with your agency.
- € Provide appropriate situation information to the Planning/Intelligence Section.
- € Represent your agency at planning meetings, as appropriate, providing update briefings about your agency's activities and priorities.
- € Keep your agency executives informed and ensure that you can provide agency policy guidance and clarification for the EOC Director as required.
- € On a regular basis, inform your agency of the Town EOC priorities and actions that may be of interest.
- € Maintain logs and files associated with your position.

**Demobilization Phase:**

- € Follow generic Demobilization Phase Checklist.
- € When demobilization is approved by the EOC Director, contact your agency and advise them of expected time of demobilization and points of contact for the completion of ongoing actions or new requirements.
- € Ensure that you complete all final reports, close out your activity log, and transfer any ongoing missions and/or actions to the Liaison Officer or other appropriate individual.
- € Ensure copies of all documentation generated during the operation are submitted to the Planning/Intelligence Section.



**Safety Officer**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Ensure that all buildings and other facilities used in support of the EOC are in a safe operating condition.
2. Monitor operational procedures and activities in the EOC to ensure they are being conducted in safe manner considering the existing situation and conditions.
3. Stop or modify all unsafe operations outside the scope of the EOC Action Plan, notifying the EOC Director of actions taken.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Tour the entire EOC facility and evaluate conditions; advise the EOC Director of any conditions and actions which might result in liability, (unsafe layout or equipment set-up, etc.)
- € Study the EOC facility and document the locations of all fire extinguishers, emergency pull stations, and evacuation routes and exits.
- € Be familiar with particularly hazardous conditions in the facility; take action when necessary.
- € Prepare and present safety briefings for the EOC Director and General Staff at appropriate meetings.
- € If the event which caused activation was an earthquake, provide guidance regarding actions to be taken in preparation for aftershocks.
- € Ensure that the EOC facility is free from any environmental threats - e.g., radiation exposure, air purity, water quality, etc.
- € Keep the EOC Director advised of unsafe conditions; take action when necessary.
- € Coordinate with the Finance/Administration Section in preparing any personnel injury claims or records necessary for proper case evaluation and closure.

**Demobilization Phase:**

- € Follow generic Demobilization Phase Checklist.





**Security Officer**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

- € Provide 24-hour security for the EOC.
- € Control personnel access to the EOC in accordance with policies established by the EOC Director.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Determine the current EOC security requirements and arrange for staffing as needed.
- € Determine needs for special access to EOC facilities.
- € Provide executive and V.I.P. 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.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



## Operations Section

### Operations Section Chief

**\*\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\*\***

#### Responsibilities:

1. Ensure that the Operations Function is carried out including coordination of response for all operational functions assigned to the EOC.
2. Ensure that operational objectives and assignments identified in the EOC Action Plan are carried out effectively.
3. Establish the appropriate level of branch and unit organizations within the Operations Section, continuously monitoring the effectiveness and modifying accordingly.
4. Exercise overall responsibility for the coordination of Branch and Unit activities within the Operations Section.
5. Ensure that the Planning/Intelligence Section is provided with Branch Status Reports and Major Incident Reports (utilizing the Response Information Management System formats if available).
6. Conduct periodic Operations briefings for the EOC Director as required or requested.
7. Overall supervision of the Operations Section.

#### Activation Phase:

- € Follow the generic Activation Phase Checklist.
- € Ensure that the Operations Section is set up properly and that appropriate personnel, equipment, and supplies are in place, including maps and status boards.
- € Meet with Planning/Intelligence Section Chief; obtain a preliminary situation briefing.
- € Based on the situation, activate appropriate branches within the section. Designate Branch Coordinators as necessary.
  - o Fire & Rescue
  - o Law Enforcement
  - o Health and Welfare
  - o Construction & Engineering
- € Determine need for Mutual Aid.
- € Request additional personnel for the section as necessary for 24-hour operation.
- € Obtain a current communications status briefing from the Communications Branch Coordinator in Logistics. Ensure that there is adequate equipment and frequencies available for the section.
- € Determine estimated times of arrival of section staff from the Personnel Branch in Logistics.
- € Confer with the EOC Director to ensure that the Planning/Intelligence and Logistics Sections are staffed at levels necessary to provide adequate information and support for operations.
- € Coordinate with the Liaison Officer regarding the need for Agency Representatives in the Operations Section.
- € Establish radio or cell-phone communications with Incident Commander(s) operating in Town, and coordinate accordingly.
- € Determine activation status of other EOCs in the Operational Area and establish communication links with their Operations Sections if necessary.
- € Based on the situation known or forecasted, determine likely future needs of the Operations Section.



- € Identify key issues currently affecting the Operations Section; meet with Section personnel and determine appropriate section objectives for the first operational period.
- € Review responsibilities of branches in section; develop an Operations Plan detailing strategies for carrying out Operations objectives.
- € Adopt a proactive attitude. Think ahead and anticipate situations and problems before they occur.

### **Operational Phase:**

- € Ensure that all section personnel are maintaining their individual position logs.
- € Ensure that situation and resources information is provided to the Planning/Intelligence Section on a regular basis or as the situation requires, including Branch Status Reports and Major Incident Reports (utilize Response Information Management System format if available).
- € Ensure that all media contacts are referred to the Public Information Branch.
- € Conduct periodic briefings and work to reach consensus among staff on objectives for forth-coming operational periods.
- € Attend and participate in EOC Director's Action Planning meetings.
- € Provide the Planning/Intelligence Section Chief with the Operations Section's objectives prior to each Action Planning meeting.
- € Work closely with each Branch Coordinator to ensure that the Operations Section objectives, as defined in the current Action Plan, are being addressed.
- € Ensure that the branches coordinate all resource needs through the Logistics Section.
- € Ensure that intelligence information from Branch Coordinators is made available to the Planning/Intelligence Section in a timely manner.
- € Ensure that fiscal and administrative requirements are coordinated through the Finance/Administration Section (notification of emergency expenditures and daily time sheets).
- € Brief the EOC Director on all major incidents.
- € Complete a Major Incident Report for all major incidents; forward a copy to the Planning/Intelligence Section.
- € Brief Branch Coordinators periodically on any updated information you may have received.
- € Share status information with other sections as appropriate.

### **Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Fire & Rescue Branch Coordinator**

**\*\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\*\***

**Responsibilities:**

1. Coordinate fire, disaster medical, hazardous materials, and search and rescue operations in the unincorporated county or contract areas.
2. Assist the EOC Fire & Rescue Branch Coordinator in acquiring mutual aid resources, as necessary.
3. Coordinate the mobilization and transportation of all resources through the Logistics Section.
4. Complete and maintain branch status reports (in RIMS format if available) for major incidents requiring or potentially requiring operational area, state and federal response, and maintains status of unassigned fire & rescue resources in the Town.
5. Implement the objectives of the EOC Action Plan assigned to the Fire & Rescue Branch.
6. Overall supervision of the Fire & Rescue Branch.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.
- € Based on the situation, activate the necessary Units within the Fire & Rescue Branch:
  - o Fire Operations Unit
  - o Search & Rescue Unit
  - o Disaster Medical Unit
  - o Hazmat Unit
- € If the mutual aid system is activated, coordinate use of Town fire resources with the Operational Area Fire & Rescue Mutual Aid Coordinator.
- € Prepare and submit a preliminary branch status report and major incident reports as appropriate to the Operations Section Chief.
- € Prepare objectives for the Fire & Rescue Branch; provide them to the Operations Section Chief prior to the first Action Planning meeting.

**Operational Phase:**

- € Ensure that Branch and Unit position logs and other files are maintained.
- € Maintain current status on Fire & Rescue missions being conducted in the Town.
- € Provide the Operations Section Chief and the Planning/Intelligence Section with an overall summary of Fire & Rescue Branch operational periodically or as requested during the operational period.
- € On a regular basis, complete and maintain the Fire & Rescue Branch Status Report on RIMS forms if available.
- € Refer all contacts with the media to the Public Information Branch.
- € Ensure that all fiscal and administrative requirements are coordinated through the Finance/Administration Section (notification of any emergency expenditures and daily time sheets).
- € Prepare objectives for the Fire & Rescue Branch for the subsequent operational period; provide them to the Operations Section Chief prior to the end of the shift and the next Action Planning meeting.
- € Provide your relief with a briefing at shift change; inform him/her of all ongoing activities, branch objectives for the next operational period, and any other pertinent information.



**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Fire Operations Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Assist Incident Commanders in the field by providing coordination for mutual aid requests to and from the Operational Area Fire / Rescue Mutual Aid Coordinator, as appropriate.
2. Respond to requests for fire resources from the field in a timely manner, following established priorities (life safety, protection of the environment, and protection of property).
3. Monitor and track fire resources utilized during the event.
4. Provide general support to field personnel as required.
5. Supervise the Fire Operations Unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other appropriate files.
- € Establish and maintain radio or cell-phone communication with the Department Operations Center, or Fire & Rescue Branch at the Field Level.
- € Obtain regular status reports on the fire situation from the Department Operations Center or Fire & Rescue Branch at the Field Level.
- € Assess the impact of the disaster/event on the Town Fire Department's operational capability.
- € Establish the objectives of the Fire Operations Unit based on the nature and severity of the disaster, and provide them to the Fire & Rescue Branch Coordinator prior to the first Action Planning meeting.
- € Provide fire status updates to the Fire & Rescue Branch Coordinator on a regular basis.
- € Evaluate and process all requests for fire Mutual Aid resources through the Operational Area Fire & Rescue Mutual Aid Coordinator.
- € If not addressed at the Incident Command Post or DOC, ensure that incident facilities are established (staging areas, etc.) to coordinate incoming fire mutual aid resources, as required.
- € In conjunction with Planning/Intelligence, determine if current and forecasted weather conditions will affect fire and rescue operations.
- € Inform the Fire & Rescue Branch Coordinator of all significant events that occur.
- € Coordinate with the Law Enforcement Branch to determine status of evacuations and shelter locations.
- € Assist in establishing camp facilities (or the use of commercial lodging) through the Logistics Section, if not addressed at the ICP or DOC.
- € Reinforce the use of proper procedures for media contacts.

**Demobilization Phase:**

- € Follow generic Demobilization Phase Checklist.



**Disaster Medical Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Ensure that all available disaster medical resources are identified and mobilized as required.
2. Provide assistance to Incident Command Posts and Department Operations Centers in establishing triage teams.
3. Determine the status of medical facilities within the affected area.
4. Coordinate the transportation of injured victims to appropriate medical facilities as required.
5. Supervise the disaster Medical Unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain position logs and other necessary files.
- € Work closely with all Operations Section Branch Coordinators to determine the scope of disaster medical assistance required.
- € Determine the status and availability of medical mutual aid resources in the operational area; specifically paramedics and ambulances.
- € Establish radio or telephone communication with area hospitals and other medical facilities to determine their capability to treat disaster victims.
- € Determine status and availability of specialized treatment such as burn centers.
- € Assist the Search and Rescue Unit Leader in providing triage for extricated victims.
- € Coordinate with the Logistics Section to acquire suitable transportation for injured victims as required or requested.
- € Establish and maintain communication with the Operational Area EOC and determine status and availability of medical resources.
- € Coordinate with the Logistics Section to obtain necessary supplies and equipment to support disaster medical operations in the field.
- € Inform the Fire & Rescue Branch Coordinator of all significant events.
- € Reinforce the use of proper procedures for media contacts. This is particularly critical in emergency medical situations where statistical information is requested by the media.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Search & Rescue Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Determine the scope of the search and rescue mission.
2. Assist in mobilizing Search and Rescue Teams at the request of Department Operations Centers or Field Incident Commanders.
3. Provide search and rescue support as required to other emergency response agencies consistent with established priorities and objectives.
4. Ensure that deployed teams are provided with adequate support.
5. Supervise the Search & Rescue Unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain position log and other appropriate files.
- € Work closely with all Operations Section Branch Coordinators to determine the scope of search and rescue assistance required.
- € Coordinate with the Fire and Rescue Branch Coordinator to determine missions for search and rescue teams based on established priorities.
- € Mobilize and deploy available search and rescue teams to locations within the jurisdiction, or to other emergency response agencies within the Operational Area, in a manner consistent with established policies and priorities.
- € Establish radio or cell-phone communication with all deployed search and rescue team leaders to determine the scope of support required.
- € Work closely with the Logistics Section to determine the status and availability of search and rescue resources in the Operational Area; specifically larger jurisdictions who have organized USAR teams.
- € Coordinate with the Law Enforcement Branch to determine availability of search dog units.
- € Coordinate with Construction and Engineering to provide on-site assistance with rescue operations at the request of team leaders.
- € Coordinate with the Disaster Medical Unit to provide on-site assistance to extricated victims requiring medical treatment.
- € Coordinate with the coroner's unit to provide on-site assistance in managing fatalities at search locations.
- € Ensure that each team leader develops a safety plan for each assigned mission.
- € Monitor and track the progress and status of each search and rescue team.
- € Ensure that team leaders report all significant events.
- € Assist in establishing camp facilities (or commercial lodging) for Search and Rescue Teams through the Logistics Section, if not addressed at the ICP or DOC.
- € Inform the Fire & Rescue Branch Coordinator of all significant events.
- € Reinforce the use of proper procedures for media contacts. This is particularly critical in instances where the media is seeking statistical information or personal identities of injured victims or fatalities.





**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Hazmat Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Determine the scope of hazardous materials incidents throughout the jurisdiction.
2. Assist in mobilizing hazardous materials teams at the request of Department Operations Centers or Field Incident Commanders.
3. Request assistance from and / or provide hazardous materials support as required to Operational Area Emergency Response Agencies consistent with established priorities and objectives.
4. Ensure that deployed teams are provided with adequate support.
5. Supervise the Hazmat Unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other appropriate files.
- € Work closely with all Operations Section Branch Coordinators to determine the scope of HazMat incident response required.
- € Coordinate with the Fire and Rescue Branch Coordinator to determine missions for HazMat teams based on established priorities.
- € Mobilize and deploy available HazMat teams to the Operational Area or to other emergency response agencies within the Operational Area, in a manner consistent with the Hazmat Mutual Aid System and established priorities.
- € Establish radio or cell-phone communication with all deployed HazMat teams to determine the scope of support required.
- € Work closely with the Logistics Section to determine the status and availability of Hazmat Response Teams in the Operational Area.
- € Coordinate with construction and engineering to provide on-site assistance with HazMat operations at the request of team leaders.
- € Coordinate with the Disaster Medical Unit to determine medical facilities where victims of HazMat incidents can be transported following decontamination.
- € Coordinate with the Coroner's Unit to provide on-site assistance in managing fatalities at HazMat scenes.
- € Monitor and track the progress and status of each HazMat team.
- € Ensure that Hazmat Team Leaders report all significant events.
- € Assist in establishing camp facilities (or commercial lodging) for HazMat teams through the Logistics Section, if not addressed at the ICP or DOC.
- € Inform the Fire & Rescue Branch Coordinator of all significant events.
- € Reinforce the use of proper procedures for media contacts. This is particularly critical in instances where the media is seeking technical information on the hazardous material, statistical information, or personal identities of injured victims or fatalities.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Law Enforcement Branch Coordinator**

**\*\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\*\***

**Responsibilities:**

1. Coordinate movement and evacuation operations during a disaster.
2. Alert and notify the public of the impending or existing emergency within the Town.
3. Coordinate law enforcement and traffic control operations during the disaster.
4. Coordinate site security at incidents.
5. Coordinate Law Enforcement Mutual Aid requests from emergency response agencies through the Law Enforcement Mutual Aid Coordinator at the Operational Area EOC.
6. Supervise the Law Enforcement branch.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.
- € Based on the situation, activate the necessary Units within the Law Enforcement Branch:
  - o Law Enforcement Operations Unit
  - o Coroner Unit
- € Contact and assist the Operational Area EOC Law Enforcement and Coroner's Mutual Aid Coordinator with the coordination of mutual aid resources requested or provided by the .
- € Provide an initial situation report to the Operations Section Chief.
- € Based on the initial EOC strategic objectives. Prepare objectives for the Law Enforcement Branch and provide them to the Operations Section Chief prior to the first Action Planning meeting.

**Operational Phase:**

- € Ensure that Branch and Unit position logs and other appropriate files are maintained.
- € Maintain current status on Law Enforcement missions being conducted in the Town.
- € Provide the Operations Section Chief and the Planning/Intelligence Section with an overall summary of Law Enforcement Branch operational periodically or as requested during the operational period.
- € On a regular basis, complete and maintain the Law Enforcement Branch Status Report. (Use RIMS Forms if available).
- € Refer all contacts with the media to the Public Information Branch.
- € Determine need for Law Enforcement Mutual Aid.
- € Determine need for Coroner's Mutual Aid.
- € Ensure that all fiscal and administrative requirements are coordinated through the Finance/Administration Section (notification of any emergency expenditures and daily time sheets).
- € Prepare objectives for the Law Enforcement Branch for the subsequent Operations period; provide them to the Operations Section Chief prior to the end of the shift and the next Action Planning Meeting.
- € Provide your relief with a briefing at shift change, informing him/her of all ongoing activities, branch objectives for the next operational period, and any other pertinent information.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Law Enforcement Operations Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Coordinate requests for Law Enforcement Mutual Aid Resources through the Operational Area Law Enforcement Mutual Aid Coordinator.
2. Establish and maintain communication with Law Enforcement Branch Directors in the field or at the Department Operations Center (DOC) if activated.
3. Respond to requests for Law Enforcement resources from the field in a timely manner, following established priorities (life safety, protection of the environment, and protection of property).
4. Monitor and track law enforcement resources utilized during the event.
5. Provide general support to field personnel as required.
6. Supervise the law enforcement operations unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other appropriate files.
- € Establish and maintain radio or cell-phone communication with the Department Operations Center, or Law Enforcement Branch Directors at the field level.
- € Obtain regular status reports on the law enforcement situation from the Department Operations Center or Law Enforcement Branch at the field level.
- € Assess the impact of the disaster/event on the Police Department's operational capability.
- € Establish the objectives of the Law Enforcement Operations Unit based on the nature and severity of the disaster, and provide them to the Law Enforcement Branch Coordinator prior to the first Action Planning meeting.
- € If the Department Operations Center is not activated, ensure that the assignment of law enforcement resources are closely monitored and coordinated, and that on-scene time is logged at the field level.
- € If not addressed at the ICP or DOC, ensure that incident facilities are established (staging areas etc.) to coordinate incoming law enforcement mutual aid resources, as required.
- € In conjunction with Planning/Intelligence, determine if current and forecasted weather conditions will affect law enforcement operations.
- € Coordinate major evacuation activity with the Fire Operations Branch, as required.
- € Coordinate with the Care and Shelter Unit to establish suitable shelter locations and appropriate shelter facilities for evacuated population.
- € Assist in establishing camp facilities (or commercial lodging) for law enforcement personnel, through the Logistics Section, if not addressed at the ICP or DOC.
- € Reinforce the use of proper procedures for media contacts.
- € Provide law enforcement status updates to the Law Enforcement Branch Coordinator on a regular basis.
- € Evaluate and process all requests for law enforcement resources through the Operational Area Law Enforcement Mutual Aid Coordinator.



**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Coroner Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. At the direction of the Sheriff / Coroner, establish and oversee an interim system for managing fatalities resulting from the disaster / event.
2. At the direction of the Sheriff / Coroner, establish and oversee the operation of temporary morgue facilities and maintain detailed records of information relative to each fatality.
3. Supervision of the Coroner Unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other appropriate files.
- € Ensure that locations where fatalities are discovered are secured.
- € Ensure that fatality collection points are established and secured as necessary.
- € Ensure that temporary morgue facilities are established in accordance with guidelines established by the Sheriff / Coroner.
- € Request Coroner's Mutual Aid through the Sheriff / Coroner at the Operational Area EOC as required.
- € Procure, through logistics, all necessary fatalities management equipment and supplies, such as temporary cold storage facilities or vehicles, body bags, etc..
- € Coordinate with the Search & Rescue Unit To determine location and number of extricated fatalities.
- € Ensure that human remains are transported from fatality collection points to temporary morgue(s), if so advised by the Sheriff / Coroner.
- € Assist the Sheriff / Coroner with identification of remains and notification of next of kin as required.
- € In conjunction with local mortuaries and cemeteries, assist with the reburial of any coffins that were surfaced and / or disturbed as a result of the disaster.
- € Keep the Law Enforcement Branch Coordinator informed of Coroners Unit activities on a regular basis.
- € Inform the Law Enforcement Branch Coordinator and the Public Information Branch of the number of confirmed fatalities resulting from the disaster or event. **(NOTE: This information must be verified with the Sheriff / Coroner prior to release).**
- € Ensure that all media contacts are referred to the Public Information Branch.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Construction / Engineering Branch Coordinator**

**\*\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\*\***

**Responsibilities:**

1. Survey all utility systems, and restore systems that have been disrupted, including coordinating with utility service providers in the restoration of disrupted services.
2. Survey all public and private facilities, assessing the damage to such facilities, and coordinating the repair of damage to public facilities.
3. Survey all other infrastructure systems, such as streets and roads within the Town.
4. Assist other sections, branches, and units as needed.
5. Supervise the Construction/Engineering Branch.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.
- € Based on the situation, activate the necessary units within the Construction/Engineering Branch:
  - o Utilities Unit
  - o Damage/Safety Assessment Unit
  - o Public Works Unit
- € Contact and assist the Operational Area Public Works Mutual Aid Coordinator with the coordination of mutual aid resources as necessary.
- € Provide an initial situation report to the Operations Section Chief.
- € Based on the initial EOC strategic objectives, prepare objectives for the Construction/Engineering Branch and provide them to the Operations Section Chief prior to the first Action Planning meeting.

**Operational Phase:**

- € Ensure that branch and unit position logs and other necessary files are maintained.
- € Maintain current status on all construction/engineering activities.
- € Ensure that damage and safety assessments are being carried out for both public and private facilities.
- € Request mutual aid as required through the Operational Area Publics Works Mutual Aid Coordinator.
- € Determine and document the status of transportation routes into and within affected areas.
- € Coordinate debris removal services as required.
- € Provide the Operations Section Chief and the Planning/Intelligence Section with an overall summary of Construction/Engineering Branch activities periodically during the operational period or as requested.
- € Ensure that all Utilities and Construction/Engineering Status Reports, as well as the Initial Damage Estimation are completed and maintained. (Utilize RIMS forms if available).
- € Refer all contacts with the media to the Public Information Branch.
- € Ensure that all fiscal and administrative requirements are coordinated through the Finance/Administration Section (notification of any emergency expenditures and daily time sheets).
- € Prepare objectives for the Construction/Engineering Branch for the subsequent operations period; provide them to the Operations Section Chief prior to the end of the shift and the next Action Planning meeting.
- € Provide your relief with a briefing at shift change, informing him/her of all ongoing activities, branch objectives for the next operational period, and any other pertinent information.



**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.





**Utilities Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Assess the status of utilities; provide Utility Status Reports as required.
2. Coordinate restoration of damaged utilities with utility representatives in the Town EOC if present, or directly with Utility companies.
3. Supervise the Utilities Unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other necessary files.
- € Establish and maintain communications with the utility providers for the Town.
- € Determine the extent of damage to utility systems in the Town.
- € Coordinate with the Liaison Officer to ensure that agency representatives from affected utilities are available to respond to the Town EOC.
- € Ensure that all information on system outages is consolidated and provided to the Situation Analysis Unit in the Planning/Intelligence Section.
- € Ensure that support to utility providers is available as necessary to facilitate restoration of damaged systems.
- € Keep the Public Health Branch Coordinator informed of any damage to sewer and sanitation systems, as well as possible water contamination problems.
- € Keep the Construction/Engineering Branch Coordinator informed of the restoration status.
- € Complete and maintain the Utilities Status Report (Utilize RIMS forms if available).
- € Refer all contacts with the media to the Public Information Branch.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Damage/Safety Assessment Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Collect initial damage/safety assessment information from other branches/units within the Operations Section.
2. If the disaster is winter storm, flood, or earthquake related, ensure that dam inspection teams have been dispatched.
3. Provide detailed damage/safety assessment information to the Planning/Intelligence Section, with associated loss damage estimates.
4. Maintain detailed records on damaged areas and structures.
5. Initiate requests for Engineers from the Operational Area, to inspect structures and/or facilities.
6. Supervise the Damage/Safety Assessment Unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other necessary files.
- € Obtain initial damage/safety assessment information from Fire & Rescue Branch, Law Enforcement Branch, Utilities Unit and other branches/units as necessary.
- € Coordinate with the American Red Cross, utility service providers, and other sources for additional damage/safety assessment information.
- € Prepare detailed damage/safety assessment information, including estimate of value of the losses, and provide to the Planning/Intelligence Section.
- € Clearly label each structure and/or facility inspected in accordance with ATC-20 standards and guidelines.
- € Maintain a list of structures and facilities requiring immediate inspection or engineering assessment.
- € Initiate all requests for engineers and building inspectors through the Operational Area EOC.
- € Keep the Construction/Engineering Branch Coordinator informed of the inspection and engineering assessment status.
- € Refer all contacts with the media to the Public Information Branch.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Public Works Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

- € Assist other Operation Section Branches by providing construction equipment and operators as necessary.
- € Provide heavy equipment assistance to the Damage/Safety Assessment Unit as required.
- € Provide emergency construction and repair to damaged roadways. Assist with the repair of utility systems as required.
- € Providing flood-fighting assistance, such as sandbagging, rerouting waterways away from populated areas, and river, creek, or stream bed debris clearance.
- € Supervise the Public Works Unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other necessary files.
- € Ensure that appropriate staff is available to assist other emergency responders with the operation of heavy equipment, in coordination with the Logistics Section.
- € Ensure that engineering staff are available to assist the Damage/Safety Assessment Unit in inspecting damaged structures and facilities.
- € As requested, direct staff to provide flood fighting assistance, clear debris from roadways and water ways, assists with utility restoration, and build temporary emergency structures as required.
- € Work closely with the Logistics Section to provide support and materiel as required.
- € Keep the Construction/Engineering Branch Coordinator informed of unit status.
- € Refer all contacts with the media to the Public Information Branch.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Health and Welfare Branch Coordinator**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Safeguard the public health of citizens by ensuring there is an ample supply of potable water, a functioning sanitation system, and vector controls are established, as required.
2. In coordination with volunteer and private agencies, provide clothing, shelter, and other mass care services as required, to disaster victims.
3. Supervise the Health and Welfare Branch.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a Health and Welfare Unit position logs and other necessary files.
- € Ensure that all potable water supplies remain safe, and free from contaminants.
- € Ensure that sanitation systems are operating effectively and not contaminating water supplies.
- € Ensure that a vector control plan is established and implemented for the affected area(s).
- € Provide the Operations Section Chief and the Planning/Intelligence Section with an overall summary of Health and Welfare Branch Operational periodically during the operations period or as requested.
- € Complete and maintain the Care & Shelter Status Reports (utilizing RIMS forms if available).
- € Ensure that the Public Health Branch is available to assist the Coroner Unit in mitigating managing mass fatality situations.
- € Ensure coordination of all mass care activities occurs with the Red Cross and other volunteer agencies as required.
- € Prepare objectives for the Health and Welfare Branch for the subsequent operations period; provide them to the Operations Section Chief prior to the end of the shift and the next Action Planning meeting.
- € Refer all contacts with the media to the Public Information Branch.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Care & Shelter Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Coordinate directly with the American Red Cross and other volunteer agencies to provide food, potable water, clothing, shelter and other basic needs as required to disaster victims within the Town.
2. Assist the American Red Cross with inquiries and registration services to reunite families or respond to inquiries from relatives or friends.
3. Assist the American Red Cross with the transition from mass care to separate family/individual housing.
4. Supervise the Care & Shelter Unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain your position log and other necessary files.
- € Coordinate with the Liaison Officer to request an Agency Representative from the American Red Cross. Work with the Agency Representative to coordinate all shelter and congregate care activity.
- € Establish communications with other volunteer agencies to provide clothing and other basic life sustaining needs.
- € Ensure that each activated shelter meets the requirements as described under the Americans With Disabilities Act.
- € Assist the American Red Cross in staffing and managing the shelters to the extent possible.
- € In coordination with the American Red Cross, activate an inquiry registry service to reunite families and respond to inquiries from relatives or friends.
- € Assist the American Red Cross with the transition from operating shelters for displaced persons to separate family/individual housing.
- € Complete and maintain the Care and Shelter Status Report Form (utilize RIMS forms if available).
- € Refer all contacts with the media to the Public Information Branch.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Public Health Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Assess the status and availability of potable water within the jurisdiction
2. Assess the status of the sanitation system within the jurisdiction.
3. Inspect and assess emergency supplies such as foodstuffs and other consumables for purity and utility.
4. Assess the need for a vector control plan for the affected disaster area(s) within the jurisdiction.
5. Supervise the Public Health Unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other necessary files.
- € Coordinate with the Utilities Unit Leader to determine current status of water and sanitation systems.
- € If systems are damaged, request assistance from County Public Health to assess drinking water quality and potential health risks from ruptured sewer / sanitation systems.
- € Develop a distribution system for drinking water throughout the Town as required.
- € Contact and coordinate with the Logistics Section, to obtain chemical (portable) toilets and other temporary facilities for the disposal of human waste and other infected waste.
- € Inspect emergency supplies to be used in the EOC or by field emergency responders, such as foodstuffs, drugs, and other consumables for purity and utility.
- € Determine the need for vector control, and coordinate with County Public Health for Vector control services as required.
- € Inform the Health & Welfare Branch Coordinator on all activities of the Public Health Unit periodically during the operational period, or as requested.
- € Refer all contacts with the media to the Public Information Branch.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



## **Planning/Intelligence Section**

### **Planning/Intelligence Section Chief**

**\*\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\*\***

#### **Responsibilities:**

1. Ensure that the following responsibilities of the Planning/Intelligence Section are addressed as required:
  - a. Collecting, analyzing, and displaying situation information,
  - b. Preparing periodic Situation Reports,
  - c. Preparing and distributing the EOC Action Plan and facilitating the Action Planning meeting,
  - d. Conducting Advance Planning activities and report,
  - e. Providing technical support services to the various EOC sections and branches, and documenting and maintaining files on all EOC activities.
2. Establish the appropriate level of organization for the Planning/Intelligence Section.
3. Exercise overall responsibility for the coordination of branch/unit activities within the section.
4. Keep the EOC Director informed of significant issues affecting the Planning/Intelligence Section.
5. In coordination with the other Section Chiefs, ensure that Branch Status Reports are completed and utilized as a basis for Situation Status Reports, and the EOC Action Plan.
6. Supervise the Planning/Intelligence Section.

#### **Activation Phase:**

- € Follow the generic Activation Phase Checklist.
- € Ensure that the Planning/Intelligence Section is set up properly and that appropriate personnel, equipment, and supplies are in place, including maps and status boards.
- € Based on the situation, activate branches within section as needed and designate Branch or Unit Leaders for each element:
  - Situation Analysis Unit
  - Advance Planning Unit
  - Documentation Unit
  - Technical Services Unit
- € Request additional personnel for the section as necessary to maintain a 24-hour operation.
- € Establish contact with the Operational Area EOC when activated, and coordinate Situation Status Reports with their Planning/Intelligence Section.
- € Meet with Operations Section Chief; obtain and review any major incident reports.
- € Review responsibilities of branches in section; develop plans for carrying out all responsibilities.
- € Make a list of key issues to be addressed by Planning/Intelligence; in consultation with section staff, identify objectives to be accomplished during the initial Operational Period.
- € Keep the EOC Director informed of significant events.
- € Adopt a proactive attitude, thinking ahead and anticipating situations and problems before they occur.

#### **Operational Phase:**

- € Ensure that Planning/Intelligence position logs and other necessary files are maintained.
- € Ensure that The Situation Analysis Unit is maintaining current information for the situation status report.



- € Ensure that major incidents reports and branch status reports are completed by the Operations Section and are accessible by Planning Intelligence (Utilize RIMS forms if available).
- € Ensure that a situation status report is produced and distributed to EOC Sections and Operational Area EOC at least once, prior to the end of the operational period.
- € Ensure that all status boards and other displays are kept current and that posted information is neat and legible.
- € Ensure that the Public Information Branch has immediate and unlimited access to all status reports and displays.
- € Conduct periodic briefings with section staff and work to reach consensus among staff on section objectives for forthcoming operational periods.
- € Facilitate the EOC Director's Action Planning meetings approximately two hours before the end of each operational period.
- € Ensure that objectives for each section are completed, collected and posted in preparation for the next Action Planning meeting.
- € Ensure that the EOC Action Plan is completed and distributed prior to the start of the next operational period.
- € Work closely with each branch/unit within the Planning/Intelligence Section to ensure the section objectives, as defined in the current EOC Action Plan are being addressed.
- € Ensure that the advance planning unit develops and distributes a report which highlights forecasted events or conditions likely to occur beyond the forthcoming operational period; particularly those situations which may influence the overall strategic objectives of the EOC.
- € Ensure that the Documentation Unit maintains files on all EOC activities and provides reproduction and archiving services for the EOC, as required.
- € Provide technical services, such as energy advisors and other technical specialists to all EOC sections as required.
- € Ensure that fiscal and administrative requirements are coordinated through the Finance/Administration Section.

### Demobilization Phase:

- € Follow the generic Demobilization Phase Checklist.





**Situation Analysis Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Oversee the collection, organization, and analysis of disaster situation information.
2. Ensure that information collected from all sources is validated prior to posting on status boards.
3. Ensure that situation status reports are developed utilizing RIMS forms, for dissemination to EOC staff and also to the Operational Area EOC.
4. Ensure that an EOC Action Plan is developed (utilizing RIMs form) for each operational period, based on objectives developed by each EOC Section.
5. Ensure that all maps, status boards and other displays contain current and accurate information.
6. Supervise Situation Analysis Unit.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.
- € Ensure there is adequate staff available to collect and analyze incoming information, maintain the Situation Status Report on RIMS, and facilitate the Action Planning process.
- € Prepare Situation Analysis Unit objectives for the initial Action Planning meeting.

**Operational Phase:**

- € Ensure position logs and other necessary files are maintained.
- € Oversee the collection and analysis of all event/or disaster related information.
- € Oversee the preparation and distribution of the Situation Status Report (utilizing RIMS forms if available). Coordinate with the Documentation Unit for manual distribution and reproduction as required.
- € Ensure that each EOC Section provides the Situation Analysis Unit with Branch Status Reports, (utilizing RIMS forms), on a regular basis.
- € Meet with the Public Information Branch Coordinator to determine the best method for ensuring access to current information.
- € Prepare a situation summary for the EOC Action Planning meeting.
- € Ensure each section provides their objectives at least 30 minutes prior to each Action Planning meeting.
- € Convene and facilitate the Action Planning meeting following the meeting process guidelines.
- € In preparation for the Action Planning meeting, ensure that all EOC objectives are posted on chart paper, and that the meeting room is set up with appropriate equipment and materials (easels, markers, sit stat reports, etc
- € Following the meeting, ensure that the Documentation Unit publishes and distributes the Action Plan prior to the beginning of the next operational period.
- € Ensure that adequate staff are assigned to maintain all maps, status boards and other displays.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Documentation Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Collect, organize and file all completed event or disaster related forms, to include: all EOC position logs, situation status reports, EOC Action Plans and any other related information, just prior to the end of each operational period.
2. Provide document reproduction services to EOC staff.
3. Distribute the EOC situation status reports, EOC Action Plan, and other documents, as required.
4. Maintain a permanent electronic archive of all situation reports and Action Plans associated with the event or disaster.
5. Assist the EOC Coordinator in the preparation and distribution of the After-action Report.
6. Supervise the Documentation Unit.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Maintain a position log.
- € Meet with the Planning/Intelligence Section Chief to determine what EOC materials should be maintained as official records.
- € Meet with the Recovery Unit Leader to determine what EOC materials and documents are necessary to provide accurate records and documentation for recovery purposes.
- € Initiate and maintain a roster of all activated EOC positions to ensure that position logs are accounted for and submitted to the Documentation Unit at the end of each shift.
- € Reproduce and distribute the Situation Status Reports and Action Plans. Ensure distribution is made to the Operational Area EOC.
- € Keep extra copies of reports and plans available for special distribution as required.
- € Set up and maintain document reproduction services for the EOC.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Advance Planning Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Development of an Advance Plan consisting of potential response and recovery related issues likely to occur beyond the next operational period, generally within 36 to 72 hours.
2. Review all available status reports, Action Plans, and other significant documents. Determine potential future impacts of the event or disaster; particularly issues which might modify the overall strategic EOC objectives.
3. Provide periodic briefings for the EOC Director and General Staff addressing Advance Planning issues.
4. Supervise the Advance Planning Unit.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Maintain a position log.
- € Monitor the current situation report to include recent updates.
- € Meet individually with the general staff and determine best estimates of the future direction & outcomes of the event or disaster.
- € Develop an Advance Plan identifying future policy related issues, social and economic impacts, significant response or recovery resource needs, and any other key issues likely to affect EOC operations within a 36 to 72 hour time frame.
- € Submit the Advance Plan to the Planning Intelligence Chief for review and approval prior to conducting briefings for the General Staff and EOC Director.
- € Review Action Planning objectives submitted by each section for the forthcoming operational period. In conjunction with the general staff, recommend a transition strategy to the EOC Director when EOC activity shifts predominately to recovery operations.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Technical Services Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Provide technical observations and recommendations to the Town EOC in specialized areas, as required.
2. Ensure that qualified specialists are available in the areas required by the particular event or disaster.
3. Supervise the Technical Services Unit.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Maintain a position log and other necessary files.
- € Coordinate with the Logistics Section to ensure that technical staff are located and mobilized.
- € Assign technical staff to assist other EOC Sections in coordinating specialized areas of response or recovery.
- € Assign technical staff to assist the Logistics Section with interpreting specialized resource capability and requests.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Demobilization Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Develop a Demobilization Plan for the EOC based on a review of all pertinent planning documents, and status reports.
2. Supervise personnel assigned to the Demobilization Unit.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Monitor the current situation report to include recent updates.
- € Meet individually with the general staff and administer the section worksheet for the Demobilization Plan.
- € Meet with the EOC Director and administer the EOC Director's worksheet for the Demobilization Plan.
- € Utilizing the worksheets, develop a draft Demobilization Plan and circulate to the EOC Director and General Staff for review.
- € Finalize the Demobilization Plan for approval by the EOC Director.
- € Demobilization planning must occur at least once during the operational period for as long as EOC Sections are formally staffed.
- € Advise all Section Chiefs to ensure that demobilized staff complete all reports, time sheets, and exit surveys in coordination with the personnel unit prior to leaving the EOC.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



## Logistics Section

### Logistics Section Chief

**\*\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\*\***

#### Responsibilities:

1. Ensure the Logistics function is carried out in support of the EOC. This function includes providing communication services, resource tracking; acquiring equipment, supplies, personnel, facilities, and transportation services; as well as arranging for food, lodging, and other support services as required.
2. Establish the appropriate level of branch and/or unit staffing within the Logistics Section, continuously monitoring the effectiveness of the organization and modifying as required.
3. Ensure section objectives as stated in the EOC Action Plan are accomplished within the operational period or within the estimated time frame.
4. Coordinate closely with the Operations Section Chief to establish priorities for resource allocation to activated Incident Commands within the Town.
5. Keep the EOC Director informed of all significant issues relating to the Logistics Section.
6. Supervise the Logistics Section.

#### Activation Phase:

- € Follow the generic Activation Phase Checklist.
- € Ensure the Logistics Section is set up properly and that appropriate personnel, equipment, and supplies are in place, including maps, status boards, vendor references, and other resource directories.
- € Based on the situation, activate branches/units within section as needed and designate Branch and Unit Leaders for each element:
  - o Communications Branch
  - o Personnel Unit
  - o Transportation Unit
  - o Facilities Unit
  - o Supply/Procurement Unit
  - o Resource Status Unit
- € Mobilize sufficient section staffing for 24 hour operations.
- € Establish communications with the Logistics Section at the Operational Area EOC if activated.
- € Advise Branches and Units within the section to coordinate with appropriate branches in the Operations Section to prioritize and validate resource requests from Incident Command Posts in the field. This should be done prior to acting on the request.
- € Meet with the EOC Director and General Staff and identify immediate resource needs.
- € Meet with the Finance/Administration Section Chief and determine level of purchasing authority for the Logistics Section.
- € Assist branch and Unit Leaders in developing objectives for the section as well as plans to accomplish their objectives within the first operational period, or in accordance with the Action Plan.
- € Provide periodic Section Status Reports to the EOC Director.
- € Adopt a proactive attitude, thinking ahead and anticipating situations and problems before they occur.



### Operational Phase:

- € Ensure that Logistic Section position logs and other necessary files are maintained.
- € Meet regularly with section staff and work to reach consensus on section objectives for forthcoming operational periods.
- € Provide the Planning/Intelligence Section Chief with the Logistics Section objectives at least 30 minutes prior to each Action Planning meeting.
- € Attend and participate in EOC Action Planning meetings.
- € Ensure that the Supply/Procurement Unit coordinates closely with the Purchasing Unit in the Finance/Administration Section, and that all required documents and procedures are completed and followed.
- € Ensure that transportation requirements, in support of response operations, are met.
- € Ensure that all requests for facilities and facility support are addressed.
- € Ensure that all Town resources are tracked and accounted for, as well as resources ordered through Mutual Aid.
- € Provide section staff with information updates as required.

### Demobilization Phase:

- € Follow the generic Demobilization Phase Checklist.



**Communications Branch Coordinator**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Ensure radio, telephone, and computer resources and services are provided to EOC staff as required.
2. Oversee the installation of communications resources within the Town EOC. Ensure that a communications link is established with the Operational Area EOC.
3. Determine specific computer requirements for all EOC positions.
4. Implement RIMS if available, for internal information management to include message and e-mail systems.
5. Ensure that the EOC Communications Center is established to include sufficient frequencies to facilitate operations, and that adequate communications operators are available for 24-hour coverage.
6. Develop and distribute a Communications Plan which identifies all systems in use and lists specific frequencies allotted for the event or disaster.
7. Supervise the communications branch.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.
- € Based on the situation, activate the necessary units within the Communications Branch:
  - Communications Unit
  - Information Systems Unit
- € Prepare objectives for the Communications Branch; provide them to the Logistics Section Chief prior to the initial Action Planning meeting.

**Operational Phase:**

- € Ensure that communication branch position logs and other necessary files are maintained.
- € Keep all sections informed of the status of communications systems, particularly those that are being restored.
- € Coordinate with all EOC sections/branches/units regarding the use of all communication systems.
- € Ensure that the EOC Communications Center is activated to receive and direct all event or disaster related communications to appropriate destinations within the EOC.
- € Ensure that adequate communications operators are mobilized to accommodate each discipline on a 24-hour basis or as required.
- € Ensure that RIMS Communications links, if available, are established with the Operational Area EOC.
- € Ensure that communications links are established with activated EOC within the Operational Area, as appropriate.
- € Continually monitor the operational effectiveness of EOC communications systems. Provide additional equipment as required.
- € Ensure that technical personnel are available for communications equipment maintenance and repair.
- € Mobilize and coordinate amateur radio resources to augment primary communications systems as required.
- € Keep the Logistics Section Chief informed of the status of communications systems.
- € Prepare objectives for the Communications Branch; provide them to the Logistics Section Chief prior to the next Action Planning meeting.
- € Refer all contacts with the media to the Public Information Branch.





**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Communications Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Install, activate, and maintain telephone and radio systems for the EOC.
2. Assist EOC positions in determining appropriate numbers of telephones and other communications equipment required to facilitate operations.
3. Acquire radio frequencies as necessary to facilitate operations.
4. Assign Amateur Radio Operators as needed to augment primary communications networks.
5. Supervise the EOC Communications Center and the Communications Unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other necessary files.
- € Continually monitor and test the activated radio and telephone systems. Keep the Communications Branch Coordinator informed of system failures and restoration activities.
- € Develop instructional guidance for use of radios and telephones and conduct training sessions for EOC staff as necessary.
- € Meet periodically with the Operations Section Branches to ensure that their radio frequencies are adequate. Make modifications as necessary to maintain their operational capability.
- € Coordinate with Pacific Bell Telephone Company in the Town to obtain portable telephone banks, as necessary.
- € Refer all contacts with the media to the Public Information Branch.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Information Systems Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Install, activate, and maintain information systems for the EOC.
2. Assist EOC positions in determining appropriate types and numbers of computers and computer applications required to facilitate operations.
3. Install RIMS, if available, on all computers for internal information management to include message and e-mail systems.
4. Supervise the Information Systems Unit.

**Activation Phase:**

- € Follow generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other necessary files.
- € Continually monitor and test RIMS if available, and ensure automated information links with the Operational Area EOC are maintained.
- € Keep the Communications Branch Coordinator informed of system failures and restoration activities.
- € Develop instructional guidance for use of computers and computer programs such as RIMS. Be prepared to conduct training sessions for EOC staff as necessary.
- € Request additional computer equipment as required through the Communications Branch Coordinator.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Transportation Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. In coordination with the Construction/Engineering Branch Coordinator, and the Situation Analysis Unit, develop a transportation plan to support EOC operations.
2. Arrange for the acquisition or use of required transportation resources.
3. Supervise the Transportation Unit.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other necessary files.
- € Routinely coordinate with the Situation Analysis Unit to determine the status of transportation routes in and around the Town.
- € Routinely coordinate with the Construction/Engineering Branch Coordinator to determine progress of route recovery operations.
- € Develop a Transportation Plan which identifies routes of ingress and egress; thus facilitating the movement of response personnel, the affected population, and shipment of resources and materiel.
- € Establish contact with local transportation agencies and schools to establish availability of equipment and transportation resources for use in evacuations and other operations as needed.
- € Keep the Logistics Section Chief informed of significant issues affecting the Transportation Unit.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Personnel Unit Leader**

**\*\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\*\***

**Responsibilities:**

1. Provide personnel resources as requested in support of the EOC and Field Operations.
2. Identify, recruit and register volunteers as required.
3. Develop an EOC organization chart.
4. Supervise the Personnel Unit.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain personal log and other necessary files.
- € In conjunction with the Documentation Unit, develop a large poster size EOC organization chart depicting each activated position. Upon check in, indicate the name of the person occupying each position on the chart. The chart should be posted in a conspicuous place, accessible to all EOC personnel.
- € Coordinate with the Liaison Officer and Safety Officer to ensure that all EOC staff, to include volunteers, receive a current situation and safety briefing upon check-in.
- € Establish communications with volunteer agencies and other organizations that can provide personnel resources.
- € Coordinate with the Operational Area EOC to activate the Emergency Management Mutual Aid System (EMMA), if required.
- € Process all incoming requests for personnel support. Identify the number of personnel, special qualifications or training, where they are needed and the person or unit they should report to upon arrival. Determine the estimated time of arrival of responding personnel, and advise the requesting parties accordingly.
- € Maintain a status board or other reference to keep track of incoming personnel resources.
- € Coordinate with the Liaison Officer and Security Officer to ensure access, identification, and proper direction for responding personnel upon arrival at the EOC.
- € Assist the Fire Rescue Branch and Law Enforcement Branch with ordering of mutual aid resources as required.
- € To minimize redundancy, coordinate all requests for personnel resources from the field level through the EOC Operations Section prior to acting on the request.
- € In coordination with the Safety Officer, determine the need for crisis counseling for emergency workers; acquire mental health specialists as needed.
- € Arrange for child care services for EOC personnel as required.
- € Establish registration locations with sufficient staff to register volunteers, and issue them disaster service worker identification cards.
- € Keep the Logistics Section Chief informed of significant issues affecting the Personnel Unit.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Supply/Procurement Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Oversee the procurement and allocation of supplies and materiel not normally provided through mutual aid channels.
2. Coordinate procurement actions with the Finance /Administration Section.
3. Coordinate delivery of supplies and materiel as required.
4. Supervise the Supply/Procurement Unit.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other necessary files.
- € Determine if requested types and quantities of supplies and materiel are available in Town inventory.
- € Determine procurement spending limits with the Purchasing Unit in Finance/ Administration. Obtain a list of pre-designated emergency purchase orders as required.
- € Whenever possible, meet personally with the requesting party to clarify types and amount of supplies and materiel, and also verify that the request has not been previously filled through another source.
- € In conjunction with the Resource Status Unit, maintain a status board or other reference depicting procurement actions in progress and their current status.
- € Determine if the procurement item can be provided without cost from another jurisdiction or through the Operational Area.
- € Determine unit costs of supplies and materiel, from suppliers and vendors and if they will accept purchase orders as payment, prior to completing the order.
- € Orders exceeding the purchase order limit must be approved by the Finance/ Administration Section before the order can be completed.
- € If vendor contracts are required for procurement of specific resources or services, refer the request to the Finance/Administration Section for development of necessary agreements.
- € Determine if the vendor or provider will deliver the ordered items. If delivery services are not available, coordinate pickup and delivery through the Transportation Unit.
- € In coordination with the Personnel Unit, provide food and lodging for EOC staff and volunteers as required. Assist field level with food services at camp locations as requested.
- € Coordinate donated goods and services from community groups and private organizations. Set up procedures for collecting, inventorying, and distributing usable donations.
- € Keep the Logistics Section Chief informed of significant issues affecting the Supply/Procurement Unit.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Facilities Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Ensure that adequate essential facilities are provided for the response effort, including securing access to the facilities and providing staff, furniture, supplies, and materials necessary to configure the facilities in a manner adequate to accomplish the mission.
2. Ensure acquired buildings, building floors, and or workspaces are returned to their original state when no longer needed.
3. Supervise the facilities unit.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other necessary files.
- € Work closely with the EOC Coordinator and other sections in determining facilities and furnishings required for effective operation of the EOC.
- € Coordinate with branches and units in the Operations Section to determine if assistance with facility acquisition and support is needed at the field level.
- € Arrange for continuous maintenance of acquired facilities, to include ensuring that utilities and restrooms are operating properly.
- € If facilities are acquired away from the EOC, coordinate with assigned personnel and designate a Facility Manager.
- € Develop and maintain a status board or other reference which depicts the location of each facility; a general description of furnishings, supplies and equipment at the site; hours of operation, and the name and phone number of the Facility Manager.
- € Ensure all structures are safe for occupancy and that they comply with ADA requirements.
- € As facilities are vacated, coordinate with the facility manager to return the location to its original state. This includes removing and returning furnishings and equipment, arranging for janitorial services, and locking or otherwise securing the facility.
- € Keep the Logistics Section Chief informed of significant issues affecting the facilities unit.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Resource Status Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Coordinate with the other units in the Logistics Section to capture and centralize resource status information.
2. Develop and maintain resource status boards in the Logistics Section.
3. Supervise the Resource Status Unit.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other necessary files.
- € Coordinate closely with all units in the Logistics Section particularly Supply/ Procurement, personnel, and transportation.
- € As resource requests are received in the Logistics Section, post the request on a status board and track the progress of the request until filled.
- € Status boards should track requests by providing at a minimum, the following information: date & time of the request, items requested, priority designation, time the request was processed and estimated time of arrival or delivery to the requesting party.
- € Work closely with other logistics units and assist in notifying requesting parties of the status of their resource request. This is particularly critical in situations where there will be delays in filling the request.
- € An additional status board may be developed to track resource use by the requesting party. Information categories might include the following: actual arrival time of the resource, location of use, and an estimate of how long the resource will be needed.
- € Keep in mind that it is generally not necessary to track mutual aid resources unless they are ordered through the Logistics Section.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.





## Finance/Administration Section

### Finance/Administration Section Chief

\*\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\*\*

#### Responsibilities:

1. Ensure that all financial records are maintained throughout the event or disaster.
2. Ensure that all on-duty time is recorded for all Town emergency response personnel.
3. Ensure that all on-duty time sheets are collected from Field Level Supervisors or Incident Commanders and their staffs.
4. Ensure there is a continuum of the payroll process for all Town employees responding to the event or disaster.
5. Determine purchase order limits for the procurement function in Logistics.
6. Ensure that workers' compensation claims, resulting from the response are processed within a reasonable time, given the nature of the situation.
7. Ensure that all travel and expense claims are processed within a reasonable time, given the nature of the situation.
8. Provide administrative support to all EOC Sections as required, in coordination with the Personnel Unit.
9. Activate units within the Finance/Administration Section as required; monitor section activities continuously and modify the organization as needed.
10. Ensure that all recovery documentation is accurately maintained during the response and submitted on the appropriate forms to the Federal Emergency Management Agency (FEMA) and/or the Governor's Office of Emergency Services.
11. Supervise the Finance/Administration Section.

#### Activation Phase:

- € Follow the generic Activation Phase Checklist.
- € Ensure that the Finance/Administration Section is set up properly and that appropriate personnel, equipment, and supplies are in place.
- € Based on the situation, activate units within section as needed and designate Branch Coordinators for each element:
  - o Time Keeping Unit
  - o Compensation & Claims Unit
  - o Purchasing Unit
  - o Recovery Unit
- € Ensure that sufficient staff are available for a 24-hour schedule, or as required.
- € Meet with the Logistics Section Chief and review financial and administrative support requirements and procedures; determine the level of purchasing authority to be delegated to Logistics Section.
- € Meet with all Unit Leaders and ensure that responsibilities are clearly understood.
- € In conjunction with Unit Leaders, determine the initial Action Planning objectives for the first operational period.
- € Notify the EOC Director when the Finance/Administration Section is operational.
- € Adopt a proactive attitude, thinking ahead and anticipating situations and problems before they occur.



### Operational Phase:

- € Ensure that Finance/Administration position logs and other necessary files are maintained.
- € Ensure that displays associated with the Finance/Administrative Section are current, and that information is posted in a legible and concise manner.
- € Participate in all Action Planning meetings.
- € Brief all Unit Leaders and ensure they are aware of the EOC objectives as defined in the Action Plan.
- € Keep the EOC Director, General Staff, and elected officials aware of the current fiscal situation and other related matters, on an on-going basis.
- € Ensure that the Recovery Unit maintains all financial records throughout the event or disaster.
- € Ensure that the Time Keeping Unit tracks and records all agency staff time.
- € In coordination with the Logistics Section, ensure that the Purchasing Unit processes purchase orders and develops contracts in a timely manner.
- € Ensure that the Compensation & Claims Unit processes all workers' compensation claims, resulting from the disaster, in a reasonable time-frame, given the nature of the situation.
- € Ensure that the Time-Keeping Unit processes all time-sheets and travel expense claims promptly.
- € Ensure that the Finance/Administration Section provides administrative support to other EOC Sections as required.
- € Ensure that all recovery documentation is accurately maintained by the Recovery Unit during the response, and submitted on the appropriate forms to Federal Emergency Management Agency (FEMA) and/or the Governor's Office of Emergency Services.

### Demobilization Phase:

- € Follow the generic Demobilization Phase Checklist.



**Time Keeping Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Track, record, and report all on-duty time for personnel working during the event or disaster.
2. Ensure that personnel time records, travel expense claims and other related forms are prepared and submitted to county budget and payroll office.
3. Supervise the time keeping unit.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain position logs and other necessary files.
- € Initiate, gather, or update time reports from all personnel, to include volunteers assigned to each shift; ensure that time records are accurate and prepared in compliance with Town policy.
- € Obtain complete personnel rosters from the Personnel Unit. Rosters must include all EOC Personnel as well as personnel assigned to the field level.
- € Provide instructions for all supervisors to ensure that time sheets and travel expense claims are completed properly and signed by each employee prior to submitting them.
- € Establish a file for each employee or volunteer within the first operational period; to maintain a fiscal record for as long as the employee is assigned to the response.
- € Keep the Finance/Administration Section Chief informed of significant issues affecting the Time-Keeping Unit.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Compensation and Claims Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Oversee the investigation of injuries and property / equipment damage claims involving the Town, arising out of the event or disaster.
2. Complete all forms required by worker's compensation program.
3. Maintain a file of injuries and illnesses associated with the event or disaster which includes results of investigations.
4. Supervise the Compensation and Claims Unit.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain a position log and other necessary files.
- € Maintain a chronological log of injuries and illnesses, and property damage reported during the event or disaster.
- € Investigate all injury and damage claims as soon as possible.
- € Prepare appropriate forms for all verifiable injury claims and forward them to Workmen's Compensations within the required time-frame consistent with Town Policy & Procedures.
- € Coordinate with the Safety Officer regarding the mitigation of hazards.
- € Keep the Finance/Administration Chief informed of significant issues affecting the Compensation and Claims Unit.
- € Forward all equipment or property damage claims to the Recovery Unit.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Purchasing Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Coordinate vendor contracts not previously addressed by existing approved vendor lists.
2. Coordinate with Supply/Procurement Unit on all matters involving the need to exceed established purchase order limits.
3. Supervise the Purchasing Unit.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain position logs and other necessary files.
- € Review the Town's emergency purchasing procedures.
- € Prepare and sign contracts as needed; obtain concurrence from the Finance/Administration Section Chief.
- € Ensure that all contracts identify the scope of work and specific site locations.
- € Negotiate rental rates not already established, or purchase price with vendors as required.
- € Admonish vendors as necessary, regarding unethical business practices, such as inflating prices or rental rates for their merchandise or equipment during disasters.
- € Finalize all agreements and contracts, as required.
- € Complete final processing and send documents to Budget and Payroll for payment.
- € Verify costs data in the pre-established vendor contracts and/or agreements.
- € In coordination with the Logistics Section, ensure that the Purchasing Unit processes purchase orders and develops contracts in a timely manner.
- € Keep the Finance/Administration Section Chief informed of all significant issues involving the Purchasing Unit.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**Recovery Unit Leader**

**\*\*\* Read This Entire Position Checklist Before Taking Action \*\*\***

**Responsibilities:**

1. Collect and maintain documentation of all disaster information for reimbursement from the Federal Emergency Management Agency (FEMA) and/or Cal EMA
2. Coordinate all fiscal recovery with disaster assistance agencies.
3. Prepare and maintain a cumulative cost report for the event or disaster.
4. Supervise the Recovery Unit and all recovery operations.

**Activation Phase:**

- € Follow the generic Activation Phase Checklist.

**Operational Phase:**

- € Establish and maintain position log and other necessary files.
- € In conjunction with Budget Office, compute costs for use of equipment owned, rented, donated or obtained through mutual aid.
- € Obtain information from the Resources Status Unit regarding equipment use times.
- € Ensure that the Budget Office establishes a disaster accounting system, to include an exclusive cost code for disaster response.
- € Ensure that each section is documenting cost recovery information from the onset of the event or disaster; collect required cost recovery documentation daily at the end of each shift.
- € Meet with the Documentation Unit Leader and review EOC Position logs, journals, all status reports and Action Plans to determine additional cost recovery items that may have been overlooked.
- € Act as the liaison for the EOC, with the county and other disaster assistance agencies; to coordinate the cost recovery process.
- € Prepare all required state and federal documentation as necessary to recovery all allowable disaster response and recovery costs.
- € Contact and assist Incident Commanders, and obtain their cumulative cost totals for the event or disaster, on a daily basis.
- € Prepare and maintain a cost report for the Finance/Administration Chief, EOC Director, and Town Council. The report should provide cumulative analyses, summaries, and total disaster / event related expenditures for the Town.
- € Organize and prepare records for final audit.
- € Assist the EOC Coordinator and Planning/Intelligence Section with preparation of the After-Action Report.

**Demobilization Phase:**

- € Follow the generic Demobilization Phase Checklist.



**RESOURCE LIST**

***C-O-N-F-I-D-E-N-T-I-A-L***

***NOT FOR PUBLIC VIEW***

(For EOC General Staff & Management Team ONLY)



### SUBJECT HEADINGS

- Air Conditioning/Refrigeration
- Airports
- Barricades
- Bee Control
- Board-Up Service
- Boats
- Building Inspections
- Building Materials & Supplies
- Buildings, Stationary & Temporary
- Business Records
- Campgrounds
- Chambers of Commerce
- Communications
- Compressors
- Computers
- Concrete
- Construction Contractors
- Construction Equipment & Supplies – Rent & Lease
- Containers
- Courier Services
- Demolition Contractors
- Electrical Contractors
- Electronic Equipment
- Environmental/Haz Mat Consultants
- Explosives
- Fax Service
- Fencing Contractors/Materials
- Film/Video Production & Services
- Fire & Water Damage Restoration
- Fire Extinguishers
- Fire Protection Services
- Fuel
- Garbage/Trash & Rubbish Disposal
- Generators
- Glass
- Government Resources
- Hardware
- Hauling/Trailers
- Heating Contractors
- Hotels & Other Lodging Accommodations
- Ice
- Law Enforcement Services
- Lighting
- Linen Supply Service
- Locks & Locksmiths
- Lumber
- Manpower, Temporary
- Maps
- Markets
- Media
- Medical Services & Supplies
- Mental Health Services
- Mortuary Services
- Moving Services
- Non-Profit Organizations
- Offices & Supplies
- Parking Area Maintenance & Marking
- Parks
- Pest Control
- Photography
- Pipes & Pipelines
- Print, Copy & Duplicating Services
- Pumps
- Rental Service Stores
- Restaurants & Supplies
- Safety Equipment & Clothing
- Sand & Gravel
- Sandbags
- Saws
- Scaffolding & Aerial Lifts
- Schools
- Security (Private) Services
- Septic/Sewer Contractors & Cleaners
- Sharpening Service
- Shelter (Human) Supplies
- Sound Systems
- Storage/Warehousing
- Sweeping Service – Power
- Television/Cable Service
- Toilets, Portable
- Tools
- Towing, Automotive
- Tractors
- Translators & Interpreters
- Transportation
- Tree Services
- Utilities
- Water – Bottled & Bulk
- Water Hauling
- Water Purification & Filtration Equipment
- Weed Control Service
- Welding





## **AIR CONDITIONING/ REFRIGERATION**

### **Accurate Heating & Air**

Apple Valley  
961-7455  
Contractor; Repair

### **Allbridge Electric Heating & Air Conditioning**

Apple Valley  
242-5442  
Contractor

### **Apple Air**

Apple Valley  
242-5442  
Equipment-Room Units-Sales  
& Service

### **April Air**

Hesperia  
949-1995  
Refrigeration Equipment-  
Commercial-Sales & Service

### **B R Tinsley Inc**

18165 Hwy 18, Apple Valley  
242-3684  
Contractor; Coolers-  
Evaporative-Sales & Service

### **BCS Mechanical**

Hesperia  
948-4436  
Refrigeration Equipment-  
Commercial-Sales & Service

### **Comfy Air**

Hesperia  
956-1585  
Refrigeration Equipment-  
Commercial-Sales & Service

### **Desert Heating & Air Conditioning**

Apple Valley  
240-6290  
Contractor; Repair

### **Diamond Aire**

Apple Valley  
961-7059  
Contractor; Repair

### **F H A Service**

12175 Pawnee, Apple Valley  
247-5126  
Contractor

### **Holman Air Conditioning & Heating**

21962 Hwy 18, Apple Valley  
247-3924  
Contractor; Equipment-Room  
Units-Sales & Service;  
Coolers-Evaporative-Sales &  
Service

### **J M & J Plumbing & Heating Air Conditioning**

Apple Valley  
242-5519  
Contractor; Repair; Coolers-  
Evaporative-Sales & Service

### **Milhd Air Conditioning**

Apple Valley  
240-1341  
Contractor

### **Pol-Air Inc**

Victorville  
241-1067  
Refrigeration Equipment-  
Commercial-Sales & Service

### **Reliable Heating & Air Conditioning**

Apple Valley  
247-5095  
Contractor

### **Service Plus Refrigeration A/C & Equipment Repair**

22775 Colony, Apple Valley  
559-0380  
Refrigeration Equipment-  
Commercial-Sales & Service

## **AIRPORTS**

### **Apple Valley Airport**

21600 Corwin, Apple Valley  
247-2371

### **Hesperia Airport**

Hesperia  
948-1177

### **Southern California Logistical Airport (SCLA)**

Victorville  
342-1900

## **BARRICADES**

### **Hi-Way Safety Inc**

Chino  
800-228-1701

### **Tops N Barricades**

Hesperia  
949-5991

## **BEE CONTROL**

### **Green, David**

247-5566

### **Kelleher, Tom**

Apple Valley  
247-5619

### **Monroe, Joe**

Apple Valley  
240-5648

## **BOARD-UP SERVICE**

### **ABC Glass & Screens**

Victorville  
245-8355  
Glass Board-Up Service

### **Envirozone**

Hesperia  
244-0008  
Glass Board-Up Service

### **Vern's Mobile Glass Inc**

Victorville  
241-0994  
Glass Board-Up Service

## **BOATS**

### **B & B Cycles/Bombardier**

**Sea-Doo**  
Victorville  
241-7387  
Dealer



**Barstow Motorcycle Center**  
Barstow  
256-4090  
Dealer

**Duffy Electrical Boat Co**  
Adelanto  
246-1211  
Dealer

**Hi Desert Kawasaki Cycle Center**  
Victorville  
241-2028  
Dealer

**Schwarzenbach's Apple Valley Marine**  
24021 Hwy 18, Apple Valley  
247-8037  
Dealer

**Silverwood Lake Marina**  
Summit Valley  
389-2299  
Renting & Leasing

**Silverwood Sea-Doo Rentals**  
Summit Valley  
389-0057  
Renting & Leasing

**T-N-T Motorsports**  
Hesperia  
949-3842  
Dealer

## BUILDING INSPECTIONS

**Building Industry Association**  
Victorville  
951-2453

**Building Inspector, The**  
Victorville  
241-5800

**First Safety Home Inspection**  
12658 Tonikan, Apple Valley  
240-2839

**Hawkins, Les**

Apple Valley  
961-7215

**HBI Home & Building Inspections**  
949-2160

**HouseMaster Home Inspection Service**  
Spring Valley Lake  
843-9139

## BUILDING MATERIALS & SUPPLIES

**A & L Builders Supply**  
Victorville  
245-3717

**Anderson True Value Lumber & Hardware**  
Phelan  
868-3335

**Barr Lumber Company**  
22092 Hwy 18, Apple Valley  
247-7204

**Ellis Truss Company & Wall Panels**  
Hesperia  
244-8566

**Endura Steel Inc.**  
Hesperia  
244-5456

**H & E Do It Yourself Center**  
Hesperia  
949-5389

**H & E Do It Yourself Center**  
Victorville  
241-6660

**High Desert Truss & Supply**  
Hesperia  
244-7996

**Lowe's – Store #1001**  
Victorville  
949-9565

**M F G West**  
Adelanto  
246-4042

**Murrill, Ronald**  
Hesperia  
949-2212

**Valley Hardware & Building Supply**  
Lucerne Valley  
248-6622

**Victor Valley Roofing**  
Hesperia  
948-7277

**Westside Building Material**  
Hesperia  
244-5484

## BUILDINGS, STATIONARY & TEMPORARY

**Affordable Sheds**  
Hesperia  
244-9063  
Portable

**Aussie Steel Buildings**  
Phelan  
947-6559  
Metal

**Coleman, W & J**  
16220 Monache, Apple Vly  
242-8323  
Sheds

**Crew Construction**  
Hesperia  
948-0143  
Metal

**Dudley Steel Buildings**  
17177 Navajo, Apple Valley  
240-3299  
Metal

**Dunagan Construction**  
Adelanto  
246-6426  
Metal

**EMH Construction**  
Adelanto  
985-3131  
Metal

**Forbes Steel Buildings**



Phelan  
868-5811  
Pre-Cut, Prefabricated,  
Modular

**Gold West Mobile Home Sales**  
Victorville  
241-7009  
Mobile Homes-Dealer

**High Desert Housing Ltd**  
Victorville  
241-6468  
Mobile Homes-Dealer

**Kamper's Korner**  
Victorville  
241-7351  
Motor Homes

**M & L Keith & Associates**  
Hesperia  
244-1315  
Metal

**M & L Keith & Associates**  
Victorville  
843-5716  
Metal

**Manufactured Home Center**  
22241 Nisqually, Apple Vly  
240-0077  
Mobile Homes-Dealer

**Max Steel Buildings**  
Adelanto  
246-9196  
Metal, Pre-Cut,  
Prefabricated, Modular

**Peterson's Lumber & Sawmill**  
Hesperia  
244-3949  
Portable

**Prince Mobile Homes Inc**  
Victorville  
241-7482  
Mobile Homes-Dealer

**Range R V Center**  
Hesperia  
949-4090  
Motor Homes

**Rollman, J.**  
Pinon Hills  
868-6149  
Metal

**Shed World Inc**  
Oak Hills  
244-5263  
Portable

**Tuff Shed Inc**  
22311 Bear Valley, Apple Vly  
240-1072  
Sheds

**Victor Valley Fabricators**  
14075 Joshua, Apple Valley  
247-8852  
Metal

**W W Nelson Comp Inc**  
Hesperia  
956-3181  
Metal

## BUSINESS RECORDS

**Archive Management Svcs**  
800-660-2724  
Storage; Destruction

**Iron Mountain**  
800-899-4766  
Storage

**Shred-It**  
800-697-4733  
Destruction

**Sure-Shred**  
888-500-3707  
Destruction

## CAMPGROUNDS

**Adelanto RV Park**  
Adelanto  
246-7775  
Campground & RV Park

**Hesperia Lake Park & Campground**  
Hesperia  
244-5951  
Camp

**Kampgrounds of America KOA**  
Victorville  
245-6867  
Campground & RV Park

## CHAMBERS OF COMMERCE

**Adelanto Chamber**  
Adelanto  
246-5711

**Apple Valley Chamber**  
17852 Hwy 18, Apple Valley  
242-2753

**Barstow Chamber**  
Barstow  
256-8617

**Helendale Chamber**  
Helendale  
952-2231

**Hesperia Chamber**  
Hesperia  
244-2135

**Hispanic Chamber**  
Victorville  
241-6661

**Lucerne Valley Chamber**  
Lucerne Valley  
248-7215

**Phelan Chamber**  
Phelan  
868-3291

**Victor Valley African American Chamber**  
Victorville  
952-9152

**Victorville Chamber**  
Victorville  
245-6506

**Wrightwood Chamber**  
Wrightwood  
249-4320

## COMMUNICATIONS

**Advanced Micro**



### **Technologies**

Victorville  
241-8357  
Telephone Parts & Service

### **Apple Valley Communications**

21805 Hwy 18, Apple Valley  
247-2668  
FAX: 247-0087  
Telecommunication Equip &  
Systems, Telephone Parts &  
Service

### **Cell Comm**

Victorville  
951-5222  
Radio Equipment/ Systems

### **Cingular Wireless PCS Store**

Victorville  
243-9706  
Telephone Communications  
Svc

### **Civil Air Patrol**

Victorville  
246-5142  
Ham Radio Communications

### **Clinton Communications**

Spring Valley Lake  
843-3399  
Telephone Parts & Service

### **CommDown**

Communications  
Apple Valley  
946-6080  
Telecommunication Equip &  
Systems

### **ComSerCo**

Victorville  
245-8462  
Radio Equipment/ Systems,  
Telecommunication Equip &  
Systems

### **CSC Communications**

Victorville  
843-3581  
Telecommunication Equip &  
Systems, Telephone Parts &  
Service

### **Digital Technologies**

Victorville  
241-1621  
Telecommunication Equip &  
Systems/ Service & Repair

### **Goldstone Deep Space Communications**

Barstow  
255-8000

### **Hi-Desert Communications**

Victorville  
243-2332

### **Radio Equipment/ Systems High Desert CB**

Hesperia  
947-9917  
Radio Equipment/ Systems

### **Inland Empire Communications**

Victorville  
241-7741  
Service

### **Johnson, D**

Apple Valley  
946-4000  
Telecommunication Equip &  
Systems

### **Loma Information Systems Inc**

Victorville  
245-5493  
Telecommunication Equip &  
Systems

### **Mobile Telesys Inc**

Victorville  
843-9661  
Telephone Communications  
Service

### **Nextel Communications**

Victorville  
243-2332  
Public Safety Call Center:  
888-639-0020  
Cellular & Wireless Phones &  
Service

### **N R Systems**

Hesperia  
956-1204

Telecommunication Equip &  
Systems/ Service & Repair

### **Pro Maxim Communications**

Victorville  
843-5880  
Telecommunication Equip &  
Systems/ Service & Repair

### **Siecom Networks LLC**

Hesperia  
949-2340  
Telecommunication Equip &  
Systems/ Service & Repair

### **Spectrasite Broadcast Towers Inc**

Spring Valley Lake  
381-8750  
Service

### **Stan's Telephone Installation Repair Service**

Apple Valley  
247-4320  
Telecommunication Equip &  
Systems, Telephone Parts &  
Service

### **Sun Start Communications**

11659 Itoya Vista, Apple Vly  
961-9025  
Telephone Parts & Service

### **Tel-Craft Communications**

Victorville  
955-7870  
Telecommunication Equip &  
Systems, Telephone  
Communications Service,  
Telephone Parts & Service

### **Telepro Systems**

Victorville  
243-7466  
Telecommunication Equip &  
Systems

### **Tri Town Voice & Data Networks Inc**

20361 Ottawa, #2, Apple Vly  
240-7877  
Telecommunication Equip &  
Systems/ Service & Repair

### **Verizon**

Victorville



800-483-7988  
Utility-Customer Relations  
Department

**Verizon Phonemart**  
Victorville  
243-0200  
Telecommunication Equip &  
Systems

**Volt Information Sciences**  
Victorville  
245-1264  
Telecommunication Equip &  
Systems/ Service & Repair

## COMPRESSORS

**Harbor Freight Tools**  
Hesperia  
949-0558

**Inquipco**  
Las Vegas, NV  
800-598-3465  
Rentals

**Western Outdoor Power  
Equipment**  
Victorville  
245-2861

## COMPUTERS

**Aaron's Sales & Lease  
Ownership**  
Victorville  
952-9955  
Rent & Lease

**Accell**  
Hesperia  
244-0580  
Installation

**Apple Valley Stationers**  
18152 Hwy 18, Apple Valley  
242-3531  
Service & Repair

**California Software Svcs**  
19360 Seneca, Apple Valley  
242-4957  
Service & Repair

**Compunet Solutions**

Apple Valley  
242-2229  
Service & Repair

**Double J Internet**  
Apple Valley  
956-5787  
Service & Repair

**Rent-A-Center**  
Victorville  
241-2222, 241-1322  
Rent & Lease

**Sunrise Computing**  
Lucerne Valley  
248-1000  
Service & Repair

**T K Computer Repair Svc**  
18387 Hwy 18, Apple Valley  
946-5415  
Service & Repair

**Traylor's Electronics**  
22110 Hwy 18, Apple Valley  
240-5703  
Service & Repair

## CONCRETE

**A & L Builders Supply**  
Victorville  
245-3717  
Blocks & Shapes

**A-1 Backhoe-Skip & Dump  
Truck Service**  
Victorville  
245-7875  
Break, Cut, Saw, Etc.

**Agcon Inc**  
Oro Grande  
245-6546  
Ready Mixed

**Apple Valley Construction  
Co Inc**  
9312 Deep Creek, Apple Vly  
247-4810  
Break, Cut, Saw, Etc.

**Asboth Concrete**  
Apple Valley  
961-1704  
Contractor

**Bonato Concrete Inc**  
11657 Itoya Vista, Apple Vly  
247-2478  
Contractor

**Carreira William**  
Hesperia  
948-3962  
Break, Cut, Saw, Etc.

**Cherokee Construction**  
Hesperia  
956-7604  
Break, Cut, Saw, Etc.

**Conco Construction**  
Apple Valley  
247-8814  
Contractor

**Creative Concrete**  
Apple Valley  
247-7595  
Contractor

**Cutting Edge Concrete  
Services Inc**  
13600 Hitt Rd, Apple Valley  
247-8801  
Break, Cut, Saw, Etc.

**Elliott's Concrete Cutting &  
Coring**  
Apple Valley  
242-7062  
Break, Cut, Saw, Etc.

**Hager C**  
Oak Hills  
949-8324  
Ready Mixed

**Hi Grade Materials Co**  
Hesperia  
244-9325  
Aggregates; Ready Mixed

**High Desert Concrete  
Pumping**  
Hesperia  
947-2999  
Concrete Pumping Service

**Jack's Concrete Cutting &  
Removal**  
Hesperia  
948-3046  
Break, Cut, Saw, Etc.



**Kelley's Concrete Cutting & Breaking**

Apple Valley  
247-2106  
Break, Cut, Saw, Etc.

**Lourenco Concrete Pumping**

Hesperia  
949-6023  
Concrete Pumping Service

**Martinez Pascual H**

Apple Valley  
247-5790  
Contractor

**Olvera's Concrete**

Victorville  
245-1542  
Break, Cut, Saw, Etc.

**Philistine Concrete**

Hesperia  
949-1265  
Break, Cut, Saw, Etc.

**Robertson's Ready Mix**

Adelanto  
888-255-1447  
Concrete Pumping Service;  
Ready Mixed

**Roth D**

Hesperia  
244-5029  
Concrete Pumping Service

**Rutledge David**

Apple Valley  
247-4573  
Contractor

**Service Rock Products**

Victorville  
245-7997  
Ready Mixed

**Smitty's Concrete Pumping Service**

Hesperia  
949-0606  
Concrete Pumping  
Equipment & Service

**Sonora Equipment Rental Inc**

Hesperia

949-2269  
Break, Cut, Saw, Etc.

**Sumiden Wire Product Corp**

Victorville  
246-6091  
Prestressed Concrete

**Sunrise Concrete Pumping**

Hesperia  
947-9800  
Concrete Pumping Service

**Synertech**

Adelanto  
246-3330  
Concrete Products

**Westside Building Material Corp**

Hesperia  
244-5484  
Blocks & Shapes

**Whalen Construction**

Apple Valley  
247-3373  
Contractor

### CONSTRUCTION CONTRACTORS

**A-1 Backhoe – Skip & Dump Truck Service**

Victorville  
245-7875  
Backhoe; Dealers & Service

**Ability Signs & Crane Service**

Hesperia  
244-0809  
Crane

**Action Backhoe & Grading**

Oak Hills  
949-6535  
Backhoe, Excavation

**Adams, Fred A**

Apple Valley  
240-4376  
Masonry

**Advanced Plumbing**

Hesperia

949-4909  
Backhoe

**Allfence**

12205 Central, Apple Valley  
961-3362  
Masonry

**Apple Valley Construction Co Inc**

9312 Deep Creek, Apple Vly  
247-4810  
Backhoe; Excavation, Drilling  
& Boring

**Arrowhead Rockdrill Co Inc**

Barstow  
255-8990  
Dealers & Service

**Aviation Environmental Services Inc**

Victorville  
951-1923  
Dealers & Service

**Barstow Pump & Drilling**

Barstow  
253-4905  
Drilling & Boring

**Beattie Asphalt Paving**

Hesperia  
949-1230  
Paving

**Beinschroth, A J & Sons**

18794 Sentenac, Apple Vly  
242-2101  
Masonry

**Bertram, Charles R**

Hesperia  
244-6794  
Paving

**Blackmore's Masonry Construction**

Hesperia  
244-3971  
Masonry

**Bledsoe Grading Inc**

Oak Hills  
949-4020  
Excavation



**Cal Customized Professional Landscape**

Hesperia  
244-2718  
Backhoe; Excavation

**Caplinger Construction Inc**

Hesperia  
948-7801  
Grading

**Carlson Masonry**

Construction  
Apple Valley  
242-0138  
Masonry

**Commercial Scaffolding Inc**

Victorville  
955-5938  
Scaffolding & Aerial Lifts

**Conexdrill Co Inc**

Oak Hills  
244-6047  
Drilling & Boring

**Cooley Construction Inc**

Victorville  
245-1377  
Paving, Excavation

**David Montoya Paving**

Hesperia  
949-1144  
Paving

**Deloss Crane & Rigging**

Victorville  
241-1066  
Crane

**Desert Empire Drilling**

Barstow  
253-5637  
Drilling & Boring

**DiVencenzo Construction**

Apple Valley  
247-8838  
Masonry

**Don Parker Masonry**

Victorville  
241-0866  
Masonry

**Don's Grading**

Hesperia  
948-1439  
Excavation

**Dump Truck Tractor Hauling Services**

Victorville  
951-7599  
Backhoe

**Eagle Water Well Drilling & Pump Service**

Newberry Springs  
257-3553  
Drilling & Boring

**Earthworks Trucks & Equipment**

Hesperia  
949-7708  
Dealers & Service

**Fagan Baylift Equipment**

Hesperia  
949-4222  
Forklifts-Sales & Rental

**Gee Backhoe Service**

Apple Valley  
247-0161  
Backhoe; Excavation

**Gosselin Masonry Company**

22420 Cholena, Apple Valley  
247-8666  
Masonry

**Green Equipment & Tool Co**

Hesperia  
949-0355  
Dealers & Service

**Gutierrez Construction**

Hesperia  
956-1252  
Paving

**Gutierrez Masonry**

Hesperia  
244-9880  
Masonry

**H W Masonry**

Adelanto  
246-3846  
Masonry

**HCS Cutler Construction**

Supplies Inc  
Victorville  
951-5055  
Dealers & Service

**Hesperia Equipment Repair**

Hesperia  
244-4522  
Dealers & Service

**Hi Desert Drillers Inc.**

Apple Valley  
946-2695  
Drilling & Boring

**Howard's Hoe & Dump Truck Service**

20239 Hinton Dr, Apple Vly  
247-5579  
Backhoe

**Hub Construction Supplies & Equipment**

Hesperia  
948-2339  
Dealers & Service

**Independent Well Drilling**

Apple Valley  
247-9882  
Drilling & Boring

**Inquipco**

Las Vegas, NV  
702-644-1700  
Crane

**J & J Hoist & Crane & Industrial Services**

Hesperia  
244-9365  
Crane

**J O Reid Equipment Rentals Inc**

Apple Valley  
247-8082  
Excavation

**Jake's Crane Rigging & Transport International**

Las Vegas, NV  
800-553-5253  
Crane

**JDL Enterprises**

Helendale



952-3313  
Masonry

**Joshua Grading & Excavating**  
Baldy Mesa  
949-5867  
Excavation

**KAT Equipment Leasing Inc**  
Hesperia  
949-2924  
Crane  
**Kenny's Masonry**  
Apple Valley  
240-1870  
Masonry

**Kordyak, Michael**  
Hesperia  
244-0581  
Framing

**Langille, K**  
Phelan  
868-3360  
Excavation

**Long, William L, Construction** Backhoe & Dozer Service  
Hesperia  
244-7506  
Grading, Excavation

**M B M Tractor Service**  
Hesperia  
947-6798  
Backhoe

**McAllister, H F Grading**  
Apple Valley  
242-8811 or  
240-6185  
Excavation

**McDougall's Pump Svc Inc**  
Newberry Springs  
248-3344  
Drilling & Boring

**Medrano's Paving Co**  
Hesperia  
244-5331  
Paving

**Mojave Equipment Co Inc**

Victorville  
243-3116  
Paving

**Nutty Bolts Screws & Fasteners**  
Hesperia  
948-2658  
Dealers & Service

**Partin, Ray**  
25122 Little Teepee, Apple Vly  
240-3848  
Paving

**Reed's Tractor**  
Phelan  
868-5341  
Excavation

**Robertson's Ready Mix**  
Adelanto  
888-255-1447  
Cement-Retail

**Scott Mark Tractor Trenching Service**  
Hesperia  
949-3362  
Excavation

**Solomon's Excavation**  
Lucerne Valley  
248-6454  
Excavation

**Sully-Miller Contracting**  
Victorville  
241-3384  
Paving

**Sydney James F**  
Apple Valley  
242-2565  
Backhoe

**Tops N Barricades**  
Hesperia  
949-5991  
Shoring

**Wallis, Randall, N Water Well Drilling & Pump Svc**  
Barstow  
800-726-3979  
Drilling & Boring

**Westech Industries Inc**  
21834 Bear Valley, Apple Vly  
961-8488  
Excavation

**Westside Building Material Corp**  
Hesperia  
244-5484  
Dealers & Service

**Yeghoian, Robert R., Company Inc**  
12191 Pawnee, Apple Valley  
247-8741  
Grading, Paving, Excavation

**Yucca Crane**  
21566 Viento, Apple Valley  
247-2887  
Crane; Dealers & Service

## CONSTRUCTION EQUIPMENT & SUPPLIES – RENT & LEASE

**Accent Fence Co**  
21888 Bear Valley, Apple Vly  
247-7213

**Advance Disposal Company**  
Hesperia  
244-9773

**Apex Rentals**  
Hesperia  
244-9349

**Apple Valley Construction Co Inc**  
9312 Deep Creek, Apple Vly  
247-4810

**Don Enlow Water Truck**  
Apple Valley  
242-2567

**Gold Star Equipment Rentals**  
21834 Bear Valley  
Apple Valley  
247-3687  
Heavy Equipment, Lighting



**JC Rentals**

Hesperia  
244-7707

**Johnson Rental Service**

Hesperia  
947-0967  
Lighting

**Kat Equipment Leasing Inc**

Hesperia  
949-2924

**KJ Heavy Equipment**

Phelan  
868-2323

**Mojave Equipment Co Inc**

Victorville  
243-3116  
Excavation

**R P Water Truck Services**

Victorville  
241-5323

**Ricks Equipment**

Apple Valley  
961-7764

**Sonora Equipment Rental Inc**

Hesperia  
949-2269

## CONTAINERS

**A Allied Storage Containers Inc**

888-807-3888  
Cargo & Freight

**A Royal Wolf Portable Storage**

800-447-7223  
Cargo & Freight

**American Portable Storage**

800-838-4006  
Cargo & Freight

**A-Mobile Mini**

800-234-5669  
Cargo & Freight

**B Stephen Cooperage Inc**

Ontario  
877-591-3786

Barrels & Drums

**JS Container Inc**

800-383-2812  
Cargo & Freight

**Trico Drum Sales Inc**

Adelanto  
246-0512  
Barrels & Drums

**U-Store-It**

18690 Hwy 18, Apple Valley  
242-5604  
Boxes

## COURIER SERVICE

**D & J Delivery Service**

Hesperia  
948-2355

**ICBM**

Hesperia  
949-2258  
Messenger Service

**KTR Inc**

Victorville  
243-1200

**On-Time Delivery Service**

Hesperia  
947-6565

**Paul's Delivery Service Inc**

Lucerne Valley  
248-3311

## DEMOLITION CONTRACTORS

**Apple Valley Construction Co Inc**

9312 Deep Creek, Apple Vly  
247-4810

**Cutting Edge Concrete Services Inc**

13600 Hitt, Apple Valley  
247-8801

**Earth Development**

Phelan  
868-5512

**Hi Desert Construction**

Apple Valley  
247-4170

**Kelley's Concrete Cutting & Breaking**

Apple Valley  
247-2106

## ELECTRICAL CONTRACTORS

**ABC Electric**

Apple Valley  
242-2684  
Contractor

**Allbright Electric Heating & Air Conditioning**

Apple Valley  
240-2276  
Contractor

**Arbor Del**

Apple Valley  
240-1680  
Contractor

**Bromley Electric**

Apple Valley  
247-3731  
Contractor

**Cherry Electric**

Apple Valley  
240-3245  
Contractor

**Choice Electric**

Apple Valley  
946-4016  
Contractor

**Energized Substation Maintenance**

13467 Nomwaket, Apple Vly  
247-2365  
Electrical Power Systems-  
Testing & Maintenance

**Home Electrician**

10990 Neola Court, Apple Vly  
247-7002  
Contractor

**Jones Electric**

Apple Valley  
247-5609



Contractor

**PTL Electric**

14475 Havasu, Apple Valley  
242-4884  
Contractor; Service & Repair

**Sharky Electric Inc**

Apple Valley  
247-7005  
Contractor

**Standard Electric Works**

22000 Hwy 18, Apple Valley  
247-8909  
Electric Motors-Dealers &  
Repair

**Vance Electric**

Apple Valley  
247-8760  
Contractor

## ELECTRONIC EQUIPMENT

**Atco Technology Inc**

13560 Tonikan, Apple Valley  
247-5500  
Equipment & Surplus-  
Wholesale & Mfrs

**Digital Telemetry Systems**

13580 Nomwaket, Apple Vly  
247-9512  
Equipment & Surplus-New &  
Used

## ENVIRONMENTAL/ HAZ MAT CONSULTANTS

*Contact should also be  
made with AVFPD  
Hazardous Materials Team*

**A Sensitive Environment**

877-301-1936  
Asbestos Abatement

**AAA Asbestos Testing for  
Demo & Remodeling Permit  
Profile**

877-301-1936  
Asbestos Inspection

**Affordable Air Conditioning  
& Heating Service**

Hesperia  
947-1146  
Air Cleaning & Purifying  
Equipment

**April Air**

Hesperia  
949-1995  
Air Cleaning & Purifying  
Equipment

**Aviation Environmental  
Services Inc**

Victorville  
951-1923  
Consultant

**BCS Mechanical**

Hesperia  
948-4436  
Air Cleaning & Purifying  
Equipment

**Brickley Environmental Inc**

San Bernardino  
800-530-3366  
Asbestos Abatement; Lead  
Detection & Removal

**C & A Tripp Associates**

Apple Valley  
247-4753  
Air Cleaning & Purifying  
Equipment

**Chem-Trec**

800-424-9300  
24 hour service

**Circle Mountain Biological  
Consultants**

Wrightwood  
249-4948  
Environmental

**Crime Scene Steri-Clean**

Alta Loma  
909-481-2285  
Biohazard Cleanup

**Dadson**

Silver Lakes  
955-0003  
Chemical Cleaning-Industrial

**Environmental Asbestos &  
Lead Klean-Up**

Mira Loma  
909-685-5314  
Asbestos Abatement

**J & B Environmental Inc**

Phelan  
868-3801  
Consultant

**M & M Environmental  
Safety Services**

Victorville  
951-0700  
Environmental

**Mojave Desert Air Quality  
Management District**

Victorville  
245-1661  
Government-Air Quality  
Control

**Montgomery Watson  
Americas**

Victorville  
246-3101  
Consultant

**Nieves F**

Victorville  
956-1666  
Haz Mat

**Rainbow Cleaning Systems**

Apple Valley  
946-6088  
Air Cleaning & Purifying  
Equipment

**Tri State Environmental**

Hesperia  
956-0024  
Consultant

## EXPLOSIVES

**Austin Powder Co**

Victorville  
951-3392

## FAX SERVICE

**Aim Mail Center**



20162 Hwy 18, Apple Valley  
242-7300  
Transmission Service

**Apple Valley Stationers**  
18152 Hwy 18, Apple Valley  
242-3531  
Equipment & Systems-  
Service & Repair

**Copierworks**  
Apple Valley  
240-9446  
Equipment & Systems-  
Service & Repair

**Desert Stationers-Office Plus**  
Victorville  
241-7111  
Equipment & Systems

**Hayes Photocopier**  
13839 Pioneer, Apple Valley  
240-2895  
Equipment & Systems-  
Service & Repair

**Image Source**  
Victorville  
241-8044  
Equipment & Systems

**Mail Call**  
20811 Bear Valley, Apple Vly  
240-0060  
Transmission Service

**Type-Set-Go Printing & Graphics**  
22749 Hwy 18, Apple Valley  
240-1361  
Transmission Service

## FENCING CONTRACTORS/ MATERIALS

**Accent Fence Co**  
21888 Bear Valley, Apple Vly  
247-7213  
Contractor & Materials

**All American Fence Erectors**  
Hesperia

948-2428  
Contractor & Materials

**Allfence**  
12205 Central, Apple Valley  
961-3362  
Contractor

**Best Fence Company**  
Hesperia  
947-7565  
Contractor; Repair

**Carlson Masonry Construction**  
Apple Valley  
242-0138  
Contractor

**Custom Iron Works Specialist**  
Victorville  
843-5232  
Contractor

**David's Ornamental Welding**  
Hesperia  
956-7689  
Materials

**Dillman, Hal**  
Hesperia  
244-7220  
Contractor

**Don Parker Masonry**  
Victorville  
241-0866  
Contractor

**Family Fence**  
Apple Valley  
240-6939  
Contractor

**H W Masonry**  
Adelanto  
246-3846  
Contractor

**K & L Fencing**  
Hesperia  
244-1375  
Contractor

**Marsano Welding**  
22164 Ottawa, Apple Valley

961-2293  
Contractor

**Perris Fence & Supply Inc**  
Yucca Valley  
365-1151  
Materials

**Peterson's Lumber & Sawmill**  
Hesperia  
244-3949  
Materials

**Sunset Gate & Door Co**  
Hesperia  
947-4565  
Contractor

**V & L Powdercoating**  
22163 Powhatan, Apple Vly  
240-6635  
Materials

**Walker Fence Co**  
Hesperia  
244-4882  
Contractor

**Wiese McBeth & Watkins**  
Victorville  
245-5836  
Contractor

**Wild West Fence**  
Lucerne Valley  
248-2112  
Contractor

## FILM/VIDEO PRODUCTION & SERVICES

**Novoa Entertainment**  
Hesperia  
947-7464  
Film; Production Services

**Presser Thomas H**  
Hesperia  
947-3001  
Production Services

**RAQ Systems**  
Hesperia  
244-0438



Equipment-Sales & Rentals

**Rodeo Video**

Victorville  
245-2616

Equipment-Sales & Rentals

**Transfers Unlimited**

19031 Hwy 18, Apple Valley  
242-5444

Production Services

**Video Doctor**

Hesperia  
949-3122

Equipment-Sales & Rentals

**West Coast Production  
News**

Silver Lakes  
843-9688  
Film

## FIRE & WATER DAMAGE RESTORATION

**A & J Carpet Cleaning**

Hesperia  
948-8171

**A Clean Pro**

Victorville  
245-5556

**A-1 Carpet Care**

Victorville  
800-442-5326

**Ace Carpet Cleaning**

Hesperia  
244-3158

**Lloyd Painting Company**

Hesperia  
949-2798

**Mallard Carpet Care**

Silver Lakes  
952-3825

**Purofirst Fire & Water  
Restoration**

13600 Pawnee, Apple Valley  
961-1885 or 961-8980

**ServiceMaster of the Victor  
Valley**

Hesperia  
948-1506

**Seven Star Construction**

Hesperia  
949-8000

**United Restoration**

Victorville  
381-8868

## FIRE EXTINGUISHERS

**Fire Protection Concepts**

Apple Valley  
247-0858

**Hi Desert Fire Protection  
Services Inc**

Hesperia  
947-7336

**M & D Fire Equip Co**

13641 John Glenn, Apple Vly  
240-7929

**South West Fire Protection**

Apple Valley  
240-5176

**Stoody Industrial &  
Welding**

Victorville  
530-0765

## FIRE PROTECTION SERVICES

**Apple Valley Fire  
Protection District (AVFPD)**

22400 Headquarters Drive,  
Apple Vly  
247-7618  
FAX: 247-3895  
Dispatch: 245-5311

**AVFPD Station #332**

18857 Hwy 18, Apple Valley  
242-3252

**AVFPD Station #334**

12143 Kiowa, Apple Valley  
247-0162

**AVFPD Station #335**

21860 Tussing Ranch, Apple  
Vly  
247-9666

**AVFPD Station #336**

19235 Yucca Loma, Apple  
Vly  
961-8942

**Barstow Fire District**

Barstow  
256-2254  
FAX: 256-5314

**Bureau of Land  
Management**

18809 Central, Apple Valley  
240-8541  
FAX: 240-8598  
Dispatch: 909-383-5654

**California Department of  
Forestry**

243-8100  
FAX: 909-881-6970  
Dispatch: 909-881-6900

**California State Fire  
Marshal**

Sacramento  
916-653-7147

**Daggett Fire Department**

Daggett  
254-2415  
FAX: 254-2415  
Dispatch: 909-881-6900

**Fort Irwin Fire Department**

386-1419

**Hesperia Fire Department**

Hesperia  
947-1600  
FAX: 244-9174  
Dispatch: 245-5311

**Marine Corps Logistics  
Base**

Barstow  
577-3300

**Newberry Springs Fire  
Department**

Newberry Springs  
257-4342  
FAX: 257-4314



Dispatch: 245-5311

### **San Bernardino County Fire Department**

San Bernardino  
909-387-5974  
FAX: 909-387-5542  
Dispatch: 909-881-6900  
Or 909-356-3805

### **San Bernardino County Fire Marshal/Haz Mat**

San Bernardino  
909-387-4631  
Dispatch: 909-356-3805

### **US Forest Service**

909-866-3437  
FAX: 909-866-2867  
Dispatch: 909-383-5654

### **Victorville Fire Department**

Victorville  
955-5225  
FAX: 955-7098  
Dispatch: 245-5311

### **Yermo Fire Department**

Yermo  
254-2331  
FAX: 254-3267  
Dispatch: 245-5311

## **FUEL**

### **Airgas**

Hesperia  
244-1606  
Gas-Industrial, Medical-  
Cylinder & Bulk

### **American Biofuels**

Adelanto  
246-4698  
Diesel

### **Apex Rentals**

Hesperia  
244-9349  
Propane

### **Apple Valley Chevron**

17937 Hwy 18, Apple Valley  
242-2197  
Service Station-Gas

### **Apple Valley Mobil**

22488 Hwy 18, Apple Valley  
240-3885  
Service Station-Gas

### **Apple Valley Ultramar**

21898 Hwy 18, Apple Valley  
247-4876  
Service Station-Gas

### **Beck Oil Inc**

Victorville  
245-4191  
Diesel

### **California Tool & Welding Supply**

Victorville  
245-2402  
Gas-Industrial, Medical-  
Cylinder & Bulk

### **Chevron Stations Inc**

19180 Bear Valley, Apple Vly  
247-2937  
Service Station-Gas

### **FerrellGas**

18768 Hwy 18, Apple Valley  
946-2136  
Propane

### **Gold Star Equipment Rentals**

21834 Bear Valley, Apple Vly  
247-3687  
Propane

### **Goodspeed Auto Fueling**

Hesperia  
947-7540 or 947-7164  
Petroleum Products

### **High Desert Fuel**

22506 Bear Valley, Apple Vly  
247-0311  
Fuel Supplies

### **K N R Automotive Repair**

20307 Bear Valley, Apple Vly  
240-3928  
Propane

### **K N R II**

21650 Hwy 18, Apple Valley  
240-5212  
Propane

### **Kelly Gas**

Adelanto  
246-3714  
Propane

### **Newton Petroleum Enterp**

Hesperia  
949-0362  
Petroleum Products

### **Proflame Gas Co**

Hesperia  
244-2113  
Propane

### **Proflame Inc**

Adelanto  
246-6200  
Propane

### **Silver Valley Propane**

Lucerne Valley  
248-2226  
Propane

### **Stoody Industrial & Welding**

Victorville  
530-0765  
Gas-Industrial, Medical-  
Cylinder & Bulk

### **Thomas Gas Co**

Lucerne Valley  
248-3356  
Propane

### **U S A Station No 237**

Victorville  
243-9703  
Petroleum Products

### **U-Haul**

Victorville  
245-0196  
Propane

### **Ultramar Depot No 6**

17838 Wika, Apple Valley  
946-4003  
Gasoline-Retail

## **GARBAGE/TRASH & RUBBISH DISPOSAL**



### **A-AAA-ACME-Same Day- Seven Day-Appliance- Discount-Repair**

19963 Rancherias, Apple Vly  
242-3075  
Disposal Equipment-  
Household-Dealers

### **Advance Disposal Co Inc**

Hesperia  
244-9773  
Collection & Hauling;  
Containers

### **AVCO Disposal Inc**

Victorville  
243-3967 or 245-8607  
Collection & Hauling;  
Containers  
FAX: 245-4708  
E-mail: [burrtec@burrtec.com](mailto:burrtec@burrtec.com)

### **Desert Disposal**

Barstow  
256-2730  
Trash Removal

### **Dump Truck Tractor Hauling Service**

Victorville  
951-7599  
Rubbish Containers &  
Hauling

### **Earth Development**

Phelan  
868-5512  
Collection

### **On Time & Ready Rubbish & Discard Removal**

Hesperia  
947-3031  
Collection & Hauling;  
Containers

### **San Bernardino County Landfill**

Victorville  
800-722-8004

### **Sun Country Disposal Co**

Phelan  
868-4232  
Trash Removal

## **GENERATORS**

### **A G Engineering Inc.**

Rancho Cucamonga  
909-944-8504  
Commercial & Industrial

### **Advanced Generators Inc**

Victorville  
961-0281  
Electric Repair & Service

### **Alternate Energy Mgmt Svc (Stephen Mounce)**

20061 Rimrock Rd East,  
Apple Vly  
242-1595  
Alternative Energy Mgmt  
Systems

### **Apex Rentals**

Hesperia  
244-1731  
Rentals

### **Associated Power**

San Bernardino  
909-881-1571  
Commercial & Industrial

### **B & B Cycles**

Victorville  
241-7387  
Electric Repair & Service

### **PCH Mower & Solar**

Hesperia  
949-0505  
Commercial & Industrial

### **Standard Electric Works**

22000 Hwy 18, Apple Valley  
247-8909  
Electric Repair & Service

### **United Rentals**

Hesperia  
947-4810  
Electric Repair & Service

### **Western Outdoor Power Equipment Co Inc**

Victorville  
245-2861  
Electric Repair & Service

### **Doctor Glass**

Victorville  
241-8339  
Repair

### **AFG Industries Inc**

Victorville  
241-2237  
Wholesale

### **Ace Glass Co**

Apple Valley  
247-5659  
Wholesale

### **Vern's Mobile Glass Inc**

Victorville  
241-0994  
Wholesale

## **GOVERNMENT RESOURCES**

### **Adelanto, Town of**

246-2300  
FAX: 246-8421

### **Apple Valley, Town of**

14955 Dale Evans Parkway  
240-7000  
FAX: 247-3885

### **Barstow, Town of**

256-3531  
FAX: 256-4472

### **BNSF Railway (Barstow)**

FAX: 255-7810

### **CA: Army National Guard (Armory)**

17988 Hwy 18, Apple Vly  
242-4370  
FAX: 413-473-7382

### **CA: Assemblyman Dennis Mountjoy**

916-319-2059 (Sac)  
240-1782 (AV)  
FAX: 916-319-2159 (Sac)

### **CA: Contractors State Licensing Board**

800-343-8389

### **CA: Dept of Transportation (Cal-Trans)**

## **GLASS**



241-2321 (AV)  
252-2314 (Barstow)  
249-3277 (Cajon)

**CA: Governor Arnold Schwarzenegger**  
916-445-2841  
FAX: 916-445-4633  
E-mail:  
[governor@governor.ca.gov](mailto:governor@governor.ca.gov)

**CA: Homeland Security**  
916-324-8908

**CA: OES-Individual & Public Assistance Program; Hazard Mitigation**  
916-845-8100

**CA: OES-Information & Public Affairs**  
916-262-1843

**CA: OES-Southern Region (Los Alamitos)**  
562-795-2900  
FAX: 562-795-2877

**CA: OES-Warning Center**  
916-262-1621

**CA: Water Quality Control Board**  
241-6583 (VV)

**California Integrated Seismic Network**  
ShakeMap:  
<http://earthquake.usgs.gov/shakemap>

**Civil Air Patrol**  
246-5142

**FED: Center for Disease Control (CDC)**  
888-232-3228  
[www.cdc.gov](http://www.cdc.gov)

**FED: Congressman Jerry Lewis**  
202-225-5861 (DC)  
1-800-233-1700 (Redlands)  
FAX: 202-225-6498 (DC)  
FAX: 909-335-9155 (Redlands)

**FED: Dept of Defense**

703-545-6700  
[www.defenselink.mil](http://www.defenselink.mil)

**FED: Dept of Energy**  
202-401-0404  
[www.doe.gov](http://www.doe.gov)

**FED: Dept of Fish & Game**  
245-9981

**FED: Dept of Health and Human Services (DHHS) – Office of Emergency Preparation**  
202-566-1600  
[www.ndms/dhhs.gov](http://www.ndms/dhhs.gov)

**FED: Dept of Homeland Security**  
202-456-1414  
(White House operator)

**FED: Dept of Justice-Community Resource Associates**  
202-399-9908  
[www.usdoj.gov](http://www.usdoj.gov)

**FED: Dept of Transportation (DOT) – Office of Intelligence & Security**  
202-366-6525  
[www.dot.gov](http://www.dot.gov)

**FED: FEMA – Government Affairs**  
202-646-4300  
[www.fema.gov](http://www.fema.gov)

**FED: EPA – Office of Emergency Response**  
202-566-0200  
[www.epa.gov](http://www.epa.gov)

**FED: FBI**  
951-7119 (VV)  
310-477-6565

**FED: FEMA**  
800-621-3362

**FED: Hazardous Materials Information Center**  
800-467-4922  
[www.hazmat.dot.gov](http://www.hazmat.dot.gov)

**FED: Highway Administration (FTA)**  
202-366-1524  
[www.fhwa.dot.gov](http://www.fhwa.dot.gov)

**FED: National Flood Insurance Policy**  
800-427-4661

**FED: Office of Pipeline Safety**  
202-366-4831  
[www.ops.dot.gov](http://www.ops.dot.gov)

**FED: Radiological Monitoring and Assessment Center (FRMAC)**  
702-295-3521  
[www.nv.doe.gov/programs/frmac](http://www.nv.doe.gov/programs/frmac)

**FED: Railroad Administration**  
247-6808 (AV)

**FED: Senator Barbara Boxer**  
202-224-3553 (DC)  
909-888-8525 (San Bernardino)  
FAX: 909-888-8613 (SB)

**FED: Senator Dianne Feinstein**  
202-224-3841 (DC)  
310-914-7300 (LA)  
FAX: 202-228-3954 (DC)

**Hesperia Recreation & Parks District**  
244-5488

**Hesperia, Town of**  
947-1024  
FAX: 947-2881  
PIO: 760-947-1020

**HOPE Coalition America**  
888-388-4673  
[www.operationhope.org](http://www.operationhope.org)  
FEMA emergency economic volunteer response program

**Mojave Desert Air Quality Management District**  
245-1661  
FAX: 241-3492



**Mojave Desert and Mountain Solid Waste**  
241-5361 (VV)

**National Weather Service**  
[www.wrh.noaa.gov](http://www.wrh.noaa.gov)

**SBC: Coroner**  
909-356-3805  
FAX: 909-387-2989  
24-Hour: 909-356-3805

**SBC: Fairgrounds**  
951-2200  
FAX: 951-2419

**SBC: Health**  
909-387-6219  
24-Hour: 909-356-3805

**SBC: Office of Aging**  
(provides list of non-ambulatory residents)

**SBC: Office of Emergency Svcs (OES)**  
909-356-3998 (Rialto)  
FAX: 909-356-3965  
24-Hour: 909-356-3805

**SBC: Public Works**  
909-387-2857  
After-Hours: 909-356-3805

**SBC: ECS/RACES**  
909-356-3938

**SBC: Solid Waste System**  
909-386-8701

**SBC: Supervisor Bill Postmus**  
909-387-4830 (SB)  
843-2760 (VV)  
FAX: 843-2768 or  
909-387-3029

**SBC: Transportation/ Flood Control**  
909-387-2623 (SB)  
247-8208 (AV)  
24-Hour: 909-356-3805

**U S Geological Survey**  
650-329-4390

**Victor Valley Wastewater Reclamation Authority**  
246-8638

**Victorville, Town of**  
955-5000  
FAX: 245-7243  
EPO: 955-5232

## HARDWARE

**Ace Hardware**  
Lucerne Valley  
248-6101  
Retail

**Anderson True Value Lumber & Hardware**  
21041 Bear Valley, Apple Vly  
240-9951  
Retail

**Barr Lumber Co**  
22092 Highway 18  
Apple Valley  
247-7204  
Retail

**H & E Do It Yourself Ctr**  
Hesperia  
949-5389  
Retail

**H & E Do It Yourself Ctr**  
Victorville  
241-6660  
Retail

**Home Depot Inc**  
Victorville  
955-2999  
Retail

**Nutty Bolts Screws & Fasteners**  
Hesperia  
948-2658  
Retail

**Stone's Hardware**  
Hesperia  
244-9448  
Retail

**T A Tools**  
Hesperia  
949-7843  
Retail

**Valley Hardware & Building Supply**

Lucerne Valley  
248-6622  
Retail

## HAULING/TRAILERS

**A & B Hitches & Mufflers**  
Hesperia  
244-3550  
Trailer Hitches; Trailers-Equipment & Parts

**A-1 We Haul-U-Store**  
Hesperia  
947-8026

**Advanced Performance Muffler Service**  
Hesperia  
948-4588  
Trailer Hitches; Trailers-Utility

**Apple Valley Utility Trailer Parts**  
22175 Powhatan, #B, Apple Vly  
247-2544  
Trailers-Equipment & Parts

**ASAP Water Office & Storage Container Units**  
Hesperia  
244-9188  
Trailers-Rent & Lease

**Aztek Trailers**  
Hesperia  
948-0777  
Trailers-Utility

**Brycar-Desert Auto & Muffler-Draw-Title Hitch & Accessory Warehouse**  
Hesperia  
244-7183  
Trailer Hitches; Trailers-Equipment & Parts

**Carson Trailer**  
Hesperia  
948-4420  
Trailers-Utility

**Creech Steve**  
Apple Valley  
247-7100





**Dump Truck Tractor  
Hauling Service**

Victorville  
951-7599

**Gene's Auto Parts**

Hesperia  
244-0208  
Trailer Hitches

**Gold Star Equipment  
Rentals**

21834 Bear Valley, Apple Vly  
247-3687  
Trailers-Rent & Lease

**Graham Trucking**

Victorville  
245-5560

**Holbrook Shop & Mfg**

Hesperia  
244-3550  
Trailer Hitches

**Howard's Muffler Service**

Victorville  
245-5831  
Trailer Hitches

**Kamper's Korner**

Victorville  
241-7351  
Trailer Hitches

**Lawrence Robert**

Hesperia  
949-7731

**Lucerne Valley Trailer**

Lucerne Valley  
248-2574  
Trailers-Rent & Lease

**Range RV Center**

Hesperia  
949-4090  
Trailer Hitches

**RJ Manufacturing**

Apple Valley  
240-0669  
Trailers-Utility

**RV Supply Center**

Hesperia  
949-1222  
Trailers-Equipment & Parts

**U-Haul Co-Independent  
Dealers**

21576 Waalew, Apple Valley  
240-1525  
Trailers-Rent & Lease

**U-Haul Co-Independent  
Dealers**

20307 Bear Valley, Apple Vly  
240-6538  
Trailers-Rent & Lease

**U-Haul Co-Independent  
Dealers**

21650 Hwy 18, Apple Valley  
961-2237  
Trailers-Rent & Lease

**U-Haul Co-Independent  
Dealers**

22075 Hwy 18, Apple Valley  
961-8703  
Trailers-Rent & Lease

**United Rentals**

Hesperia  
947-4810  
Trailers-Rent & Lease

## HAZARDOUS MATERIALS/ ENVIRONMENTAL CONSULTANTS

*See "Environmental/  
Hazardous Materials  
Consultants"*

## HEATING CONTRACTORS

**Accurate Heating & Air**

Apple Valley  
961-7455

**A-Efficient Air Conditioning**

Apple Valley  
947-4473

**Allbright Electric Heating &  
Air Conditioning**

Apple Valley  
240-2276

**B R Tinsley Inc**

18165 Hwy 18, Apple Valley  
242-3684

**Desert Heating & Air  
Conditioning**

Apple Valley  
240-6290

**Diamond Aire**

Apple Valley  
961-7059

**Econo-West Inc**

Apple Valley  
240-6910

**F H A Services**

12175 Pawnee, Apple Valley  
247-5126

**Holman Air Conditioning &  
Heating**

21962 Hwy 18, Apple Valley  
247-3924

**J M & J Plumbing &  
Heating Air Conditioning**

Apple Valley  
242-5519

## HOTELS & OTHER LODGING ACCOMMODATIONS

**Apple Valley Lodge**

19599 Hwy 18, Apple Valley  
242-5658

**Apple Valley Motel**

21255 Hwy 18, Apple Valley  
247-7455

**Best Western Green Tree  
Inn**

Victorville  
245-3461

**Budget Inn**

Victorville  
241-8010

**Comfort Suites**

Victorville  
245-6777

**Days Inn Suites**



Hesperia  
948-0600

**Econo Lodge**  
Hesperia  
949-1515

**Economy Inn**  
Victorville  
241-0075

**E-Z 8 Motel**  
Victorville  
241-7516

**Hesperia Country Club Inn**  
Hesperia  
244-3701

**Holiday Inn Express**  
Hesperia  
244-7674

**Howard Johnson Express Inn**  
Victorville  
243-7700

**Motel 6**  
Victorville  
243-0666

**Ramada Inn**  
Victorville  
245-6565

**Red Roof Inn**  
Victorville  
241-1577

**Super 8 Motel**  
Hesperia  
949-3231

## ICE

*Also available at all AVFPD stations*

**All Nu Ice Co**  
22233 Powhatan, Apple Vly  
247-0070  
Ice; Dry Ice

**Kar Ice Service**  
Barstow  
256-2648  
Ice

## LAW ENFORCEMENT SERVICES

*Also see "Security (Private) Services"*

**Adelanto Police Department**  
Adelanto  
246-1000

**Apple Valley Police Department**  
14931 Dale Evans Parkway,  
Apple Vly  
240-7400

**Barstow Police Department**  
Barstow  
256-2211

**Barstow Sheriff Station**  
Barstow  
256-4838

**California Army National Guard**  
17988 Hwy 18, Apple Valley  
242-2509

**California Highway Patrol**  
Victorville  
241-1186  
FAX: 241-6409  
Road Information:  
800-427-7623

**California Highway Patrol**  
Barstow  
256-1727

**Federal Bureau of Investigations**  
Victorville  
951-7119 or 310-477-6565

**Hesperia Police Department**  
Hesperia  
947-1500

**Lucerne Valley Sheriff Station**  
Lucerne Valley  
248-7328

**Marine Corps Logistics Base Military Police**  
Barstow  
577-666

**Phelan Sheriff Station**  
Phelan  
249-3212

San Bernardino County Sheriff  
**San Bernardino (909) 387-3545**  
**PIO: 909-387-3700**

**Victor Valley Sheriff Station**  
Victorville  
243-8720

**Victorville Police Department**  
Victorville  
241-2911

**Wrightwood Sheriff Station**  
Wrightwood  
249-3212

## LIGHTING

**A Sky Tracker**  
800-300-6966  
Searchlights

**Cherry Electric**  
Apple Valley  
240-3245  
Lighting Fixtures-Repair & Maintenance

**Franz Electric**  
Hesperia  
244-4513  
Lighting Fixtures-Repair & Maintenance

**Golden Lighting Ltd**  
Hesperia  
244-5183  
Lighting Fixtures-Supplies & Parts

**Raines Electric**  
Victorville  
952-1091  
Lighting Fixtures-Repair & Maintenance



**Rexel Calcon**  
Victorville  
241-6201  
Light Bulbs & Tubes

### LINEN SUPPLY SERVICE

**Aramark Uniform Services**  
San Bernardino  
800-888-1286

**Aztec Uniform & Towel  
Rental Inc**  
800-499-2227

**Braun Linen Service**  
800-245-1269

**Mission Linen & Uniform  
Service**  
Lancaster  
909-947-2040

**Prudential Overall Supply**  
Victorville  
951-8440

### LOCKS & LOCKSMITHS

**Arrow Locksmithing**  
Apple Valley  
247-3348

**Budget Lock & Key**  
Apple Valley  
242-0708

**Desert Door Service**  
Apple Valley  
961-1507

**Mel's Lock & Key**  
Apple Valley  
242-1182

**Precision Lock & Safe**  
21754 Bear Valley, Apple Vly  
247-1288

### LUMBER

**Barr Lumber Co**  
22092 Hwy 18, Apple Valley

247-7204  
Retail

**H & E Do It Yourself Center**  
Victorville  
241-6660  
Retail

**Peterson's Lumber &  
Sawmill**  
Hesperia  
244-3949  
Retail

**Valley Hardware & Building  
Supply**  
Lucerne Valley  
248-6622  
Retail

### MANPOWER, TEMPORARY

**Adelanto Correctional  
Facility**  
Adelanto  
246-3328

**Labor Ready**  
Hesperia  
948-4226

**Manpower Staffing Svcs**  
Victorville  
245-8221

**PSS Staffing**  
19035 Hwy 18, #220, Apple  
Vly  
242-4483  
FAX: 242-4823

**Select Personnel Svcs Inc.**  
Victorville  
245-1460  
FAX: 245-8209

**Tempo-Temporary Svcs**  
Victorville  
245-6548

**Victor Valley Personnel  
Services**  
Victorville  
245-6548

**Employment Development  
Dept**  
Victorville  
241-5147  
FAX: 241-2843

**United Personnel Services**  
21615 Taos, Apple Valley  
247-4399  
FAX: 247-8901

### MAPS

**Apple Valley Blueprint &  
Supply Co**  
18375 Hwy 18, Apple Valley  
242-2702

**Lifestyle Store The**  
Hesperia  
948-3333

### MARKETS

**7-Eleven Food Store**  
17979 Hwy 18, Apple Valley  
242-8110  
Convenience Store

**7-Eleven Food Store**  
21718 Bear Valley, Apple Vly  
247-9202  
Convenience Store

**99 Cent Mart**  
20240 Hwy 18, Apple Valley  
242-7574  
Convenience Store

**Albertson's Food & Drug**  
20261 Hwy 18, Apple Valley  
242-3660  
Grocery Store

**Big Jake Supplies**  
Lucerne Valley  
248-2148  
Wholesale

**Food 4 Less**  
20801 Bear Valley, Apple Vly  
247-4990  
Grocery Store

**Joe's Market**  
13663 Navajo, Apple Valley



240-7232  
Market

**John's Beer & Wine Market**  
20339 Bear Valley, Apple Vly  
240-9180  
Market

**John's Market**  
18855 Hwy 18, Apple Valley  
242-6811  
Market

**Kiowa Market**  
12165 Kiowa, Apple Valley  
247-1541  
Market

**Knoll's Market**  
16025 Kamana, Apple Valley  
946-0888  
Market

**La Zacataecana Market**  
21937 Hwy 18, Apple Valley  
240-5029  
Market

**Lucerne Valley Market**  
Lucerne Valley  
248-7311  
Market

**Michael's Ultramar**  
13601 Apple Valley, Apple  
Vly  
961-1544  
Market

**Oshio Mart**  
Lucerne Valley  
248-6171  
Market

**Pic N Pump**  
21270 Bear Valley, Apple Vly  
247-3551  
Market

**Ralphs Grocery Company**  
20220 Hwy 18, Apple Valley  
946-3064  
Grocery Store

**Smart & Final**  
Hesperia  
245-1835 or 775-7620  
24-hour: 323-869-6220

Wholesale Grocer  
*(customer information sheet  
in Logistics binder)*

**Stater Bros Market**  
21602 Bear Valley, Apple Vly  
240-3124  
Grocery Store

## MEDIA

**Apple Valley News**  
Newspaper  
244-0021

**Charter Communications**  
Television  
Victorville  
866-499-8080  
FAX: 241-7659  
J. Miller: 843-3049

**Clear Channel**  
Radio  
Victorville  
241-1313  
FAX: 241-0205  
Hotlines:  
KZXY – 955-1357  
KATJ – 245-2434

**Daily Press**  
Newspaper  
Victorville  
241-7744  
FAX: 241-1860  
After-Hours: 951-6230

**Desert Dispatch**  
Newspaper  
Barstow  
256-2257

**Highway Country**  
Radio  
Barstow  
256-1073

**Infinity Broadcasting Corp.  
(KFROG)**  
Radio  
Hesperia  
244-2000  
FAX: 244-1198

**KABC – Channel 7**

Television  
Los Angeles  
323-668-2800  
FAX: 310-557-3200  
[www.abc7.com](http://www.abc7.com)

**KCAL – Channel 9**  
Television  
Los Angeles  
323-467-9999  
FAX: 323-464-2526  
[www.kcal.com](http://www.kcal.com)

**KCBS – Channel 2**  
Television  
Los Angeles  
323-460-3000  
FAX: 323-460-3733  
[www.channel2000.com](http://www.channel2000.com)

**KCOP – Channel 13**  
Television  
Los Angeles  
323-883-9802  
FAX: 323-850-1265  
[www.upn13.com](http://www.upn13.com)

**KFI (KACE)**  
Radio  
Los Angeles  
213-385-0101  
FAX: 213-385-7076

**KHIZ-TV 64**  
Television  
Victorville  
241-5888  
FAX: 241-0056

**KICS USA**  
Radio  
Adelanto  
246-3866

**KIQQ AM-FM**  
Radio  
Barstow  
255-2636

**KMEX (Spanish)**  
Television  
Los Angeles  
310-216-3434  
FAX: 310-348-3493  
[www.kmex.com](http://www.kmex.com)

**KNBC – Channel 4**



Television  
Burbank  
818-840-4444  
FAX: 818-840-3533  
[www.nbc4la.com](http://www.nbc4la.com)

**KTLA – Channel 5**  
Television  
Los Angeles  
323-460-5501  
FAX: 323-460-5333  
[www.ktla.com](http://www.ktla.com)

**KTTV – Channel 11**  
Television  
Los Angeles  
310-584-2000  
FAX: 310-584-2024  
[www.fox11la.com](http://www.fox11la.com)

**KVEA (Spanish)**  
Television  
Glendale  
818-502-5747  
FAX: 818-502-5864  
[www.kvea.com](http://www.kvea.com)

**Radio Mexico**  
Radio  
Victorville  
955-8722  
FAX: 955-5751

**Route 66 Radio**  
Radio  
Victorville  
951-7966

**Senior News**  
Newspaper  
Apple Valley  
242-2783  
FAX: 242-1596

**Sun, The**  
Newspaper  
Victorville  
843-355  
FAX: 843-1059

**Sun, The**  
Newspaper  
San Bernardino  
909-889-9666

## MEDICAL SERVICES

## & SUPPLIES

**A ACLS Advanced Air Ambulance**  
800-633-3590  
Ambulance Service – Air

**AAAEMS – Accredited Air Ambulance Emergency Medical Services and Worldwide Medical Transport Inc**  
800-558-5387  
Ambulance Service – Air

**Ambulatory Surgical Centers**  
Victorville  
951-5162  
Hospital

**American Medical Response**  
Victorville  
952-7416  
FAX: 245-1683  
Ambulance Service

**American Red Cross**  
Victorville  
245-6511  
Blood Bank

**Apple Valley Surgery Center**  
18122 Hwy 18, Apple Valley  
946-1170  
Hospital

**Apria Healthcare**  
Victorville  
241-4488  
Oxygen

**Blood Bank of San Bernardino and Riverside Counties**  
Hesperia  
949-6344  
Blood Bank  
FAX: 949-1126

**California Tool & Welding Supply**  
Victorville  
245-2402

Oxygen

**Community Hospice of Victor Valley**  
16192 Siskiyou, Apple Valley  
946-4730  
Hospice

**Community Hospital of San Bernardino**  
San Bernardino  
909-877-6333  
Hospital

**Desert Medical Equipment**  
13630 Pawnee, Apple Valley  
247-2903  
Medical Equipment & Supplies; Wheelchairs & Scooters

**Desert Valley Hospital**  
Victorville  
241-8000  
Hospital

**Family Practice Associates**  
15863 Kasota, Apple Valley  
946-1100  
Clinic

**Fibermedix**  
Victorville  
241-7581  
Medical Equipment & Supplies-Repair

**Gambro Healthcare**  
16049 Kamana, Apple Valley  
242-8311  
Clinic

**Health Link Transportation**  
Hesperia  
949-2273  
Non-Emergency Ground Transport

**Jones & Jones Medical Associate's Inc**  
18660 Hwy 18, Apple Valley  
946-2112  
Clinic

**Liberty Ambulance**  
Ridgecrest  
375-6565  
Ambulance Service



### **Lloyds Pharmacy**

Hesperia  
948-3784  
Wheelchairs & Scooters

### **Loma Linda University Behavioral Medical Center**

1710 Barton Road, Redlands  
909-558-9200  
Hospital

### **Loma Linda University Children's Hospital**

11234 Anderson, Loma Linda  
800-825-5437  
Hospital

### **Loma Linda University Community Medical Center**

25333 Barton, Loma Linda  
909-558-6000  
Hospital

### **Loma Linda University Medical Center**

11234 Anderson  
Loma Linda  
909-558-4000  
Hospital

### **Longs Drugs**

20180 Hwy 18, Apple Valley  
946-3335  
Pharmacy

### **Med Event Medical Services**

Devore  
909-880-2979  
Ambulance Service

### **Med-Cab Non-Emergency Medical Transportation**

Victorville  
951-3594  
Ambulance Service; Non-  
Emergency Ground  
Transport

### **Mercy Air**

Rialto  
909-357-9006  
Ambulance Service – Air  
Dispatch: 888-499-9495  
FAX: 909-829-7026

### **Option One**

Victorville  
951-9006  
Oxygen

### **Pacific Pulmonary Services**

Hesperia  
956-1450  
Oxygen

### **Prim Med Pharmacy Services Inc**

18182 Hwy 18, Apple Valley  
242-3998  
Pharmacy

### **Quick Medical Supplies**

15940 Quantico, Apple Valley  
946-1414  
Medical Equipment &  
Supplies

### **Rancho Drugs**

17798 Hwy 18, Apple Valley  
242-4900  
Pharmacy

### **Rite Aid Pharmacies**

Apple Valley  
247-1840  
Pharmacy

### **Santa Fe Family Health No 2**

18182 Hwy 18, Apple Valley  
242-1234  
Clinic

### **St. Bernardine Medical Center**

San Bernardino  
909-883-8711  
Hospital

### **St. Mary Choice Medical Group**

18564 Hwy 18, Apple Valley  
242-7777  
Clinic

### **St. Mary Medical Center**

18300 Hwy 18, Apple Valley  
242-2311  
Hospital

### **Star Care Non-Emergency**

15485 Blackfoot, Apple Vly  
961-8114

Non-Emergency Ground  
Transport

### **Valley Medical & Dental Supply Inc**

Hesperia  
962-9953  
Medical Equipment &  
Supplies

### **Value Medical Supplies**

Adelanto  
246-8179  
Medical Equipment &  
Supplies

### **V-Care Medical Supplies**

Victorville  
843-3749  
Medical Equipment &  
Supplies

### **Veterans-Department of Veterans Affairs Medical Center**

11201 Benton  
Loma Linda  
909-825-7084  
Hospital

### **Victor Valley Community Hospital**

Victorville  
245-8691  
Hospital

## **MENTAL HEALTH SERVICES**

### **Behavioral Health Consultants Inc**

Victorville  
843-0506

### **Desert Behavioral Health A Family Counseling Corp**

16195 Siskiyou, Apple Valley  
946-2070

### **Family Service Agency of San Bernardino**

Victorville  
843-9953

### **Fitter & Associates**

Victorville



243-2482

**Oasis Counseling Center**  
Victorville  
245-9446

**Voil Carole A MFT**  
20770 Hwy 18, Apple Valley  
240-0537

## MORTUARY SERVICES

**AAA Low Cost Caskets**  
Montclair  
909-625-3490  
Caskets

**Alternative Funeral Services**  
Victorville  
241-1990  
Directors, Equipment & Supplies; Cremation

**Desert View Memorial Park & Mortuary**  
Victorville  
949-0326  
Homes & Directors;  
Cremation

**Dudley Apple Valley Mortuary**  
16095 Tuscola, Apple Valley  
242-5009  
Homes & Directors;  
Cremation

**Hall High Desert Mortuary**  
Victorville  
951-2605  
Homes & Directors

**Infinity Caskets**  
Hesperia  
244-6414  
Caskets; Homes & Directors

**Kern Hesperia Mortuary**  
Hesperia  
244-9313  
Homes & Directors

**Kern Memorial Chapel**  
Victorville  
245-9361

Homes & Directors

**Loewen Group International Inc**  
Victorville  
843-7950  
Homes & Directors

**Mead Mortuary**  
Barstow  
256-5671  
Homes & Directors

**Sunset Hills Memorial Park**  
24000 Waalew, Apple Valley  
247-0155  
Directors, Equipment & Supplies; Cremation

**Victor Valley Memorial Park & Crematorium**  
Victorville  
245-4291  
Cremation

**Victor Valley Mortuary Inc**  
Victorville  
245-8164  
Homes & Directors;  
Cremation

## MOVING SERVICES

**Apple Valley Transfer & Storage**  
21284 Corwin, Apple Valley  
247-4878  
Movers

**Atlas Van Lines Agent**  
21284 Corwin, Apple Valley  
247-4878  
Movers

**Barstow Transfer & Storage Co**  
Barstow  
253-7212  
Movers

**Hesperia Transfer & Storage Co**  
Hesperia  
244-5431  
Movers

**Hi Desert Moving Co**

Apple Valley  
242-8989  
Movers

**Hi Desert Transfer & Storage Inc**  
Hesperia  
244-0089  
Movers

**Isaac Moving Service**  
Victorville  
245-9353  
Movers

**Penske Truck Rental**  
Apple Valley  
961-1040  
Moving Equipment Rental

**Penske Truck Rental**  
Victorville  
245-7736  
Moving Equipment Rental

**U-Store It**  
18690 Hwy 18, Apple Valley  
242-5604  
Moving Equipment Rental

**U-Store It**  
22075 Hwy 18, Apple Vly  
247-8040  
Moving Equipment Rental

## NON-PROFIT ORGANIZATIONS

**American Red Cross**  
Victorville  
245-6511  
FAX: 245-3180  
E-mail:  
[help@archighdesert.org](mailto:help@archighdesert.org)

**Apple Valley Moose Lodge, #1810**  
24955 Hwy 18, Apple Valley  
247-2305

**Apple Valley Senior Citizens Club**  
13188 Central, Apple Valley  
247-3155

**Assistance League of Victor Valley**



21812 Hwy 18, Apple Valley  
961-2468

**CDC Victorville**

Victorville  
243-2931  
Disabled Services

**Desert Communities United Way**

Victorville  
245-2213  
FAX: 245-2590

**Helping Hands for the Blind**

Victorville  
955-6500

**High Desert Homeless Services**

Victorville  
245-5991 or 245-7513

**Jess Ranch Master Association The**

19280 Jess Ranch Parkway,  
Apple Vly  
961-1456

**Rolling Start Inc**

Victorville  
843-7959  
Disabled Services

**Salvation Army**

Victorville  
245-2545

**Victor Valley Community Services Council**

Victorville  
243-9646

**Volunteer Center of Victor Valley**

Victorville  
245-8592

## OFFICES & SUPPLIES

**Apple Valley Stationers**

18152 Hwy 18, Apple Valley  
242-3531  
Furniture & Equipment-  
Dealer; Supplies

**B & E Copy Centers**

Victorville  
245-0281  
Supplies

**Desert Stationers-Office Plus**

Hesperia  
244-1400  
Furniture & Equipment-  
Dealer; Supplies

**Desert Stationers-Office Plus**

Victorville  
241-7111  
Furniture & Equipment-  
Dealer; Supplies

**First Class Postal**

Victorville  
947-8393  
Supplies

**High Desert Rubber Stamp**

Hesperia  
948-0082  
Supplies

**Jim's Office Furniture**

Hesperia  
949-6677  
Furniture & Equipment-  
Dealer

**OfficeMax**

Victorville  
951-8281  
Furniture & Equipment-  
Dealer; Supplies

**Staples Store, The**

Victorville  
955-2288  
Supplies

## PARKING AREA MAINTENANCE & MARKING

**Cooley Construction Inc**

Victorville  
245-1377

**Hi Desert Sweepers**

Hesperia  
244-9380

**Medrano's Paving Co**

Hesperia  
244-5331

**Ragains Sweeping Service**

Apple Valley  
247-0878

**Yeghoian Robert R Company Inc**

12191 Pawnee, Apple Valley  
247-8741

## PARKS

**Brewster Park**

21024 Otoe, Apple Valley  
240-7000 Ext 7884

**Corwin Park**

18575 Corwin, Apple Valley  
240-7000 Ext 7884

**Ferrarese Park**

13073 Mesquite, Apple Vly  
240-7000 Ext 7884

**Hesperia Lake Park & Campground**

Hesperia  
244-5951

**Horseman's Center**

22727 Hwy 18, Apple Valley  
240-7000 Ext 7884

**James A. Woody**

**Community Center Park**  
13467 Navajo, Apple Valley  
240-7000 Ext 7884

**Lions Park**

Highway 18 b/w Flathead &  
Dale Evans Parkway, Apple  
Vly  
240-7000 Ext 7884

**Mendel Park**

21860 Tussing Ranch, Apple  
Vly  
240-7000 Ext 7884

**Mojave Narrows Regional Park**

Victorville  
245-2226

**Norm Schmidt Park**





14053 Tuweep Trail, Apple  
Vly  
240-7000 Ext 7884

**Silverwood Lake SRA**  
Smith Valley  
389-2303

**Sycamore Rocks Park**  
23450 South, Apple Valley  
240-7000 Ext 7884

**Thunderbird Park**  
20700 Wichita, Apple Valley  
240-7000 Ext 7884

**Virginia Park**  
17242 Central, Apple Valley  
240-7000 Ext 7884

**Yucca Loma Park**  
21351 Yucca Loma, Apple  
Vly  
240-7000 Ext 7884

## PEST CONTROL

**Acnow Termite & Pest  
Control Inc**  
Victorville  
241-4477  
Service

**Adscot Pest Control Inc**  
Victorville  
247-7999 or 962-9240  
Service

**All-Pro Termite & Pest  
Control Co**  
Apple Valley  
242-2344  
Service

**American Structural Pest  
Control**  
Hesperia  
949-9778  
Service

**California Turf & Irrigation  
Supply**  
Hesperia  
244-3621  
Supplies & Equipment

**Clark Pest Control**

Victorville  
245-8870  
Service

**Dewey Pest Control Co**  
Apple Valley  
242-5252  
Service; Supplies &  
Equipment

**John's Desert Pest Control**  
14170 Hopi, Apple Valley  
247-4040  
Service

**JRJ Environmental  
Services**  
Hesperia  
947-5293  
Service

**JRJ Environmental  
Services**  
Victorville  
955-7759  
Service

**Montaque & English Inc**  
22924 Wren, Apple Valley  
961-8872  
Service

**Número Uno Exterminator**  
Victorville  
243-7729  
Service

**P C O-Tech**  
Hesperia  
947-6650  
Supplies & Equipment

## PHOTOGRAPHY

**Ballistic Fotographix**  
Hesperia  
947-1953  
Commercial

**Cline Rick Photography**  
Victorville  
962-9929  
Commercial

**G L V Photography**  
Victorville  
241-2925

Aerial; Commercial

**James T Blakely**  
Photography  
Victorville  
241-0717  
Commercial

**John S Reid Photography**  
Hesperia  
244-8144  
Commercial

## PIPES & PIPELINES

**Aardvark Pumping Svc Inc**  
Apple Valley  
247-9001  
Contractor

**Alpha Omega Septic**  
Pumping Service  
Victorville  
243-2161  
Contractor

**American Leak Detection**  
Victorville  
245-3335  
Pipe/Leak Locator

**Apple Valley Construction  
Co Inc**  
9312 Deep Creek, Apple Vly  
247-4810  
Contractor

**Arizona Pipeline Co**  
Hesperia  
244-8212  
Contractor  
FAX: 244-0963

**BCS Mechanical**  
Hesperia  
948-4436  
Pipe/Leak Locator

**Broughton Construction  
Co**  
Hesperia  
948-2212  
Contractor

**CalNev Pipeline Co**  
San Bernardino  
909-387-9505



**Flynn’s Plumbing & Heating**

Apple Valley  
247-6932  
Pipe/Leak Locator

**High Desert Underground**

Hesperia  
244-5313  
Contractor

**Mobile Pipe Wrappers & Coaters Inc**

Adelanto  
246-4707  
Lining & Coating

**Roland Engineering**

13600 Pawnee, Apple Valley  
247-8533  
Contractor

## PRINT, COPY & DUPLICATING SERVICES

**Aim Mail Center**

20162 Hwy 18, Apple Valley  
242-7300  
Copy & Duplication

**Apple Valley Blueprint & Supply Co**

18375 Hwy 18, Apple Valley  
242-2702  
Printer; Copy & Duplication

**Budget Printing Center**

18409 Hwy 18, Apple Valley  
242-1300  
Printer-Business Forms

**E P S Promotional Products**

Apple Valley  
946-3832  
Printer

**Mac’s Printing & Label Co**

Apple Valley  
947-3228  
Printer

**Phoenix Printing & Promotion Inc**

21075 Bear Valley, Apple Vly

240-2317  
Printer

**Type-Set-Go Printing & Graphics**

22749 Hwy 18, Apple Valley  
240-1361  
Printer

## PROPANE

See “Fuel”

## PUMPS

**Barstow Pump & Drilling**

Barstow  
253-4905  
Supplies & Parts

**Clarks Water Well Service**

Newberry Springs  
257-3955  
Supplies & Parts

**Desert Empire Drilling**

Barstow  
253-5637  
Dealer; Service & Repair;  
Supplies & Parts

**Eagle Water Well Drilling & Pump Service**

Newberry Springs  
257-3553  
Dealer; Supplies & Parts

**Hi-Desert Drillers Inc**

Apple Valley  
946-2695  
Service & Repair; Supplies & Parts

**Howard Pump A Division of Beylik Drilling Inc**

Yermo  
254-3351  
Supplies & Parts

**Independent Well Drilling**

Apple Valley  
247-9882  
Supplies & Parts

**McDougall’s Pump Svc Inc**

Newberry Springs

248-3344

Dealer; Supplies & Parts

**Osborne GA Pipe & Supply Inc**

Victorville  
243-1443  
Supplies & Parts

**Pump Check**

Victorville  
243-1178  
Testing

**Pump Services**

Victorville  
243-0340  
Service & Repair

**Randall Wallis Water Well Service**

Barstow  
253-3271  
Service & Repair; Supplies & Parts

## REFRIGERATION/ AIR CONDITIONING

See “Air Conditioning/  
Refrigeration”

## RENTAL SERVICE STORES

**All Star Party Rentals**

Hesperia  
949-7369

**Apex Rentals**

Hesperia  
244-9349

**Barr Lumber Co**

22092 Hwy 18, Apple Valley  
247-7204

**Bear Valley Party Rentals**

Victorville  
955-5195

**Budget Truck Rental**

Hesperia  
244-1401

**Fagan Baylift Equipment**



Hesperia  
949-4222

**Gold Star Equipment Rentals**

21834 Bear Valley, Apple Vly  
247-3687

**Hesperia Equipment Rentals**

Hesperia  
244-3558

**Johnson Rental Service – CAT Rental Store**

Hesperia  
947-0967

**Kelley’s General Engineering & Contracting**

Apple Valley  
247-2106

**Mojave Equipment Co Inc**

Victorville  
243-3116

**Rental Service Corporation**

13450 Nomwaket, Apple Vly  
240-7746

**Ryder Truck Rental-One-Way Inc**

Hesperia  
244-1401

**United Rentals**

Hesperia  
947-4810

**Valley Hardware Tool**

Lucerne Valley  
248-6224

## RESTAURANTS & SUPPLIES

**Amy’s Mexican Restaurant**

18768 Hwy 18, Apple Valley  
242-1474  
Restaurant

**Apple Valley Airport Wings Café**

21600 Corwin, Apple Valley  
247-7818  
Restaurant

**Arby’s Roast Beef**

21550 Bear Valley, Apple Vly  
240-6661  
Fast-Food

**Bear Valley Party Rental**

Victorville  
955-5195  
Caterers’ Equipment & Supplies

**Bum Steer, The**

23323 Hwy 18, Apple Valley  
247-1336  
Restaurant

**Burger King**

20610 Bear Valley, Apple Vly  
247-9229  
Fast-Food

**Carl’s Jr Restaurant**

21675 Yucca Loma, Apple Vly  
247-6334  
Fast-Food

**Carmen’s Ponderosa**

Restaurant  
9544 Kiowa, Apple Valley  
247-7727  
Restaurant

**Chevo’s Mexican Restaurant & Seafood**

21749 Hwy 18, Apple Valley  
961-2770  
Fast-Food

**D J’s Subs & Sandwiches**

17772 Wika, Apple Valley  
242-5504  
Restaurant

**DeGarcia’s A Mexican Restaurant**

19397 Bear Valley, Apple Vly  
961-0022  
Fast-Food

**Del Taco**

13730 Navajo, Apple Valley  
247-3364  
Fast-Food

**Dinapoli’s Fire House**

17856 Hwy 18, Apple Valley  
242-5802

Restaurant

**Domino’s Pizza**

20200 Hwy 18, Apple Valley  
946-2323  
Delivery

**El Ranchito Restaurant**

13663 Navajo, #2, Apple Vly  
961-1824  
Fast-Food

**Golden China Restaurant**

21683 Yucca Loma, Apple Vly  
247-1118  
Restaurant

**J & T’s Branding Company**

13685 John Glenn, Apple Vly  
240-5050  
Restaurant

**Jack In The Box**

21630 Bear Valley, Apple Vly  
240-1746  
Fast-Food

**Jack In The Box**

20168 Hwy 18, Apple Valley  
946-2203  
Fast-Food

**Jenny’s Country Cookin’**

21660 Bear Valley, Apple Vly  
247-7710  
Restaurant

**Jessica’s Baja Grill**

21044 Bear Valley, Apple Vly  
240-4438  
Fast-Food

**Johnny D’s**

19250 Bear Valley, Apple Vly  
961-2133  
Restaurant

**Kam’s Chinese Restaurant**

18564 Hwy 18, Apple Vly  
242-5093  
Restaurant

**Kentucky Fried Chicken**

18447 Hwy 18, Apple Valley  
242-2351  
Fast-Food



### **La Fonda Restaurant**

17790 Wika, Apple Valley  
946-5344  
Restaurant

### **Las Brisas Restaurant**

21919 Hwy 18, Apple Valley  
240-1051  
Restaurant

### **Little Caesar's Pizza**

20920 Bear Valley, Apple Vly  
247-0100  
Delivery; Fast-Food

### **Lola's Mexican Restaurant**

21290 Bear Valley, #105/106,  
Apple Vly  
241-5223  
Fast-Food

### **Marcelinos Mexican**

Restaurant  
21510 Bear Valley, Apple Vly  
240-4344  
Restaurant

### **McDonald's Restaurant**

20221 Hwy 18, Apple Valley  
242-0384  
Fast-Food

### **McDonald's Restaurant**

19200 Bear Valley, Apple Vly  
247-0951  
Fast-Food

### **Mollie's Kountry Kitchen**

21851 Hwy 18, Apple Valley  
240-6130  
Restaurant

### **Nick's Pizza House II**

21510 Bear Valley, Apple Vly  
240-3532  
Restaurant

### **Overland Meat Co**

18841 Hwy 18, Apple Valley  
242-5110  
Deli

### **Phoenix Chinese Restaurant**

21680 Bear Valley, Apple Vly  
240-1138  
Restaurant

### **Pizza Hut**

20811 Bear Valley, Apple Vly  
240-6181  
Delivery

### **Pizza Hut**

18564 Hwy 18, Apple Valley  
946-1669  
Delivery; Fast-Food

### **Pollo Bravo**

22171 Hwy 18, Apple Valley  
240-1302  
Fast-Food

### **Taco Bell**

20185 Hwy 18, Apple Valley  
242-3388  
Fast-Food

### **Tom's Famous Burgers #19**

22095 Hwy 18, Apple Valley  
247-7017  
Fast-Food

### **Tom's Famous Burgers #20**

18313 Hwy 18, Apple Valley  
242-7727  
Fast-Food

### **Viva Maria**

20162 Hwy 18, Apple Vly  
946-2087  
Restaurant

### **Waffle Iron**

Apple Valley  
247-3913  
Restaurant

### **Wendy's**

17928 Wika, Apple Valley  
242-5358  
Fast-Food

## **RUBBISH & GARBAGE/TRASH**

*See "Garbage/Trash &  
Rubbish"*

## **SAFETY EQUIPMENT & CLOTHING**

**Airgas**  
Hesperia

244-1606

### **California Tool & Welding Supply**

Victorville  
245-2402

## **SAND & GRAVEL**

### **A & L Builders Supply**

Victorville  
245-3717

### **Agcon Inc**

Oro Grande  
245-6546

### **Almond & Sons Colored Rock**

Victorville  
949-0999

### **Angel**

Hesperia  
948-9422

### **Apple Valley Construction Co Inc**

9312 Deep Creek, Apple Vly  
247-4810

### **California Bio-Mass**

Victorville  
246-7946

### **Clyde Thomas**

Oak Hills  
244-7077

### **Graham Equipment**

Victorville  
241-4875

### **Hi Grade Materials Co**

Hesperia  
244-9325

### **Humphrey Dale**

Victorville  
246-8333

### **Service Rock Products**

Victorville  
245-7997

### **Victorville Industrial Materials Inc**

Oro Grande



245-8333

**Westside Building Material Corp**  
Hesperia  
244-5484

## SANDBAGS

**Barr Lumber**  
22092 Hwy 18, Apple Valley  
247-7204

**H & E**  
Victorville  
241-6660

**Hi Desert Material**  
Hesperia  
948-2339

**Home Depot**  
Victorville  
955-2999

**Hub Construction**  
Hesperia  
948-2339

## SAWS

**3-D Small Engine & Power Tool Repair Inc**  
21969 Hwy 18, #6 & #7, Apple Vly  
240-3363

**BVM Outdoor Power Equipment**  
Hesperia  
947-5772

**Tuttle Tool Grinding**  
Hesperia  
244-3715  
Sharpening & Repair

**Western Outdoor Power Equipment Co Inc**  
Victorville  
245-2861

## SCAFFOLDING & AERIAL LIFTS

**Commercial Scaffolding Inc**

Victorville  
955-5938

## SCHOOLS

*Also see list of "Essential/Critical Facilities" (Attachment #1)*

**Adelanto Elementary School District**  
Adelanto  
246-8691

**Apple Valley Christian School**  
22434 Nisqually, Apple Vly  
247-8412

**Apple Valley Head Start School**  
13589 Navajo, Apple Valley  
247-6955

**Apple Valley High School**  
11837 Navajo, Apple Valley  
247-7206  
AVUSD

**Apple Valley Middle School**  
12555 Navajo, Apple Valley  
247-7267  
AVUSD

**Apple Valley Unified School District**  
22974 Bear Valley, Apple Vly  
247-8001  
AVUSD  
FAX: 247-4103

**Desert Knolls Elementary School**  
18213 Symeron, Apple Valley  
242-3441  
AVUSD

**Granite Hills High School**  
22900 Esaws, Apple Valley  
961-2290  
AVUSD

**Hesperia Unified School District**  
Hesperia  
244-4411

**Lewis Center for Educational Research**  
20702 Thunderbird, Apple Vly  
242-3514  
Thunderbird Campus

**Lewis Center for Educational Research**  
17500 Mana, Apple Valley  
946-5414  
Mojave River Campus

**Lucerne Valley Unified School District**  
Lucerne Valley  
248-6108

**Mariana Elementary School**  
10601 Manhasset, Apple Vly  
247-7258  
AVUSD

**Mesquite Elementary School**  
13073 Mesquite, Apple Vly  
961-1066  
AVUSD

**Mojave Mesa Elementary School**  
15552 Wichita, Apple Valley  
242-5883  
AVUSD

**Rancho Verde Elementary School**  
14334 Pioneer, Apple Valley  
247-2663  
AVUSD

**Rio Vista Elementary School**  
13590 Havasu, Apple Valley  
240-0280  
AVUSD

**Sandia Elementary School**  
21331 Sandia, Apple Valley  
240-5125  
AVUSD

**St. Mary Catholic School**  
18350 Hwy 18, Apple Valley  
242-2001

**St. Timothy Episcopal School**



15757 St. Timothy, Apple Vly  
242-4256

**Sycamore Rocks  
Elementary School**  
23450 South, Apple Valley  
240-3332  
AVUSD

**Valley Christian School**  
19923 Bear Valley, Apple Vly  
247-2933

**Victor Elementary School  
District**  
Victorville  
245-1691

**Victor Valley College**  
Victorville  
245-4271  
FAX: 245-9019

**Victor Valley Union High  
School District**  
Victorville  
955-3200

**Vista Campana Middle  
School**  
20700 Thunderbird, Apple  
Vly  
242-7011  
AVUSD

**Willow Park Continuation  
High School**  
21950 Nisqually, Apple Vly  
240-4252  
AVUSD

**Yucca Loma Elementary  
School**  
21351 Yucca Loma, Apple  
Vly  
247-2623  
AVUSD

## **SECURITY (PRIVATE) SERVICES**

*Also see "Law  
Enforcement Services"*

**A 2 Z Lock & Security**  
Victorville  
962-1985

Equipment Systems &  
Monitoring

**ADT Security Services**  
Victorville  
955-8338  
Equipment Systems &  
Monitoring

**Advanced K-9 Academy**  
Hesperia  
244-0149  
Guard & Patrol Service

**American Camera Systems**  
15940 Quantico, Apple Valley  
242-0537  
Equipment Systems &  
Monitoring

**American Central Alarm Inc**  
Hesperia  
948-6701  
Equipment Systems &  
Monitoring

**Apple Valley  
Communications Inc**  
21805 Hwy 18, Apple Valley  
247-2668  
Consultant; Equipment  
Systems & Monitoring

**B-Alert K-9 Service**  
Hesperia  
244-2911  
Guard & Patrol Service

**Burns/Pinkerton-Securitas  
Companies**  
Victorville  
245-7070  
Guard & Patrol Service

**D C Alarms**  
Hesperia  
244-0808  
Equipment Systems &  
Monitoring

**Digatron**  
Apple Valley  
961-1787  
Equipment Systems &  
Monitoring

**Enforcement One Security  
Services**

Victorville  
245-3399  
Guard & Patrol Service

**Guard Vision Private  
Security Inc**  
Hesperia  
956-8854  
Guard & Patrol Service

**Henry's Private Security Co**  
Hesperia  
948-6201  
Guard & Patrol Service

**Hi Desert Alarm & Fire  
Sprinklers**  
Victorville  
245-8600  
Equipment Systems &  
Monitoring

**High Desert Industrial  
Security Services**  
Victorville  
952-3922  
Equipment Systems &  
Monitoring; Guard & Patrol  
Service

**IPC Security**  
Victorville  
241-4198  
Guard & Patrol Service

**Knight Guard Alarm Svcs**  
Hesperia  
949-3537  
Equipment Systems &  
Monitoring

**New Way Security**  
Adelanto  
246-3339  
Guard & Patrol Service

**Pinkerton Security &  
Investigations**  
Victorville  
245-7070  
Guard & Patrol Service

**Power Systems  
Surveillance**  
Victorville  
843-9851



Equipment Systems &  
Monitoring

**Price's Academy of Self  
Defense & BSIS Security  
Officer Training**

Victorville  
245-0166  
Guard & Patrol Service

**Protek Security**

Apple Valley  
240-6400 or 247-0906  
Equipment Systems &  
Monitoring

**Reb Software Technology**

Apple Valley  
961-8800  
Equipment Systems &  
Monitoring

**Safe & Sound Security**

Apple Valley  
247-7233  
Equipment Systems &  
Monitoring

**Shield Security Inc**

Victorville  
843-3300  
Guard & Patrol Service

**Valley Security Systems**

Victorville  
243-3338  
Equipment Systems &  
Monitoring

**Wired Communications Inc**

Hesperia  
947-3454  
Equipment Systems &  
Monitoring

**SEPTIC/SEWER  
CONTRACTORS &  
CLEANERS**

**A & A Septic & Ace  
Pumping**

Apple Valley  
240-6619  
Septic Tank & Systems  
Cleaning

**A-1 Plumber**

Apple Valley  
242-4737  
Plumbing Drains & Sewer  
Cleaning

**AAA Leak Detection**

Apple Valley  
240-0439  
Plumbing Drains & Sewer  
Cleaning

**Aardvark Pumping Service  
Inc**

Apple Valley  
242-3120  
Septic/Sewer Contractor &  
Cleaner

**Alpha Omega Septic  
Pumping Service**

Victorville  
243-2161  
Septic/Sewer Contractor &  
Cleaner

**Apple Valley Construction  
Co Inc**

9312 Deep Creek, Apple Vly  
247-4810  
Septic/Sewer Contractor &  
Cleaner

**Aqua Plumbing**

Apple Valley  
240-7590  
Sewer Contractor & Cleaner

**Broughton Construction  
Co**

Hesperia  
948-2212  
Sewer Contractor & Cleaner

**Burns Septic & Sewer  
Service**

Hesperia  
948-0009  
Septic/Sewer Contractor &  
Cleaner

**Doug's Full Service  
Plumbing**

Apple Valley  
240-3762  
Plumbing Drains & Sewer  
Cleaning

**Flynn's Plumbing &  
Heating**

Apple Valley  
247-6932  
Plumbing Drains & Sewer  
Cleaning

**Honest John's Septic Tank**

9312 Deep Creek, Apple Vly  
247-9687  
Septic Tank & Systems  
Cleaning

**Innis Andrea**

Apple Valley  
247-7008  
Plumbing Drains & Sewer  
Cleaning

**J M & J Plumbing &  
Heating/Air Conditioning**

Apple Valley  
242-5519  
Plumbing Drains & Sewer  
Cleaning

**Joe Yancho Plumbing**

Apple Valley  
247-4824  
Plumbing Drains & Sewer  
Cleaning

**Meyer Warren W & Sons  
Construction**

Hesperia  
244-2717  
Sewer Contractor & Cleaner

**Mineo Brothers Septic Svc**

Hesperia  
947-1130  
Septic Tank & Systems  
Cleaning; Treatment &  
Supplies

**Omega Portable Toilets**

Lucerne Valley  
248-7980  
Septic Tank & Systems  
Cleaning

**Ram-Rooter Sewer & Drain  
Cleaning Service**

Hesperia  
244-6701  
Septic Tank & Systems  
Cleaning



### **Roto Rooter Service**

Victorville  
245-2947  
Septic/Sewer Contractor &  
Cleaner

### **Skunk Bros Plumbing**

Victorville  
241-1475  
Septic Tank & Systems  
Cleaning

### **Valley Septic Pumping**

Lucerne Valley  
248-2913  
Septic Tank & Systems  
Cleaning

### **Victor Valley Wastewater Reclamation**

Adelanto  
246-8638  
Public Agency

## **SHARPENING SERVICE**

### **Shear Delight**

19575 Bear Valley, Apple Vly  
240-7762

### **Tuttle Tool Grinding**

Hesperia  
244-3715

### **Valley Sewing & Vacuum Center**

Victorville  
245-2109

## **SHELTER (HUMAN) SUPPLIES**

*Also see list of shelters,  
"Critical Facilities"  
(Attachment #1)*

### **Bear Valley Party Rentals**

Victorville  
955-5195  
Tent Rentals

### **Big 5 Sporting Goods**

Victorville  
241-8655

Sporting Goods-Retail

### **Canvas World**

Hesperia  
949-8186  
Canvas Goods

### **Comfort Systems Inc**

Oak Hills  
949-0822  
Awnings & Canopies

### **Country Oak & Stoves**

Hesperia  
949-2077  
Awnings & Canopies

### **Del Rio Sunrooms**

Hesperia  
948-8838  
Awnings & Canopies

### **High Desert Patio Enclosures**

Victorville  
245-7245  
Awnings & Canopies

### **Hillco**

Apple Valley  
242-8218  
Awnings & Canopies

### **J & I Military Surplus**

Hesperia  
949-6650  
Military Surplus Equipment

### **Kamper's Korner**

Victorville  
241-7351  
Camping Equipment

### **Lifestyle Store The**

Hesperia  
948-3333  
Awnings & Canopies

### **Valley Sporting Goods Inc**

18335 Hwy 18, Apple Valley  
242-2334  
Camping Equipment

## **SOUND SYSTEMS**

**Apple Valley  
Communications**

21805 Hwy 18, Apple Valley  
247-2668  
Equipment

### **Brett Kahn DJ & MC**

Victorville  
951-0386  
Equipment-Rental

### **D B Music & Sound**

Hesperia  
949-3838  
Equipment

### **It's Showtime Productions Services**

Apple Valley  
961-8828  
Equipment

## **STORAGE/ WAREHOUSING**

### **Hesperia Self Storage**

Hesperia  
244-4545  
Warehouse-Merchandise &  
Self Storage

### **Sunrise Self Storage**

Hesperia  
244-5625  
Warehouse-Merchandise

### **Universal Self Storage**

Hesperia  
947-4526  
Warehouse-Merchandise &  
Self Storage

### **U-Store-It**

18690 Hwa 18, Apple Valley  
242-5604  
Warehouse-Merchandise &  
Self Storage

### **U-Store-It**

22075 Hwy 18, Apple Valley  
247-8040  
Warehouse-Merchandise &  
Self Storage

## **SWEEPING SERVICE- POWER**





**Bertram Charles R**  
Hesperia  
244-6794

**Hi Desert Sweepers**  
Hesperia  
244-9380

**Hy Tek Industries**  
Victorville  
951-3881

**Ragains Sweeping Service**  
Apple Valley  
247-0878

## TELEVISION/ CABLE SERVICE

**Aaron's Sales & Lease**  
Ownership  
Victorville  
951-9955  
Rentals

**Al & Ken's Satellite & Audio**  
Silver Lakes  
951-2398  
Cable & CATV

**Arrowstar Satellite**  
Victorville  
955-3474  
Cable & CATV

**Charter Communications**  
Victorville  
843-3000  
Cable & CATV

**Digital Satellite Systems**  
Hesperia  
244-4488  
Cable & CATV

**Dish Man, The**  
Hesperia  
948-0887  
Cable & CATV

**Hi-Desert Satellite**  
Hesperia  
244-3474  
Cable & CATV

**Johnson, Stan**

Victorville  
843-7263  
Cable & CATV

**Kirchoff Construction**  
Hesperia  
947-9923  
Cabling & Installation

**MSAT**  
21011 Bear Valley, Apple Vly  
247-1116  
Cable & CATV

**Pete's Electronics**  
Victorville  
243-2456  
Cable & CATV

**Rent-A-Center**  
Victorville  
241-1322 or 241-2222  
Rentals

**Son's Satellite Systems**  
Lucerne Valley  
248-6030  
Cable & CATV

**Steve's Satellite Systems**  
Apple Valley  
961-1720  
Cable & CATV

**Superior Satellite Systems & Paging Service**  
Hesperia  
956-2320  
Cable & CATV

**Video Doctor Satellite**  
Hesperia  
947-3553  
Cable & CATV

**Wired Communications Inc**  
Hesperia  
947-3454  
Cable & CATV

**Yeadon, Shari**  
Oak Hills  
244-6693  
Parts & Service

## TOILETS, PORTABLE

**A-1 Portables**  
Apple Valley  
247-9195

**Aardvark Portable Toilets**  
Apple Valley  
242-3802

**Jim's Ott's Plus**  
Victorville  
955-6753

**Omega Portable Toilets**  
Lucerne Valley  
243-2169 or 248-7980

**Wayne's Pumping & Portables**  
Phelan  
868-6025

## TOOLS

American Best Recycling  
Victorville  
241-8414

**Apex Rentals**  
Hesperia  
244-9349  
Electric-Repair

**Dalhover Tool Co Inc**  
Hesperia  
244-4801

**Harbor Freight Tools**  
Hesperia  
949-0558

**HCS Cutler Construction Supplies Inc**  
Victorville  
951-5055  
Electric-Repair

**J R T Enterprises Inc**  
Apple Valley  
242-2100  
Electric-Repair

**Junkyard Jack**  
Apple Valley  
961-9240  
Wholesale & Mfrs

**T A Tools**  
Hesperia



949-7843

**Williams Tool Repair**

Hesperia

949-3310

Electric-Repair; Pneumatic

**Y P Tools & Etc**

Victorville

962-9968

## TOWING, AUTOMOTIVE

**A A & Sons Towing**

Apple Valley

240-9158

Automotive

**A-Action Towing**

13605 John Glenn, Apple Vly

240-6757

Automotive

**A-B Towing**

Victorville

241-8414

Automotive

**Advanced Towing &  
Recovery**

Apple Valley

242-4332

Automotive

**All American Towing**

Hesperia

947-1869

Automotive

**All American Towing**

Victorville

843-1869

Automotive

**All Pro Towing**

13625 Manhasset, Apple Vly

240-4133 or 242-4014

Automotive

**Associated American  
Towing**

Adelanto

246-6090

Automotive

**Bob's Transmission**

Hesperia

947-2387

Automotive

**Cajon Towing & Transport**

Apple Valley

949-7306

Automotive

**Certified II Car Repair**

Victorville

243-3390

Automotive

**Coker Jim Towing**

Victorville

241-1301

Automotive

**Courtesy Auto**

Hesperia

244-2269

Automotive

**Desert Valley Towing**

13606 John Glenn, Apple Vly

240-4207

Automotive

**G & M Towing & Recovery**

Hesperia

244-1868

Automotive & Equipment

**Hesperia Towing**

Hesperia

947-6839

Automotive

**Hi-Desert Auto Wrecking &  
Towing**

Lucerne Valley

248-6116

Automotive

**Jim & Sons Towing**

Hesperia

248-7631

Automotive

**Jim's Garage & Towing**

Lucerne Valley

248-7631

Automotive

**O P M Towing**

Victorville

955-6611

Automotive

**Stagecoach Towing**

Hesperia

947-5092

Automotive

**Super Auto Body & Paint**

Victorville

962-9966

Automotive

**Target Auto**

Adelanto

246-6242

Automotive

**Too Bits Towing**

13625 Manhasset, Apple Vly

240-9191

Automotive

**Victor Valley Towing**

Victorville

245-2556

Automotive

**Wade's Automotive Inc**

Hesperia

949-1968

Automotive

**Wayne's Towing**

Hesperia

947-6897

Automotive

**Wito Speed Towing**

Victorville

243-3383

Automotive

## TRACTORS

**Hesperia Equipment Repair**

Hesperia

244-4522

Repair

**High Desert Farm Supply**

Lucerne Valley

248-2815

Dealer

**Homestead Tractor**

22311 Bear Valley, Apple Vly

240-1062



Dealer; Repair

**Jim's Tractor Tech**

Hesperia  
244-1446  
Repair

**K & R Tractorworks**

Baldy Mesa  
947-6450  
Garden

**Liberty West Tractor**

Lucerne Valley  
248-6214  
Dealer

**Mojave Equipment Co Inc**

Victorville  
243-3116  
Repair

**United Rentals Inc**

Hesperia  
947-4810  
Dealer

**Walkers Tractors Service**

Hesperia  
949-3103  
Garden

## TRANSLATORS & INTERPRETERS

**Braille Institute**

Rancho Mirage  
321-1111  
Blind Services

**German Translation Svcs**

Apple Valley  
242-8848

**Goss Sara Lora**

Victorville  
241-9152

**Mojave Deaf Services**

Victorville  
245-4138  
Deaf Services

## TRANSPORTATION

**A Krazy Concepts by Golf Car Ray**

Hesperia  
948-6728  
Golf Carts

**Accommodation Travel Station**

Victorville  
241-1000  
Bus-Charter & Rental

**Admiral Limousine**

Apple Valley  
961-9226  
Limousine Svc

**Advantage Rent-A-Car**

Victorville  
243-3696  
Auto Rental

**Affordable Car Rentals**

Victorville  
241-7285  
Auto Rental

**Apple Valley Unified School District**

**(Transportation Dept)**  
22973 Bear Valley, Apple Vly  
247-2125  
FAX: 247-7499  
Bus Provider

**ARS Limousine Service**

Apple Valley  
247-6065  
Limousine Svc

**Bee Line Express**

Hesperia  
956-0092  
Bus-Charter & Rental

**Brian Motors**

Hesperia  
948-7296  
Auto Rental

**Dream Chasers Limousine Service**

Apple Valley  
242-1703  
Limousine Svc

**Ebmeyer Charter & Tour**

Apple Valley

242-4011

Bus-Charter & Rental

**Enterprise Rent-A-Car**

13631 Navajo, Apple Valley  
240-0300  
Auto Rental

**Gold Star Equipment Rentals**

21834 Bear Valley, Apple Vly  
247-3687  
Truck Rental

**Golf Carts by Del Mar**

Hesperia  
948-6728  
Golf Carts

**Greyhound Bus Lines**

Victorville  
245-2041  
Bus Lines

**Heavy Lift Helicopters**

19378 Central, Apple Valley  
240-4247  
Helicopter Charter & Rental Service

**Herrin Limousine**

Victorville  
243-3911  
Limousine Svc

**Hertz Local Edition**

Victorville  
843-0320 OR 962-9234  
Auto Rental

**Hi-Desert Taxi**

Hesperia  
949-8294  
Taxicab

**K N R II**

21650 Hwy 18, Apple Valley  
240-5212  
Truck Rental

**K N R Rentals**

Victorville  
843-7622  
Truck Rental

**Mina's Auto Sales**

Victorville  
243-7405



Auto Rental

**Penske Truck Rental**

Victorville  
245-7736  
Truck Rental

**Red Hawk Taxi & Shuttle Service**

Hesperia  
949-9554  
Shuttle Service; Taxicab

**Royal Shuttle**

21250 Sitting Bull, Apple Vly  
247-5879  
Shuttle Service

**Ryder Truck Rental**

Hesperia  
244-0168  
Truck Rental

**Silver Lakes Golf Cars Etc**

Helendale  
952-2278  
Golf Carts

**Superior Shuttle Service**

Hesperia  
244-1510  
Shuttle Service

**Taxi Service of Adelanto**

Adelanto  
246-7752  
Taxicab

**Thrifty Car Rental**

Victorville  
241-9196  
Auto Rental

**U-Haul Co**

Barstow  
256-8786  
Truck Rental

**Ultimate Limousine, The**

Victorville  
843-9955  
Limousine Svc

**United Rentals**

Hesperia  
947-4810  
Truck Rental

**Valley Hi Toyota-Honda**

Victorville  
241-6484  
Auto Rental

**Victor Valley Transit Authority**

Hesperia  
948-3030  
Bus Provider  
FAX: 948-1380

**Victorville Suzuki-Kawasaki**

Victorville  
241-2386  
All-Terrain Vehicles

**Yellow Cab of Victor Valley**

Hesperia  
956-5633  
Taxicab

## TRASH/GARBAGE & RUBBISH

See *"Garbage/Trash & Rubbish"*

## TREE SERVICES

**A Backhoe-Skip & Dump Truck Service**

Victorville  
245-7875

**All in One Tree Service**

Apple Valley  
961-7524

**Barnes Richard**

Apple Valley  
247-1904

**Gary's Tree Service & Stump Removal**

Apple Valley  
240-0746  
Stump Removal

**High Desert Tree Service**

Hesperia  
244-7384

**Munoz Andres**

10945 Kiowa, Apple Valley  
247-3126

**Quality Tree Service**

Apple Valley  
247-6245

**Tip Top Arborists Inc**

Victorville  
843-8412  
Removal

**Wilderness Tree Service**

Victorville  
241-9152

## UTILITIES

**Apple Valley Foothill CWD**

22545 Del Oro, Apple Valley  
247-1101  
Water

**Apple Valley Heights CWD**

9430 Cerra Vista, Apple Vly  
247-7330  
Water

**Apple Valley Ranchos Water Company**

21760 Ottawa, Apple Vly  
247-6484  
FAX: 247-1654  
Water

**Apple Valley View Mutual Water Company**

24288 Shoshone, Apple Vly  
247-4217  
Water

**Charter Communications**

Victorville  
843-3000  
Cable

**County Service Area 64**

Victorville  
955-9885  
Water

**Department of Water Resources**

Hesperia  
389-2202  
Water

**Dig Alert**

800-422-4133



### Edison

Victorville  
951-3237 OR 800-655-4555  
FAX: 951-3159  
Electric

### Juniper Riviera CWD

25715 Santa Rosa, Apple Vly  
247-9818  
Water

### Mariana Ranchos CWD

9600 Manzanita, Apple Vly  
247-9405  
Water

### Mojave Water Agency

Apple Valley  
240-9201  
Water

### Rancheritos Mutual Water Company

21832 Viento, Apple Valley  
247-3730  
Water

### Southern California Water Company

13608 Hitt, Apple Valley  
247-7420  
FAX: 247-3441  
Water

### Southwest Gas Corp

Victorville  
951-4037 OR 800-443-8093  
Emergencies: 800-762-9294  
FAX: 951-4042  
Gas

### Spring Valley Lake CSA 64

(AV equestrian area)  
955-9885  
Water

### Thunderbird CWD

24737 Standing Rock, Apple Vly  
247-2503  
Water

### Verizon

Victorville  
242-0266  
FAX: 243-5652  
Telephone

### Victor Valley Wastewater Reclamation Authority

Victorville  
246-8638  
FAX: 246-5440

## VIDEO SERVICES

See *"Film/Video Production & Services"*

## WATER- BOTTLED & BULK

### High Desert Bottled Water

Hesperia  
244-3334

### King Water

Victorville  
241-4800

### Master's Water Service

Hesperia  
244-5073

### Route 66 H2O Inc

Apple Valley  
247-1966

### Water World

Victorville  
843-5292

### Watermart

Phelan  
868-9957

## WATER DAMAGE RESTORATION

See *"Fire & Water Damage Restoration"*

## WATER HAULING

### Creative Water Service

10274 Merino, Apple Valley  
240-5805

### Don Enlow Water Truck Rental

Apple Valley

242-2567

### Max's Water Service

Lucerne Valley  
248-2913

### Stay Wet Water Trucks

Hesperia  
956-5695

## WATER PURIFICATION & FILTRATION EQUIPMENT

### AAA Purification

16048 Tuscola, Apple Valley  
242-9714  
Purification & Filtration  
Equipment; Water Treatment  
Equip, Service & Supplies

### Apple Valley Pump & Well Services

Apple Valley  
961-0740  
Well Drilling, Equip & Service

### California Turf Irrigation Supply

Hesperia  
244-3621  
Well Drilling, Equip & Service

### Cleghorn Treatment Plant

Hesperia  
389-2329  
Purification & Filtration  
Equipment; Water Treatment  
Equip, Service & Supplies

### Culligan Water Conditioning

16048 Tuscola, Apple Valley  
242-8884  
Purification & Filtration  
Equipment; Water Treatment  
Equip, Service & Supplies

### Hi Desert Drillers Inc

Apple Valley  
946-2695  
Well Drilling, Equip & Service

### Independent Well Drilling

Apple Valley



247-9882  
Well Drilling, Equip & Service

**Lifetime Solutions**

Victorville  
951-7605  
Purification & Filtration  
Equipment

**McDougall's Well Drilling**

Lucerne Valley  
248-7464  
Well Drilling, Equip & Service

**Rainsoft Water Treatment  
Systems**

Victorville  
951-7605  
Purification & Filtration  
Equipment

**Superior Soft Water**

Barstow  
256-3621  
Purification & Filtration  
Equipment

**Tibban Tanks**

Adelanto  
246-4646  
Water Well Drilling & Pump  
Contractor

**Van Norman Well Drilling  
Inc**

Lucerne Valley  
248-7543  
Well Drilling, Equip & Service

**Wallis Randall Water Well  
Service**

Barstow  
800-726-3979  
Supply Systems

**Water Doctor**

Victorville  
951-7605  
Purification & Filtration  
Equipment

**WEED CONTROL  
SERVICE**

**Adscot Pest Control Inc**  
13599 Delmar, Apple Valley

247-7999

**All-Pro Termite Pest  
Control Co**

Apple Valley  
242-2344

**Dump Truck Tractor  
Hauling Service**

Victorville  
951-7599

**K & R Tractorworks**

Baldy Mesa  
947-6450

**Kempton Company**

Apple Valley  
247-7838

**LawnMaster**

Apple Valley  
242-2931

**Ragains Lawn Care**

Apple Valley  
247-0878

**Walkers Tractors Service**

Hesperia  
949-3103

**WELDING**

**Accurate Arc Welding**

Victorville  
946-2433

**Advanced Performance  
Fabricators**

Hesperia  
948-4588

**Airgas**

Hesperia  
244-1606  
Equipment & Supplies

**Allfence**

12205 Central, Apple Valley  
961-3362

**Allied Muffler of Hesperia  
Inc**

Hesperia  
949-0044

**American Welding Shop**

Helendale  
245-1678

**Bear Valley Fabricators &  
Steel Supply Inc**

22060 Bear Valley, Apple Vly  
247-5381

**C & D Fabworks**

Hesperia  
949-3907

**California Tool & Welding  
Supply**

Hesperia  
244-1955 or 245-2402 (VV)  
Equipment & Supplies

**Certified Metal Supply LLC**

Victorville  
530-0058  
Equipment & Supplies

**David's Ornamental  
Welding**

Hesperia  
956-7689

**Desert Industrial Inc**

Hesperia  
956-7724

**Dyell Machine & Hydraulic  
Welding**

Hesperia  
244-3333

**Gene's Auto Parts**

Hesperia  
244-0208  
Equipment & Supplies

**General Industrial Services  
Inc**

10500 Caribou, Apple Valley  
247-7300

**Hayes Welding**

Adelanto  
246-4878

**High Desert Metal Works**

22276 Ottawa, Apple Valley  
247-7763

**Innis RV Parts & Service**

Hesperia  
949-6686



**J & A Muffler Shop**

Victorville  
951-8383

**Kuykendall Ray A**

Hesperia  
956-2545

**Maloney Enterprise**

Hesperia  
949-5902

**Marsano Welding**

22164 Ottawa, Apple Valley  
961-2293

**McWelco Products**

Hesperia  
244-8876

**Mechanical Man The**

Hesperia  
244-2049  
Service Equipment & Repair

**Medici Welding**

Lucerne Valley  
248-6913

**New Brian L**

20713 Otowi, Apple Valley  
240-2167

**On Line Fabrication**

Hesperia  
948-8800

**Ornamental Welding &  
Design**

Hesperia  
244-1304

**Project Fab**

Hesperia  
949-8530

**R & S Welding**

Hesperia  
947-8247

**R T Welding & Fabrication**

Hesperia  
948-5337

**Radmyc Welding &  
Fabrication**

Hesperia  
244-2521

**SCR Welding Service**

Hesperia  
244-1394

**Stoody Industrial &  
Welding**

Victorville  
530-0765  
Equipment & Supplies

**V & L Powdercoating**

22163 Powhatan, Apple Vly  
240-6635

**Victor Valley Fabricators**

14075 Joshua, Apple Valley  
247-8852

**Victor Valley Welding-  
Hydraulics**

Hesperia  
244-3222

**Vinman Performance  
Coatings & Fabrication**

Hesperia  
947-4450

**Wiese McBeth & Watkins**

Victorville  
245-5836



**FIRST RESPONDERS/FACILITIES CONTACT LIST**

***C-O-N-F-I-D-E-N-T-I-A-L***

***NOT FOR PUBLIC VIEW***

**(FOR EOC GENERAL STAFF & MANAGEMENT TEAM ONLY)**

***EOC RESPONSE STAFF***

***LOCAL EMERGENCY RESPONSE AGENCIES***

***ESSENTIAL FACILITIES***

***CRITICAL FACILITIES***





**Town of Apple Valley**  
**Emergency Operations Plan**

**Appendix 6**  
**Contact List**

| NAME             | AGENCY/TITLE                         | EOC POSITION  | HOME PHONE | NEXTEL PHONE |
|------------------|--------------------------------------|---|------------|--------------|
| Acevedo, Orlando | TAV/                                 | Liaison Section Coordinator                               |            |              |
| Antobam, Kofi    | TAV/Assistant Director of Finance    | Finance/Accounting Manager                                |            |              |
| Bell, Frank      | AVPD/Lieutenant                      | Operations Section Coordinator                            |            |              |
| Bossard, Denise  | TAV/Executive Secretary              | Liaison Officer   |            |              |
| Cady, Mike       | TAV/Public Works                     | Public Works/Building & Safety Branch Coordinator         |            |              |
| Carroll, Patrick | TAV/Building Official                | Damage/Safety Assessment Unit                             |            |              |
| Cornett, Barbara | TAV/Animal Control Supervisor        | Animal Care Unit  |            |              |
| Cron, Dennis     | TAV/Public Services Manager          | Liaison Section Coordinator                               |            |              |
| Guarrera, Joseph | AVFPD/TAV Emergency Services Officer | EOC Coordinator   |            |              |
| Hill, Trish      | AVPD/Community Liaison Officer       | PIO   |            |              |
| Hultquist, Sid   | AVFPD/Fire Chief                     | EOC Director (alternate)/ Fire Services Coordinator       |            |              |
| Martin, Kathie   | TAV/Public Relations Officer         | PIO   |            |              |
| Parsons, Mike    | AVFPD/Division Chief                 | Operations Section Coordinator                            |            |              |
| Puckett, Marc    | TAV/Director of Finance              | Finance/Administration Section Coordinator                |            |              |
| Reynolds, Mark   | AVFPD/Finance Officer                | Finance/Administration Section Coordinator                |            |              |
| Robinson, Frank  | TAV/Town Manager                     | EOC Director  |            |              |
| Tomlin, Lana     | AVPD/Police Chief                    | EOC Director (alternate)/Law Enforcement Svcs Coordinator |            |              |
| Ward, Susan      | TAV/Administrative Services Manager  | Planning/Intelligence Section Coordinator                 |            |              |
| Webb, Sierra     | TAV/Events Coordinator               | PIO   |            |              |
| Whiteside, Gina  | TAV/Projects Manager                 | Planning/Intelligence Section Coordinator                 |            |              |

CONFIDENTIAL INFORMATION



**LOCAL EMERGENCY RESPONSE AGENCIES**

| <b>AGENCY</b>                              | <b>ADDRESS</b>                                | <b>PHONE</b>   |
|--|---|----------------|
| American Medical Response                  | 14828 7 <sup>th</sup> Street, Victorville     | (760) 245-7051 |
| American Red Cross-High Desert Chapter     | 16248 Desert Knolls Drive, Victorville        | (760) 245-6511 |
| Apple Valley Fire Protection District      | 22400 Headquarters Drive, Apple Valley        | (760) 247-7618 |
| Apple Valley Police Department             | 14931 Dale Evans Parkway, Apple Valley        | (760) 247-7400 |
| Bureau of Land Management                  | 18809 Central Road, Apple Valley              | (760) 240-8541 |
| California Army National Guard             | 17988 Highway 18, Apple Valley                | (760) 242-2509 |
| California Highway Patrol                  | 14210 Amargosa Road, Victorville              | (760) 241-1186 |
| Cal-Trans                                  | 13693 Mariposa Road, Victorville              | (760) 241-2321 |
| Federal Bureau of Investigations           | 14011 Park Avenue, Victorville                | (760) 951-7119 |
| Reach-Upland Fire Air Ambulance            | 1257 N. Airport Drive, Upland                 | (909) 931-4180 |
| Mercy Air Ambulance                        | 1670 Miro Way, Rialto                         | (888) 499-9495 |
| Salvation Army Corps                       | 14585 La Paz Drive, Victorville               | (760) 245-2545 |
| San Bernardino County Fire Department      | 157 W. 5 <sup>th</sup> Street, San Bernardino | (909) 387-5974 |
| San Bernardino County Sheriff's Department | 14455 Civic Drive, Victorville                | (760) 243-8720 |



**ESSENTIAL FACILITIES**

Essential facilities are defined as structures, areas, or systems that significantly or directly affect the public health and safety of the community, i.e., police and fire stations, hospitals, utilities (water, sewer, electrical, gas, communications), and Shelter/Schools. For records of industrial facilities in the Town of Apple Valley that handle hazardous materials, refer to the Apple Valley Fire Protection District, Fire & Life Safety Section.

| <b>Sector #</b> | <b>Essential Facility</b>                                  | <b>Location</b>   | <b>*Daytime Phone #</b> | <b>Facility Type</b> |
|-----------------|--|---|-------------------------|----------------------|
| 1               | Apple Valley Fire Station #331/EOC                         | 22400 Headquarters Drive  | 247-7618                | Fire                 |
| 1               | Apple Valley Fire Station #332                             | 18857 Highway 18  | 242-3252                | Fire                 |
| 1               | Apple Valley Fire Station #333                             | 20604 Highway 18  | 247-7141                | Fire                 |
| 1               | St. Mary Medical Center                                    | 18300 Highway 18  | 242-2311                | Hospital             |
| 1               | Apple Valley Police Department                             | 14931 Dale Evans Pkwy   | 240-7400                | Police               |
| 1               | Church of the Valley                                       | 14933 Wakita  | 247-7817                | Shelter              |
| 1               | Mojave Mesa Elementary School                              | 15552 Wichita Road  | 242-5883                | Shelter/School       |
| 1               | Rancho Verde Elementary School                             | 14334 Pioneer Road  | 247-2663                | Shelter/School       |
| 1               | Academy of Academic Excellence                             | 18350 Highway 18  | 946-5414                | Shelter/School       |
| 1               | Sycamore Rocks Elementary School                           | 23450 South Road  | 240-3332                | Shelter/School       |
| 1               | Phoenix Academy  | 20700 Thunderbird Road  | 242-7011                | Shelter/School       |
| 1               | Southwest Gas Corporation Victorville Tap                  | Southeast corner of Central Road and Quarry Road                    | 241-9321                | Utility/Gas          |
| 1               | Verizon Desert Knolls Remote                               | 15740 Outer Highway 18  | 800-772-5153            | Utility/Telephone    |
| 1               | Verizon North Apple Valley Remote                          | West side of Central Road @ El Centro Road                          | 800-772-5153            | Utility/Telephone    |
| 1               | Apple Valley Ranchos Water Company Bell Mountain Tank      | 200 yards west of Dale Evans Parkway & 1.7 miles north of Corwin Rd | 247-6411                | Utility/Water        |
| 1               | Apple Valley Ranchos Water Company Corwin Booster          | Corwin Road, north side, 1 lot east of Choco Road                   | 247-6411                | Utility/Water        |
| 1               | Apple Valley Ranchos Water Company Desert Knolls Reservoir | Kasson Court @ Kasson Road (north of Kaibab Road)                   | 247-6411                | Utility/Water        |
| 1               | Apple Valley Ranchos Water Company Stoddard Booster        | Lafayette Street, east of Rialto Avenue                             | 247-6411                | Utility/Water        |
| 1               | Apple Valley Ranchos Water Company Stoddard Tank           | Navajo Road, north of Stoddard Wells Road                           | 247-6411                | Utility/Water        |
| 1               | Apple Valley Ranchos Water Company Well #10R               | 16514 South Road  | 247-6411                | Utility/Water        |
| 1               | Apple Valley Ranchos Water Company Well #12                | To the rear of 13288 Choco Road                                     | 247-6411                | Utility/Water        |
| 1               | Apple Valley Ranchos Water Company Well #15                | To the rear of 14081 Quinnault Road                                 | 247-6411                | Utility/Water        |
| 1               | Apple Valley Ranchos Water                                 | To the rear of 21483  | 247-6411                | Utility/Water        |



**Town of Apple Valley**  
**Emergency Operations Plan**

**Appendix 6**  
**Contact List**

|   |  |  |          |               |
|---|--|--|----------|---------------|
|   | Company Well #24                           | Waalew Road  |          |               |
| 1 | Apple Valley Ranchos Water Company Well #7 | 16916 Dante Road (300 yards west of Stoddard Wells Road) | 247-6411 | Utility/Water |

| Sector # | Essential Facility                                      | Location   | *Daytime Phone #     | Facility Type      |
|----------|---|--|----------------------|--------------------|
| 1        | Apple Valley Ranchos Water Company Youngstown Booster   | 23860 Cahuilla Road  | 247-6411             | Utility/Water      |
| 1        | Apple Valley Ranchos Water Company Youngstown Reservoir | South Road, north side, east of Moccasin Road  | 247-6411             | Utility/Water      |
| 1        | Southern California Water Company Central Plant Well    | .25 miles north of Waalew Road, west side  | 247-3391             | Utility/Water      |
| 1        | Southern California Water Company Papago Well           | 17230 Central Road   | 247-3391             | Utility/Water      |
| 1        | Southern California Water Company Yucca Terrace Tanks   | Half-way up side of hill on rock outcropping north of Yucca Terrace and Valley Crest Terrace | 247-3391             | Utility/Water      |
| 2        | Apple Valley Fire Station #334                          | 12143 Kiowa Road   | 247-0164             | Fire               |
| 2        | Apple Valley Fire Station #336                          | 19235 Yucca Loma Road  |                      | Fire               |
| 2        | Apple Valley Community Center                           | 13467 Navajo Road  | 247-6411             | Shelter            |
| 2        | Apple Valley District Offices                           | 12555 Navajo Road  | 247-7267             | Shelter/School     |
| 2        | Desert Knolls Elementary School                         | 18213 Symeron Road   | 242-3441             | Shelter/School     |
| 2        | Vanguard Prep   | 13073 Mesquite Road  | 961-1066             | Shelter/School     |
| 2        | New Hope Community Church                               | 12345 Navajo Road  | 247-2127             | Shelter            |
| 2        | Rio Vista Elementary School                             | 13590 Havasu Road  | 240-0280             | Shelter/School     |
| 2        | Willow Park Continuation High School                    | 21950 Nisqually Road   | 240-4252             | Shelter/School     |
| 2        | Yucca Loma Elementary School                            | 21351 Yucca Loma Road  | 247-2623             | Shelter/School     |
| 2        | Southern California Edison Lions Park Substation        | Southwest of Lions Park on Highway 18  | 800-611-1911 (24-hr) | Utility/Electrical |
| 2        | Verizon Apple Valley Central Office                     | 13643 Navajo Road  | 800-772-5153         | Utility/Telephone  |
| 2        | Verizon West Apple Valley Remote                        | 12295 Yorkshire Road   | 800-772-5153         | Utility/Telephone  |
| 2        | Apple Valley Ranchos Water Company Hilltop Reservoir    | To the rear of 20600 Highway 18  | 247-6411             | Utility/Water      |
| 2        | Apple Valley Ranchos Water Company Well #16             | Northwest corner of Sitting Bull Road & Tawya Road   | 247-6411             | Utility/Water      |
| 2        | Apple Valley Ranchos Water Company Well #17             | To the rear of 14909 Nokomis Road  | 247-6411             | Utility/Water      |
| 2        | Apple Valley Ranchos Water Company Well #18             | 14510 Riverside Drive  | 247-6411             | Utility/Water      |
| 2        | Apple Valley Ranchos Water Company Well #19             | 21308 Sitting Bull Road  | 247-6411             | Utility/Water      |
| 2        | Apple Valley Ranchos Water Company Well #20             | To the rear of 14670 Mandan Road   | 247-6411             | Utility/Water      |
| 2        | Apple Valley Ranchos Water Company Well #21             | 21292 Powhattan Road   | 247-6411             | Utility/Water      |



**Town of Apple Valley**  
**Emergency Operations Plan**

**Appendix 6**  
**Contact List**

| 2               | Apple Valley Ranchos Water Company Well #22                | 21090 Ottawa Road  | 247-6411                | Utility/Water        |
|-----------------|--|--|-------------------------|----------------------|
| 2               | Apple Valley Ranchos Water Company Well #23                | 15302 Apple Valley Road  | 247-6411                | Utility/Water        |
| 2               | Apple Valley Ranchos Water Company Well #25                | 18555 Tuscola Road   | 247-6411                | Utility/Water        |
| 2               | Apple Valley Ranchos Water Company Well #26                | 18588 Seneca Road  | 247-6411                | Utility/Water        |
| <b>Sector #</b> | <b>Essential Facility</b>                                  | <b>Location</b>  | <b>*Daytime Phone #</b> | <b>Facility Type</b> |
| 2               | Apple Valley Ranchos Water Company Well #28                | Riverside Drive (2 lots north of Symeron Road)                                     | 247-6411                | Utility/Water        |
| 2               | Apple Valley Ranchos Water Company Well #32                | Apple Valley Country Club Golf Course  | 247-6411                | Utility/Water        |
| 2               | Apple Valley Ranchos Water Company Well #4                 | To the rear of 21760 Ottawa Road   | 247-6411                | Utility/Water        |
| 2               | Southern California Water Company Anoka Well               | Anoka Road, south side, 350-feet east of Pauhaska Road                             | 247-3391                | Utility/Water        |
| 2               | Southern California Water Company Bear Valley Well         | To the rear of 21834 Bear Valley Road  | 247-3391                | Utility/Water        |
| 2               | Southern California Water Company Mesquite Well            | .2 miles north of Pah-Ute Road, 300-feet west of Mesquite Road (down gravel track) | 247-3391                | Utility/Water        |
| 2               | Southern California Water Company Mohawk Well & Tank       | Southeast corner of Mohawk Road and Nandina Road                                   | 247-3391                | Utility/Water        |
| 3               | Apple Valley Fire Station #335                             | 21860 Tussing Ranch Road   | 247-9666                | Fire                 |
| 3               | Apple Valley High School                                   | 11837 Navajo Road  | 247-7206                | Shelter/School       |
| 3               | Lone Wolf Colony   | 23200 Bear Valley Road   | 247-7878                | Shelter              |
| 3               | Mariana Elementary School                                  | 10601 Manhasset Road   | 247-7258                | Shelter/School       |
| 3               | Sandia Elementary School                                   | 21331 Sandia Road  | 240-5125                | Shelter/School       |
| 3               | Southern California Edison South Substation                | Southeast corner of Deep Creek Road and Grande Vista Road                          | 800-611-1911 (24-hr)    | Utility/Electrical   |
| 3               | Southwest Gas Corporation Roundup Way Tap                  | South side of Roundup Way, .15 miles east of Kiowa Road                            | 241-9321                | Utility/Gas          |
| 3               | Verizon Del Oro Remote                                     | 21665 Del Oro Street   | 800-772-5153            | Utility/Telephone    |
| 3               | Verizon South Apple Valley Remote                          | 9755 Navajo Road   | 800-772-5153            | Utility/Telephone    |
| 3               | Apple Valley Foothill County Water District Well & Tank    | 22545 Del Oro Road   | 247-1101                | Utility/Water        |
| 3               | Apple Valley Heights County Water District Wells           | Pioneer Road, .2 miles south of Tussing Ranch Road, west side                      | 247-7330                | Utility/Water        |
| 3               | Apple Valley Ranchos Water Company Hilltop Well #30 & Tank | Westmont Drive, north of Valley Center Drive, and east of Apple Valley Road        | 247-6411                | Utility/Water        |



|         |   |   |                       |               |
|---------|---|---|-----------------------|---------------|
| 3       | Apple Valley Ranchos Water Company Well #11R                  | 11775 Jamacha Road  | 247-6411              | Utility/Water |
| 3       | Apple Valley Ranchos Water Company Well #31                   | Apple Valley Road, west side .2 miles south of Bear Valley Road | 247-6411              | Utility/Water |
| 3       | Apple Valley Ranchos Water Company Well #9                    | 11029 Saratoga Road   | 247-6411              | Utility/Water |
| 1, 2, 3 | Sewer Stations ... refer to Town of Apple Valley Public Works | Various Locations   | 240-7000<br>Ext. 7520 | Utility/Sewer |

*\*For after-hours contact information, see the Emergency Services Officer.*

## **CRITICAL FACILITIES**

Critical facilities are defined as structures, areas, or systems that, when damaged, could significantly impact the community. Although direct health and safety issues may not be a consideration, structural damage will have significant consequences to the community or affect a large portion of its population, i.e., traffic lights, railroad crossings, bridges, schools, nursing homes.

| <b>Sector #</b> | <b>Critical Facility</b>   | <b>Location or Responsible Agency</b> | <b>*Daytime Phone #</b>  | <b>Facility Type</b>         |
|-----------------|--|---------------------------------------|--------------------------|------------------------------|
| 1               | Valley Crest Residential Care  | 18524 Corwin Road                     | 242-3188                 | Assisted Living              |
| 1               | A&L Manor  | 20330 Rimrock Road East               | 946-0288                 | Nursing Home                 |
| 1               | Rimrock Residential Care Home  | 20115 Rimrock Road East               | 242-7340                 | Nursing Home                 |
| 1               | Granite Hills High School  | 22900 Esaws Avenue                    | 961-2290                 | School                       |
| 1               | Lewis Center for Educational Research/Thunderbird Campus   | 20702 Thunderbird Road                | 242-3514                 | School                       |
| 1               | St. Timothy's Episcopal School   | 15757 St. Timothy Road                | 242-4256                 | School                       |
| 1               | Bridge: Dale Evans Parkway & Interstate 15 ( <i>out of Town limits but may disrupt transportation routes</i> ) | Controlled by Cal-Trans               | 241-2321                 | Transportation/Bridge        |
| 1               | Bridge: Highway 18 @ Mojave River ( <i>out of Town limits but may disrupt transportation routes</i> )          | Controlled by Cal-Trans               | 241-2321                 | Transportation/Bridge        |
| 1               | Rail Spur: Dale Evans Parkway between Corwin Road & Johnson Road   | Controlled by CEMEX                   | 381-7639<br>(Safety Mgr) | Transportation/Rail          |
| 1               | Traffic Light: Central Road & Esaws Road   | Controlled by Town of Apple Valley    | 240-7000                 | Transportation/Traffic Light |
| 1               | Traffic Light: Highway 18 & Apple Valley Road  | Controlled by Cal-Trans               | 241-2321                 | Transportation/Traffic Light |
| 1               | Traffic Light: Highway 18 & Bass Hill Road   | Controlled by Cal-Trans               | 241-2321                 | Transportation/Traffic Light |
| 1               | Traffic Light: Highway 18 &  | Controlled by Cal-Trans               | 241-2321                 | Transportation/Traffic       |



**Town of Apple Valley**  
**Emergency Operations Plan**

**Appendix 6**  
**Contact List**

|   |  |                         |          |                              |
|---|--|-------------------------|----------|------------------------------|
|   | Central Road                                   |                         |          | Light                        |
| 1 | Traffic Light: Highway 18 & Corwin Road        | Controlled by Cal-Trans | 241-2321 | Transportation/Traffic Light |
| 1 | Traffic Light: Highway 18 & Dale Evans Parkway | Controlled by Cal-Trans | 241-2321 | Transportation/Traffic Light |
| 1 | Traffic Light: Highway 18 & Flathead Road      | Controlled by Cal-Trans | 241-2321 | Transportation/Traffic Light |
| 1 | Traffic Light: Highway 18 & Kasota Road        | Controlled by Cal-Trans | 241-2321 | Transportation/Traffic Light |
| 1 | Traffic Light: Highway 18 & Kiowa Road         | Controlled by Cal-Trans | 241-2321 | Transportation/Traffic Light |
| 1 | Traffic Light: Highway 18 & Navajo Road        | Controlled by Cal-Trans | 241-2321 | Transportation/Traffic Light |
| 1 | Traffic Light: Highway 18 & Quinnault Road     | Controlled by Cal-Trans | 241-2321 | Transportation/Traffic Light |

| <b>Sector #</b> | <b>Critical Facility</b>                                  | <b>Location or Responsible Agency</b> | <b>*Daytime Phone #</b> | <b>Facility Type</b>         |
|-----------------|---|---------------------------------------|-------------------------|------------------------------|
| 1               | Traffic Light: Highway 18 & Rancherias Road               | Controlled by Cal-Trans               | 241-2321                | Transportation/Traffic Light |
| 1               | Traffic Light: Highway 18 & Tao Road                      | Controlled by Cal-Trans               | 241-2321                | Transportation/Traffic Light |
| 2               | AAA Agape Senior Care Placement Inc.                      | 14650 Pamlico Road                    | 242-5683                | Nursing Home                 |
| 2               | Sitting Bull Academy                                      | 19445 Sitting Bull Rd                 | 961-8479                | Schooll                      |
| 2               | Apple Valley Head Start                                   | 13589 Navajo Road                     | 247-6955                | School                       |
| 2               | Lewis Center for Educational Research/Mojave River Campus | 17500 Mana Road                       | 946-5414                | School                       |
| 2               | Bridge: Bear Valley Road @ Mojave River                   | Controlled by Town of Apple Valley    | 240-7000                | Transportation/Bridge        |
| 2               | Traffic Light: Apple Valley Road & Sitting Bull Road      | Controlled by Town of Apple Valley    | 240-7000                | Transportation/Traffic Light |
| 2               | Traffic Light: Apple Valley Road & Yucca Loma Road        | Controlled by Town of Apple Valley    | 240-7000                | Transportation/Traffic Light |
| 2               | Traffic Light: Bear Valley Road & Apple Valley Road       | Controlled by Town of Apple Valley    | 240-7000                | Transportation/Traffic Light |
| 2               | Traffic Light: Bear Valley Road & Kiowa Road              | Controlled by Town of Apple Valley    | 240-7000                | Transportation/Traffic Light |
| 2               | Traffic Light: Bear Valley Road & Navajo Road             | Controlled by Town of Apple Valley    | 240-7000                | Transportation/Traffic Light |
| 2               | Traffic Light: Navajo Road & Sitting Bull Road            | Controlled by Town of Apple Valley    | 240-7000                | Transportation/Traffic Light |
| 2               | Traffic Light: Bear Valley Road & Jess Ranch Parkway      | Controlled by Town of Apple Valley    | 240-7000                | Transportation/Traffic Light |
| 2               | Traffic Light: Bear Valley Road & Reata Road              | Controlled by Town of Apple Valley    | 240-7000                | Transportation/Traffic Light |
| 3               | Merrill Gardens at Apple Valley                           | 11825 Apple Valley Road               | 961-1212                | Assisted Living              |

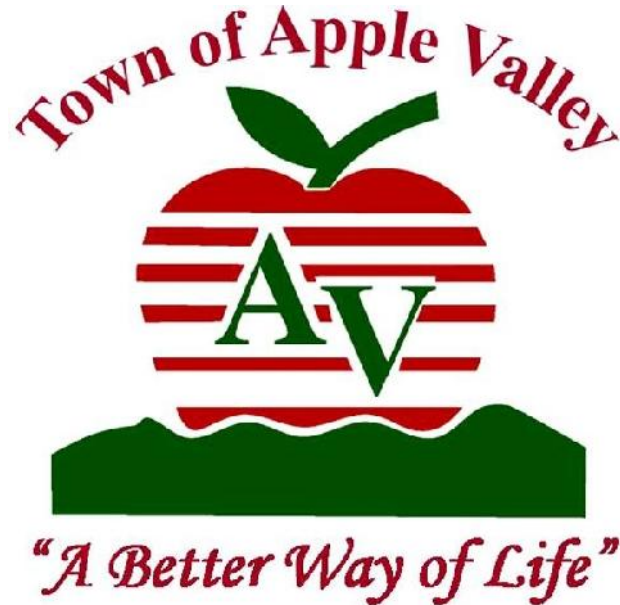


*Town of Apple Valley*  
**Emergency Operations Plan**

**Appendix 6**  
**Contact List**

|   |   |                                       |          |                       |
|---|---|---------------------------------------|----------|-----------------------|
| 3 | Abundant Care Ranch   | 10408 Mockingbird                     | 247-3537 | Nursing Home          |
| 3 | Apple Valley Christian Center   | 11959 Apple Valley Road               | 240-5051 | Nursing Home          |
| 3 | Valley Christian School   | 19923 Bear Valley Road                | 247-2933 | School                |
| 3 | Bridge: Railroad bridge over Deep Creek Road, just north of Rock Springs Road | Controlled by Mitsubishi Cement Plant | 248-7373 | Transportation/Bridge |
| 3 | Rail Spur: Central Road between Tussing Ranch Road & Ocotillo Road            | Controlled by Mitsubishi Cement Plant | 248-7373 | Transportation/Rail   |
| 3 | Rail Spur: Kiowa Road between Tussing Ranch Road & Ocotillo Road              | Controlled by Mitsubishi Cement Plant | 248-7373 | Transportation/Rail   |
| 2 | Rock Springs Retirement   | 20594 Bear Valley                     | 247-1766 | Indep Living          |
| 1 | County School   |                                       |          |                       |
| 2 | Apple Valley Senior Citizen Club  | 13188 Central Rd                      |          | Shelter               |





## Hazard Mitigation Plan

2013

## Town of Apple Valley, CA

**Primary Point of Contact**  
Joseph A. Guarrera  
**Emergency Services Officer**  
Town of Apple Valley  
22400 Headquarters Drive  
Apple Valley, CA 92307  
760-247-7618 (Office)  
jguarrera@applevalleyfd.com





RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA, ADOPTING THE 2011 LOCAL HAZARD MITIGATION PLAN UPDATE, AUTHORIZING FUTURE NON-SUBSTANTIVE AMENDMENTS TO THE PLAN, AND RESCINDING RESOLUTION NO. 2005-12

---

WHEREAS, the preservation of life and property is an inherent responsibility of local, State and Federal government; and

WHEREAS, the Town of Apple Valley joined with agencies in San Bernardino County to develop, adopt and maintain a multi-jurisdictional Hazard Mitigation Plan; and

WHEREAS, the Town is charged and entrusted with the protection of persons and property prior to and during emergencies, and/or disaster conditions; and

WHEREAS, the goal of a Hazard Mitigation Plan is to minimize, reduce or eliminate loss of life and/or property; and

WHEREAS, this Hazard Mitigation Plan represents a comprehensive description of the Town's commitment to reducing, preventing or eliminating potential impacts of disasters caused by natural and human-caused hazards; and

WHEREAS, the Town of Apple Valley previously adopted its Hazard Mitigation Plan with the adoption of Resolution No. 2005-12; and

WHEREAS, the Town Council desires to rescind Resolution No. 2005-12 and adopt the updated Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the Town has undertaken a comprehensive planning effort in developing the Local Hazard Mitigation Plan by organizing resources, assessing risks, and developing and implementing a mitigation plan and monitoring process; and

WHEREAS, the Hazard Mitigation Plan is a Federal requirement under the Disaster Mitigation Act of 2000 for the Town to receive Federal funds for disaster recovery and mitigation; and

WHEREAS, the Hazard Mitigation Plan established a coordinated effort to support mitigation activities and identifies measures to combat natural and man-made hazards within our Town; and



WHEREAS, the Hazard Mitigation Plan is an extension of the State of California Multi-Hazard Mitigation Plan, and will be reviewed and exercised periodically and revised as necessary to meet changing conditions; and

WHEREAS, the Town of Apple Valley agrees to adopt this Hazard Mitigation Plan and urges all officials, employees, public and private organizations, and citizens, individually and collectively, to do their share in furthering the goals and objectives of hazard mitigation within the Town of Apple Valley.

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. Resolution No. 2005-12 is hereby rescinded.

Section 2. The Town Council approves the Local Hazard Mitigation Plan of the Town of Apple Valley.

Section 3. The Town Council authorizes the Director of Emergency Services to make necessary administrative and operational changes to the plan that are in keeping with the intent of the plan as approved.

Section 4. The Town Council authorizes the Director of Emergency Services, or his duly appointed representative, to perform all duties required to carry out the Local Hazard Mitigation Plan.

Section 5. That the Town Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2011.

DRAFT

Curt Emick, MAYOR

ATTEST:

LA VONDA PEARSON  
TOWNCLERK



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## **Executive Summary**

The Disaster Mitigation Act of 2000 (DMA) was passed by Congress to emphasize the need for mitigation planning to reduce vulnerability to natural and human-caused hazards. DMA 2000 amended the Robert



T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act; 42 United States Code 5121 et seq.) by repealing the act's previous Mitigation Planning section (409) and replacing it with a new Mitigation Planning section (322).

To implement the DMA 2000 planning requirements, the Federal Emergency Management Agency (FEMA) established mitigation planning requirements for states, tribes, and local communities, including the requirement to develop a Hazard Mitigation Plan to address known hazards that impact the Town of Apple Valley. The Town of Apple Valley's Hazard Mitigation Plan includes resources and information to assist Town residents, public and private sector organizations, and others interested in participating in planning for natural hazards. This Hazard Mitigation Plan provides a list of activities that may assist Apple Valley in reducing risk and preventing loss from future hazard events. The action items address multi-hazard issues, as well as activities for earthquakes, flooding, and wildfires. While we cannot predict or protect ourselves against every possible hazard that may strike the community, we can anticipate many impacts and take steps to reduce the harm they will cause. This Hazard Mitigation Plan starts an ongoing process to evaluate the risks different types of hazards pose to the Town, and to engage the Town and the community in dialogue to identify which steps are most important to pursue to reduce these risks. The Plan contains a background on the purpose and methodology used to develop the mitigation plan, a profile of Apple Valley, and sections on hazards that occur within the City.

The Town and community members have worked to address certain aspects of the risk – such as strengthening infrastructures, developing strategies, and establishing emergency preparedness plans. This Plan will formalize this process and assure that these activities continue to be explored and improved over time. Over many years, this constant focus on disasters will make the Town, its residents, and businesses much safer.

This Plan meets the requirements of the federal DMA 2000, which calls for all communities to prepare mitigation plans. By preparing this plan, the Town of Apple Valley is eligible to receive federal mitigation funding after disasters and to apply for mitigation grants before disasters strike.

This Plan promotes sound public policy designed to protect citizens, critical facilities, infrastructure, private property, and the environment from natural hazards. This can be achieved by increasing public awareness, documenting the resources for risk reduction and loss-prevention, and identifying activities to guide the Town toward building a safer, more sustainable community.

## SECTION 1 – INTRODUCTION

### 1.1 Purpose of the Plan

Emergencies and disasters cause death or leave people injured or displaced, cause significant damage to our communities, businesses, public infrastructure and our environment, and cost tremendous amounts in terms of response and recovery dollars and economic loss.





Hazard mitigation reduces or eliminates losses of life and property. After disasters, repairs and reconstruction are often completed in such a way as to simply restore to pre-disaster conditions. Such efforts expedite a return to normalcy; however, the replication of pre-disaster conditions results in a cycle of damage, reconstruction, and repeated damage. Hazard mitigation ensures that such cycles are broken and that post-disaster repairs and reconstruction result in a reduction in hazard vulnerability.

While we cannot prevent disasters from happening, their effects can be reduced or eliminated through a well-organized public education and awareness effort, preparedness and mitigation. For those hazards which cannot be fully mitigated, the community must be prepared to provide efficient and effective response and recovery.

The purpose of this Hazard Mitigation Plan is to assess the significant natural and manmade hazards that may affect the Town of Apple Valley and its inhabitants, evaluate and incorporate ongoing mitigation activities and related programs in the community, determine additional mitigation measures that should be undertaken, and to outline a strategy for implementation of mitigation projects. In addition, this plan has been developed to identify actions, policies and tools for implementation over the long-term resulting in reduction of future losses community wide. The established mitigation projects provided were identified and reviewed by members of the planning committee. The Town of Apple Valley has established an effective, inclusive, comprehensive, and long-term plan against natural and manmade hazards.

Citizens and professionals active in disaster planning, response, and mitigation provided important input in the development of the plan and recommended goals and objectives, mitigation measures, and priorities for actions.

This plan fulfills the requirements of the following programs:

1. Pre-Disaster Mitigation (PDM)
2. National Flood Insurance Programs (NFIP) Community Rating System (CRS)
3. Hazard Mitigation Grant Program (HMGP)

Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5165, enacted under section 104 of the Disaster Mitigation Act of 2000, P.L. 106-390, provides new and revitalized approaches to mitigation planning. Section 322, in concert with other sections of the Act, provides a significant opportunity to reduce the

Nation's disaster losses through mitigation planning and emphasizing the need for State, local and tribal entities to closely coordinate mitigation planning and implementation efforts.

A major requirement of the law is the development of local hazard mitigation plans. These plans must be developed and approved by the Federal Emergency Management Agency (FEMA) before November 1,



2004, in order for the local jurisdictions to be eligible for Hazard Mitigation Grant Program (HMGP) project funding from a Presidentially-declared disaster that occurs after this date. Local mitigation plans must be reviewed, updated and re-approved by FEMA every five years to remain eligible. This Mitigation Plan has been updated to meet the requirements of the Act and the regulations established by FEMA. The FEMA regulations were published in the Federal Register on February 26, 2002, as an interim final rule at 44 CFR Parts 201 and 206. FEMA may revise the Interim Final Rule and publish a Final Rule; however, until such time, the Interim Final Rule will serve as the rule for mitigation planning implementation.

## 1.2 Authority

The Disaster Mitigation Act of 2000 (DMA 2000), Section 322 (a-d) requires that local governments, as a condition of receiving federal disaster mitigation funds, have a mitigation plan that describes the process for identifying hazards, risks and vulnerabilities, identify and prioritize mitigation actions, encourage the development of local mitigation and provide technical support for those efforts. This mitigation plan serves to meet those requirements.

## 1.3 Community Profile

This section is to provide a broad perspective, brief history and describes the makeup and development of the community.

### 1.3.1. Physical Setting

The Town of Apple Valley is located in the Mojave Desert of the County of San Bernardino, at an elevation of 3,000 feet. Known as the "High Desert", Apple Valley consists of 78 square miles in its incorporated boundaries and a sphere of influence encompassing 200 square miles. The Town borders Interstate 15 to the north, Joshua Road to the east, the foothills of the San Bernardino Mountains to the south, and the Mojave River to the west.

Apple Valley is primarily desert-rural and consists of a typical mountain-and-basin topography with sparse vegetation. The natural geographic vulnerabilities are: Mojave River, San Bernardino Mountains, Dry Lake Bed, and the Desert Knolls area (generally an area with a slope greater than 15%).

Apple Valley experiences an average of 350 days of sunshine per year with summer temperatures ranging from 40 degrees Fahrenheit (F) to 100 degrees F., and winter temperatures dipping down to 10 degrees F. to a high of 70 degrees F. Prevailing winds range from 5-20 knots/hour from the south/southwest to the northeast.

The Mojave River rises in the San Bernardino Mountains at the Lake Silverwood and Mojave River Forks Reservoirs. The River runs in a northerly direction the entire length of the Town's western boundary. Due to the porous soil and rapid evaporation, the River is primarily dry in the area adjacent to Apple Valley. A flow of water is present during major rains and upon release of water from Lake Silverwood (contained by the Cedar Springs Dam and Mojave Dam).

The Town of Apple Valley also consists of a dry lake bed area that consists of sparse population. This area and the area along the Mojave River is part of the 100 Year Flood Area (Flood Zone A).

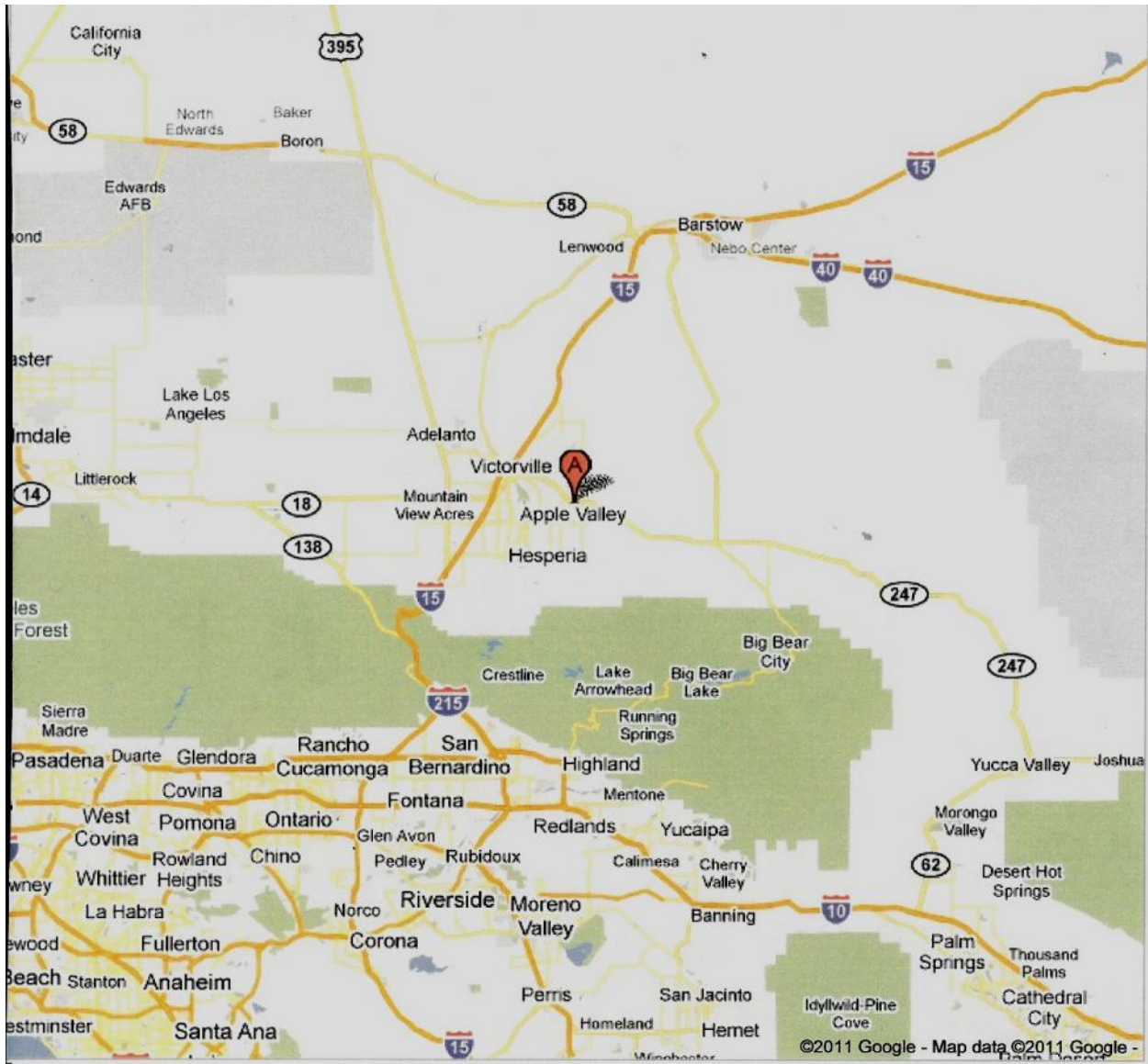


FIGURE 1 REGIONAL SETTING (CREDIT: 2011 GOOGLE MAP DATA)

### 1.3.2. History

The Town of Apple Valley was incorporated in 1988; however, its history goes back much further. Local historians have found signs of Serrano Indian camps along the Mojave River in Apple Valley. They were already there when Father Francisco Garces arrived in 1776, as he established the Spanish missions throughout California. In the late 1800s, the Paiute Indians also migrated to this area. The Mojave River Trail hosted trappers, gold prospectors, pack mules and Mormon wagon trains—over 13,000 people passed through there between 1849 and 1859. It was in 1860 that the first cabin was built in Apple Valley by Silas Cox, and the first road was cut the following year.



There are many stories as to how Apple Valley acquired its name. According to the late Mary Hampton, local historian, the name arose from the abundance of apple orchards that existed there in the 1920s. Some say the name "Apple Valley" originated from The Appleton Land Company that was based in this area in the early 1900s. Ursula Poates, one of the first settlers in the area, is credited with saying, "There were some apples being raised along the river in those early days, but not by the ton, so I just cut it down and called it Apple Valley!" By 1920, apples were being grown by the ton at award-winning orchards. Unfortunately, with the Great Depression and the cost of pumping water for irrigation, the orchards died off in the 1930s.

With a pleasant climate and lots of land, many types of ranches were built in the area. They touted the dry desert air as a cure for ailments of all sorts, including tuberculosis and asthma. Other ranches provided a haven for shell-shock victims of World War I, while still others developed into guest ranches. People would come to Apple Valley to enjoy the western lifestyle where they could ride horses, attend rodeos and just get away from the big city.

The modern founders of Apple Valley were Newton T. Bass and B.J. "Bud" Westlund, who were partners in the oil and gas industry in Long Beach, CA. Westlund and Bass formed the Apple Valley Ranchos Land Co. in 1946 and marketed the area as a destination resort and quality residential community - "The Golden Land of Apple Valley". They built the Apple Valley Inn and Hilltop House, and invited famous celebrities of Hollywood to come visit. Within ten years there were banks, churches and a school, along with a golf course, hospital and 180 businesses.

### **1.3.3. Demographics:**

#### **San Bernardino County Designated as a Coastal County within the State of California**

The number of Americans residing in a coastal county passed the 150 million mark in 2005, making the coastal population larger than the entire U.S. population in 1950. Today, more than half of the U.S. population lives in a coastal area (as defined by the National Oceanic and Atmospheric Administration - NOAA), even though the 673 coastal counties constitute only about one fourth of the country's landmass.



**FIGURE 2 – U.S. CENSUS BUREAU**

As indicated by the map prepared by the U. S. Census Bureau, San Bernardino County is designated as a Coastal County within the State of California. Particular data exists demonstrating the effects of various types of risks within the county. It is important to use this information as a source point for evaluating the various risks that prevail not only in San Bernardino County, but the City of Yucaipa.

The growth in population of coastal areas illustrates the importance of emergency planning and preparedness for areas that are more susceptible to inclement weather conditions. The U.S. Census Bureau's official population estimates, along with annually updated socioeconomic data from the new American Community Survey, provide a detailed look at the nation's growing coastal population. Emergency planners and community leaders can better assess the needs of coastal populations using census data.



In 2005, the Town of Apple Valley had a population of 63,868 and that population has grown to 74,266 in 2009, with a median age of 33.41 and an average household size of 2.94.

| Demographic Overview   |         |
|--|---------|
| Current population (2009):   | 74,266  |
| Current regional population (2007) :   | 333,061 |
| Avg. Household Size (2009) :   | 2.94    |
| Median Age (2009):   | 33.41   |
| Home Ownership (2009):   | 70.43%  |
| Total Households (2009):   | 25,088  |
| Sources: Claritas Pop Facts Demographic Snapshot Report 04/09, Victorvalleyca.com Regional Profile 1/8/09  |         |
| * Regional population estimate is based on a total of Victorville, Hesperia, Apple Valley, and Adelanto populations; unincorporated areas are not included in this estimate. |         |

| Historic and Projected Population Estimates   |        |        |        |        |
|---|--------|--------|--------|--------|
| 1995  | 2000   | 2005   | 2009   | 2014   |
| 50,586  | 54,239 | 63,868 | 74,266 | 85,843 |
| Annual Growth Rate: Waiting for update  |        |        |        |        |
| Source: Claritas Pop Facts Demographic Snapshot Report 4/6/09; Town of Apple Valley Building and Safety Department; California Dept. of Finance, Table E-1 City/County Population Estimates with Annual Percentage of Change. |        |        |        |        |

| Age Distribution of Population |              |                |
|--------------------------------|--------------|----------------|
| Age Group                      | Total (2009) | % Distribution |
| 0-17 years                     | 20,915       | 28.16%         |
| 18-24 years                    | 7,808        | 10.52%         |



|   |               |             |
|---|---------------|-------------|
| 25-34 years   | 10,001        | 13.47%      |
| 35-54 years   | 17,555        | 23.63%      |
| 55-74 years   | 13,147        | 17.70%      |
| 75 years and older  | 4,840         | 6.52%       |
| <b>TOTAL</b>  | <b>74,266</b> | <b>100%</b> |
| Claritas "Pop-Facts: Demographic Snapshot Report – 2009 Est. Population by Age," 4/6/09 |               |             |

**Educational Attainment of Population over 25 Years of Age**

| Years of School Completed  | Total (2009) | % Distribution |
|--|--------------|----------------|
| Less than High School  | 7,973        | 17.5%          |
| High School  | 12,659       | 27.80%         |
| Some College   | 13,794       | 30.29%         |
| Associate's Degree   | 3,624        | 7.96%          |
| Bachelor's Degree  | 4,520        | 9.92%          |
| Graduate Degree or higher  | 2,973        | 6.52%          |
| Claritas "Pop-Facts: Demographic Snapshot Report/Est. Population by Age 25+ by Educational Attainment," 4/6/09 |              |                |

**Income Level**

| Per Capita (2009)   | Median Household (2009) | Average Household (2009) |
|---|-------------------------|--------------------------|
| \$22,848  | \$51,927                | \$66,959                 |
| Claritas "Pop-Facts: Demographic Snapshot Report /Est. Population by Age 25+ Educational Attainment,"4/6/09 |                         |                          |

**Household Income Distribution**



| Annual Income  | Total (2009) | % Distribution |
|--|--------------|----------------|
| Under \$35,000   | 8,480        | 33.79%         |
| \$35,000- \$49,999   | 3,695        | 14.73%         |
| \$50,000-\$74,999  | 4,793        | 19.10%         |
| \$75,000- \$99,999   | 3,246        | 12.94%         |
| Over \$100,000   | 4,874        | 19.42%         |
| Claritas "Pop-Facts: Demographic Snapshot Report /Est. Households by Household income " 4/6/09 |              |                |

Figure 3 Demographics Town of Apple Valley 2009

### 1.3.4 Existing Land Use

The land use types in Apple Valley are all related to a single, over-arching concept: that Apple Valley's quality of life is tied to its rural character, and that this character is to be preserved and protected for the long term health of the community. In Apple Valley "rural" means space -- unscarred mountains and vistas of desert valleys, neighborhoods of large lots where keeping horses is allowed, an extensive multi-use trail system, and landscaping consistent with the desert environment. The land use designations established in the Town's General Plan are provided below. The single family land use designations are consistent with those defined in Measure N (see further discussion below). Three land use designations are new to the General Plan: Estate Residential ., Mobile Home Park and Mixed Use.

Very Low Density Residential (R-VLD; 1 dwelling unit per 5 or more gross acres): This land use designation allows detached single family homes on lots of at least five gross acres. Multi-use trails should be integrated into all new projects in this designation, as appropriate. Also permitted are agricultural and ranching activities, animal keeping (both personal use and commercial) and

home occupations. May be appropriate for bed and breakfast and similar uses, and animalkeeping or agricultural-related commercial enterprises, such as feed stores, commercial stables and similar uses with approval of a conditional use permit.

Low Density Residential (R-LD; 1 dwelling unit per 2.5 to 5 gross acres): This land use designation allows detached single family homes on lots of two and a half to five gross acres. This designation provides for the rural and suburban environment. Multi-use trails should be integrated into all new projects in this designation, as appropriate. Also permitted are agricultural and ranching activities, animal keeping (both personal use and commercial) and home



occupations. May be appropriate for bed and breakfast and similar uses, with approval of a conditional use permit.

Estate Residential (R-E; 1 dwelling unit per 1 to 2.5 gross acres): This land use designation allows detached single family homes on lots of one to two and a half gross acres. Access on local roads in new subdivisions within this designation should be paved. Multi-use trails should be integrated into all new projects in this designation, as appropriate. Animal keeping for personal use, ranching activities and home occupations are appropriate land uses in this designation. May be appropriate for bed and breakfast and similar uses, with approval of a conditional use permit.

Estate Residential . (R-E; 1 dwelling unit per 0.75 to 1.0 net acre): This land use designation is specifically designed for animal keeping. Multi-use trails should be integrated into all new projects in this designation, as appropriate. Animal keeping for personal use, ranching activities and home occupations are appropriate land uses in this designation. Centralized stables, corrals, show rings and similar facilities, available to all residents of a development project are

encouraged. May be appropriate for bed and breakfast and similar uses, with approval of a conditional use permit.

Single Family Residential (R-SF; 1 dwelling unit per 0.4 to 0.9 net acre): Lots in this designation must be a minimum of 18,000 square feet net, and may range to 39,200 square feet. This designation is intended to be composed of planned subdivisions with all utilities and public services. Animal keeping is permitted on lots zoned Equestrian Residential in the Development Code. Multi-use trails should be integrated into all new projects in this designation, as appropriate.

Medium Density Residential (R-M; 4 to 20 dwelling units per net acre): This designation is intended to promote a wide range of higher density residential units, including: single family attached; and multi-family units, including condominiums, townhomes and apartments. Projects restricted to senior citizens (age 55 and older) and providing various levels of care are also appropriate in this designation. Single family detached units are only permitted on lots of 18,000

square feet or greater in the Mountain Vista Estates area, as defined in Program 2.G.1. On all other lands designated Medium Density Residential within Town limits, single family detached units are prohibited. This land use designation should be a buffer between less intense residential designations and commercial or industrial designations, or major roadways. Future projects should be located in close proximity to commercial services, public transit and schools.

Mobile Home Park (MHP; 5-15 units per acre): This designation is applied to mobile home parks that existed upon adoption of the General Plan. New mobile home parks would be required to file





a General Plan Amendment and Change of Zone to assign this designation to the project. This designation applies to mobile home parks and mobile home subdivisions. Home occupations and recreational facilities and amenities associated with the mobile home use are also appropriate in this designation.

**Mixed Use (M-U):** The land use designation has been created to allow for the development of projects that include residential and retail and office commercial development in an integrated, master planned project. Residential development should occur over commercial development, or within a commercial complex (i.e. residential building abutting a commercial building). Residential development must occur at a density of 4 to 30 units per acre. Mixed Use projects are encouraged in The Village, on major roadways, and in close proximity to employment centers, such as the North Apple Valley Industrial Specific Plan area. Projects that propose residential parcels adjacent to commercial parcels, and do not truly integrate the land uses, will not qualify for this designation. The minimum size for a Mixed Use project is 1 acre.

**Office Professional (O-P):** This designation allows professional offices, and is intended to act as a buffer between General Commercial and residential land uses. This designation encourages high quality professional services with only ancillary retail commercial components. There is no minimum size for project sites in this designation, but assemblage of smaller parcels is encouraged.

**General Commercial (C-G):** This designation allows a broad range of retail uses, as well as office and service land uses. Typical uses will serve the needs of the Town's residents and businesses, in a shopping center setting. General retail stores, including all types of consumer goods, furniture and appliance sales, auto repair and sales are permitted in this designation. Restaurants, both sit-down and fast food, gasoline service stations and general office (secondary to retail uses) are also permitted in this designation. There is no minimum size for project sites in this designation, but assemblage of smaller parcels is encouraged.

**Service Commercial (C-S):** This designation is assigned to lands in The Village, and is intended as a transition designation allowing commercial and industrial land uses on a smaller scale. Its location in an established area of Town necessitates flexibility in development standards, due to existing development and infrastructure constraints. Land uses in this designation include vehicle sales and service; lumber, home repair and building supply, general retail, warehousing and manufacturing uses completely contained within an enclosed structure. There is no minimum size for project sites in this designation, but assemblage of smaller parcels is encouraged.

**Regional Commercial (C-R):** This land use category allows retail uses that serve not only the residents and businesses of Apple Valley, but also of the surrounding region. Permitted uses in



this designation include auto malls, regional malls, business parks, factory stores and outlets, entertainment commercial, hotels and motels, restaurants, institutional and public uses. The minimum size for a Regional Commercial project site is 10 acres.

Planned Industrial (I-P): This land use designation allows high quality, non-polluting industrial land uses, either as free-standing uses or as part of master planned industrial parks. Uses permitted include warehousing, light manufacturing, research and development and administrative facilities. The minimum size for a Planned Industrial project site is 5 acres.

Public Facility (PF): This land use designation is assigned to public and quasi-public land uses, including Town Hall and other Town facilities, fire stations, schools, facilities of the County, State and federal government, water and sewer district, and utility substations and facilities. There is no minimum size in this land use designation.

Open Space (OS): This land use designation is applied to natural and active open space areas, including the knolls, Bell and Fairview mountains, the Mojave River, lands owned by Town, County, State and federal agencies for the purposes of recreation or conservation, and golf courses, parks or other recreational facilities.

Mineral Resources (MR): This land use designation is applied to lands in active mining operations. One such operation exists in the Town at the present time, located near Interstate 15. This land use designation allows mining operations permitted by the State for lands with significant deposits of concrete aggregate (please see the Mineral Resources Element).

Specific Plan: This designation is applied to lands on which a specific plan has been approved by the Town Council. The Specific Plan must conform to State law, and include maps and text that establish the land use designations; standards and guidelines for development; infrastructure requirements; and phasing for the specific plan area.

# Town of Apple Valley

## General Plan Land Use Map

### Exhibit II-2

Adopted August 11, 2009 Town Council Resolution No. 2009-31  
Amended September 14, 2020 Town Council Resolution No. 2010-43

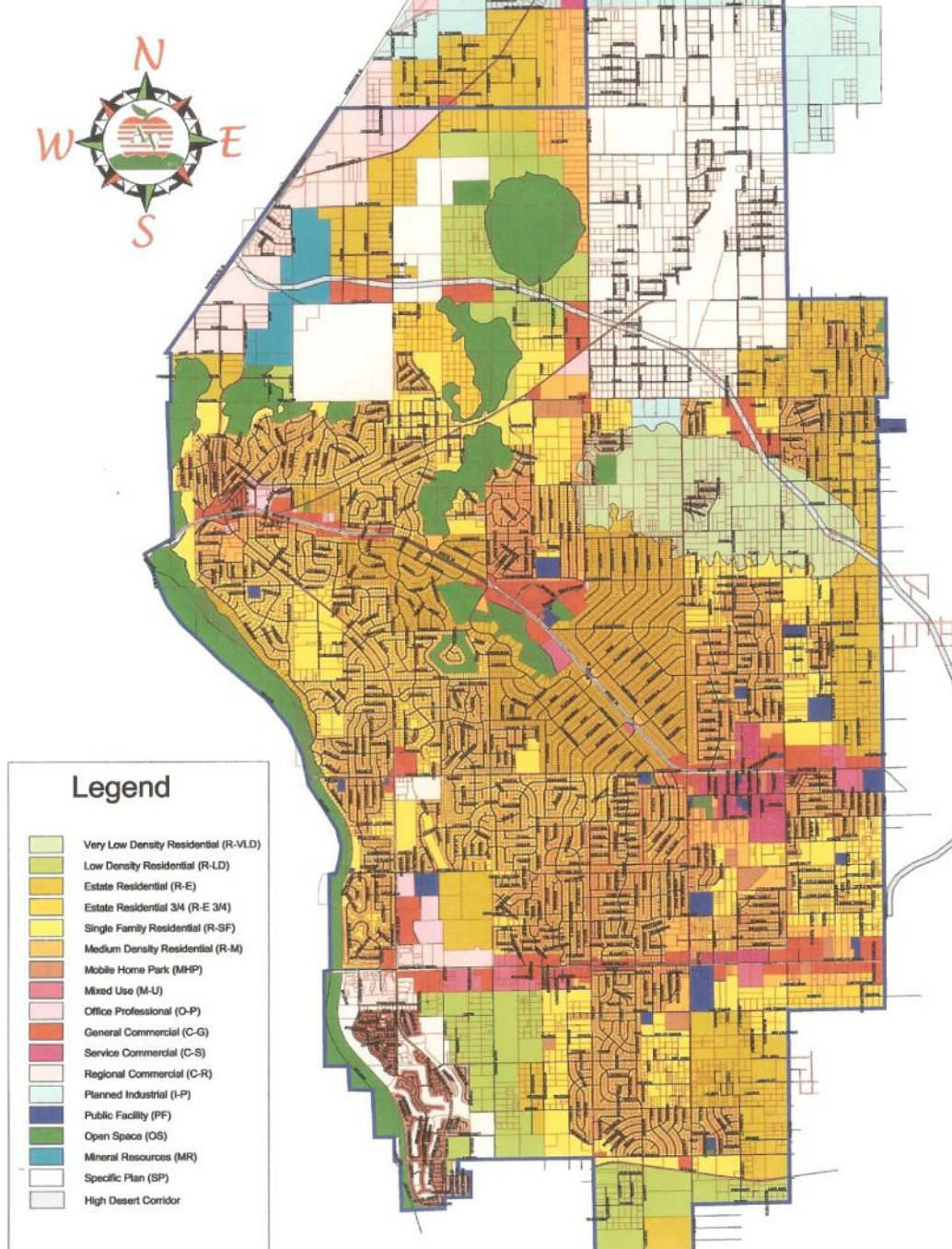


Figure 4 2009 Land Use Map, Exhibit II-2 – Source: Town of Apple Valley General Plan



**Build Out Statistics**

The Town consists of a total of 50,532 acres, of which 46,948.3 acres were within the Town limits prior to the addition of the two annexation areas. 3,583.2 acres were added as part of Annexations 2008-001 and 2008-002. The acreage, by land use designation, is shown in Tables II-1 and II-2, below.



**Table II-1**  
Statistical Summary of Land Uses  
(2008 Town Limits)

| Land Use Designation                                   | Town of Apple Valley |                 |                 |
|--|----------------------|-----------------|-----------------|
|  | Developed Acres      | Vacant Acres    | Total Acres     |
| <b>Residential Land Uses</b>                           |                      |                 |                 |
| Very Low Density Residential (1 du/5 or more gross ac) | 212.0                | 1,749.5         | 1,961.5         |
| Low Density Residential (1 du/2.5 - 5 gross ac)        | 450.7                | 3,071.7         | 3,522.4         |
| Estate Residential (1du/1 – 2.5 gross ac)              | 3,308.2              | 3,308.0         | 6,616.3         |
| Estate Residential ¾ (1 du/0.75 – 1 ac)                | 26.1                 | 449.6           | 475.7           |
| Single family Residential (1 du/0.4-0.9 ac)            | 8,811.2              | 3,770.7         | 12,581.9        |
| Medium Density Residential (4- 20 du/ac)               | 826.2                | 1,057.0         | 1,883.1         |
| Mobile Home Park (5-15 du/ac)                          | 178.5                | 1.5             | 180.0           |
| Mixed Use  | 90.8                 | 229.7           | 320.5           |
| Specific Plan  | 1,359.0              | 5,653.7         | 7,012.7         |
| <b>Total Residential Uses</b>                          | <b>15,262.7</b>      | <b>19,291.5</b> | <b>34,554.2</b> |
| <b>Commercial Land Uses</b>                            |                      |                 |                 |
| Mixed Use <sup>1</sup>                                 | 90.8                 | 229.7           | 320.5           |
| General Commercial                                     | 480.3                | 1,066.5         | 1,546.8         |
| Regional Commercial                                    | 99.6                 | 1,203.3         | 1,303.0         |
| Service Commercial                                     | 152.4                | 179.2           | 331.6           |
| Office Professional                                    | 64.7                 | 546.7           | 611.3           |
| Specific Plan/Commercial <sup>1</sup>                  | 1,359.0              | 5,653.7         | 7,012.7         |
| <b>Total Commercial Uses<sup>1</sup></b>               | <b>797.0</b>         | <b>2,995.7</b>  | <b>3,792.7</b>  |
| <b>Industrial Land Uses</b>                            |                      |                 |                 |
| Planned Industrial                                     | 21.4                 | 623.9           | 645.3           |
| Specific Plan/Industrial <sup>1</sup>                  | 1,359.0              | 5,653.7         | 7,012.7         |
| <b>Total Industrial Uses<sup>1</sup></b>               | <b>21.4</b>          | <b>623.9</b>    | <b>645.3</b>    |
| <b>Other Land Uses</b>                                 |                      |                 |                 |
| Public Facility  | 330.2                | 132.0           | 462.2           |
| Open Space   | 291.2                | 2,796.4         | 3,087.5         |
| Mineral Resources                                      | 129.4                | 323.2           | 452.5           |
| Street Rights-of-Way                                   | 2,771.1              | 1,182.8         | 3,953.9         |
| <b>Total Other Land Uses</b>                           | <b>3,521.8</b>       | <b>4,434.4</b>  | <b>7,956.2</b>  |
| <b>Grand Total</b>                                     | <b>19,602.8</b>      | <b>27,345.5</b> | <b>46,948.3</b> |

<sup>1</sup>Specific Plan and Mixed Use acreage included under Residential, above.

Source: Aerial Information Systems, July 2008



**Table II-2**  
Statistical Summary of Land Uses  
Annexation No. 2008-001 and No. 2008-002

| General Plan Land Use Designation         | ANNEXATION NO. 2008-001<br>and<br>2008-002 |                 |                |
|---|--|-----------------|----------------|
|   | Developed<br>Acres                         | Vacant<br>Acres | Total<br>Acres |
| <b>Residential Land Uses</b>              |  |                 |                |
| Estate Residential (1du/1 – 2.5 gross ac) | 55.7                                       | 722.3           | 778.0          |
| Medium Density Residential (4- 20 du/ac)  | 41.5                                       | 177.3           | 218.7          |
| Mixed Use (4-30 du/ac)                    | 0.0  | 94.8            | 94.9           |
| <b>Total Residential Uses</b>             | <b>97.2</b>                                | <b>994.4</b>    | <b>1,091.6</b> |
| <b>Commercial Land Uses</b>               |  |                 |                |
| Mixed Use <sup>1</sup>                    | 0.0  | 94.9            | 94.9           |
| General Commercial                        | 12.3                                       | 50.5            | 62.8           |
| Regional Commercial                       | 7.2  | 435.7           | 442.9          |
| Office Professional                       | 0.0  | 183.1           | 183.1          |
| <b>Total Commercial Uses</b>              | <b>19.5</b>                                | <b>669.3</b>    | <b>688.8</b>   |
| <b>Industrial Land Uses</b>               |  |                 |                |
| Planned Industrial                        | 64.3                                       | 1,538.5         | 1,602.8        |
| <b>Other Land Uses</b>                    |  |                 |                |
| Public Facility                           | 0.0  | 5.1             | 5.1            |
| Street Rights-of-Way                      | 43.8                                       | 151.1           | 194.9          |
| <b>Grand Total All Land Uses</b>          | <b>224.8</b>                               | <b>3,358.4</b>  | <b>3,583.2</b> |

<sup>1</sup>Mixed Use Acreage included under Residential, above.

Source: Aerial Information Systems, July 24, 2008.

The build out potential of these lands is shown categorically in Table II-3, Residential Land Use Designation Build Out Summary; Table II-4, Commercial and Industrial Land Use Designation Build Out Summary; and Table II-5, Other Land Use Designation Build Out Summary.



Table II-3  
Residential Land Use Designation Build Out Summary

| Designation  | Town Limits     |                 |                 |               |               |               | Annexation Areas |              |                |              |              |              |
|--|-----------------|-----------------|-----------------|---------------|---------------|---------------|------------------|--------------|----------------|--------------|--------------|--------------|
|  | AC Dev.         | AC Vacant       | AC Total        | Exist. Units  | Future Units  | Total Units   | AC Dev.          | AC Vacant    | AC Total       | Exist. Units | Future Units | Total Units  |
| Very Low Density Residential (1 du/5 or more gross ac) | 212.0           | 1,749.5         | 1,961.5         |               | 350           | 350           | -                | -            | -              | -            | -            | -            |
| Low Density Residential (1 du/2.5 - 5 gross ac)        | 450.7           | 3,071.7         | 3,522.4         |               | 1,229         | 1,229         | -                | -            | -              | -            | -            | -            |
| Estates Residential (1du/1 - 2.5 gross ac)             | 3,308.2         | 3,308.0         | 6,616.3         | 20,107        | 3,308         | 23,415        | 55.7             | 722.3        | 778.0          | -            | 722          | 722          |
| Estates Residential 1/4 (1 du/0.75 - 1 ac)             | 26.1            | 449.6           | 475.7           |               | 399           | 399           | -                | -            | -              | -            | -            | -            |
| Single family Residential (1 du/0.4 - 0.9 ac)          | 8,811.2         | 3,770.7         | 12,581.9        |               | 5,656         | 5,656         | -                | -            | -              | -            | -            | -            |
| Medium Density Residential (4- 20 du/ac)               | 826.2           | 1,057.0         | 1,883.1         | 3,775         | 15,854        | 19,629        | 41.4             | 177.3        | 218.7          | -            | 2,659        | 2,659        |
| Mobile Home Park (5- 15 du/ac)                         | 178.5           | 1.5             | 180.0           | 1,043         | 23            | 1,066         | -                | -            | -              | -            | -            | -            |
| Mixed Use  | 90.8            | 229.7           | 320.5           |               | 2,088         | 2,088         | 0.00             | 94.8         | 94.8           | -            | 854          | 854          |
| Specific Plan  | 1,068.6         | 5,959.0         | 7,027.6         |               | 2,829         | 2,829         | -                | -            | -              | -            | -            | -            |
| <b>Residential Total</b>                               | <b>15,262.7</b> | <b>19,291.5</b> | <b>34,554.2</b> | <b>24,925</b> | <b>31,716</b> | <b>56,641</b> | <b>97.2</b>      | <b>994.4</b> | <b>1,091.6</b> | <b>-</b>     | <b>4,236</b> | <b>4,236</b> |

Table II-4  
Commercial and Industrial Land Use Designation Build Out Summary

| Designation                                    | Town Limits  |                |                |                    | Annexation Areas |                |                |                    |
|--|--------------|----------------|----------------|--------------------|------------------|----------------|----------------|--------------------|
|  | Acres Dev.   | Acres Vacant   | Acres Total    | Total Potential SF | Acres Dev.       | Acres Vacant   | Acres Total    | Total Potential SF |
| Mixed Use <sup>1</sup>                         | 90.8         | 229.7          | 320.5          | 1,541,035          | 0.0              | 94.9           | 94.9           | 636,612            |
| General Commercial                             | 480.3        | 1,066.5        | 1,546.8        | 14,823,253         | 12.3             | 50.5           | 62.8           | 601,824            |
| Regional Commercial                            | 99.8         | 1,203.3        | 1,303.0        | 12,488,483         | 7.2              | 435.7          | 442.9          | 4,244,489          |
| Service Commercial                             | 152.4        | 179.2          | 331.6          | 3,177,663          | 0.0              | 183.1          | 183.1          | 1,754,639          |
| Office Professional                            | 64.7         | 546.7          | 611.3          | 5,838,606          | 0.0              | 94.9           | 94.9           | 636,612            |
| Specific Plan <sup>1</sup>                     | 1,359.0      | 5,633.7        | 7,012.7        | 6,663,010          | -                | -              | -              | -                  |
| <b>Commercial Sub Total</b>                    | <b>887.7</b> | <b>3,225.4</b> | <b>4,113.2</b> | <b>44,590,054</b>  | <b>19.5</b>      | <b>669.3</b>   | <b>688.8</b>   | <b>7,874,156</b>   |
| Planned Industrial                             | 21.4         | 623.9          | 645.3          | 6,183,941          | 64.3             | 1,538.5        | 1,602.8        | 15,359,953         |
| Specific Plan <sup>1</sup>                     | 1,359.0      | 5,633.7        | 7,012.7        | 36,938,443         | -                | -              | -              | -                  |
| <b>Industrial Sub Total</b>                    | <b>21.4</b>  | <b>623.9</b>   | <b>645.3</b>   | <b>43,122,386</b>  | <b>64.3</b>      | <b>1,538.5</b> | <b>1,602.8</b> | <b>15,359,953</b>  |
| <b>Grand Total Commercial &amp; Industrial</b> | <b>909.1</b> | <b>3,849.4</b> | <b>4,758.5</b> | <b>87,672,440</b>  | <b>83.9</b>      | <b>2,302.7</b> | <b>2,386.5</b> | <b>23,234,109</b>  |

<sup>1</sup> Mixed Use and Specific Plan acreage included under Residential in Table II-3.

Table II-5  
Other Land Use Designation Build Out Summary

| Designation                   | Town Limits    |                |                | Annexation Areas |              |              |
|-------------------------------|----------------|----------------|----------------|------------------|--------------|--------------|
|                               | Acres Dev.     | Acres Vacant   | Acres Total    | Acres Dev.       | Acres Vacant | Acres Total  |
| Public Facility               | 330.2          | 132.0          | 462.2          | 0.00             | 5.1          | 5.1          |
| Open Space                    | 291.2          | 2,796.4        | 3,087.5        | -                | -            | -            |
| Mineral Resources             | 129.4          | 323.2          | 452.5          | -                | -            | -            |
| Street Rights-of-Way          | 2,771.1        | 1,182.8        | 3,953.9        | 43.8             | 151.1        | 194.9        |
| <b>Grand Total Other Uses</b> | <b>3,521.8</b> | <b>4,434.4</b> | <b>7,956.2</b> | <b>43.8</b>      | <b>156.2</b> | <b>200.0</b> |



### Build Out Potential and Population

As indicated in the Tables above, the Land Use Map creates a potential for up to 60,877 housing units. Based on 2008 average household size, these units could support a build out population of 185,858 people.

The Land Use Map further establishes 4,791.3 acres of commercial land, which has a potential to generate 51,685,423 square feet of commercial space. There is also a potential for 58,629,920 square feet of industrial space, mostly to be located in the North Apple Valley Industrial Specific Plan area. This Land Use Element also provides 3,068.5 acres of Open Space, and 481.2 acres of Public Facilities, which include schools, parks, fire stations and government buildings.

### 1.3.5 Development Trends

The Town of Apple Valley has been diligently working on a bridge project (Yucca Loma bridge) for several years. The purpose of the Project is to establish an alternate route between the Town of Apple Valley, County of San Bernardino, and the City of Victorville, in California. This Project would provide a new arterial connection through these three jurisdictions which would provide better access to the existing local residential neighborhoods, to the local freeway system, and to the Mojave Narrows Regional Park. The Project is designed to reduce traffic volume and congestion on the existing routes connecting the City of Victorville and the Town of Apple Valley (Bear Valley Road to the south and State Route 18 to the north), as well as increase residential, commercial, and industrial development in both jurisdictions.

Construction of the proposed Project would be an implementation of the General Plans from the Town of Apple Valley, the City of Victorville, and the County of San Bernardino. The Project is approximately 3.3 miles long with logical termini at the existing signalized intersections of Yucca Loma Road and Apple Valley Road on the East and Green Tree Boulevard and Hesperia Road on the West. The Project would build a new four-lane transportation corridor, including a bridge over the Mojave River and BNSF railroad, extension of Green Tree Boulevard, and expansion of existing sections of Yucca Loma Road and Yates Road.

The proposed Project connects Apple Valley Road to Hesperia Road. Given the large scope of the proposed Project and its location in three jurisdictions, the proposed Project will be built under multiple construction contracts over multiple construction seasons. It is anticipated construction will begin in the year 2010 and that the first area of focus or phase will be the Yucca Loma Bridge over the Mojave River, sound walls along Yucca Loma Road and Yates Road and other improvements from Apple Valley to Ridgecrest Road that will allow opening the bridge while maintaining the existing two lane configuration. Constructing this phase first will allow the associated segments of the proposed Project to be utilized by the public while the other phases are implemented and constructed. This first component will take approximately two to three years to construct.





The proposed Project is consistent with applicable state, regional, and local planning documents and is anticipated as a part of an overall development strategy necessary to capture growth that has already occurred as well as anticipated growth projected by the San Bernardino Associated Governments. The proposed Project would comply with Federal (23 USC 109(h), NEPA, American Disability Act of 1990, Council on Environmental Quality Regulations Section 1508.14, Title VI of the Civil Rights Act of 1964, and Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970) and State (CEQA) Laws, Regulations, and Guidance.

The proposed Project will not have a direct impact on changing existing land use designations, and thus, will not have any substantial environmental consequences to Land Use in the Project area. The Project is consistent with state, regional, and local plans and does not cause adverse impacts with respect to any of these plans. The proposed Project is consistent with the Town of Apple Valley's General Plan, 1991, and the General Plan adopted updates 1998 and 2009. The plan recognizes that as the Town grows the expectation and need for increased service levels, including adequate streets, will grow. The proposed Project is consistent with existing and future land uses. The circulation element of the Town's General Plan addresses both the local transportation system within the Town, and those segments of the local transportation system that interface with, and serve as extensions of, the regional roadway system. This system works to connect the Town of Apple Valley with the broader Victor Valley region and other communities in Southern California. The circulation element notes that a major transportation program being worked on by the Town is the construction of an extension of Yucca Loma Road which will result in a four lane bridge and an additional crossing over the Mojave River into Victorville (Mojave River Bridge).

The Project area includes all areas of construction, new or existing right-of-way, temporary staging areas and temporary construction easements. In the town of Apple Valley approximately 39.4 acres of urban land and 6.7 acres of rural land will be affected by the Project. Future plans for land within the Project area are limited by existing development and natural features (including the Mojave River and Mojave Narrows Regional Park). Nearly all of the land in the Project area that is located in the Town of Apple Valley is currently developed.

The 2005 Hazard Mitigation Plan mentioned that the Town's Vision 2010 projected additional development activity in North Apple Valley and anticipated that significant industrial development will occur in the north one-third of the Town. However, this development has moved along much slower than anticipated due to the downturn of the economy. When this industrial development commences the construction process for each development will be regulated by local building codes. Building codes include regulations pertaining to flooding (grading and elevation), earthquake standards (seismic standards), and fire codes (regulated by Apple Valley Fire Protection District).

Pre-planning for fire and law enforcement agency response was completed prior to occupancy for both the major developments that are currently in that area (Law & Justice Center and the 1.34 million square foot Wal-Mart Distribution Center). The pre-planning methodology includes routine drills at each site. In addition, all future buildings in the Town of Apple Valley will adhere to future building codes.

## SECTION 2 – PLAN ADOPTION

### 2.1 Adoption by local governing body

A (draft) Resolution of the Town Council of the Town of Apple Valley, California, adopting the Local Hazard Mitigation Plan as required by the Disaster Mitigation Act of 2000 is included in this Plan (located



before the Table of Contents). Upon receipt of an “approvable pending adoption” status from FEMA, the Town will formally adopt the Resolution and forward adopting documentation to FEMA.

The Resolution will include support for the (State of California) Enhanced State Multi-Hazard Plan, October 2007 and, once adopted by the State of California, the 2011 Enhanced State Multi-Hazard Plan Update. The Town of Apple Valley Annex is part of the San Bernardino Operational Area Multi-**Jurisdictional Hazard Mitigation Plan.**

### 2.2 Promulgation Authority

#### **Curt Emick, Mayor**

*Description of involvement:* Mayor Nassif represents the elected body governing the Town of Apple Valley and will sign as the official final approving authority.

*Contact Information:*

Town of Apple Valley  
14955 Dale Evans Parkway,  
Apple Valley, CA 92307  
760-240-7000  
cemick@applevalley.org

#### **Frank Robinson, Town Manager**

*Description of Involvement:* Frank Robinson represents the staff of the Town of Apple Valley and authorized the development and approval process.

*Contact Information:*

Town of Apple Valley  
14955 Dale Evans Parkway,  
Apple Valley, CA 92307  
760-240-7000  
[frobinson@applevalley.org](mailto:frobinson@applevalley.org)

The Apple Valley Town Council will review the Hazard Mitigation Plan prior to its approval.

### 2.3 Primary Point of Contact

#### **Joseph A. Guarrera, Emergency Services Officer**

Town of Apple Valley/Apple Valley Fire Protection District  
22400 Headquarters Drive, Apple Valley, CA 92307  
760-247-7618  
[jguarrera@applevalleyfd.com](mailto:jguarrera@applevalleyfd.com)

## SECTION 3 - PLANNING PROCESS



The planning process for the Town's Hazard Mitigation Plan included the creation of a Planning Team representing various agencies and organizations whose input was vital to the plan. The Planning Team reviewed, analyzed, revised, and updated each Section within this Plan as required. Pursuant to Section 4(F) of the Crosswalk, the process used to review and analyze each Section is included within that Section.

Public presentation and input was also delivered at various public meetings in the local community.

### 3.1 Preparing for the Plan

To update its 2011 Local Hazard Mitigation Plan, the Town of Apple Valley joined with the San Bernardino County Fire Department Office of Emergency Services (OES) which is the coordinating agency for the update of the *San Bernardino County Operational Area Multi-Jurisdictional Multi-Hazard Mitigation Plan*. As required by the Department of Homeland Security's Federal Emergency Management Agency (DHS-FEMA), all Hazard Mitigation Plans (HMP) must be updated, adopted and approved every five (5) years. The purpose of the update is to validate and incorporate new information into the plan and identify progress that has been made since the last approval of the plan. In addition, an approved HMP is required to receive federal assistance under the Hazard Mitigation Grant Program (HMGP) or Pre-Disaster Mitigation (PDM) programs.

The current *San Bernardino County Operational Area Multi-Jurisdictional Multi-Hazard Mitigation Plan* process consists of information from 55 local HMPs, which are included as an annex to the County's Operational Area plan. The 55 participants include all 24 incorporated cities and towns, 30 special districts, and the unincorporated county.

San Bernardino County Fire OES hired a contractor (ICF International) to support the County, Cities and Towns, and Special Districts to update the 55 local HMPs and the *San Bernardino County Operational Area Multi-Jurisdictional Multi-Hazard Mitigation Plan*. The ICF Team, which includes subcontractors MMI Engineering and Natural Hazards, offers experienced, field-tested Hazard Mitigation and planning professionals who have developed similar comprehensive HMPs. This support includes providing technical expertise, resource material and tools, not only to expedite the HMP update process, but also to ensure that the updates are in compliance with federal requirements of the program. The tools, resource material, and other project related information are being maintained on a project portal (<https://tmsprojects.icfi.com/sbhmpupdate/default.aspx>) to ensure the same information is available to all participants.

Additionally, it was concluded that the Plan will include information and data supplied by supporting local agencies as listed in Section 3.2 "Coordination with Other Jurisdictions, Agencies, and Organizations", and 3.3 "Public Involvement", of this Plan, along with public surveys, public comments received during community-wide events and from other sources developed through discussions during Planning Team meetings.



The Town initiated its Plan Update by meeting the requirements of Title 44, Code of Federal Regulations, Part 201 (44 CFR 201.6) through the initial implementation of the 2005 Local Hazard Mitigation Plan.

- Why the update is necessary and how the update will build on the existing approved mitigation plan
- The process and data deficiencies/limitations that will be addressed
- The participatory planning process used to develop the plan to include how each section was reviewed and analyzed and how/why the decision was made to modify (or not) specific areas in the plan.
- The opportunities provided for public participation, modified as necessary, based on previous experience
- The contribution from other stakeholders
- The new/additional research conducted and data included in the plan;
- The modified risk assessment based on latest best available data;
- The prioritized mitigation action plan;
- The progress made in local mitigation efforts;
- The plan maintenance process to include: an evaluation of what was supposed to happen vs. what happened; a discussion of how the community was involved in the plan maintenance process; and a discussion of how the mitigation plan was incorporated into other planning mechanisms, and what worked/did not work.

The Town of Apple Valley completed a General Plan revision in 2009. Emphasis was placed on the importance of incorporating the Local Hazard Mitigation Plan as an extension of that revision, which will be done after the Plan is formally approved and adopted.

### 3.1.1 Planning Team

This Hazard Mitigation Planning team included members of various agencies, and organizations who were familiar with mitigation planning and have some type of emergency management responsibilities within their organizations. In addition, several private citizens who are Disaster Service Worker (DSW) volunteers were also chosen to give input on the Plan.

| Name:           | Organization:  |
|-----------------|--|
| Shelley Alfieri | Jess Ranch Community Disaster Response Program, Senior Center, DSW citizen |
| Art Bishop      | Fire Chief, Apple Valley Fire Protection District                          |
| Chris Briggs    | Desert Communities United Way, COAD  |
| Mike Cook       | Apple Valley Ranchos Water Company   |
| Dennis Cron     | Assistant Town Manager, Town of Apple Valley                               |
| Dawn Harrison   | CERT Commander, DSW citizen  |



|                 |  |
|-----------------|--|
| Pat Hayes       | Sun City Safety Committee, DSW citizen   |
| Brad Miller     | Town of Apple Valley Engineer  |
| Lance Miller    | Public Works Manager, Town of Apple Valley   |
| David Pinnecker | Risk Manager, Apple Valley Unified School District   |
| Claude Stewart  | Building Official, Town of Apple Valley  |
| Robert Suchomel | Director of Facilities, St. Mary Medical Center  |
| Laura Whitehead | Emergency Services Officer, Town of Apple Valley and the Apple Valley Fire Protection District |
| Ralph Wright    | Parks and Recreation Manager, Town of Apple Valley   |

Planning team meetings:

| Date       | Item   | Location         |
|------------|--|------------------|
| 12/14/2010 | Planning Team Meeting<br>Hazard Mitigation Plan Update         | Fire Station 336 |
| 11/16/2010 | Planning Team Meeting<br>Hazard Mitigation Plan Update         | Fire Station 336 |
| 10/12/2010 | Planning Team Meeting<br>Hazard Mitigation Plan Update         | Fire Station 336 |
| 9/21/2010  | Planning Team Meeting<br>Hazard Mitigation Plan Update         | Fire Station 336 |
| 8/17/2010  | Planning Team Meeting<br>Hazard Mitigation Plan Update         | Fire Station 336 |
| 7/13/2010  | Planning Team Meeting Kickoff<br>Hazard Mitigation Plan Update | Fire Station 336 |



### 3.2 Coordination with other Jurisdictions, Agencies, and Organizations

***The Town of Apple Valley Planning Team consulted members from adjacent jurisdictions as well as the County of San Bernardino, who is implementing the multi-jurisdictional approach. (See Section 3.1)***

- Apple Valley Chamber of Commerce
- Apple Valley Unified School District
- California Department of Transportation (Cal Trans)
- California Emergency Management Agency (Cal EMA)
- California Highway Patrol
- Community Members
- Federal Emergency Management Agency (FEMA)
- Local Hospital (St. Mary Medical Center)
- Local Churches
- Local Mobile home Park Owners, Managers and Residents
- Local Non-Profit Agencies (American Red Cross, United Way)
- Local Utility Companies
- National Weather Service (NWS)
- Public and Private Business Sectors
- San Bernardino County (OES, Dept. of Public Health, Animal Control)

In addition, the Town of Apple Valley participated in the San Bernardino County Fire Department Office of Emergency Services (OES) Stakeholder meetings. San Bernardino County Fire OES hired a contractor (ICF International) to support the County, Cities and Towns, and Special Districts to update the 55 local Hazard Mitigation Plans and the San Bernardino County Operational Area Multi-Jurisdictional Multi-Hazard Mitigation Plan. The ICF Team, which included subcontractors MMI Engineering and Natural Hazards, offered experienced, field-tested Hazard Mitigation and planning professionals who have developed similar comprehensive Hazard Mitigation Plans. This support included providing technical expertise and resource material and tools to help ensure that the updates are in compliance with federal requirements of the program.

#### Stakeholder Meetings

| Date      | Item  | Location        |
|-----------|---|-----------------|
| 1/27/2011 | Stakeholder Meeting<br>Hazard Mitigation Planning | Virtual Meeting |



| <b>Date</b> | <b>Item</b>                                       | <b>Location</b>      |
|-------------|---|----------------------|
| 1/20/2011   | Stakeholder Meeting<br>Hazard Mitigation Planning | Virtual Meeting      |
| 1/11/2011   | Stakeholder Meeting<br>Hazard Mitigation Planning | Virtual Meeting      |
| 12/15/2010  | Stakeholder Meeting<br>Hazard Mitigation Planning | Virtual Meeting      |
| 10/28/2010  | Stakeholder Meeting<br>Hazard Mitigation Planning | Virtual Meeting      |
| 10/7/2010   | Stakeholder Meeting<br>Hazard Mitigation Planning | Virtual Meeting      |
| 9/23/2010   | Stakeholder Meeting<br>Hazard Mitigation Planning | Virtual Meeting      |
| 9/9/2010    | Stakeholder Meeting<br>Hazard Mitigation Planning | Virtual Meeting      |
| 8/26/10     | Stakeholder Meeting<br>Hazard Mitigation Planning | SB County OES        |
| 8/19/2010   | Stakeholder Meeting<br>Hazard Mitigation Planning | Virtual Meeting      |
| 8/12/2010   | Stakeholder Meeting<br>Hazard Mitigation Planning | Virtual Meeting      |
| 7/29/2010   | Stakeholder Meeting<br>Hazard Mitigation Planning | Virtual Meeting      |
| 7/15/2010   | Stakeholder Meeting                               | Ontario Police Dept. |



| Date      | Item   | Location      |
|-----------|--|---------------|
|           | Hazard Mitigation Planning (Time Line, Next Steps)                           |               |
| 7/7/2010  | Stakeholder Meeting<br>Hazard Mitigation Planning – Portal Rollout 2         | SB County OES |
| 7/1/2010  | Stakeholder Meeting<br>Hazard Mitigation Planning – Portal Rollout           | SB County OES |
| 6/10/2010 | Stakeholder Meeting<br>Hazard Mitigation Planning – Project Kick Off Meeting | SB County OES |

### 3.3 Public Involvement/Outreach

The Town of Apple Valley undertook a number of methods to inform the public of this effort to solicit their input on the Hazard Mitigation Plan and efforts of the town involving mitigation and emergency preparedness. On an ongoing basis the Town of Apple Valley and the Apple Valley Fire Protection District participate in public events and meetings to inform the public of emergency preparedness and mitigation and solicit comments and input from the citizens regarding their concerns and questions regarding mitigation planning efforts.

The 2010 Emergency Preparedness Fair sponsored by the Town of Apple Valley, Apple Valley Fire Protection District, Apple Valley Police, and St. Mary Medical Center was held on April 24, 2010, from 10:00 am - 1:00 pm. Exhibitors provided information pertaining to mitigation strategies and disaster preparedness. Exhibitors included the Town of Apple Valley, Apple Valley Fire Protection District, Apple Valley Police, St. Mary Medical Center, American Red Cross, Edison, Gas Company, Church of Jesus Christ of Latter day Saints, CERT (Community Emergency Response Team), FADD (Friends of Animals During Disasters), ECS (Emergency Communications Services), PAL Humane Society, Ultrastop, Simpler Life, and other vendors catering to community preparedness and mitigation information.

The event included informational sessions on CERT, (people in disasters) FADD/PAL (Animals in Disasters, ECS (Communications in Disasters) St. Mary Medical Center Responding the emergencies and HAZMAT decontamination procedures): SB County Animal Control (Disaster Preparedness for Pets), SB County Health Department (Responding to Epidemics and Natural Disasters), and Redlands Community Hospital (Responding to Emergencies). The event drew a crowd of approximately 1500 attendees. The event was advertised through local businesses, schools and public sectors.





Other public outreach efforts include providing literature and handouts pertaining to mitigation strategies and emergency and disaster preparedness during town-sponsored events, including: CERT, FADD, and ECS training classes and general meetings; July 4<sup>th</sup> Freedom Festival; September Fall Festival and Pet Fair; October Equine Event; and other Emergency Preparedness Fairs, Health Fairs, and Safety Fairs held through the town and the Apple Valley Fire Protection District.

The following is a list of public meetings and events that have taken place during the drafting stage:

| <b>Date</b> | <b>Item</b>   | <b>Location</b>                          |
|-------------|---|--|
| 11/4/10     | Operational Area Coordinating Council<br><br>County presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of the 24 cities in the County of San Bernardino. | City of San Bernardino<br>Public Library |
| 10/30/2010  | FADD Basic Training   | Apple Valley                             |
| 10/16/2010  | Equine Festival   | Apple Valley                             |
| 10/12/2010  | Town of Apple Valley Disaster Council/Citizen Corps Council   | Apple Valley                             |
| 10/9/2010   | FADD General Meeting  | Apple Valley                             |
| 10/9/2010   | Health and Safety Fair  | Apple Valley                             |
| 10/2/2010   | CERT Basic Training   | Apple Valley                             |
| 9/25/2010   | Fall Festival   | Apple Valley                             |
| 9/24/2010   | Hospital Preparedness Committee meeting   | Apple Valley                             |
| 9/11/2010   | Pet Fair  | Apple Valley                             |
| 9/4/2010    | ECS general meeting   | Apple Valley                             |
| 8/27/2010   | Rotary Club general meeting   | Apple Valley                             |
| 8/25/2010   | Soroptimist Club general meeting  | Apple Valley                             |



| <b>Date</b> | <b>Item</b>   | <b>Location</b>      |
|-------------|---|----------------------|
| 8/18/2010   | Apple Valley Chamber of Commerce meeting  | Apple Valley         |
| 8/20/2010   | Kiwanis Club general meeting  | Apple Valley         |
| 8/17/2010   | Apple Valley Fire Board meeting   | Apple Valley         |
| 8/7/2010    | CERT general meeting  | Apple Valley         |
| 8/5/2010    | Operational Area Coordinating Council<br><br>County presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of the 24 cities in the County of San Bernardino.   | Rancho Cucamonga     |
| 7/17/2010   | Safety/ Emergency Preparedness Fair   | Apple Valley         |
| 7/13/2010   | Town of Apple Valley Disaster Council/Citizen Corps Council   | Apple Valley         |
| 7/4/2010    | Freedom Festival  | Apple Valley         |
| 5/6/2010    | Operational Area Coordinating Council<br><br>County presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of the 24 cities in the County of San Bernardino.   | Chino                |
| 4/13/2010   | Town of Apple Valley Disaster Council/Citizen Corps Council   | Apple Valley         |
| 1/12/2010   | Town of Apple Valley Disaster Council/Citizen Corps Council   | Apple Valley         |
| 11/5/2009   | Operational Area Coordinating Council<br><br>County presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of the 24 cities in the County of San Bernardino.   | SB County OES        |
| 8/6/2009    | Operational Area Coordinating Council<br><br>CalEMA presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of the 24 cities in the County. David Montague, Senior VP of ABS Consulting and Hope Deligson, Assoc., MMI Engineering, Inc. presented an overview of FEMA's San Bernardino County Essential Facility Risk Assessment | Ontario Police Dept. |



| Date       | Item   | Location     |
|------------|--|--------------|
|            | project using HAZUS.   |              |
| 5/7/2009   | Operational Area Coordinating Council<br><br>County presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of the 24 cities in the County of San Bernardino.          | Apple Valley |
| 2/5/2009   | Operational Area Coordinating Council<br><br>County presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of the 24 cities in the County of San Bernardino.          | Chino        |
| 11/13/2008 | Great Southern CA Shakeout/Golden Guardian Exercise - Police, Fire, Town staff and community-wide participation in the Great Southern CA Shakeout. Police, Fire, Town participation with the Golden Guardian Exercise. |              |
| 9/1/2008   | Emergency Operations Plan<br><br>Presented the EOP to the public to solicit comment and feedback.  |              |
| 8/8/2008   | Operational Area Coordinating Council<br><br>County presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of the 24 cities in the County of San Bernardino.          | Big Bear     |
| 5/1/2008   | Operational Area Coordinating Council<br><br>County presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of the 24 cities in the County of San Bernardino.          | Victorville  |
| 2/7/2008   | Operational Area Coordinating Council<br><br>County presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of the 24 cities in the County of San Bernardino.          | Upland       |
| 8/9/2007   | Operational Area Coordinating Council<br><br>County presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of   | Fontana      |



| Date   | Item  | Location  |
|--|---|---|
|  | the 24 cities in the County of San Bernardino.  |   |
| 5/7/2007   | Operational Area Coordinating Council<br><br>County presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of the 24 cities in the County of San Bernardino. |   |
| 2/1/2007   | Operational Area Coordinating Council - County presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of the 24 cities in the County of San Bernardino.      | Upland  |
| 12/6/2006<br><br>11/22/2006<br><br>11/9/2006<br><br>9/6/2006 | Pandemic Planning<br><br>A series of meetings were held to educate the public on the hazard and the actions the public can take to mitigate and/or reduce the impact of pandemic influenza.                   | Redlands<br><br>Rialto<br><br>Yucaipa<br><br>Redlands |
| 8/3/2006   | Operational Area Coordinating Council<br><br>County presented a report regarding the Hazard Mitigation Program. The meeting was attended by representatives of the 24 cities in the County of San Bernardino. | Loma Linda  |

### 3.4 Assess the Hazard

Data collection and document review are important first steps in the identification and screening of hazards. The Planning Team identified new or emerging hazards, obtained updated hazard maps, hazard probability research studies and reports, reviewed data from new or updated local plans (i.e. safety element of the General Plan, threat assessments, disaster planning scenarios, community wildfire protection plans, etc.) and obtained information about emergencies or disasters that have occurred since the 2005 Hazard Mitigation Plan to provide insights into which parts of the risk assessment warrants updates.

The first step in this process was to identify which natural hazards are present in the community, augmenting the 2005 Hazard Mitigation Plan as necessary.



The intent of screening of hazards is to help prioritize which hazard creates the greatest concern in the community. Because the original 2005 process used to rank hazards (Critical Priority Risk Index (CPRI) software) was not utilized, the Planning Team screened hazards creating the greatest concern in the community.

The Planning Team utilized a non-numerical ranking system for the update process. This process consisted of generating a non numerical ranking (High, Medium, or Low) rating for the 1) probability and 2) impact from each screened hazard. The hazards were then placed in the appropriate/corresponding box/cell. The table below is an example of how the hazards were ranked. In this example the “Red” boxes represent the higher priority hazards; and the “Orange” and “Yellow” boxes represent additional levels of priority.

The definition of “High”, “Medium”, and “Low” probability and impacts are as follows:

**Probability**

- High-** Highly Likely/Likely
- Medium-** Possible
- Low-** Unlikely

**Impact**

- High-** Catastrophic/Critical
- Medium-** Limited
- Low-** Negligible

|             |        | Impact |        |     |
|-------------|--------|--------|--------|-----|
|             |        | High   | Medium | Low |
| Probability | High   |        |        |     |
|             | Medium |        |        |     |
|             | Low    |        |        |     |

**3.5 Set Goals**

Project and community hazard mitigation goals and objectives for the Town of Apple Valley were set by the Planning Team to guide the development of the Plan using FEMA National Mitigation Strategies and Goals to substantially increase public awareness of natural hazard risks so that the public demands safer communities in which to live and work; and to significantly reduce the risk of loss of life, injuries, economic costs, and destruction of natural and cultural resources that result from natural hazards.



These were then commented on by the community stakeholders to refine the goals, resulting in a consensus agreement.

### 3.6 Review and Propose Mitigation Measures

A wide variety of mitigation measures that can be identified to help reduce the impact of the hazards or the severity of damage from hazards was examined. The projects were identified to help ensure the implementation of the Planning Team's goals and objectives. The following categories were used in the review of possible mitigation measures:

1. Public Information and Education- Outreach projects and technical assistance.
2. Preventive Activities- Zoning, building codes, storm water ordinances
3. Structural Projects- Detention basins, reservoirs, road and bridge improvements
4. Property Protection- Acquisition, retrofitting
5. Emergency Services- Warning, sandbagging, road signs/closures, evacuation
6. Natural Resource Protection: Wetlands, protection, best management practices.

Once the projects were identified, the Planning Team utilized the STAPLEE methodology to assess and prioritize the projects.

STAPLEE stands for the following:

- **Social:** Social criteria are based on the idea that community consensus is a necessary precondition for successful implementation of mitigation measures (i.e., measures should be supported and accepted by the entire community). This also means that measures should not affect adversely a particular segment of the population or a particular neighborhood, or adversely impact local cultural values or resources.
- **Technical:** Technical criteria address the technical feasibility of the proposed measures, in terms of effectiveness, secondary impacts, and the technical capabilities of the community to implement and sustain these measures.
- **Administrative:** Administrative criteria address the administrative capabilities required to implement each mitigation measure. For example, does the City have the necessary organization, staff, and funding sources to implement and sustain the mitigation process?
- **Political:** Political criteria consider the need for political support for mitigation measures. This means that all stakeholders in the political process, especially political organizations and institutions both inside and outside of the community, should support the measure.
- **Legal:** Legal criteria are used to determine the appropriate legal authority necessary to implement each mitigation measure and whether such an authority can be delegated. The mitigation measure is



examined from the standpoint of current statutes, codes, ordinances, and other regulations, as well as the possible legal ramifications of the measure's implementation.

- **Economic:** Economic criteria address the cost-effectiveness of the proposed measure and its economic impact on the community. It is only reasonable to expect that the benefits of implementation will exceed the costs incurred. Economic considerations also consider the economic impact on the community's future development.
- **Environmental:** Environmental criteria have become an important consideration in examining mitigation options. Although most mitigation measures are usually beneficial for the environment, some measures may have adverse effects, which must be considered and addressed.

Based on STAPLEE, the Planning Team addressed the following questions to determine mitigation options:

### Does the Action:

- |   |  |
|---|--|
| 1. Solve the problem?   | 4. Address multiple hazards?                 |
| 2. Address Vulnerability Assessment?                                    | 5. Address more than one (1) Goal/Objective? |
| 3. Reduce the exposure or vulnerability to the highest priority hazard? | 6. Benefits equal or exceed costs?           |

### Can the Action:

- |  |   |
|--|---|
| 1. Be implemented with existing funds?                         | 3. Be completed within the 5-year life cycle of the LHMP? |
| 2. Be implemented by existing state or federal grant programs? | 4. Be implemented with currently available technologies?  |

### Will the Action:

- |  |   |
|--|---|
| 1. Be accepted by the community?                                 | 5. Result in legal action such as a lawsuit?                                    |
| 2. Be supported by community leaders?                            | 6. Positively or negatively impact the environment?                             |
| 3. Adversely impact segments of the population or neighborhoods? | 7. Comply with all local, state and federal environmental laws and regulations? |
| 4. Require a change in local ordinances or zoning laws?          |   |

### Is there:

- |  |   |
|--|---|
| 1. Sufficient staffing to undertake the project? | 2. Existing authority to undertake the project? |
|--|---|

## 3.7 Draft the Hazard Mitigation Plan

The Hazard Mitigation Plan was drafted by the Planning Team members following the 2005 Hazard Mitigation Plan, the guidance document and Hazard Mitigation Plan outline provided by the consultant, and input from all stakeholders and Town departments. The Planning Team provided opportunity for



public comment and input. FEMA Guidance documents for Hazard Mitigation were also used extensively as additional reference materials.

The results of the mitigation activities review are summarized in the Hazard Mitigation Plan update. The draft plan will be circulated for additional comment and review.

### 3.8 Adopt the Plan

After the public review, the draft plan will be submitted to Cal EMA/FEMA for review and approval. FEMA will provide the Town with an “Approval Pending Adoption” letter if the Hazard Mitigation Plan update meets all federal requirements. Upon receipt of this letter, the final plan will be submitted to the Apple Valley Town Council for consideration and adoption. Once adopted, the final Resolution will be submitted to FEMA for incorporation into the Hazard Mitigation Plan.

The Town of Apple Valley’s adoption of the Hazard Mitigation Plan is only the beginning of this effort. Town offices, other agencies, and private partners will implement the Hazard Mitigation Plan activities. The Planning Team will monitor implementation progress, evaluate the effectiveness of the actions, and periodically recommend action items. Progress of the implementation of the Plan and the recommended action/mitigation strategies will be assessed annually. The Plan will be submitted and updated to FEMA every five years, which is required by FEMA in order to remain eligible for post-disaster mitigation funding

## SECTION 4 – RISK ASSESSMENT

The goal of mitigation is to reduce the future impacts of a hazard including property damage, disruption to local and regional economies, and the amount of public and private funds spent to assist with recovery; however, mitigation should be based on risk assessment. This section discusses the risk assessment approach for the Town of Apple Valley’s Hazard Mitigation Plan. FEMA defines the risk assessment process as a

multi-step effort in “Understanding Your Risks: Identifying Hazards and Estimating Losses (FEMA 2001)”. The steps include:

1. Identify and Screen your Hazards
2. Profile Hazard Events
3. Inventory Assets
4. Estimate Losses







The risk assessment approach for Apple Valley is composed of these four steps, and each step is organized in a separate subsection of Chapter 4. Section 4.1 (step 1) includes hazard identification and screening. During this process, all reasonably possible hazards affecting the Town are considered and ranked by the Town of Apple Valley Planning Team and stakeholders. Section 4.2 (step 2) provides a profile for each of the significant hazards identified during the screening process. In general, the hazard profiles are addressed on a regional level.

Figure 5 – 4-Step Risk Assessment-Source:FEMA

Wherever possible the profile includes a discussion of local characteristics and possible impacts on the community. Section 4.3 (step 3) discusses the process of creating an inventory of the Town's assets. This step includes the comprehensive information gathering and prioritization process essential to perform the vulnerability assessment and loss estimation. Section 4.4 (step 4) presents the methodologies and results of loss estimation for the key hazards identified in step 2.

#### **4.1. Hazard Identification**

##### **4.1.1. Hazard Screening Criteria**

The Town of Apple Valley Planning Team determined that natural hazards would be the focus at this time, in order to become eligible for mitigation funds following any future declared disaster after November 1, 2004. Through selectively identified analysis following hazard-specific meetings, the Planning Team reviewed eight natural hazards (listed below). The Planning Team determined that although seven hazards were identified, some of these hazards were ranked low risk/low impact or medium risk/medium impact or could potentially be secondary to higher ranked hazards. As a result, it was the consensus of the Planning Team to focus on the three hazards that scored "High" in the Hazard Assessment Matrix (located on page 38 of this Plan):

##### ***Earthquake, Flooding, and Wildfires.***

- Dam Failure
- Drought and Water Shortage
- **Earthquake**
- Extreme Heat
- **Flooding**
- High Winds/Straight Line Winds
- **Wildfires**

The hazard data was analyzed in view of how it impacts public safety, health, buildings, transportation, infrastructure, critical facilities and the economy. The discussion of the problem and vulnerability assessment for each hazard is presented in the sections for each hazard.

The identification of each hazard was based upon the following sources:

1. Historic Occurrence of the Hazard - Assessment is based on frequency, magnitude and potential impact of the hazard.



2. Mitigation Potential for the Hazard - This criterion considers if there are mitigation or counter measures possible to prevent or alleviate the risk.
3. Expert Opinion - Evaluation of threats includes a literature review and the expertise of the Planning Team.
4. Published Data and Information - Assessment is based on data and/or information from credible publications or websites. (i.e., U.S. Geological Survey, California Geological Survey, National Weather Service - National Climatic Data Center, or academic publications)

### 4.1.2. Hazard Assessment Matrix

Rankings used for the hazard screening were defined as follows:

| <u>Probability</u> |                      | <u>Impact</u> |                       |
|--------------------|----------------------|---------------|-----------------------|
| High:              | Highly Likely/Likely | High:         | Catastrophic/Critical |
| Medium:            | Possible             | Medium:       | Limited               |
| Low:               | Unlikely             | Low:          | Negligible            |

**High-** There may or may not have been historic occurrences of the hazard in the community or region but experts feel that it is likely that the hazard will occur in the community and the risk is significant. Citizens feel that there is a likelihood of occurrence and the consequences will be significant in terms of building damage and loss of life.

**Medium-** There may or may not have been a historic occurrence of the hazard in the community or region but experts feel that it is possible that the hazard could occur in the community. Citizens may feel that there is a likelihood of occurrence but the consequences will be negligible in terms of building damage and loss of life.

**Low-** There has been no historic occurrences of the hazard in the community or region and experts feel that it is highly unlikely that the hazard will occur in the community. The citizens agree.

### Hazards Identified

The Planning Team determined that although seven hazards were identified, some of these hazards were ranked low risk/low impact or medium risk/medium impact or could potentially be secondary to higher ranked hazards. As a result, it was the consensus of the Planning Team to focus on the three hazards that scored “High” in the Hazard Assessment Matrix (located on page 38 of this Plan):

**Earthquake, Flooding, and Wildfires.** The following natural hazards were reviewed and analyzed by the Planning Team:

1. Dam Failure ranked low or insignificant disaster and may be secondary to earthquakes. A dam is defined as a barrier constructed across a watercourse for the purpose of storage, control, or diversion of water. Dams typically are constructed of earth, rock, concrete, or mine tailings. A dam failure is the collapse, breach, or other failure resulting in downstream flooding or a severe natural occurrence, such as an earthquake.



A dam impounds water in the upstream area, referred to as the reservoir. The amount of water impounded is measured in acre-feet. An acre-foot is the volume of water that covers an acre of land to a depth of one foot. As a function of upstream topography, even a very small dam may impound or detain many acre-feet of water. Two factors influence the potential severity of a full or partial dam failure: the amount of water impounded, and the density, type, and value of development and infrastructure located downstream.

Of the approximately 80,000 dams identified in the National Inventory of Dams, the majority are privately owned, Federal agencies own 2,131; States own 3,627; local agencies own 12,078; public utilities own 1,626; and private entities or individuals own 43,656. Ownership of over 15,000 is undetermined.

The Inventory categorizes the dams according to their primary function: Recreation (31.3 percent), Fire and farm ponds (17.0 percent), Flood control (14.6 percent), Irrigation (13.7 percent), Water supply (9.8 percent), Tailings and other (8.1 percent), Hydroelectric (2.9 percent), Undetermined (2.3 percent) and Navigation (0.3 percent).

Each dam in the inventory is assigned a downstream hazard classification based on the potential loss of life and damage to property should the dam fail. The three classifications are high, significant and low. With changing demographics and land development in downstream areas, hazard classifications are updated continually.

The hazard classification is not an indicator of the adequacy of a dam or its physical integrity. Dam failures typically occur when spillway capacity is inadequate and excess flow overtops the dam, or when internal erosion (piping) through the dam or foundation occurs.

Dam failure can result from any one or a combination of the following causes:

- Prolonged periods of rainfall and flooding, which causes most failures;
- Inadequate spillway capacity, resulting in excess overtopping flows;
- Internal erosion caused by embankment or foundation leakage or piping;
- Improper maintenance, including failure to remove trees, repair internal seepage problems, replace lost material from the cross section of the dam and abutments;
- Improper design, including the use of improper construction materials and construction practices;
- Negligent operation, including failure to remove or open gates or valves during high flow periods;
- Failure of upstream dams on the same waterway;
- Landslides into reservoirs, which cause surges that result in overtopping; and
- High winds, which can cause significant wave action and result in substantial erosion; and Earthquakes, which typically cause longitudinal cracks at the tops of embankments that weaken entire structures.

**Description:**

Two major dams -- Cedar Springs Dam and Mojave Dam -- could have a significant impact on the Town of Apple Valley in the event of dam failure. Both are located in the San Bernardino National Forest in the upper portion of the Mojave River Basin, southwest of Apple Valley. The Cedar Springs Dam and the Mojave Dam are both managed and operated by the State Department of Water Resources.

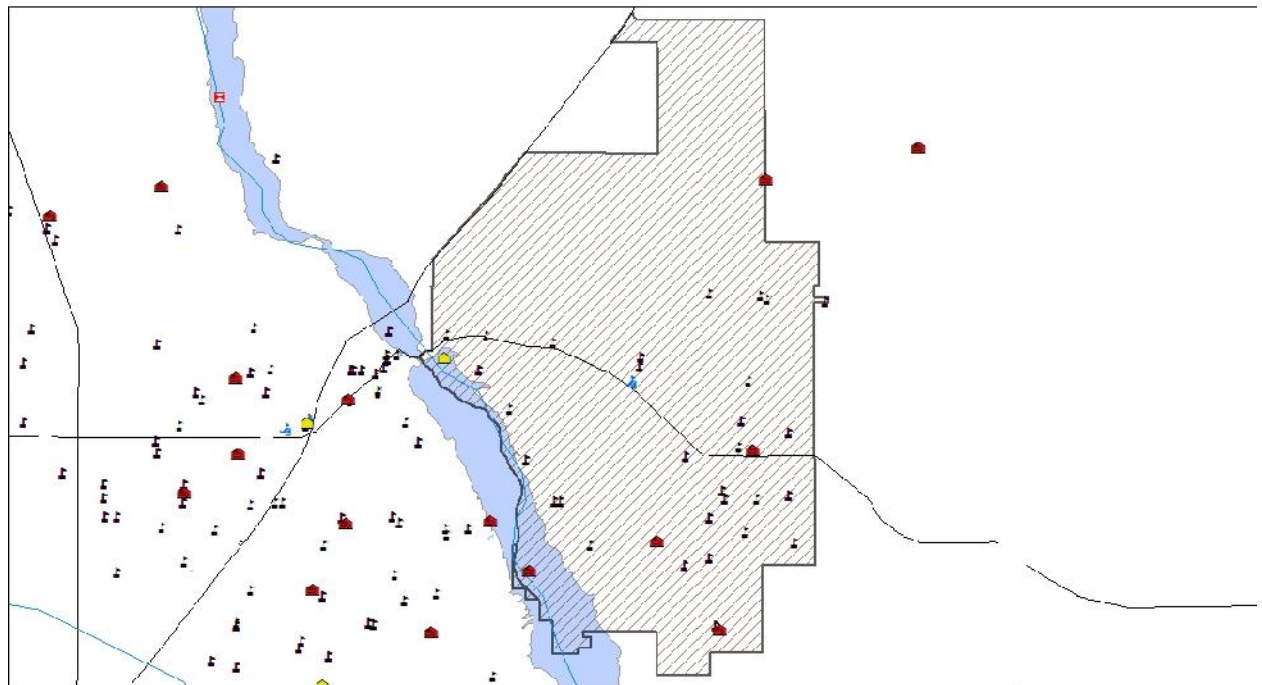
**DATA OF LOCAL DAMS**



|                                       | Cedar Springs Dam | Mojave Dam         |
|---------------------------------------|-------------------|--------------------|
| DWR Number                            | 1-063             | 9000-021           |
| National ID                           | CA00049           | CA10021            |
| Dam Type                              | Rock              | Earth              |
| Crest Length                          | 2,235 ft.         | 2,200 ft.          |
| Height (measured above the dam crest) | 236 ft.           | 204 ft.            |
| Crest Width                           | 42 ft.            | 20 ft.             |
| Total Freeboard                       | 23 ft.            | 21 ft.             |
| Reservoir                             | Lake Silverwood   | Mojave River Forks |
| Reservoir Storage Capacity            | 78,000 acre-ft.   | 89,700 acre-ft.    |
| Reservoir Drainage Area               | 34.0 sq. miles    | 70.3 sq. miles     |

**Fortunately, neither the Cedar Springs Dam nor the Mojave Dam have experienced dam failure. For Apple Valley to be affected by flood waters due to dam failure, both of these dams would need to fail simultaneously or the failure of the Cedar Springs Dam would need to occur at a time when rising flood waters** were already a problem at the Mojave Dam. Failure of these dams during a catastrophic event, such as a severe earthquake, is considered to be an unlikely event. Both dams have performed well in past earthquakes due to the type and method of construction.

The area subject to extreme hazardous conditions due to dam failure is the area along the Mojave River.



Town of Apple Valley  
 Dam Inundation Areas

Dam inundation data source:  
 General Plan Dam Inundation Areas, developed by San Bernardino County Land Use Services,  
 provided by San Bernardino County ISD-GIS  
 Map creation date: November 3, 2010



**FIGURE 6 – TOWN OF APPLE VALLEY DAM INUNDATION AREAS (SOURCE: SAN BERNARDINO COUNTY LAND USE SERVICES)**

2. Drought and Water Shortage ranked medium hazard. A drought is a period of drier-than-normal conditions that results in water-related problems. Precipitation (rain or snow) falls in uneven patterns across the country. When no rain or only a small amount of rain falls, soils can dry out and plants can die. If dry weather persists and water supply problems develop, the dry period can become a drought. Droughts differ from typical emergency events such as floods or forest fires, in that they occur slowly over a multiyear period. California has faced numerous challenges in recent years, including a nearly decade-long drought on the Colorado River, snowpacks that are below normal, and court-mandated reductions in the amount of water available for delivery by the State Water Project. Drought impacts increase with the length of a drought, as carry-over supplies in reservoirs are depleted and water levels in groundwater basins decline. Climate change, population growth, and the increasing instability of the water supplies in the delta formed by the confluence of the Sacramento and San Joaquin rivers threaten to exacerbate the crisis.
3. Earthquake ranked high hazard. A number of active and potentially active fault zones exist within the High Desert. The zones of greatest seismic hazard have been identified as Alquist-Priolo



Special Studies Zones. The Alquist-Priolo Earthquake Fault Zoning Act was signed into California law in 1972, and was intended to mitigate the hazards of fault rupture by prohibiting the location of structures for human occupancy across active fault traces. As required by the Act, the State Geologist is required to delineate active (showing evidence of Holocene surface displacement along one or more of their segments) "earthquake fault zones", and are clearly detectable by a trained geologist as a physical feature at or just below the ground surface.

An earthquake fault zone boundary is generally about 500 feet from major active faults, and 200 to 300 feet from well defined minor faults. Counties and cities are also required to condition development permit approval for sites within earthquake fault zones to perform geologic investigation that demonstrate that the sites are safe from surface displacement associated with future faulting. Of the types of development that are regulated are defined by State law, however, local regulations may prove even more restrictive.

Currently (2008) there are no Alquist-Priolo Earthquake Fault Zones mapped within the Apple Valley corporate limits or the annexation areas. However, there are two zones extending across portions of the town's Sphere of Influence, and a third Alquist-Priolo zone approaches the Sphere of Influence from the east-southeast. It should be noted that the State Geologist periodically revises the Alquist-Priolo Earthquake Fault Zones based upon new scientific research or fault studies' data. Local agencies, either at the county or local level, can designate additional fault hazard study zone.

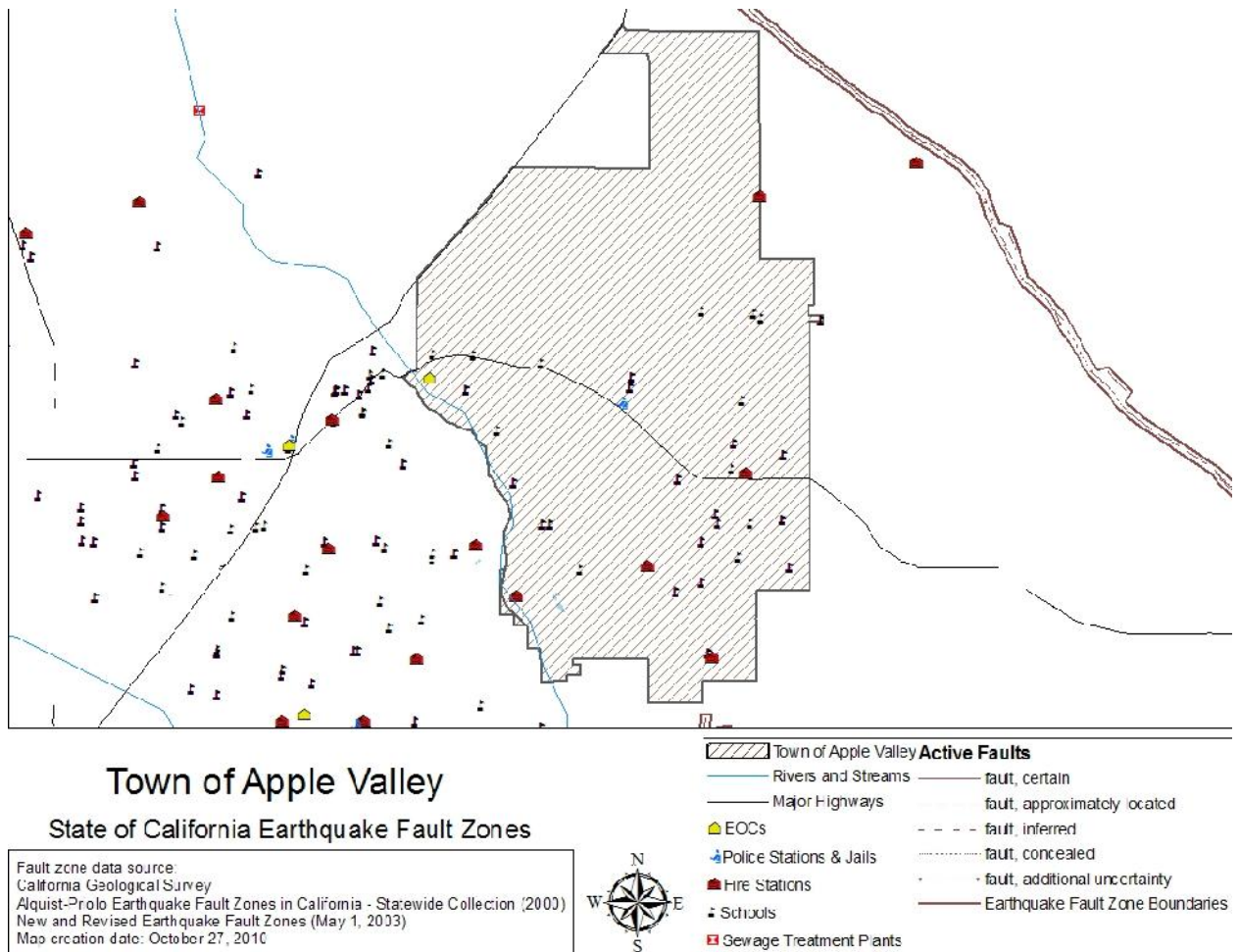


Figure 7 – Apple Valley Earthquake Fault Zones (Fault Zone Data Source: California Geological Survey)

- Extreme Heat ranked medium hazard. Temperatures that hover 10 degrees or more above the average high temperature for the region and last for several weeks are defined as extreme heat.
- Flooding ranked high hazard. Most of the drainages from the surrounding hills and mountains in Apple Valley terminate in desert playas (dry lakes). The Apple Valley Dry Lake is the largest playa in the area, collecting runoff from most of Apple Valley. A smaller playa (Reeves Dry Lake) is present in the central part of Fairview Valley, where it receives runoff from the adjacent mountains. In the southeast corner of Apple Valley, drainages from the Ord Mountains, including the Juniper Flats, Arrastre Canyon, and Lovelace Canyon watersheds, lead to Rabbit Dry Lake in Fifteenmile Valley. Along the eastern edge of the Sphere of Influence, drainages from the Granite Mountains flow eastward to Lucerne Dry Lake in Lucerne Valley. Drainage channels in Apple Valley's local mountains are well carved, however they lose their strong definition upon reaching the valley floor, where sediment-laden water typically spreads out into braided ephemeral stream channels and as sheet flow. Drainages along the western side of Apple Valley eventually discharge into the Mojave River. The largest tributary to the Mojave River within Apple Valley is Bell Mountain Wash, a natural channel that collects runoff primarily in the area north and west of Bell Mountain. The area west of Catholic Hill is drained by the smaller, partially modified, Desert



Knolls Wash. In the southwest corner of Apple Valley, numerous small, unnamed drainages draining the western part of the Ord Mountains flow towards the Mojave River.

6. High Winds/Straight Line Winds ranked medium hazard. High winds can result from thunderstorm inflow and outflow, or downburst winds when the storm cloud collapses, and can result from strong frontal systems, gradient winds (high or low pressure systems), or foehn winds, such as the Santa Ana's. High winds are speeds reaching 50 miles per hour or greater, either sustaining or gusting.
7. Wildfires ranked high hazard. Wildfires present a significant potential for disaster in the southwest, a region of relatively high temperatures, low humidity, and low precipitation during the summer, and during the spring, moderately strong daytime winds. Combine these severe burning conditions with people or lightning and the stage is set for the occurrence of large, destructive wildfires.

### 4.1.3 Hazard Prioritization

The results of the screening process described above are presented as a hazard assessment matrix in Table 2 (below). The matrix illustrates the nature and potential of threats from natural disasters to the Town of Apple Valley. The Planning Team reviewed the probability and impact for each screened hazard and the potential for implementing mitigation measures to reduce the risk. The results were reviewed and modified during stakeholder meetings and a prioritized ranking of the hazards was developed.

As shown in the table below, there are three hazards that were given a high priority: earthquake, flooding, and wildfires.

|             |        | Impact                              |   |             |
|-------------|--------|-------------------------------------|---|-------------|
|             |        | High                                | Medium  | Low         |
| Probability | High   | Earthquake<br>Flooding<br>Wildfires |   |             |
|             | Medium | Drought and<br>Water Shortage       | Extreme Heat<br>High Winds Straight<br>Line Winds |             |
|             | Low    |                                     |   | Dam Failure |

Red boxes represent the higher priority hazards; "Orange" and "Yellow" boxes represent additional levels of priority.

FIGURE 8 – HAZARD ASSESSMENT MATRIX





The following sections profile these three hazards (Section 4.2), inventories assets in the Town (Section 4.3), and estimates losses or assesses risk for significant events associated with these three hazards (Section 4.4). This Plan Update continues to describe occurrences of hazards included in the previously approved (2005) Plan and, where applicable, incorporates new occurrences of hazard events, historical records, and hazard data related to profiling hazards.

## 4.2 Hazard Profile

### 4.2.1. Earthquake

An earthquake is a sudden, rapid shaking of the Earth caused by the breaking and shifting of rock beneath the Earth's surface. For hundreds of millions of years, the forces of plate tectonics have shaped the Earth as the huge plates that form the Earth's surface move slowly over, under, and past each other. Sometimes the movement is gradual. At other times, the plates are locked together, unable to release the accumulating energy. When the accumulated energy grows strong enough, the plates break free causing the ground to shake. Most earthquakes occur at the boundaries where the plates meet; however, some earthquakes occur in the middle of plates.

Ground shaking from earthquakes can collapse buildings and bridges; disrupt gas, electric, and phone service; and sometimes trigger landslides, avalanches, flash floods, fires, and huge, destructive ocean waves (tsunamis). Buildings with foundations resting on unconsolidated landfill and other unstable soil, and trailers and homes not tied to their foundations are at risk because they can be shaken off their mountings during an earthquake. When an earthquake occurs in a populated area, it may cause deaths and injuries and extensive property damage.

Earthquakes strike suddenly, without warning. Earthquakes can occur at any time of the year and at any time of the day or night. On a yearly basis, 70 to 75 damaging earthquakes occur throughout the world. Estimates of losses from a future earthquake in the United States approach \$200 billion.

There are 45 states and territories in the United States at moderate to very high risk from earthquakes, and they are located in every region of the country. California experiences the most frequent damaging earthquakes; however, Alaska experiences the greatest number of large earthquakes--most located in uninhabited areas. The largest earthquakes felt in the United States were along the New Madrid Fault in Missouri, where a three-month long series of quakes from 1811 to 1812 included three quakes larger than a magnitude of 8 on the Richter Scale. These earthquakes were felt over the entire Eastern United States, with Missouri, Tennessee, Kentucky, Indiana, Illinois, Ohio, Alabama, Arkansas, and Mississippi experiencing the strongest ground shaking.

Much of southern California is located along the boundary between the North American and Pacific tectonic plate. This boundary, also known as the San Andreas Fault Zone, could generate strong seismic activities. The Pacific Plate is moving in a northwesterly direction, approximately 50 millimeters per year in relationship to the North American Plate. In southern California, the San Andreas Fault consists of three segments: the Mojave Desert segment, the San Bernardino Mountains segment, and the Coachella Valley segment.

The Town of Apple Valley's planning area is located near this boundary, and there are several active faults in the region. These include the Helendale fault, the San Andreas fault, the North Frontal fault, the Cleghorn fault, the Cucamonga fault, and the San Jacinto fault. Of these, the North Frontal fault has the potential to generate the strongest seismic shaking in Apple Valley.



## Measuring Seismic Events

Classification of seismic events is based on their magnitude and intensity. The intensity of ground shaking is determined by several factors, such as the earthquake's magnitude, the distance from the epicenter, and the geologic composition of local soils and rocks. Seismic intensity is most commonly measured by the Modified Mercalli Intensity (MMI) scale, which includes twelve levels of damage. The MMI is derived from actual observations of damage to structures and human reactions to earthquakes. Based on this scale, an earthquake tremor at Level I earthquake tremor is generally not felt and is considered unlikely to result in damage, whereas a Level XII earthquake results in total destruction. Earthquake intensities may result in damage such as partial or complete collapse of masonry structures, severe damage to complete destruction of underground pipelines, rock and landslides, and massive damage or destruction of

bridges, overpasses and other improvements.

Earthquake magnitude is measured by the Richter Scale on a continuum of one to nine, with each level-of-magnitude increase representing a tenfold increase in the amplitude of the waves on a seismogram. The most notable historic earthquake in the Apple Valley region was the Landers earthquake of 1992, which had a magnitude of 7.3 on the Richter Scale. The Landers earthquake, so named for its epicenter near the small desert community of Landers, also ruptured five other separate faults.

The largest earthquake likely to occur on a fault or fault segment within a specified period of time is considered the Maximum Probable Earthquake (MPE). The MPE is useful during emergency and engineering planning. It provides a means to assess the potential seismic risk within a region, is referenced to establish safe construction and design parameters, and facilitates the preparation of policies and programs that are responsive to the potential impacts of an earthquake.

Defined as the largest earthquake a fault is estimated to be capable of generating, the Maximum Credible Earthquake (MCE) also provides a useful gauge for emergency and engineering planning efforts. In the Apple Valley area, the North Frontal fault (West) is expected to generate a magnitude 7.2 earthquake with a Peak Ground Acceleration (PGA) ranging from 1.13g to 0.38g, which is equivalent to a Level XI to X on the Modified Mercalli Intensity Scale (MMI). Table IV-1 shows a list of faults that could generate significant impacts within Apple Valley and the surrounding area.



**Table IV-1**  
**Estimated Horizontal Peak Ground Accelerations and**  
**Seismic Intensities in the Apple Valley Area**

| Fault Name                                     | Distance to Apple Valley (km) | Distance to Apple Valley (mi) | Magnitude of M <sub>max</sub> * | PGA (g) from M <sub>max</sub> | MMI from M <sub>max</sub> |
|--|-------------------------------|-------------------------------|---------------------------------|-------------------------------|---------------------------|
| North Frontal Fault (West)                     | <0.5 – 16.2                   | 0.5 – 26.1                    | 7.2                             | 1.13 – 0.38                   | XI - X                    |
| Helendale – South Lockhart                     | <0.5 – 13.9                   | 0.5 – 22.4                    | 7.3                             | 0.75 – 0.33                   | XI - IX                   |
| San Andreas (Whole Southern)                   | 14.4 – 31.4                   | 23.1 – 50.6                   | 8.0                             | 0.48 – 0.25                   | X - IX                    |
| Lenwood – Lockhart – Old Woman Springs         | 12.1 – 28.7                   | 19.4 – 46.2                   | 7.5                             | 0.42 – 0.19                   | IX - VIII                 |
| San Andreas (San Bernardino – Coachella)       | 14.4 – 31.4                   | 23.1 – 50.6                   | 7.7                             | 0.41 – 0.20                   | X - VIII                  |
| San Andreas (1857 Rupture or Cholame – Mojave) | 16.9 – 33.2                   | 27.2 – 53.5                   | 7.8                             | 0.38 – 0.20                   | IX - VIII                 |
| San Andreas (San Bernardino)                   | 14.4 – 31.4                   | 23.1 – 50.6                   | 7.5                             | 0.36 – 0.17                   | IX – VIII                 |
| Cleghorn                                       | 8.1 – 24.4                    | 13.1 – 39.2                   | 6.5                             | 0.33 – 0.11                   | IX - VII                  |
| San Andreas (Mojave)                           | 16.9 – 32.2                   | 27.2 – 53.5                   | 7.4                             | 0.30 – 0.15                   | IX - VIII                 |
| Cucamonga                                      | 18 – 34.4                     | 29 – 55.3                     | 6.9                             | 0.28 – 0.15                   | IX - VIII                 |
| Landers  | 17.3 – 34.5                   | 27.9 – 55.6                   | 7.3                             | 0.27 – 0.14                   | IX - VIII                 |
| North Frontal (East)                           | 17.3 – 32.2                   | 27.9 – 51.9                   | 6.7                             | 0.26 – 0.14                   | IX – VIII                 |
| Sierra Madre                                   | 29.6 – 45.1                   | 47.7 – 72.6                   | 7.2                             | 0.21 – 0.14                   | VIII                      |
| Gravel Hills – Harper Lake                     | 20.8 – 37.5                   | 33.5 – 60.3                   | 7.1                             | 0.20 – 0.11                   | VIII - VII                |
| Calico – Hidalgo                               | 29.1 – 43.6                   | 43.1 – 70.2                   | 7.3                             | 0.18 – 0.11                   | VIII - VII                |
| San Jacinto (San Bernardino)                   | 18.6 – 35.7                   | 29.9 – 57.4                   | 6.7                             | 0.17 – 0.09                   | VIII - VII                |
| Johnson Valley (Northern)                      | 19.9 – 32.4                   | 32 – 52.1                     | 6.7                             | 0.16 – 0.10                   | VIII – VII                |
| Puente Hills Blind Thrust                      | 42.7 – 58.9                   | 68.7 – 94.8                   | 7.1                             | 0.14 – 0.10                   | VIII - VII                |
| Blackwater                                     | 30 – 45.2                     | 46.8 – 72.8                   | 7.1                             | 0.14 – 0.09                   | VIII - VII                |
| San Jacinto (San Jacinto Valley)               | 26.2 – 42.8                   | 42.2 – 68.8                   | 6.9                             | 0.14 – 0.09                   | VIII - VII                |
| Pinto Mountain                                 | 31.5 – 48.8                   | 50.7 – 78.5                   | 7.2                             | 0.14 - 0.09                   | VIII - VII                |
| Pisgah – Bullion Mtn. – Mesquite Lake          | 35.5 – 51.4                   | 57.1 – 82.7                   | 7.3                             | 0.13 – 0.09                   | VIII - VII                |
| Emerson South – Copper Mtn.                    | 29 – 40.6                     | 46.7 – 65.3                   | 7.0                             | 0.13 – 0.09                   | VIII - VII                |

Abbreviations: mi – miles; km – kilometer; M<sub>max</sub> – maximum magnitude earthquake; PGA – peak ground acceleration as a percentage of “g”, which is the acceleration of gravity; MMI – Modified Mercalli Intensity.

Source: Technical Background Report to the Safety Element for the Town of Apple Valley, prepared by Earth Consultants International, 2007.

Potential adverse effects from earthquakes may be substantial and range from property damage, to the loss of public services and facilities, to loss of life. Apple Valley and the surrounding area are most susceptible to severe impacts associated with strong ground shaking. Strong ground shaking can cause other geologic hazards, including landslides, ground lurching, structural damage or destruction, and liquefaction, which can further disrupt affected areas through fire, the interruption of essential services or damage to facilities and infrastructure, such as water, sewer, gas, electric, transportation, communications, drainage, as well as release of hazardous materials. Dam or water tank failure brought about by seismic activity can result in flood inundation.



There are no faults mapped by the State of California within the Town's corporate limits or within either of the proposed annexation areas; however two faults occur within portions of the Town's Sphere of Influence. The following discussion describes the faults in the region that are most likely to impact Apple Valley. Faults within the Apple Valley study area are illustrated in Exhibit IV-3, Faults in Apple Valley Area.

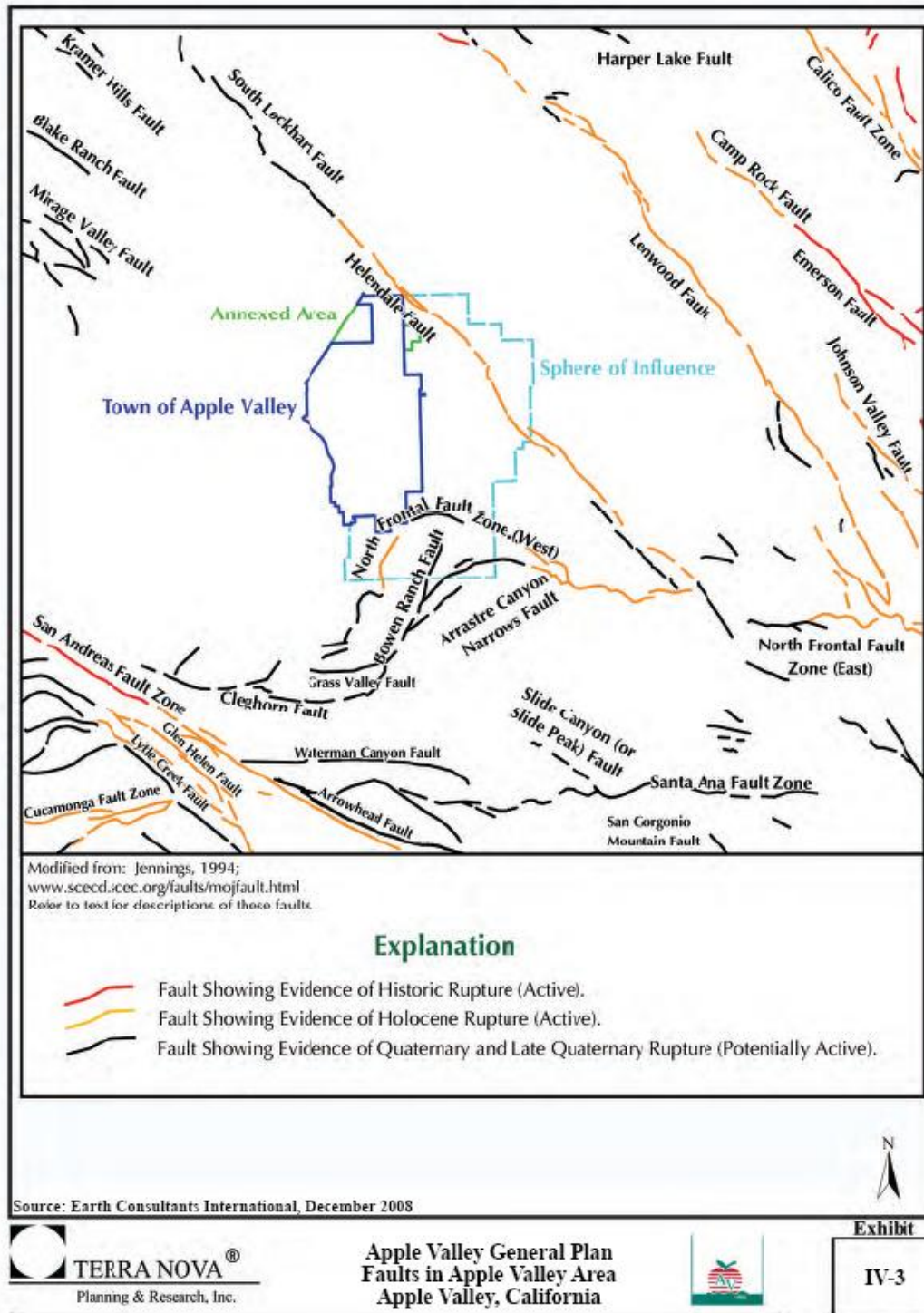


Figure 9 – Faults in Apple Valley



### North Frontal Fault

The North Frontal fault is closest to and therefore has the potential to generate the strongest seismic shaking in the area. The North Frontal fault is a partially blind reverse fault zone comprised of several fault splays; it trends south along the eastern flank of the San Bernardino Mountains, and has a combined total length of approximately 40 miles. Several of the fault splays interact with other faults that traverse the region. The most significant fault with which the North Frontal relates is the Helendale fault, which offsets and divides the North Frontal into two main segments, referred to as the East and West segments. The West segment is approximately 22 miles long, and is less than 0.5 miles from Apple Valley at the closest point.

The North Frontal fault is considered an active fault, based on its having moved within the last 10,000 years. However, it has not been studied in detail, and while it has been attributed a slip rate of approximately 0.5 mm per year, the parameters of this fault are not well understood. It is thought that movement on this fault causes an average uplift rate of the San Bernardino Mountains of about 1 mm per year. The West segment of the North Frontal fault zone is considered capable of generating a maximum magnitude 7.2 earthquake, based on its length. Such an earthquake on this fault would generate peak ground accelerations in the planning area of between about 1.1g and 0.4g, which converts to Modified Mercalli intensities as high as XI. Based on rupture of the East segment of the North Frontal fault zone in a 6.7 earthquake, ground shaking of about 0.26g to 0.14g would be felt in the planning area. This converts to Modified Mercalli intensities in the IX to VIII range.

### Helendale Fault

There are several right-lateral strike-slip faults within what is known as the Eastern California Shear Zone, of which the Helendale fault is the westernmost. Approximately 9 to 23% of the total movement along the North American/Pacific plate boundary motion occurs along this zone. The Helendale fault itself is 56 miles long, but it also seems to form a continuous fault with the South Lockhart fault to the north. The southern end of the Helendale fault apparently offsets the North Frontal fault, as discussed above, forming the East and West segments. The Helendale fault extends to the northeast of the planning area, outside of Apple Valley's northeastern corporate limits and within the Sphere of Influence. The Helendale fault has an annual slip rate calculated at 0.8 mm/year; it has a recurrence interval for large surface-rupturing events of 3,000 to 5,000 years. Based on currently available data, the California Geological Survey estimates that a maximum earthquake of magnitude 7.3 along the combined Helendale-South Lockhart faults would generate horizontal peak ground accelerations in Apple Valley of between 0.75g and 0.3g, with Modified Mercalli Intensities of between XI

and IX.

### San Andreas Fault



The San Andreas Fault zone is located approximately 23 miles southwest of Apple Valley. The longest fault in the State of California, it extends approximately 750 miles from Cape Mendocino in northern California to the Salton Sea in southern California. The San Andreas, a right-lateral transform fault, is regarded as a “Master Fault” that controls the seismic hazard for central and southern California. The magnitude 8.0 Fort Tejon earthquake, which occurred in 1857, is the last major earthquake to have occurred on the southern San Andreas. As previously discussed, at least one other fault occurs closer to Apple Valley and has the potential to cause stronger ground

shaking, and therefore more damage, than the San Andreas Fault. Nonetheless, the San Andreas Fault is considered to have a high probability of causing an earthquake in the near future and should therefore be considered in all seismic hazard assessment studies in southern California given its.

The Fort Tejon earthquake in 1857 ruptured the Cholame, Carrizo, and Mojave segments of the San Andreas fault, and displacements occurred along of as much as 27 feet of the rupture zone. It is estimated that peak ground accelerations in Apple Valley as a result of the 1857 earthquake may have been as high as 0.38g. Another similar earthquake that ruptured the entire southern San Andreas Fault, with its epicenter along the section of fault closest to Apple Valley, could generate even higher peak ground accelerations in Apple Valley, estimated at between 0.48g and 0.25g.

#### Lenwood – Lockhart – Old Woman Springs Faults

Another of the Eastern California Shear Zone faults is the Lenwood fault, a right-lateral strike slip fault approximately 47 miles long. It has a slip rate of about 0.8 mm/year. Based on trenching studies, this fault has ruptured at least three times and these ruptures have occurred as recently as approximately 200 to 400 years ago. Other ruptures are estimated as occurring between 5,000 and 6,000 years ago, and 8,300 years ago. Therefore a recurrence between major surface ruptures is estimated at between 4,000 to 5,000 years. Prior to the 1992 Landers earthquake the yearly slip rate on this fault had been recorded but not verified.

The Lockhart fault is approximately 44 miles long and is north of the Lenwood fault. The North Lockhart fault, a segment that evidences no activity within the last 11,000 years, is approximately 6 miles. The Lockhart fault is estimated to have an interval of between 3,000 and 5,000 years for major surface-rupture.

The Old Woman Springs segment is about 6 miles long and is the main trace in a complex fault system where the Eastern segment of the North Frontal Fault Zone and the Lenwood fault intersect. It is considered an active fault.

The Lenwood and Lockhart faults essentially form a continuous, 90-miles long system. While there is no evidence that both of these faults have ruptured together in the past, such an event may be possible, as evidenced by rupture of five separate fault segments during the Landers earthquake. The technical



background study assumes a scenario wherein the Lenwood and Lockhart faults, together with the Old Woman Springs fault, rupture together in a magnitude 7.5 maximum earthquake. Such an event would generate peak ground accelerations in Apple Valley of about 0.42g to 0.19g, with Modified Mercalli Intensities in the IX to VIII range. A smaller magnitude event involving rupture along only one of these faults ruptures would cause lesser ground motions in Apple Valley than those reported above.

#### Cleghorn Fault

The Cleghorn fault, also known as the Silverwood Lake fault due to its extension across the lake, is approximately 19-miles long. Studies suggest that the fault zone has had about 650 feet of motion in the last 50,000 to 100,000 years, which results in a slip rate of 2 to 4 mm/year. A magnitude 6.5 earthquake on this fault is considered capable of generating horizontal peak ground accelerations in the Apple Valley area of between about 0.33g and 0.11g, with Modified Mercalli Intensities in the IX to VII range.

#### Cucamonga Fault

The Cucamonga fault zone is approximately 16-miles long. As one element of the Transverse Ranges family of thrust faults, it runs along the southern front of the San Gabriel Mountains from San Antonio Canyon eastward to the Lytle Creek area. It has a slip rate of between approximately 5.0 and 2.0 mm/year with an estimated average recurrence interval of 625 years. The Cucamonga fault is thought capable of generating a maximum magnitude 6.9 earthquake, based on length, and such a scenario would result in peak horizontal ground acceleration in the Apple Valley area of between about 0.28g and 0.15g, with Modified Mercalli intensities in the IX to VIII range.

#### Landers (or Kickapoo) Fault

The group of faults that ruptured during the 1992 Landers earthquake, including the Homestead Valley, Kickapoo, and Johnson Valley faults, and segments of the Burnt Mountain and Eureka Peak faults, are known as the Landers fault. The Landers fault now refers to the Kickapoo fault. These faults are part of the Eastern Mojave Shear Zone and were discovered after they ruptured the surface during the 1992 Landers earthquake. It is estimated that intervals between major ruptures is in the thousands of years, The 1992 earthquake resulted in substantial lateral displacement along some of these faults, for instance nearly 9.5 feet in the case of the Kickapoo fault. Individually, these faults could rupture in smaller earthquakes. Their combined lengths allowed for the magnitude 7.3 earthquake that shook southern California on June 28, 1992.

Ground shaking in the Apple Valley area due to a Landers-type earthquake on these faults would cause horizontal ground accelerations of between 0.27g and 0.14g, with Modified Mercalli intensities in the IX to VIII range.

#### Sierra Madre Fault





The Sierra Madre fault zone or complex is approximately 47 miles long and extends along the base of the San Gabriel Mountains from the San Fernando Valley to San Antonio Canyon; from there it continues southeastward as the Cucamonga fault. The estimated slip rate of the Sierra Madre fault is estimated to be approximately 0.6 mm/year with a recurrence interval of about 8,000 years. Recent studies suggest that the last rupture event on the eastern segments of the fault occurred about 8,000 years ago, therefore, the Sierra Madre fault may be near the end of its cycle, and therefore it has potential generate an earthquake in the not too distant future. The Sierra

Madre fault is estimated to be capable of producing a magnitude 7.2 earthquake, resulting in peak horizontal ground accelerations in Apple Valley of between about 0.21g and 0.14g.

Gravel Hills – Harper Lake Fault

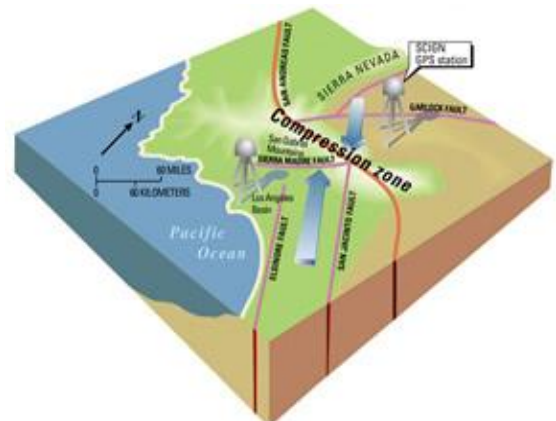
This fault zone is between 31 and 44 miles long, depending on how many fault segments are included and is considered active. The estimated annual slip rate on this fault zone is 0.9 mm/year; the recurrence interval between earthquakes is about 3,500 years. The combined fault segments are estimated to be capable of generating 7.1 magnitude earthquake, which would generate peak horizontal ground accelerations in the Apple Valley area of between 0.20g and 0.11g, with Modified Mercalli intensities in the VIII to VII range.

**Previous Occurrences/Magnitude for Earthquake**

The earthquakes of California are caused by the movement of huge blocks of the earth's crust- the Pacific and North American plates. The Pacific plate is moving northwest, scraping horizontally past North America at a rate of about 50 millimeters (2 inches) per year. About two-thirds of this movement occurs on the San Andreas fault and some parallel faults- the San Jacinto, Elsinore, and Imperial faults. Over time, these faults produce about half of the significant earthquakes of our region, as well as many minor earthquakes.

The last significant earthquake on the Southern California stretch of the San Andreas fault was in 1857, and there has not been a rupture of the fault along its southern end from San Bernardino to the Salton Sea since 1690. It is still storing energy for some future earthquake. Southern California has thousands of smaller earthquakes every year. A few may cause damage, but most are not even felt. And most of these are not on the major faults listed above. Earthquakes can occur almost everywhere in the region, on more than 300 additional faults that can cause damaging earthquakes, and countless other small faults.

This is mostly due to the "big bend" of the San Andreas fault, from the southern end of the San Joaquin Valley to the eastern end of the San Bernardino mountains (see Figure 10, "Big Bend" at left.) Where the fault bends, the Pacific and North American plates push into each other, compressing the earth's crust into the mountains of Southern California and creating hundreds of additional faults (many more than shown in the fault map). These faults produce thousands of small earthquakes each year, and the other half of our significant earthquakes. Examples



A schematic block model of Southern California showing the motion of the Pacific and North American plates, and the big bend of the San Andreas fault where the plates squeeze together.



include the 1994 Northridge and 1987 Whittier Narrows earthquakes.

**FIGURE 10 - "BIG BEND"**

Of the 119 California earthquakes cited in the list (below), the Town of Apple Valley is in the area of potential effect of 25 of them (*as indicated below* \*). This means that 20 percent of these earthquakes either had the opportunity to produce some damage to Apple Valley or may have produced injuries, fatalities and damages to surrounding communities.

- 2010 04 05 - Sierra El Mayor Earthquake (Northern Baja California) - M 7.2
- 2010 03 16 - Near Pico Rivera, Los Angeles Basin - M 4.4
- 2010 01 10 - Gorda Plate Earthquake - M 6.5
- 2010 01 10 - Offshore Northern California - M 6.5
- 2009 06 08 - San Francisco Bay Area, California - M 3.5
- \*2009 05 18 - Greater Los Angeles Area, California - M 4.7**
- 2009 04 30 - Northern California - M 3.5
- 2009 03 30 - Northern California - M 4.3
- 2009 03 08 - San Francisco Bay area, California - M 3.5
- \*2009 01 09 - Greater Los Angeles Area, California - M 4.5**
- \*2008 07 29 - Greater Los Angeles area, California - M 5.5**
- 2008 04 30 - Northern California - M 5.4
- 2007 10 31 - San Francisco Bay Area, California - M 5.6
- 2007 08 09 - Greater Los Angeles area, California - M 4.4**
- 2007 07 20 - San Francisco Bay area, California - M 4.2
- 2007 07 02 - Central California - M 4.3
- 2007 05 09 - Offshore Northern California - M 5.2
- 2006 10 20 - Northern California - M 4.5
- 2005 09 22 - Central California - M 4.7
- 2005 06 17 - Off the Coast of Northern California - M 6.6
- \*2005 06 16 - Greater Los Angeles Area, California - M 4.9**
- 2005 06 15 - Off the Coast of Northern California - M 7.2
- \*2005 06 12 - Southern California - M 5.2**
- 2005 05 06 - Central California - M 4.1
- 2004 09 28 - Central California - M 6.0
- 2004 05 30 - Pine Mountain Club, California - M 3.0
- 2003 12 22 - San Simeon, California - M 6.6 Fatalities 2
- 2003 10 19 - near Orinda, California - M 3.5
- 2003 10 07 - near Imperial Beach, California - M 3.6
- 2003 09 13 - near Simi Valley, California - M 3.4
- 2003 09 05 - near Piedmont, California - M 4.0
- 2003 08 27 - Val Verde, California - M 3.9
- 2003 08 15 - Humboldt Hill, California - M 5.3
- 2003 05 26 - Seven Trees, California - M 3.8
- 2003 05 26 - Muir Beach, California - M 3.4
- 2003 05 25 - Santa Rosa, California - M 4.2
- 2003 05 24 - Brawley, California - M 4.0
- \*2003 03 11 - Twentynine Palms Base, California - M 4.6**
- \*2003 02 22 - Big Bear City, California - M 5.2**
- 2003 02 02 - Dublin, CA, Swarm - M 4.1
- 2003 01 25 - Keene, California - M 4.7
- 2002 12 24 - Pacifica, California - M 3.6
- 2002 11 24 - Swarm near San Ramon, California - M 3.9
- 2002 09 03 - Yorba Linda, California - M 4.8
- 2002 06 17 - Bayview, California - M 5.3
- 2002 05 14 - Gilroy, California - M 4.9



2002 03 16 - near Channel Islands Beach, California - M 4.6  
2000 09 03 - Napa, California - M 5.0  
**\*1999 10 16 - Hector Mine, California - M 7.1**  
1994 09 01 - Cape Mendocino, California - M 7.0  
**\*1994 01 17 - Northridge, California - M 6.7 Fatalities 60**  
**\*1992 06 28 - Landers, California - M 7.3 Fatalities 3**  
**\*1992 06 28 - Big Bear, California - M 6.5**  
1992 04 25 - Cape Mendocino, California - M 7.2  
**\*1992 04 23 - Joshua Tree - M 6.2**  
1991 08 17 - Honeydew, California - M 7.0  
1991 06 28 - Sierra Madre, California - M 5.6 Fatalities 2  
1989 10 18 - Loma Prieta, California - M 6.9 Fatalities 63  
1989 08 08 - Santa Cruz County, California - M 5.4 Fatalities 1  
1987 11 24 - Superstition Hills, California - M 6.7  
1987 11 24 - Superstition Hills, California - M 6.5 Fatalities 2  
**\*1987 10 04 - Whittier Narrows, California - M 5.6 Fatalities 1**  
**\*1987 10 01 - Whittier Narrows, California - M 5.9 Fatalities 8**  
1986 07 21 - Chalfant Valley, California - M 6.2  
**\*1986 07 08 - North Palm Springs, California - M 6.1**  
1984 11 23 - Round Valley, California - M 5.8  
1984 04 24 - Morgan Hill, California - M 6.2  
1983 05 02 - Coalinga, California - M 6.4  
1980 11 08 - Humboldt County, California - M 7.2  
1980 05 27 - Mammoth Lakes, California - M 6.0  
1980 05 25 - Mammoth Lakes, California - M 6.2  
1980 01 27 - Livermore, California - M 5.8  
1980 01 24 - Livermore Valley, California - M 5.8  
**\*1979 10 15 - Imperial Valley, Mexico - California Border - M 6.4**  
1979 08 06 - Coyote Lake, California - M 5.7  
1975 08 01 - Oroville, California - M 5.8  
**\*1971 02 09 - San Fernando, California - M 6.6 Fatalities 65**  
1969 10 02 - Santa Rosa, California - M 5.7 Fatalities 1  
1966 09 12 - Truckee, California - M 5.9  
1966 06 28 - Parkfield, California - M 6.1  
1957 03 22 - Daly City, California - M 5.3 Fatalities 1  
1955 10 24 - Concord, California - M 5.4 Fatalities 1  
1954 12 21 - Eureka, California - M 6.5 Fatalities 1  
1952 08 22 - Kern County, California - M 5.8 Fatalities 2  
1952 07 21 - Kern County, California - M 7.3 Fatalities 12  
**\*1940 05 19 - Imperial Valley, California - M 7.1 Fatalities 9**  
1934 06 08 - Parkfield, California - M 6.1  
**\*1933 03 11 - Long Beach, California - M 6.4 Fatalities 115**  
1932 06 06 - Eureka, California - M 6.4 Fatalities 1  
1927 11 04 - Lompoc, California - M 7.1  
1926 10 22 - Monterey Bay, California - M 6.1  
1926 06 29 - Santa Barbara, California - M 5.5 Fatalities 1  
1925 06 29 - Santa Barbara, California - M 6.8 Fatalities 13  
1923 01 22 - Humboldt County, California - M 7.2  
1922 03 10 - Parkfield, California - M 6.1  
1922 01 31 - Eureka, California - M 7.3  
**\*1918 04 21 - San Jacinto, California - M 6.8 Fatalities 1**  
**\*1915 06 23 - Imperial Valley, California - M 6.3 Fatalities 6**  
1911 07 01 - Calaveras fault, California - M 6.5  
1906 04 18 - San Francisco, California - M 7.8 Fatalities 3000  
1901 03 03 - Parkfield, California - M 6.4



- \*1899 12 25 - San Jacinto, California - M 6.7 Fatalities 6**
- 1899 04 16 - Eureka, California - M 7.0
- 1898 04 15 - Mendocino County, California - M 6.8
- 1898 03 31 - Mare Island, California - M 6.3
- 1897 06 20 - Calaveras fault, California - M 6.3
- 1892 04 21 - Winters, California - M 6.4
- 1892 04 19 - Vacaville, California - M 6.4 Fatalities 1
- \*1892 02 24 - Imperial Valley, California - M 7.8**
- 1890 02 24 - Corralitos, California - M 6.3
- 1873 11 23 - California - Oregon Coast - M 7.3
- 1872 03 26 - Owens Valley, California - M 7.4 Fatalities 27
- 1868 10 21 - Hayward, California - M 6.8 Fatalities 30
- 1865 10 08 - Santa Cruz Mountains, California - M 6.5
- 1857 01 09 - Fort Tejon, California - M 7.9 Fatalities 1
- 1838 06 - San Francisco area, California - M 6.8
- 1836 06 10 - South San Francisco Bay region, California - M 6.5
- 1812 12 21 - West of Ventura, California - M 7.1 Fatalities 1
- \*1812 12 08 - Southwest of San Bernardino County, California - M 6.9 Fatalities 40**

TABLE 1 - CALIFORNIA EARTHQUAKES

The following provides information on the probability of future events. In addition, the data provides an overall summary of the Town's vulnerability and impact of each hazard.

The entire geographic area of California is prone to the effects of an earthquake. Figure 11 represents the UCERF probabilities of having a nearby earthquake rupture (within 3 or 4 miles) of magnitude 6.7 or larger in the next 30 years. As shown in the table, the chance of having such an event somewhere in California exceeds 99%. The 30-year probability of an even more powerful quake of magnitude 7.5 or larger is about 46%.

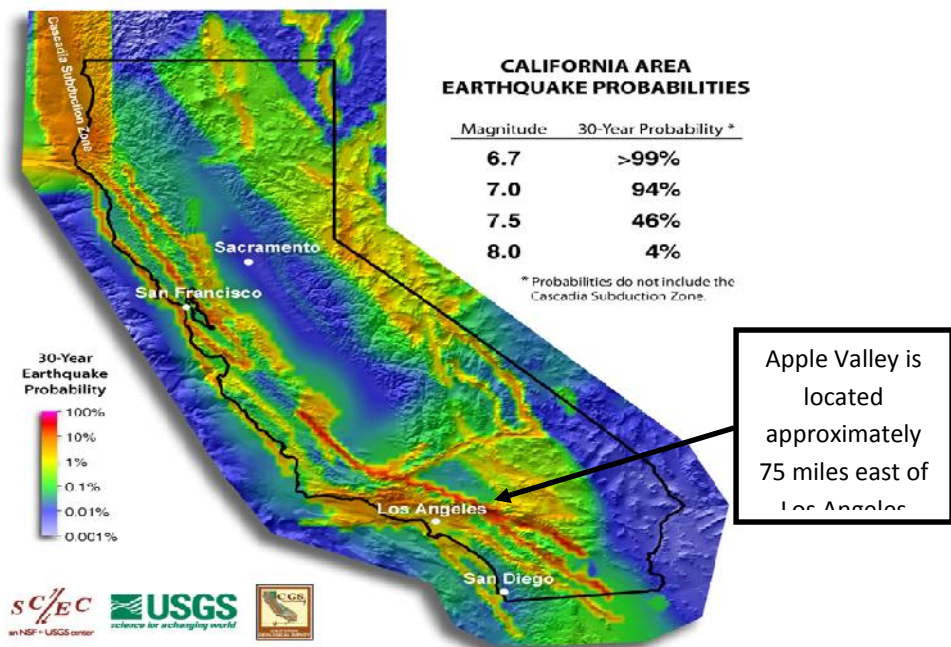


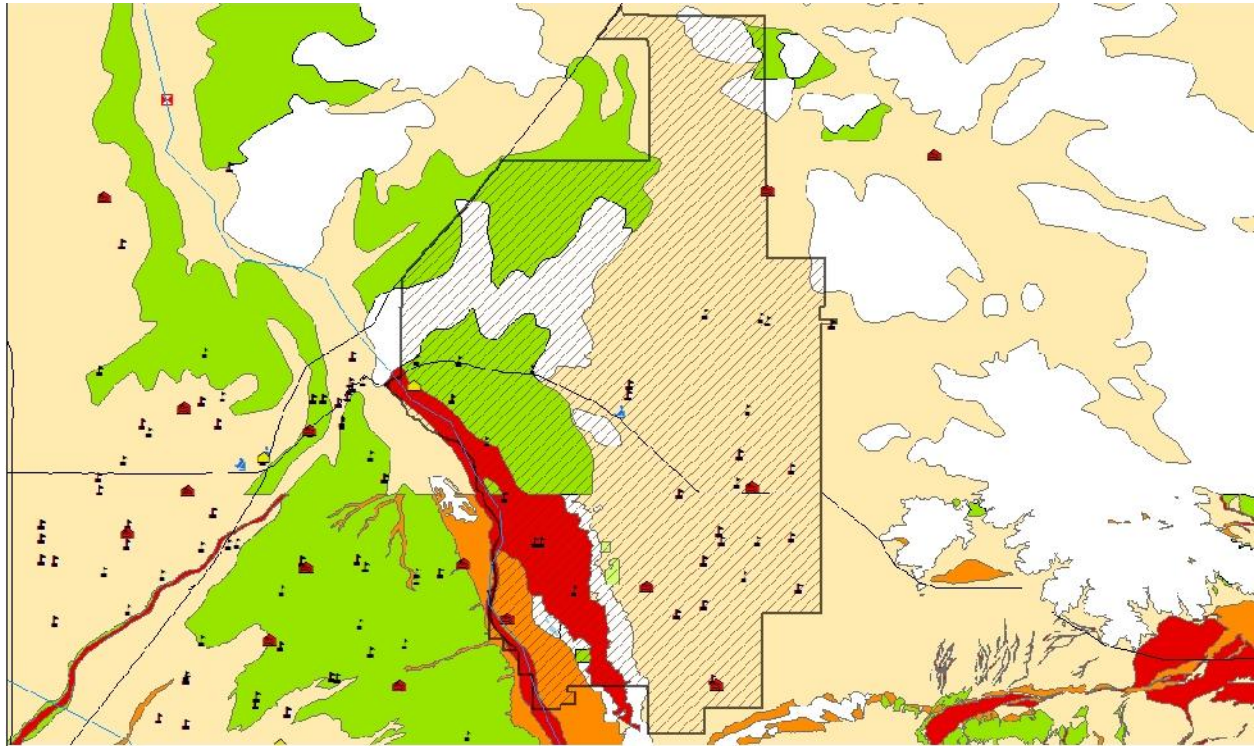


FIGURE 11 - UCERF EARTHQUAKE PROBABILITY MAPPING

## Liquefaction

Where loose, saturated, sandy sediments are subjected to ground vibrations greater than 0.2 g, liquefaction may occur, causing the total or substantial loss of shear strength in the affected sediments. During this process, wherein soils behave like a liquid or semi-viscous substance, structural distress or failure due to ground settlement can occur. These conditions may cause foundation soils to lose load-bearing capacity in foundation soils and the buoyant rise of buried structures.

Liquefaction is induced by three general conditions: 1) strong ground shaking over a relatively long period; 2) the presence of unconsolidated granular sediments; and 3) the occurrence of water-saturated sediments within 50 feet of the ground surface. These general conditions appear to occur in the planning area, thereby allowing the potential for liquefaction. There are a number of active faults in the region that could potentially generate earthquake characterized by strong ground shaking of long durations. Along major drainages in the planning area and vicinity, granular loose sediments occur. The alluvium underlying Apple Valley is coarsely granular and percolates well; the water table is below 50 feet of the ground surface throughout most of the area, with the exception of locally within the Mojave River floodplain, where water-saturated sediments occur within about 50 feet of the surface. These areas are likely vulnerable to liquefaction during an earthquake.



Town of Apple Valley  
USGS Liquefaction Susceptibility Zones

Liquefaction Susceptibility data source:  
Liquefaction susceptibility data developed for the "ShakeOut" Scenario.  
USGS Open File Report 2038-1150, Chap. 3C (p. 48-87)  
Map creation date: October 26, 2010



| Liquefaction Susceptibility |                         |
|-----------------------------|-------------------------|
|                             | Town of Apple Valley    |
|                             | Rivers and Streams      |
|                             | Major Highways          |
|                             | EOCs                    |
|                             | Police Stations & Jails |
|                             | Fire Stations           |
|                             | Schools                 |
|                             | Sewage Treatment Plants |
|                             | Water Features          |
|                             | None                    |
|                             | Very Low                |
|                             | Low                     |
|                             | Moderate                |
|                             | High                    |
|                             | Very High               |

### 4.2.2 Flooding

Floods are the most common and widespread of all natural disasters--except fire. Most communities in the United States have experienced some kind of flooding, after spring rains, heavy thunderstorms, or winter snow thaws.

A flood, as defined by the National Flood Insurance Program 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 (at least one of which is your property) from:*

*\*Overflow of inland or tidal waters, \*Unusual and rapid accumulation or runoff of surface waters from any source, or a mudflow.*

*The 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."*

Floods can be slow or fast rising but generally develop over a period of days. Mitigation includes any activities that prevent an emergency, reduce the chance of an emergency happening, or lessen the



damaging effects of unavoidable emergencies. Investing in mitigation steps now, such as engaging in floodplain management activities, constructing barriers such as levees, and purchasing flood insurance will help reduce the amount of structural damage to your home and financial loss from building and crop damage should a flood or flash flood occur.

Flooding tends to occur in the summer and early fall because of the monsoon and is typified by increased humidity and high summer temperatures.

The standard for flooding is the so-called "100-year flood," a benchmark used by the Federal Emergency Management Agency to establish a standard of flood control in communities throughout the country. Thus, the 100-year flood is also referred to as the "regulatory" or "base" flood. Actually, there is little difference between a 100-year flood and what is known as the 10-year flood. Both terms are really statements of probability that scientists and engineers use to describe how one flood compares to others that are likely to occur. In fact, the 500-year flood and the 10-year flood are only a foot apart on flood elevation-which means that the elevation of the 100-year flood falls somewhere in between.

The term 100-year flood is often incorrectly used and can be misleading. It does not mean that only one flood of that size will occur every 100 years. What it actually means is that there is a one percent chance of a flood of that intensity and elevation happening in any given year. In other words, it is the flood elevation that has a one percent chance of being equaled or exceeded each year. And it could occur more than once in a relatively short period of time. (By comparison, the 10-year flood means that there is a ten percent chance for a flood of its intensity and elevation to happen in any given year.) Rod Bolin, The Ponca City News, July 18, 2002. Page 5-A

While not considered a "high risk area", the Town does have areas that are considered "flood potential". ***The most crucial areas pertaining to flooding are the dry lake bed (consisting of limited residential) and Desert Knolls. Flooding is expected to occur within the general location of these risk areas, and not expected to threaten or endanger the safety or well being of the entire community. It is noted that flooding in the risk areas can occur rapidly depending on the heaviness and severity of rainfall and run-off. However, since the installation of dry wells in low-lying areas, severe flooding occurrences have become less frequent.***

Since incorporation in 1988, the Emergency Operations Center has activated more often due to flooding than any other type disaster. The Town's emergency responders continue to rely on the National Weather Service for weather advisories, storm watch conditions, and storm warnings.

### **National Flood Insurance Program (NFIP)**

The Town joined the National Flood Insurance Program (NFIP) on June 16, 1995. The federal government administers the NFIP with communities that have been identified as flood prone. The Federal Emergency Management Agency (FEMA), through the Federal Insurance Administration, makes flood insurance available to the residents of Apple Valley provided the Town adopts and enforces adequate floodplain management regulations that meet the minimum NFIP requirements.

### **Previous Occurrences/Severity of Flooding**

Winter storms in the past have caused waters in one or more of the natural drainage channels to overflow onto Town streets, parks and private property. Street embankments adjacent to the storm



channels have been damaged and required road closure. Normal traffic flow is significantly affected by water and silt deposits in the low water crossings.

### Flash Flooding

**Historical Events:** The following describes the historical events associated with this hazard:

#### 1. Series of Rainstorms; 1/22/10 (FEMA-1844-DR)

A series of severe rainstorms occurred in southern California on or about January 17, 2010 to February 6, 2010. A local declaration was issued by the Town Manager on January 21, 2010 (Resolution #2010-08). Governor Schwarzenegger proclaimed a State of Emergency for San Bernardino County on January 22, 2010, and President Bush declared a major for public assistance. The local Emergency Operations Center was activated to a level 1.

The series of rainstorms caused 0.43 inches of rainfall in Apple Valley over one 24-hour period. About 6,000 sandbags were issued throughout the week. A Sewer Lift Station suffered major damage to the facility, sewer pipes, and manhole. Other work throughout the community included:

- Debris removal
- Sandbagging and road closures
- Remove/replace asphalt and curbing
- Repair severe road edge erosion
- Base fill, grade, and recompact

Source: Town of Apple Valley records; Daily Press newspaper

Hazard: Flooding  
Deaths: 0  
Injuries: 0  
Displaced People: unknown

#### 2. Series of Rainstorms; 1/8/2005 (FEMA-1577-DR)

A series of severe rainstorms occurred in southern California on or about December 27, 2004 to January 11, 2005. A local declaration was issued by the Town Manager on January 21, 2005 (Resolution #2005-06), and ratified by the Town Council on January 25, 2005 (Resolution #2005-07). Governor Schwarzenegger proclaimed a State of Emergency for San Bernardino County on January 15, 2005, and President Bush declared a major disaster on February 4, 2005 for public assistance. The local Emergency Operations Center was not activated.

The series of rainstorms caused 0.43 inches of rainfall in Apple Valley over one 24-hour period. About 3,000 sandbags were issued throughout the week. The rainstorms caused the release of up to 5,500 CFS of water from Silverwood Lake reservoir over a 3-4 day period. At one point the water in the Mojave River measured at 6-feet, and caused minor damage to rear yard properties along the west side of Riverside Drive. Sewer Lift Station 3-A suffered major damage (approximately \$500,000) to the facility, sewer pipes, and manhole. Other work throughout the community included:





- Debris removal
- Sandbagging and road closures
- Remove/replace asphalt and curbing
- Repair severe road edge erosion
- Base fill, grade, and recompact

Source: Town of Apple Valley records; Daily Press newspaper

Hazard: Flooding  
Deaths: 0  
Injuries: 0  
Displaced People: 0

**3. 7/11/1999** (NDAA 99-04; OES #99-04-010)

On or about 4:00 p.m. on July 11, 1999, local flooding due to heavy rains occurred at various locations throughout the community. Resolution #99-27 confirming existence of a local emergency was signed by the Mayor. The Emergency Operations Center was partially activated.

Flooding led to multiple road closures, including the major arterial of Highway 18 and Tao Road. Approximately 29 other areas of road damage were noted. Water and mud damage destroyed three apartment units forcing the evacuation of residents. Apple Valley Fire Protection District conducted numerous rescues from stranded motorists. Apple Valley Chamber of Commerce went door-to-door to businesses in the Desert Knolls area (hardest hit area) to assist as necessary with storm damage. Approximately 14 businesses suffered moderate damage, as well as 34 single family residences.

Activities included:

- Sandbagging and road closures
- Remove/replace asphalt and curbing
- Repair severe road edge erosion
- Base fill, grade, and recompact

Source: Town of Apple Valley records; Daily Press newspaper

Hazard: Flash Flooding  
Deaths: 0  
Injuries: Unknown  
Displaced People: Unknown

**4. El Nino Conditions; 2/23/1998** (FEMA-1203-DR; NDAA-OES #98-01-285)

On or about 10:00 p.m. on February 23, 1998, local flooding due to heavy rains occurred at various locations. Resolution #98-13 confirming existence of a local emergency was issued, and the Emergency Operations Center was activated.

A total of 2.87-inches of rain poured on the High Desert in a 24-hour period. It was thought to be the third wettest month in Apple Valley since 1938 as the rain total for the month was 5.03-inches! Major damage occurred to 6 businesses and 21 apartment units and minor damage to another 35 apartment units, for a total of \$8.9 million in damages.



Activities included:

- Sandbagging and road closures
- Debris removal; barricade placement
- Road shoulder erosion protection
- Repair to concrete casing for sewer line crossing at the wash
- Clean manholes and repair potholes
- Remove/replace asphalt

Source: Town of Apple Valley records, Daily Press Newspaper, Apple Valley News

Hazard: Flash Flooding  
Deaths: 0  
Injuries: 0  
Displaced People: Unknown

**5. 1/12/1993**

On or about midnight on January 12, 1993, local flooding due to heavy rains occurred at various locations throughout the community. Resolution #93-05 confirming existence of a local emergency was signed by the Mayor.

The rainstorm dumped nearly 9-inches of water in two days, with a constant rain lasting 11 days. The conditions worsened when there was a release of water from the Lake Silverwood reservoir.

Activities included:

- Sandbagging and road closures
- Debris removal
- Rescue of two rafters in the Mojave River (AVFPD)
- Construction of embankment to redirect flow of the Mojave River (San Bernardino County Flood Control)

Source: Town of Apple Valley records and Daily Press Newspaper

Hazard: Flash Flooding  
Deaths: 0  
Injuries: Unknown  
Displaced People: Unknown

**6. 12/7/1992**

On or about 8:00 a.m. on December 7, 1992, local flooding due to heavy rains occurred at various locations throughout the community. Town of Apple Valley Resolution #92-80 confirming existence of a local emergency was signed by the Mayor. In fact, all four cities in the High Desert proclaimed a local emergency.

A total of 2.4-inches of rain poured down in the High Desert in an 18-hour period. It was thought to be the most rain to drop in the High Desert in the past ten years.

Activities included:

- Evacuation of residents (6 apartment units)



- Sandbagging and road closures
- Debris removal

Source: Town of Apple Valley records; Daily Press Newspaper

Hazard: Flash Flooding  
 Deaths: 0  
 Injuries: 0  
 Displaced People: Unknown

**7. El Nino Conditions; 2/12/1992**

On or about 7:30 p.m. on February 12, 1992, local flooding due to heavy rains occurred at various locations throughout the community. A resolution proclaiming existence of a local emergency was signed by the Assistant Director of Emergency Services and the Deputy Town Manager.

Activities included:

- Sandbagging and road closures
- Debris removal
- Barricade placement and placement of cold mix asphalt into potholes
- Remove/replace asphalt, repaint stop bars/legends; replace striping
- Asphalt overlay and asphalt berms

Source: Town of Apple Valley records and Daily Press Newspaper

Hazard: Flash Flooding  
 Deaths: 0  
 Injuries: Unknown  
 Displaced People: Unknown

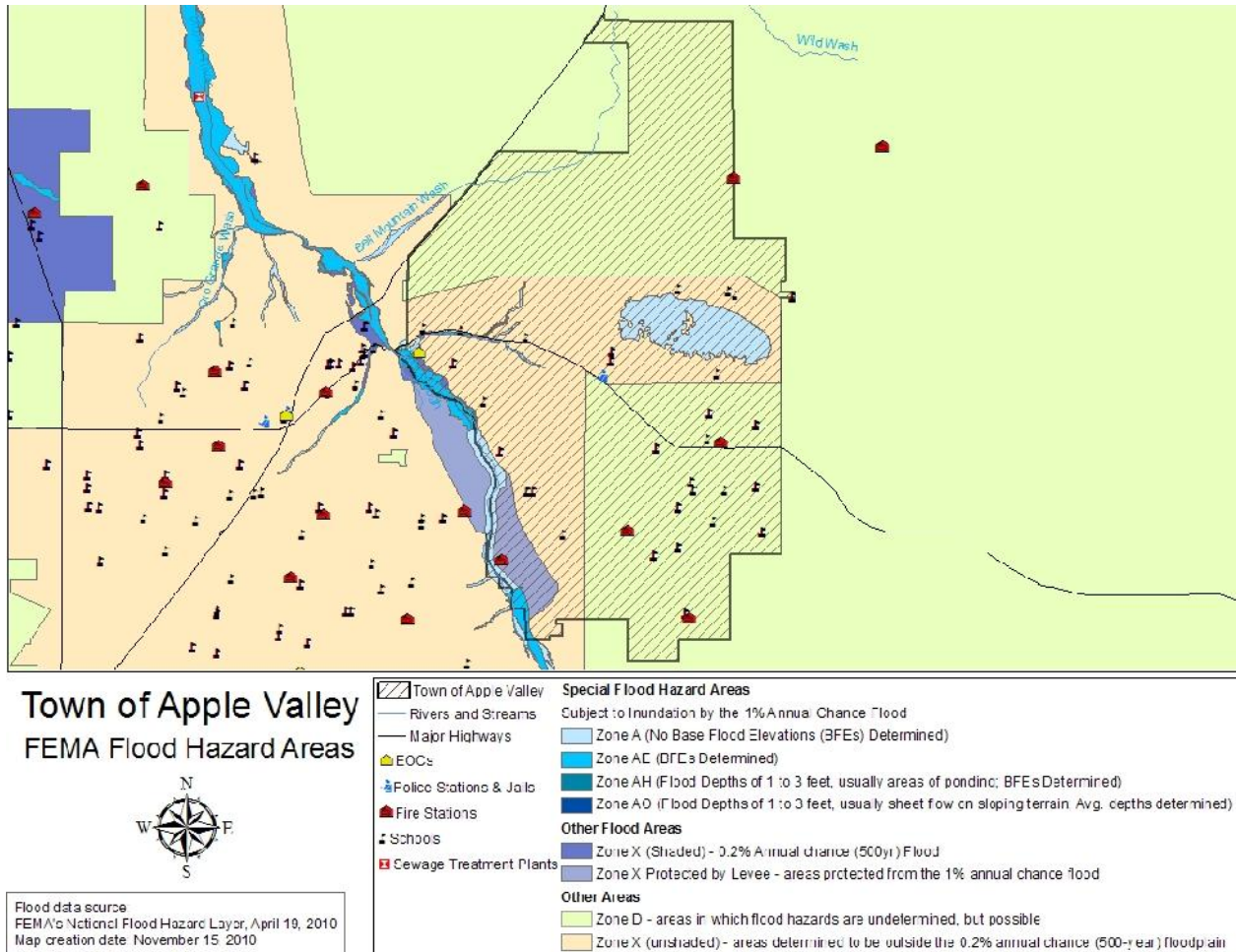
The following table summarizes the occurrences, impact and costs of this hazard. "Other" is costs associated with the Apple Valley Fire Protection District.

| Hazard: Flash Flooding      | Response and Recovery Costs (dollar amounts in thousands) |         |        |       |         |       |         |
|-----------------------------|---|---------|--------|-------|---------|-------|---------|
| Name                        | Date  | Town    | County | State | Federal | Other | Total   |
| Series of Severe Rainstorms | 12/27/04-1/11/05  | \$684   | Unk    | Unk   | Unk     | \$2   | \$686   |
| N/A                         | 7/11/1999   | \$60    | \$0    | \$0   | \$0     | \$98  | \$158   |
| El Nino Conditions          | 2/23/1998   | \$2,027 | \$0    | \$0   | \$0     | \$0   | \$2,027 |
| N/A                         | 1/12/1993   | \$0     | \$0    | \$0   | \$0     | \$0   | \$0     |
| N/A                         | 12/7/1992   | \$150   | \$0    | \$0   | \$0     | \$160 | \$310   |
| El Nino Conditions          | 2/12/1992   | \$423   | \$0    | \$0   | \$0     | \$149 | \$572   |



|         |         |     |     |     |       |         |
|---------|---------|-----|-----|-----|-------|---------|
| Totals: | \$3,344 | \$0 | \$0 | \$0 | \$409 | \$3,753 |
|---------|---------|-----|-----|-----|-------|---------|

The following map illustrates FEMA Flood Hazards located within the Town of Apple Valley.



**FIGURE 3- TOWN OF APPLE VALLEY FEMA FLOOD HAZARD AREAS**

#### 4.2.3 Wildfires

A wildland fire is a type of fire that spreads through all types of vegetation. It often begins unnoticed, spreads quickly, and is usually signaled by dense smoke that may be visible from miles around. Wildland fires can be caused by human activities (such as arson or campfires) or by natural events such as lightning. Wildland fires often occur in forests or other areas with ample vegetation. In addition to wildland fires, wildfires can be classified as urban fires, interface or intermix fires, and prescribed burns.

The following three factors contribute significantly to wildland fire behavior and can be used to identify wildland fire hazard areas:

- **Topography:** As slope increases, the rate of wildland fire spread typically increases. South facing slopes are also subject to more solar radiation, making them drier and thereby intensifying wildland fire behavior. However, ridge tops may mark the end of wildland fire spread, since 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 wildland fires. Certain types of plants are more susceptible to burning or will burn with greater intensity. 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 is increased significantly during periods of prolonged drought as the moisture content of both living and dead plant matter decreases. The fuel’s continuity, both horizontally and vertically, is also an important factor.

- Weather: The most variable factor affecting wildland fire behavior 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 wildland fire activity. By contrast, cooling and higher humidity often signals reduced wildland fire occurrence and easier containment.

### Fire Hazard Severity

Wildfires present a significant threat in the unincorporated area of Apple Valley, particularly in the summer months when temperatures are high and precipitation is rare. The period between June and September is typically considered "fire season".

The area known as the Marianas in the southern foothill area of Apple Valley is a fire hazard area due to the abundance of brush and mountainous terrain, which makes it difficult to gain access to fight fire. This area is primarily in the unincorporated region of Apple Valley with homes scattered throughout the vegetation.

The Mojave Riverbed is the second significant threat of wildland fire in the Apple Valley area. Because of its significant slope to the bottom of the riverbed and the soft soil, it is difficult to gain access to this area to fight fire. The Mojave River is the Town’s western boundary with residential properties along Riverside Drive. Schools are located on the southernmost and northernmost ends of the natural extension of Riverside Drive.

The CPRI and wildfire statistics in this plan pertain to a potential fire in the Marianas.

### Previous Occurrences of Wildfires

**Historical Events:** The following section lists and describes the historical events associated with this hazard in Town of Apple Valley.

1. **Old Fire; 10/27/2003** (FEMA-1498-DR)

On or about 2:00 p.m. on October 27, 2003, the Old Fire started threatening the mountain communities near Big Bear Lake forcing the evacuation of the entire community. The only passageway off the mountain at this point was through the High Desert and Apple Valley. The Emergency Operations Center was activated to accommodate the evacuated residents.

While monitoring the direction and rate of spread of the Old Fire, the Town was never in a real or direct threat. However, the EOC supported many activities for the evacuees from Big Bear.

Activities included:

- Emergency shelter for livestock-type animals at Horseman’s Center; secured 24-hours a day; opportunity for the first time to test the Town’s new animal evacuation plan; over 100 animals were sheltered over a 6 day period



- Coordination with American Red Cross to open a shelter at Apple Valley High School for six days averaging a daily attendance of 160 evacuees and 10 staff
- Apple Valley Unified School District closed its schools for 2.5 days because of the inability of the possible threat of fire, disruption to transportation services throughout the High Desert (as neighboring cities were sheltering Crestline and Running Springs residents), and due to the severe unhealthful smokey conditions in the area
- Public information -- press releases, web site updates, telephone recording updates, shelter flyers, evacuation flyers
- Voluntary evacuation notice for the southern portion of unincorporated and incorporated Apple Valley with preparation for large volume evacuation operations, non-ambulatory evacuations, and animal evacuations

Source: Town of Apple Valley records; Apple Valley Fire Protection District records

Hazard: Wildfires  
Deaths: 0  
Injuries: 0  
Displaced People: 0

**2. Willow Fire; 8/29/1999**

On or about 3:30 p.m. on August 29, 1999, the Willow Fire that had been burning in the San Bernardino National Mountains near Lake Arrowhead was threatening the Town of Apple Valley. The Emergency Operations Center was partially activated at that time.

While the Willow Fire did not make its way into the Town boundaries, it did affect the unincorporated area south of Apple Valley. Ultimately, a few homes were lost in this area.

Activities included:

- Coordinating requests for information
- Coordination with the American Red Cross to open a shelter at Apple Valley High School
- Evacuations by Apple Valley Police Department and Town of Apple Valley Animal Control
- Fire response by Apple Valley Fire Protection District
- Activation of Apple Valley Radio Amateur Civil Emergency Services

Source: Town of Apple Valley records; AVFPD records

Hazard: Wildfires  
Deaths: Unknown  
Injuries: Unknown  
Displaced People: Unknown

The following table summarizes the occurrences, impact and costs of this hazard. "Other" is cost associated with the Apple Valley Fire Protection District.

| Hazard: Wildfires |            | Response and Recovery Costs (dollar amounts in thousands) |        |       |         |       |       |
|-------------------|------------|---|--------|-------|---------|-------|-------|
| Name              | Date       | City Town   | County | State | Federal | Other | Total |
| Old Fire          | 10/27/2003 | \$4   | \$0    | \$0   | \$0     | \$97  | \$101 |
| Willow Fire       | 8/29/1999  | \$0   | \$0    | \$0   | \$0     | \$0   | \$0   |
| Totals:           |            | \$4   | \$0    | \$0   | \$0     | \$97  | \$101 |

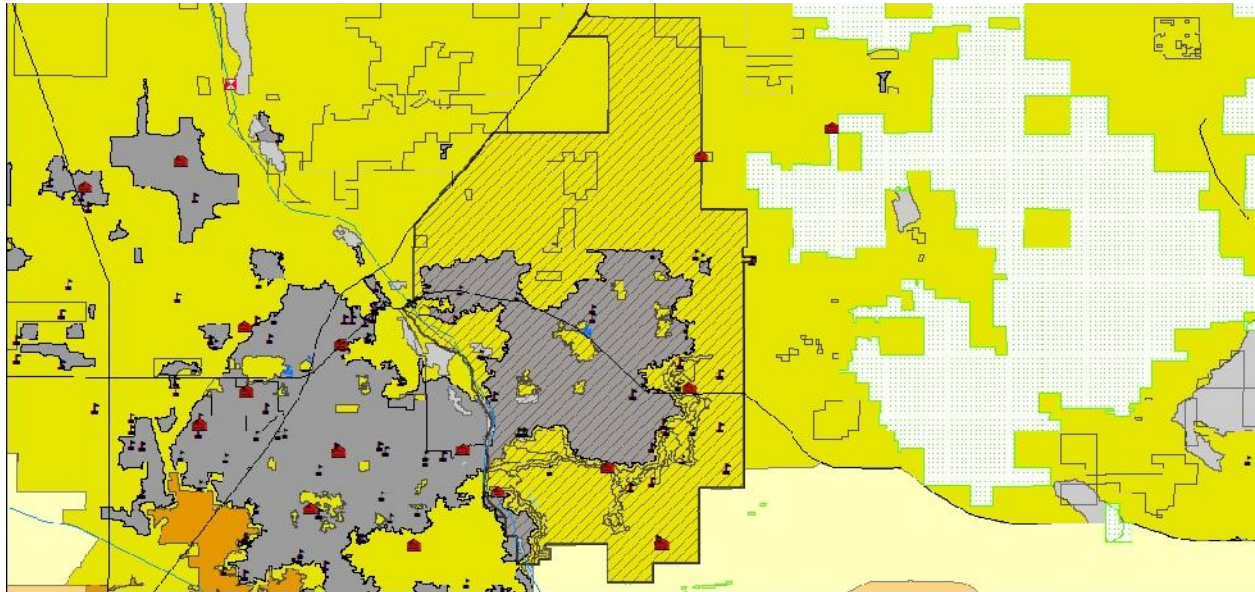


**Hazard Summary for Wildfires**

Fire prevention strategies concentrate on educating the public and enforcement of fire codes. Fire suppression strategies focus around containment and control while protecting structures in the threatened areas. Suppression activities may utilize natural firebreaks; direct suppression of the fire by hose lines, aircraft, bulldozers and hand crews; increasing defensible spaces around homes; utilizing fire suppression foams; and mop up and total extinguishment of the fire.

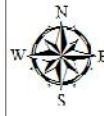
The following map illustrates the Fire Hazard Severity Zones for the Town of Apple Valley.





**Town of Apple Valley**  
**CAL FIRE Fire Hazard Severity Zones**

Fire hazard data source:  
 CAL FIRE Fire Resource and Assessment Program (FRAP) Data,  
 Recommended County Maps of Very High Fire Hazard Severity Zones in Local  
 Responsibility Areas (LRA) 5/2008  
 Draft Fire Hazard Severity Zones in Local Responsibility Areas (LRA) 9/2007  
 Adopted Fire Hazard Severity Zones for State Responsibility Areas (SRA) 11/2007  
 Map creation date: November 3, 2010



|                         |  |
|-------------------------|--|
| Town of Apple Valley    | Federal Responsibility Area                    |
| Rivers and Streams      | <b>Fire Hazard Severity Zones</b>              |
| Major Highways          | <b>Local Responsibility Area - Recommended</b> |
| COCs                    | Very High                                      |
| Police Stations & Jails | <b>Local Responsibility Area - Draft</b>       |
| Fire Stations           | Non-Wildland/Non-Urban                         |
| Schools                 | Urban Unzoned                                  |
| Sewage Treatment Plants | Moderate                                       |
|                         | High   |
|                         | Very High                                      |
|                         | <b>State Responsibility Area - Adopted</b>     |
|                         | Moderate                                       |
|                         | High   |
|                         | Very High                                      |

### 4.3 Inventory Assets

Step three in the risk assessment process involves inventorying assets located in the community. Section 4.1 profiled the hazards in Apple Valley. This information was used to identify the assets at risk from those hazards. Some hazards (such as earthquakes) may affect the entire community while some affect limited areas (flooding incidents). This section provides a description of the inventory development and prioritization process.

#### 4.3.1 Population

The population statistics for the Town of Apple Valley are based on US Census data.

|  |   |
|--|---|
|  | <b>Town of Apple Valley, California</b> |
|--|---|



|                                |        |
|--------------------------------|--------|
| Total Population               |        |
| July 1, 2009                   | 70,109 |
| July 1, 2008                   | 69,731 |
| July 1, 2007                   | 69,594 |
| July 1, 2006                   | 67,791 |
| July 1, 2005                   | 64,338 |
| July 1, 2004                   | 61,872 |
| July 1, 2003                   | 59,555 |
| July 1, 2002                   | 57,516 |
| July 1, 2001                   | 55,967 |
| July 1, 2000                   | 54,597 |
| April 1, 2000 (Estimates Base) | 54,254 |
| April 1, 2000 (Census 2000)    | 54,239 |

Source: US Census Bureau, Population Estimates Program

#### 4.3.2 Buildings

HAZUS default building inventory indicates there are about 21,396 buildings in the Town of Apple Valley and a total estimated replacement value of buildings of \$13.8 billion, excluding building contents. Approximately 96% of the buildings are residential, and 28% of the building value is associated with residential housing. More than 90% of the structures are wood. Figure 16 provides the building counts by occupancy and structure type for the Town of Apple Valley (HAZUS).

| <b>Building Inventory Information by General Occupancy</b> | <b>Building Replacement Value (\$1,000)</b> | <b>Contents Replacement Value (\$1,000)</b> | <b>Building Square Footage (1,000 Sq. Ft.)</b> | <b>Building Count</b> |
|--|---|---|--|-----------------------|
| Residential  | \$3,845,815                                 | \$1,922,862                                 | 38,863   | 20,559                |
| Commercial   | \$9,694,660                                 | \$9,702,272                                 | 86,145   | 313                   |
| Industrial   | \$27,624                                    | \$41,432                                    | 367  | 40                    |
| Other  | \$259,945                                   | \$123,505                                   | 1,625  | 484                   |
| <b>TOTAL</b>   | <b>\$13,828,044</b>                         | <b>\$11,790,071</b>                         | <b>127,000</b>                                 | <b>21,396</b>         |



| Selected Building Inventory Data by General Building Type | Building Replacement Value (\$1,000) | Building Replacement Value (%) | Estimated Building Count | % of Building Count |
|---|--------------------------------------|--------------------------------|--------------------------|---------------------|
| Concrete  | \$1,065,909                          | 7.7%                           | 77                       | 0%                  |
| Manufactured Housing                                      | \$53,502                             | 0.4%                           | 1,186                    | 6%                  |
| Precast Concrete  | \$904,295                            | 6.5%                           | 64                       | 0%                  |
| Reinforced Masonry  | \$3,036,080                          | 22.0%                          | 293                      | 1%                  |
| Steel   | \$506,147                            | 3.7%                           | 48                       | 0%                  |
| Unreinforced Masonry                                      | \$155,132                            | 1.1%                           | 5                        | 0%                  |
| Wood Frame (Other)  | \$4,503,771                          | 32.6%                          | 487                      | 2%                  |
| Wood Frame (Single-family)                                | \$3,603,208                          | 26.1%                          | 19,236                   | 90%                 |
| <b>TOTAL</b>  | <b>\$13,828,044</b>                  |                                | <b>21,396</b>            |                     |

Figure 4 - HAZUS Building Counts by Occupancy and Structure Type (Earthquake)

### 4.3.3 Critical Facility List

The Apple Valley Emergency Operations Plan lists critical facilities as "essential facilities". They are defined as structures, areas, or systems that significantly or directly affect the public health and safety of the community, i.e., police and fire stations, hospitals, utilities, and shelters/schools. A list of critical facilities with their respective organizations includes:

- Fire Stations (7) - Apple Valley Fire Protection District
- Hospital (1) - St. Mary Regional Medical Center
- Police Station (1) - San Bernardino County Sheriff's Department
- Shelter/Community Center (1) - Town of Apple Valley
- Shelter/Schools (14) - Apple Valley Unified School District
- Utility/Electrical (2) - Southern California Edison
- Utility/Natural Gas (2) - Southwest Gas Corporation
- Utility/Sewer (8) - Town of Apple Valley
- Utility/Telephone (6) – Verizon
- Utility/Water (7) - Southern California Water Company
- Utility/Water (30) - Apple Valley Ranchos Water Company
- Utility/Water (3) - Rancharitos Mutual Water Company

| Name                                      | Facility Type      | Critical Rank |
|---|--------------------|---------------|
| St. Mary Medical Center                   | Medical Facilities | Critical      |
| Apple Valley Fire District – Station #331 | Fire Stations      | Critical      |



|   |                          |          |
|---|--------------------------|----------|
| Apple Valley Fire District – Station #332 | Fire Stations            | Critical |
| Apple Valley Fire District – Station #333 | Fire Stations            | Critical |
| Apple Valley Fire District – Station #334 | Fire Stations            | Critical |
| Apple Valley Fire District – Station #335 | Fire Stations            | Critical |
| Apple Valley Fire District – Station #336 | Fire Stations            | Critical |
| Apple Valley Fire District – Station #337 | Fire Stations            | Critical |
| Apple Valley Police Department            | Police Stations          | Critical |
| James A. Woody Community Center           | Government Facilities    | Critical |
| Southwest Gas Corporation                 | Other                    | Critical |
| Apple Valley Ranchos Water Co.            | Water and Sewer          | Critical |
| Rancheritos Mutual Water Company          | Water and Sewer          | Critical |
| Southern California Water Company         | Water and Sewer          | Critical |
| TAV Sewer Lift Station – Jess Ranch #1    | Water and Sewer          | Critical |
| TAV Sewer Lift Station – Jess Ranch #2    | Water and Sewer          | Critical |
| TAV Sewer Lift Station - Kissell          | Water and Sewer          | Critical |
| TAV Sewer Lift Station 2-A-1              | Water and Sewer          | Critical |
| TAV Sewer Lift Station 2-A-2              | Water and Sewer          | Critical |
| TAV Sewer Lift Station 2-B                | Water and Sewer          | Critical |
| TAV Sewer Lift Station 3-A-1              | Water and Sewer          | Critical |
| TAV Sewer Lift Station 3-A-2              | Water and Sewer          | Critical |
| Apple Valley High School                  | Child Care Facilities    | Critical |
| Desert Knolls Elementary School           | Child Care Facilities    | Critical |
| Granite Hills High School                 | Child Care Facilities    | Critical |
| High Desert Premier Academy               | Child Care Facilities    | Critical |
| Lewis Center                              | Child Care Facilities    | Critical |
| Mariana Elementary School                 | Child Care Facilities    | Critical |
| Mojave Mesa Elementary School             | Child Care Facilities    | Critical |
| Phoenix Academy                           | Child Care Facilities    | Critical |
| Rancho Verde Elementary School            | Child Care Facilities    | Critical |
| Rio Vista Elementary School               | Child Care Facilities    | Critical |
| Sandia Elementary School                  | Child Care Facilities    | Critical |
| Sitting Bull Elementary                   | Child Care Facilities    | Critical |
| Sitting Bull Middle                       | Child Care Facilities    | Critical |
| Sycamore Rocks Elementary School          | Child Care Facilities    | Critical |
| Vanguard Preparatory                      | Child Care Facilities    | Critical |
| Vista Campana Middle School               | Child Care Facilities    | Critical |
| Willow Park High School                   | Child Care Facilities    | Critical |
| Yucca Loma Elementary School              | Child Care Facilities    | Critical |
| Apple Valley Animal Control Facility      | Other                    | Critical |
| Apple Valley Public Works                 | Other                    | Critical |
| Apple Valley Town Hall                    | High Economic Importance | Critical |



|                                  |                          |          |
|----------------------------------|--------------------------|----------|
| Apple Valley Unified School Dist | High Economic Importance | Critical |
|----------------------------------|--------------------------|----------|

**St. Mary Medical Center  
Medical Facilities**

Size: 250000

**Facility Description:** St. Mary Medical Center is a 186-bed acute care hospital serving residents of Apple Valley, Adelanto, Hesperia, Lucerne Valley, and Victorville. The hospital was constructed prior to 1973 and is non-conforming to California seismic requirements enacted with Senate Bill 1953. The building consists of two separate additions to the original main hospital that are joined together. The building is extremely irregular in plan with several wings and re-entrant corners. Estimated square feet of main building and related campus buildings (MOB, Finance, Education/IS, and Marketing/Communications buildings) is 250,000 square feet.

**Primary Contact:**

Robert Suchomel, Director of Facilities  
 18300 Highway 18, Apple Valley, CA 92307  
 Phone: 760-242-2311 Ext. 8139  
 E-mail: [Robert.suchomel@stjoe.org](mailto:Robert.suchomel@stjoe.org)  
 Lon: 117.26  
 Lat: 34.5427

**Apple Valley Fire Protection District**

Fire Stations:

**Apple Valley Fire Station 331 & Headquarters  
Fire Station**

Size: 10,060

**Facility Description:** Station 331 and the adjoining headquarters facility are of wood frame construction with a 6-unit bay area. The station side is a typical fire station with office, kitchen, sleeping, and restroom facilities. The 6-unit bay has six bay doors and meets California safety guidelines for fire stations. The headquarters side of the building contains various office space and restrooms, and also includes a large training room and small conference room. The training room serves as the Town’s Emergency Operations Center upon its activation.

**Primary Contact:**

Joseph A. Guarrera Emergency Services Officer  
 22400 Headquarters Drive, Apple Valley, CA 92307  
 Phone: 760-247-7618  
 E-mail: [jguarrera@applevalleyfd.com](mailto:jguarrera@applevalleyfd.com)

**Apple Valley Fire Station 332  
Fire Station**

Size: 3,250

**Facility Description:** Station 332 is of wood frame construction with a 4-unit bay area. The station includes a small office, kitchen, sleeping, and restroom facilities. The 4-unit bay has two bay doors and meets California safety guidelines for fire stations. Station 335 was constructed over 40 years ago.

**Primary Contact:**

Joseph A. Guarrera Emergency Services Officer  
 22400 Headquarters Drive, Apple Valley, CA 92307



Phone: 760-247-7618  
E-mail: [jguarrera@applevalleyfd.com](mailto:jguarrera@applevalleyfd.com)

**Apple Valley Fire Station 333**  
**Fire Station**

Size: 10,060

**Facility Description:** Station 333 is of wood frame construction with a 4-unit bay area. The station includes a small office, kitchen, sleeping, and restroom facilities. The 4-unit bay has two bay doors and meets California safety guidelines for fire stations. Station 333 was constructed over 50 years ago.

**Primary Contact:**

Joseph A. Guarrera Emergency Services Officer  
22400 Headquarters Drive, Apple Valley, CA 92307  
Phone: 760-247-7618  
E-mail: [jguarrera@applevalleyfd.com](mailto:jguarrera@applevalleyfd.com)

**Apple Valley Fire Station 334**  
**Fire Station**

Size: 5,615

**Facility Description:** Station 334 is of wood frame construction with a 4-unit bay area. The station includes a small office, kitchen, sleeping, and restroom facilities. The 4-unit bay has two bay doors and meets California safety guidelines for fire stations.

**Primary Contact:**

Joseph A. Guarrera Emergency Services Officer  
22400 Headquarters Drive, Apple Valley, CA 92307  
Phone: 760-247-7618  
E-mail: [jguarrera@applevalleyfd.com](mailto:jguarrera@applevalleyfd.com)

**Apple Valley Fire Station 335**  
**Fire Station**

Size: 4,100

**Facility Description:** Station 335 is of metal construction with a 4-unit bay area. The station includes a small office, training room, kitchen, sleeping, and restroom facilities. The 4-unit bay has four bay doors and meets California safety guidelines for fire stations. Station 335 was constructed over 40 years ago.

**Primary Contact:**

Joseph A. Guarrera Emergency Services Officer  
22400 Headquarters Drive, Apple Valley, CA 92307  
Phone: 760-247-7618  
E-mail: [jguarrera@applevalleyfd.com](mailto:jguarrera@applevalleyfd.com)

**Apple Valley Fire Station 336**  
**Fire Station**

Size: 9,762

**Facility Description:** Station 336 is of wood frame construction and was built in 2003. The station includes an office area with kitchen, sleeping, and restroom facilities. The station also has a large training/community room that serves as the Town's alternate Emergency Operations Center upon its activation. The 6-unit bay has six bay doors and meets California safety guidelines for fire stations.



**Primary Contact:**

Joseph A. Guarrera Emergency Services Officer  
22400 Headquarters Drive, Apple Valley, CA 92307  
Phone: 760-247-7618  
E-mail: [jguarrera@applevalleyfd.com](mailto:jguarrera@applevalleyfd.com)

**Apple Valley Fire Station 336**  
**Fire Station**

Size: 9,762

**Facility Description:** Station 336 is of wood frame construction and was built in 2007. The station includes an office area with kitchen, sleeping, and restroom facilities. The 6-unit bay has six bay doors and meets California safety guidelines for fire stations.

**Primary Contact:**

Joseph A. Guarrera Emergency Services Officer  
22400 Headquarters Drive, Apple Valley, CA 92307  
Phone: 760-247-7618  
E-mail: [jguarrera@applevalleyfd.com](mailto:jguarrera@applevalleyfd.com)

**Apple Valley Police Department**  
**Police Stations**

Size: 13,000 square feet

**Facility Description:** The Apple Valley Police Department facility consists of 13,000 square feet.

**Primary Contact:**

Susan Ward  
14931 Dale Evans Parkway, Apple Valley, CA 92307  
Phone: 760-240-7000 Ext. 7601  
Fax: 760-961-6240  
E-mail: [sward@applevalley.org](mailto:sward@applevalley.org)  
Lon: 117.12  
Lat: 34.31

**James A. Woody Community Center**  
**Government Facilities**

Size: 8,500

**Facility Description:** The James A. Woody Community Center includes an auditorium with stage, kitchen, two meeting rooms, second floor conference room, storage area, and office space. The original facility was constructed over 50 years ago, but has since undergone improvements. The facility is also an approved shelter site for the American Red Cross.

**Primary Contact:**

Ralph Wright, Parks/Rec Manager  
13467 Navajo Road, Apple Valley, CA 92307  
Phone: 760-240-7884  
Fax: 760-240-7887  
E-mail: [rwright@applevalley.org](mailto:rwright@applevalley.org)  
Lon: 117.11  
Lat: 34.29

**Southwest Gas Corporation**  
**Utility**

**Facility Description:** Southwest Gas Corporation, a private utility, owns a natural gas high pressure system within the Town of Apple Valley, consisting of approximately 120 miles of underground pipelines. The system also includes some aboveground facilities.



**Primary Contact:**

Roy Meyers, Superintendent/Construction  
13471 Mariposa Road, PO Box 1498, Victorville, CA 92393-1498  
Phone: 760-951-4023

**Apple Valley Ranchos Water Company**  
**Water and Sewer**

**Facility Description:** Apple Valley Ranchos Water Company, a private utility, is the largest water purveyor in the Town of Apple Valley with the following facilities:

- Active Deep Wells (22)
- Reservoirs (11)
- Booster Pump Sites (5)

**Primary Contact:**

Jeff Kinnard, production Supervisor  
21760 Ottawa Road, PO Box 7005, Apple Valley, CA 92307  
Phone: 760-240-8323  
E-mail: [jeff@avrwater.com](mailto:jeff@avrwater.com)

**Rancheritos Mutual Water Company**  
**Water and Sewer**

**Facility Description:** Rancheritos Mutual Water Company owns three deep wells in southwest Apple Valley that provides water to 238 customers.

**Primary Contact:**

Frank Aubel, Jr., General Manager  
10382 Caribou Road, PO Box 348, Apple Valley, CA 92307  
Phone: 760-247-3730  
Fax: 760-247-3730  
E-mail: [Waterboy7F8@msn.com](mailto:Waterboy7F8@msn.com)

**Southern California Water Company**  
**Water and Sewer**

**Facility Description:** Southern California Water Company, a private water utility, owns a number of water facilities in the Town of Apple Valley:

- Anoka Plant (well, booster pumps, and reservoir)
- Bear Valley Plant (well and chlorine building)
- Mesquite Plant (well and pressure tank)
- Mohawk Plant (well, booster pumps, reservoir, and chlorine buildings)
- Central Plant (wells and chlorine buildings)
- Central Tanks (reservoirs)
- Papago Plant (well and chlorine building)
- Yucca Booster (booster pumps)

**Primary Contact:**

Daniel Juare  
13608 Hitt Road, Apple Valley, CA 92308  
Phone: 760-247-3391 Ext. 710

**Town of Apple Valley Sewer Lift Station - Jess Ranch #1**  
**Water and Sewer**

Size: 1,500

**Facility Description:** Contains duplex, submersible pumps.

**Primary Contact:**

Mike Cady, Supervisor  
18878 Town Center Drive, Apple Valley, CA 92308  
Phone: 760-240-7500





Fax: 760-240-7599  
E-mail: [mcady@applevalley.org](mailto:mcady@applevalley.org)  
Lon: 117.15  
Lat: 34.28

**Town of Apple Valley Sewer Lift Station - Jess Ranch #2**  
**Water and Sewer**

**Facility Description:** *Contains* duplex, submersible pumps.

**Primary Contact:**

Mike Cady, Supervisor  
10900 Apple Valley Road, Apple Valley, CA 92308  
Phone: 760-240-7500  
Fax: 760-240-7599  
E-mail: [mcady@applevalley.org](mailto:mcady@applevalley.org)  
Lon: 117.14  
Lat: 34.27

**Town of Apple Valley Sewer Lift Station - Kissell**  
**Water and Sewer**

Size: 2,500

**Facility Description:** *Contains* duplex, submersible pumps.

**Primary Contact:**

Mike Cady, Supervisor  
22484 Hurons Road, Apple Valley, CA 92307  
Phone: 760-240-7500  
Fax: 760-240-7599  
E-mail: [mcady@applevalley.org](mailto:mcady@applevalley.org)  
Lon: 11.1  
Lat: 34.31

**Town of Apple Valley Sewer Lift Station 2-A-1**  
**Water and Sewer**

Size: 600

**Facility Description:** *Contains a* duplex, submersible pump.

**Primary Contact:**

Mike Cady, Supervisor  
Valley Drive, Apple Valley, CA 92307  
Phone: 760-240-7500  
Fax: 760-240-7599  
E-mail: [mcady@applevalley.org](mailto:mcady@applevalley.org)  
Lon: 117.89  
Lat: 34.3

**Town of Apple Valley Sewer Lift Station 2-A-2**  
**Water and Sewer**

Size: 625

**Facility Description:** *Contains a* duplex, submersible pump.

**Primary Contact:**

Mike Cady, Supervisor  
22458 Ottawa Road, Apple Valley, CA 92308  
Phone: 760-240-7500  
Fax: 760-240-7599  
E-mail: [mcady@applevalley.org](mailto:mcady@applevalley.org)  
Lon: 117.1  
Lat: 34.29



**Town of Apple Valley Sewer Lift Station 2-B  
Water and Sewer**

*Size:* 2,500

**Facility Description:** Concrete block building.

**Primary Contact:**

Mike Cady, Supervisor  
21012 Otoe Road, Apple Valley, CA 92307  
Phone: 760-240-7500  
Fax: 760-240-7599

E-mail: [mcady@applevalley.org](mailto:mcady@applevalley.org)

Lon: 117.1

Lat: 34.31

**Town of Apple Valley Sewer Lift Station 3-A-1  
Water and Sewer**

*Size:* 6,300 square feet

**Facility Description:** Concrete block building.

**Primary Contact:**

Mike Cady, Supervisor  
13980 Riverside Drive, Apple Valley, CA 92307  
Phone: 760-240-7500  
Fax: 760-240-7599

E-mail: [mcady@applevalley.org](mailto:mcady@applevalley.org)

Lon: 117.15

Lat: 34.3

**Town of Apple Valley Sewer Lift Station 3-A-2  
Water and Sewer**

*Size:* 5,000

**Facility Description:** Concrete block building.

**Primary Contact:**

Mike Cady, Supervisor  
15036 Riverside Drive, Apple Valley, CA 92307  
Phone: 760-240-7500  
Fax: 760-240-7599

E-mail: [mcady@applevalley.org](mailto:mcady@applevalley.org)

Lon: 117.16

Lat: 34.3

**Apple Valley High School  
Child Care Facility/School**

*Size:* 199,266

**Facility Description:** Apple Valley High School (AVHS) is a 9-12th grade school with a student population of approximately 1,900. AVHS is also an approved shelter site for the American Red Cross.

**Primary Contact:**

**Pat Schlosser**

11837 Navajo Road, Apple Valley, CA 92308  
Phone: 760-247-7206  
Fax: 760-247-2092

E-mail: [Pat\\_schlosser@avusd.org](mailto:Pat_schlosser@avusd.org)

**High Desert Premier Academy**



**Educational Support Services Complex/Police Department**

**Child Care Facility/School**

*Size:* 93,600

**Facility Description:** High Desert Premier Academy is a K-12 grade school with a student population of approximately 500. HDPa is also an approved shelter site for the American Red Cross.

**Primary Contact:**

Dale Folkens- Principal  
12555 Navajo Road, Apple Valley, CA 92308  
Phone: 760-247-7267  
Fax: 760-247-1226  
E-mail: [dale\\_folkens@avusd.org](mailto:dale_folkens@avusd.org)

**Desert Knolls Elementary School**

**Child Care Facility/School**

*Size:* 43,337

**Facility Description:** Desert Knolls Elementary school is a K-6 school with a student population of approximately 700. Desert Knolls is also an approved shelter site for the American Red Cross.

**Primary Contact:**

Claudia Schmitt, Principal  
18213 Symeron Road, Apple Valley, CA 92307  
Phone: 760-242-3441  
Fax: 760-242-7274  
E-mail: [claudia\\_schmidt@avusd.org](mailto:claudia_schmidt@avusd.org)

**Granite Hills High School**

**Child Care Facility/School**

*Size:* 186,357

**Facility Description:** Granite Hills High School is a 9-12th grade school with a student population of approximately 1,975. Granite Hills is also an approved shelter site for the American Red Cross.

**Primary Contact:**

Michael Kincaid, Principal  
22900 Esaws Road, Apple Valley, CA 92307  
Phone: 760-961-2290  
Fax: 760-961-7555  
E-mail: [michael\\_kincaid@avusd.org](mailto:michael_kincaid@avusd.org)

**Mariana Elementary School**

**Child Care Facility/School**

*Size:* 47,984

**Facility Description:** Mariana Elementary School is a K-6th grade school with a student population of 675. Mariana is also an approved shelter site for the American Red Cross. The school was originally constructed about 50 years ago.

**Primary Contact:**

Viola Sims, Principal  
10601 Manhasset Road, Apple Valley, CA 92308  
Phone: 760-247-7258  
Fax: 760-247-4406  
E-mail: [viola\\_sims@avusd.org](mailto:viola_sims@avusd.org)

**Rancho Verde Elementary School**

**Child Care Facility/School**



Size: 47,360

**Facility Description:** Rancho Verde Elementary School is a K-6 grade school with a student population of approximately 650. Rancho Verde is also an approved shelter site for the American Red Cross.

**Primary Contact:**

Claudia Dimit, Principal  
14334 Pioneer Road, Apple Valley, CA 92307  
Phone: 760-247-2663  
Fax: 760-247-4947  
E-mail: [claudia\\_dimit@avusd.org](mailto:claudia_dimit@avusd.org)

**Rio Vista Elementary School**  
**Child Care Facility/School**

Size: 51,703

**Facility Description:** Rio Vista Elementary School is a K-6 grade school with a student population of approximately 725. Rio Vista is also an approved shelter for the American Red Cross.

**Primary Contact:**

Theda Smith, Principal  
13590 Havasu Road, Apple Valley, CA 92307  
Phone: 760-240-0280  
Fax: 760-240-0899  
E-mail: [theda\\_smith@avusd.org](mailto:theda_smith@avusd.org)

**Sandia Elementary School**  
**Child Care Facility/School**

Size: 49,933

**Facility Description:** Sandia Elementary School is a K-6 grade school with a student population of approximately 525. Sandia is also an approved shelter site for the American Red Cross.

**Primary Contact:**

Pat Shelby, Principal  
21331 Sandia Road, Apple Valley, CA 92308  
Phone: 760-240-5125  
Fax: 760-240-0515  
E-mail: [pat\\_shelby@avusd.org](mailto:pat_shelby@avusd.org)

**Sycamore Rocks Elementary School**  
**Child Care Facility/School**

Size: 55,972

**Facility Description:** Sycamore Rocks Elementary School is a K-6 grade school with a student population of approximately 725. Sycamore Rocks is also an approved shelter site for the American Red Cross.

**Primary Contact:**

Jane Beckman, Principal  
23450 South Road, Apple Valley, CA 92307  
Phone: 760-240-3332  
Fax: 760-240-3440  
E-mail: [jane\\_beckman@avusd.org](mailto:jane_beckman@avusd.org)

**Phoenix Academy (Upper and Lower Campus)**  
**Family Preschool Center**  
**Child Care Facility/School**  
Size: 100,850



**Facility Description:** Phoenix Academy is a K-8th grade school with a student population of approximately 2,100. PA is also an approved shelter site for the American Red Cross.

**Primary Contact:**

Daryl Bell, Principal  
20700 Thunderbird Road, Apple Valley, CA 92307  
Phone: 760-242-7011  
Fax: 760-242-7005  
E-mail: [daryl\\_bell@avusd.org](mailto:daryl_bell@avusd.org)

**Sitting Bull Academy (Upper and Lower Campus)**  
**Child Care Facility/School**

Size: 100,850

**Facility Description:** Phoenix Academy is a K-8th grade school with a student population of approximately 2,100. PA is also an approved shelter site for the American Red Cross.

**Primary Contact:**

Phyllis Carnahan, Principal  
19445 Sitting Bull Rd., Apple Valley, CA 92308  
Phone: 760-961-8479  
Fax: 760-2408763  
E-mail: [phyllis\\_carnahan@avusd.org](mailto:phyllis_carnahan@avusd.org)

**Vanguard Preparatory**  
**Child Care Facility/School**

Size: 47,863

**Facility Description:** Vanguard Preparatory is a K-8 grade school with a student population of approximately 625. The school is also an approved shelter site for the American Red Cross.

**Primary Contact:**

Brian Goodrow, Principal  
12951 Mesquite Road, Apple Valley, CA 92308  
Phone: 760-961-1066  
Fax: 760-961-1069  
E-mail: [brian\\_goodrow@avusd.org](mailto:brian_goodrow@avusd.org)

**Willow Park High School**  
**Child Care Facility/School**

Size: 33,409

**Facility Description:** Willow Park High School is a 9-12th grade school with a student population of approximately 175 students. Willow Park is also an approved shelter site for the American Red Cross. These statistics take into consideration the Alternative Education Center located on campus.

**Primary Contact:**

Dale Folkens  
21950 Nisqually Road, Apple Valley, CA 92308  
Phone: 760-240-4252  
Fax: 760-240-1261  
E-mail: [dale\\_folkens@avusd.org](mailto:dale_folkens@avusd.org)



**Yucca Loma Elementary School  
Child Care Facility/School**

*Size:* 55,294

**Facility Description:** Yucca Loma Elementary School is a K-6 grade school with a student population of approximately 850. Yucca Loma is also an approved shelter site for the American Red Cross. The school was originally constructed over 50 years ago.

**Primary Contact:**

Rey Rodriguez, Principal  
21351 Yucca Loma Road, Apple Valley, CA 92307  
Phone: 760-247-2623  
Fax: 760-247-4300  
E-mail: [rey\\_rodriguez@avusd.org](mailto:rey_rodriguez@avusd.org)

**Apple Valley Municipal Animal Shelter**

**Other** – Government Building

*Size:* 36,000

**Facility Description:** The Animal Services facility includes office space for field and shelter services, including indoor/outdoor runs for animals, cat adoption colonies, exotic habitats, livestock holding space and a public education room.

**Primary Contact:**

Gina Schwin-Whiteside, Animal Services Manager  
22131 Powhatan Road, Apple Valley, CA 92308  
Phone: 760-240-7000 Ext. 7060  
E-mail: [gwhiteside@applevalley.org](mailto:gwhiteside@applevalley.org)

**Apple Valley Public Works**

**Other** – Government Building

*Size:* 24,073

**Facility Description:** Apple Valley Public Works facility includes office and warehouse space.

**Primary Contact:**

Mike Cady, Supervisor  
13450 Nomwakett Rd, Apple Valley, CA 92307  
Phone: 7602407542  
E-mail: [mcady@applevalley.org](mailto:mcady@applevalley.org)

**Apple Valley Town Hall & Development Services buildings  
High Economic Importance**

*Size:* 61,115

**Facility Description:** Apple Valley Town Hall houses the daily activities of a municipality. The building is a 25,000 square foot single-story facility. Apple Valley Development Services building is a new facility that houses the daily activities of a municipality to serve the community. This building is also a conference center and is equipped with a kitchen facility. The building is a 26,115 square foot single-story facility.

**Primary Contact:**

Susan Ward  
14955 Dale Evans Parkway, Apple Valley, CA 92307



Phone: 760-240-7000 Ext. 7601  
Fax: 760-961-6241  
E-mail: [sward@applevalley.org](mailto:sward@applevalley.org)  
Lon: 117.12  
Lat: 34.31

**Apple Valley Unified School District**  
**High Economic Importance**

Size: 54,500

**Facility Description:** The administration buildings for the Apple Valley Unified School District include offices, warehousing, and the bus transportation terminal

**Primary Contact:**

Lynette Kachelmeyer, Director of Facilities  
22974 Bear Valley Road, Apple Valley, CA 92308  
Phone: 760-247-8001  
Fax: 760-247-8907  
E-mail: [lynette\\_kachelmeyer@avusd.org](mailto:lynette_kachelmeyer@avusd.org)

**James A. Woody Gymnasium**

**Other** – Sports/Government Facility

Size: 8,811

**Facility Description:** The James A. Woody Gymnasium consists of hardwood floors, office space, weight room, storage, and restrooms. The facility is used by the general public on a daily basis.

**Primary Contact:**

Ralph Wright, Parks/Recreation Manager  
13413 Navajo Road, Apple Valley, CA 92308  
Phone: 760-240-7884  
Fax: 760-240-7887  
E-mail: [rwright@applevalley.org](mailto:rwright@applevalley.org)  
Lon: 117.11  
Lat: 34.29

#### **4.4 Vulnerability Assessment**

This section provides an assessment of vulnerability for the three hazards (earthquake, flooding, and wildfires) that pose significant threats to the Town of Apple Valley. This is the final step in the four-step risk assessment process and utilizes data and information collected from the Town and various external agencies. It provides loss estimates and vulnerability of general buildings, key facilities with critical functions and governance relationships, and people living and working in the Town of Apple Valley. The vulnerability assessment provides a solid basis for analyzing the risk, the potential exposure, and consequences to Town operations and safety.

The following were taken into account when assessing the vulnerability:



- Updates to inventories of existing structures in hazard areas, including new development, redeveloped areas or structures located in annexed areas
- Potential impacts of future land development, including areas that may be annexed in the future
- New buildings that house special high-risk populations (i.e., elderly, low-income, disabled)
- Completed mitigation actions that reduced overall vulnerability

#### 4.4.1. Methodology

To conduct the vulnerability assessment, a combination of quantitative and qualitative approaches was used. A quantitative assessment of earthquake risk was performed with Town provided data and FEMA's HAZUS software. For flooding, the Town used reports available from the Town and various other public sources.

#### 4.4.2. Methodology and Results for Earthquakes

Regional earthquake loss estimates and critical facility damage and functionality have been estimated using the latest version of HAZUS (HAZUS-MH MR-4), with the improved regional building and essential facility inventory databases developed under FEMA funding for the San Bernardino County Essential Facilities Risk Assessment (SBEFRA) Project. The risk assessment of critical facilities considers those essential facilities (fire stations, police facilities, EOC's and schools) for which HAZUS-compatible databases have been developed.

Given an earthquake fault or epicenter, magnitude, and location as input, the HAZUS earthquake module produces quantitative estimates of losses to buildings and lifeline infrastructure, estimates of impact on the functionality of facilities, and casualty and other population impacts. Alternatively, the users may import "user-supplied" hazard data, such as a ShakeMap generated by the USGS. Output from HAZUS includes several items. Losses are presented as direct economic losses from building and lifeline damage, as well as selected indirect economic losses. Functionality estimates are calculated in terms of restoration time for critical facilities, such as highway bridges, water treatment plants, and electric power substations, and system restoration assessments for potable water and electrical power networks.

Casualty estimates are provided as various levels of injury severity and death. The model also estimates losses due to fire-following earthquake and the quantity of earthquake-related debris generated.



## HAZUS-MH: Methodology

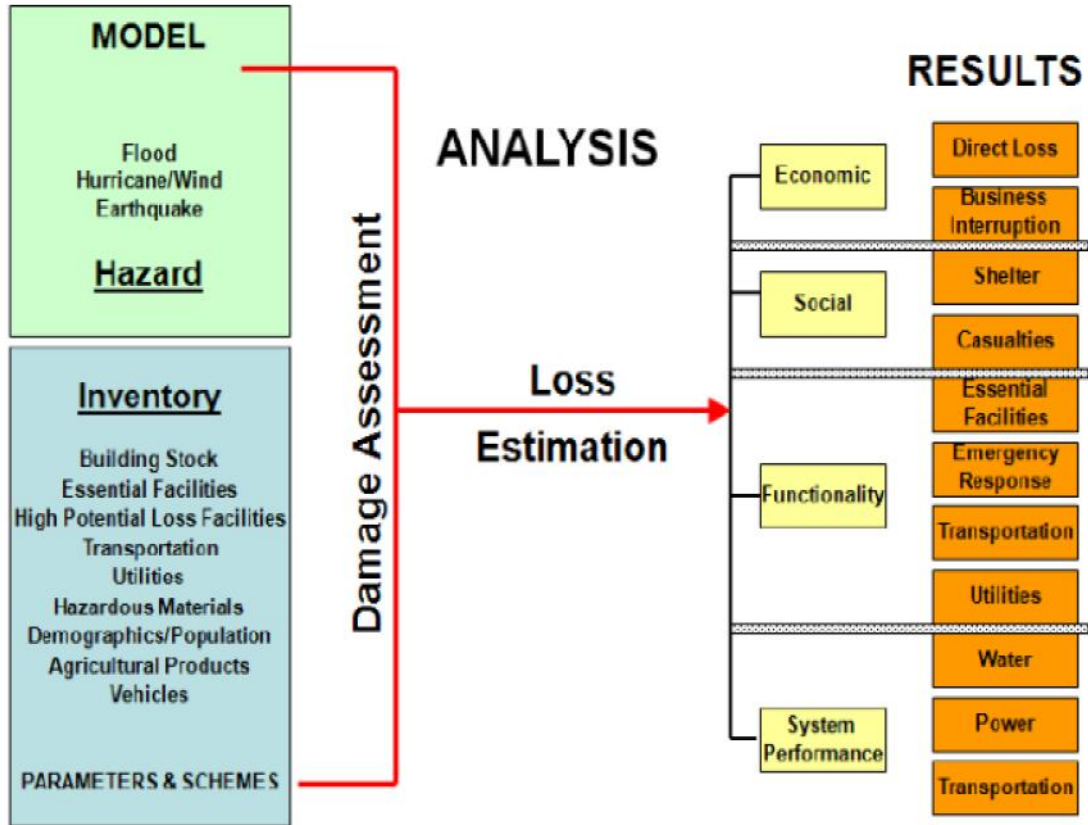


FIGURE 5 - HAZUS METHODOLOGY



## **Damage to Vital Public Services, Systems & Facilities**

### **Medical**

Emergency Management, upon proclamation of local emergency, will notify the San Bernardino County Director of Public Health through designated channels, and participate in evacuation and treatment of victims and casualties in accordance with his directives.

Medical communications will be established and coordinated through the San Bernardino County Communications Center. Emergency medical management on a local level will be coordinated through the local EOC communications system.

It is anticipated that transportation resources normally utilized in medical movement will be unable to readily respond due to highway damage and requirements of hospital facilities. Therefore, utilization of public and private vehicle resources will be required. Medical supplies should be consumed at a rapid rate and requests will be made, through the local EOC, to county level Emergency Management.

Local emergency management will establish tactical divisions of operation based upon severity of the event and assessed needs. These divisions will include a designated local Casualty Collection Point (CCP). Divisional commanders shall appoint a divisional medical officer for purposes of medical coordination and management.

### **Communications**

Communications effected by a major earthquake would include telephone systems and governmental radio systems, primarily. Loss to the telephone system would be through damages to utility poles, vaults and microwave repeaters. It is virtually certain that telephone systems will fail with the onset of the event. Repair to the system in this area will attain 25% effectiveness three days after the event, with first service being returned to emergency and governmental facilities. A major element in post-event effectiveness deals with the amount of overload by non-essential usage. Usage should be limited to life-threatening or emergency situations.

Governmental and emergency radio systems will be primarily impacted by loss of repeater stations and power failures. While the impact of power failure can be somewhat mitigated by use of portable and permanent electrical generators, the loss of repeater stations will have a more lasting effect and will require mitigation through planning procedures.



### **Electric Power**

Major power plants are expected to sustain some damage due to liquefaction and the intensity of the earthquake. Up to 60% of the system load may be interrupted immediately following the initial shock. According to representatives of Southern California Edison Company, the electrical power will not be rerouted and will be lost for an undefined period of time. Much of the imported power is expected to be lost. In some areas of greatest shaking it should be anticipated that some of the distribution lines, both underground and surface, will be damaged. Much of the affected area may have service restored in days; damaged area with underground distribution may require a longer time. Loss of Edison transmission lines is possible.

### **Natural Gas Pipelines**

Damage to pipeline facilities will consist primarily of (a) some isolated breaks in major transmission lines, and (b) innumerable breaks in mains and individual service connections within the distribution systems, particularly in the areas of intense ground shaking. These many leaks in the distribution system will affect a major portion of the community, resulting in a loss of service for extended periods. Fires should be expected at the sites of a small percentage of ruptures both in the transmission lines and the distribution system.

### **Fire Operations**

Although total collapse of fire stations is not expected, possible disruption of utilities, twisted doors and loss of power can create major problems. Numerous fires due to disruption of power and natural gas networks can be expected. The area's water supply may be greatly impacted. Connections to major water sources, water mains and storage facilities may be damaged resulting in an unstable water supply for fire and rescue operations. Fire and rescue personnel will need to complete a preliminary assessment to determine and establish response and recovery needs. In addition, Fire and rescue operations may take days because of the disruption to the transportation corridors.

Secondary response by the fire service after assessment will be to accomplish search and rescue of trapped persons. Major problems the fire service should expect are loss of power and water, jammed doors, restricted mobility due to debris, possible loss of primary dispatch capability and delays in reaching maximum effectiveness due to personnel shortages.

### **Highways and Bridges**

Damage to freeway systems and bridges is expected to be major. Inner surface transportation routes could be subject to delays and detours. A major portion of surface streets in the vicinity of freeways will be blocked due to collapsed overpasses.



#### 4.4.3 Methodology and Results for Wildfires

Fire Hazard Severity Zone Model (*Adapted from California Department of Forestry and Fire Protection May 2007 "FACT SHEET: Fire Hazard Severity Zone Model - A Non-technical Primer*)

Most of the highest wildfire losses take place during hot, windy days or nights when flames spread so fast that many buildings catch fire and overwhelm available firefighting forces. Many buildings ignite when burning embers land on wood roofs, blow in through vents, pile up in cracks, or become lodged under boards. By constructing buildings in a way that reduces the ability of embers to intrude, a major cause of structure ignition is reduced.

Recently adopted building codes reduce the risk of burning embers igniting buildings. Standards are already in effect for roofs and attic vents. Application of roofing standards depends on the Fire Hazard Severity Zone of a property. New building codes for California, will require siding, exterior doors, decking, windows, eaves, wall vents and enclosed overhanging decks, to meet new test standards. These standards apply throughout areas where the State has financial responsibility for wildland fire protection and for local responsibility areas zoned as very high fire hazard severity.

While all of California is subject to some degree of fire hazard, there are specific features that make some areas more hazardous. California law requires CAL FIRE to identify the severity of fire hazard statewide. These fire zones, called Fire Hazard Severity Zones are based on factors such as fuel, slope of the land and fire weather. There are three zones, based on increasing fire hazard: medium, high and very high.

##### **Model Behind Fire Hazard Severity Zone Mapping**

The zone designation for each specific parcel is initially assigned by a computer model. The model is based both on existing fire behavior modeling techniques used by fire scientists throughout the United States and on new methodologies and data developed by the Fire Center at the University of California in Berkeley. The model evaluates land area using characteristics that affect the probability that the area will burn and the potential fire behavior that is expected should the area burn in a wildfire. Many factors are considered such as fire history, existing and potential fuel, flame length, blowing embers, terrain, and typical weather for the area.

##### **Hazard versus Risk**

As required by law, the model evaluates "hazard" not "risk". Hazard refers to physical conditions that cause damage. "Hazard" as calculated in the model is based on the physical conditions that give a likelihood that an area will burn in the future, the heat produced when it does burn, and a prediction of the embers that spread the fire. It is based on the potential vegetation that will grow in the area over the next 30 – 50 years.

Risk, on the other hand, is the potential damage a fire can do to values at risk in the area under existing and future conditions. Risk does consider modifications that affect susceptibility of property to damage, such as defensible space, irrigation and sprinklers, and building construction that reduces the risk of burning embers igniting buildings. Hazard does not equal risk, but is an important factor in determining risk.



### Zones and Parcels

Mapping an area as large as California requires the creation of spatial units called zones. Zones are areas that form the spatial building blocks for constructing a map. They are akin to the pieces in a jigsaw puzzle. Zones are created by computer from areas of similar terrain, vegetation, and fuel types. They are areas that have relatively similar burn probabilities and fire behavior characteristics. The zone size varies from 20 acres and larger in urbanized areas to 200 acres and larger in wildland areas. Urban areas are treated differently in mapping due to the significant changes in both fuel conditions and burn probability that happen as areas become urbanized.

Wildland zones are areas of similar terrain and fuel conditions created by using computer techniques to build the boundaries. Areas dominated by brush lands on steep slopes will generally occur in different zones than flat grassland areas.

Urban zones are delineated based on minimum area and average parcel size. They must be at least 20 acres in size, and contain average parcel sizes that are less than two acres per parcel. In most counties, urban zones were developed using parcel data. Where such data was not available parcel density was interpreted using 2000 census data and statewide vegetation map data. In practice, the majority of areas mapped as urban zones have parcel sizes less than one acre, with highly developed infrastructure and ornamental vegetation.

Fundamental to understanding the map is that hazard zones do not exist at scales smaller than those used to create the zones. Thus when looking at the map, one needs to know how information is averaged across the zone to derive the final hazard ranking. The zones will have smaller areas within them of different hazard characteristics. This detail is lost when scores are averaged over the entire area of the zone to obtain a zone-wide description of hazard.

### Focus on Characterizing Fire Behavior and Fire Hazard to Buildings

Since new building standards seek to reduce the chance that buildings will ignite in a wildfire, the model focuses on those descriptions of fire behavior that influence structure ignition. The model uses fire behavior characteristics that describe the intensity of both radiation and convection from nearby flame sources (using flame length as a measure) and mass transport of firebrands due to convection lifting and wind).

Intrinsic to hazard, consequently, is the estimation of probability, or chance. Further, the conditions that give rise to hazard for an area are not solely a function of conditions in that particular area. Firebrands landing in an area may be produced some distance away, and hence the hazard for an area is influenced by hazards off-site.

### Terms Used

Fire Hazard Severity has two key components: probability of burning and expected fire behavior. The factors considered in determining hazard are: 1) how often an area will burn; and 2) when it does burn, what characteristics might lead to buildings being ignited?

Fire behavior refers to the physical characteristics of the fire – examples include rate of spread, length of flames, and the ability to produce firebrands or embers.

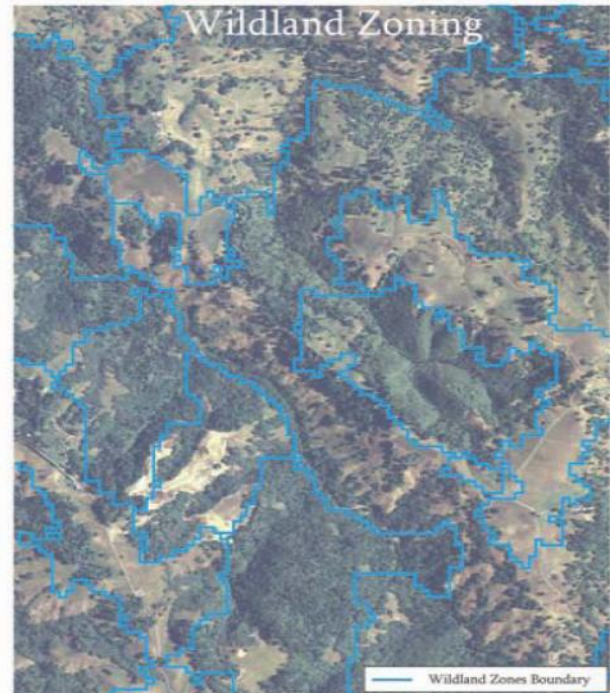
Burn probability describes the average chance of a fire burning an area in any given year. It is based on the fire records spanning the last 55 years. Some areas of the state have much higher chances of burning, and this is reflected in the hazard zones.

### Zoning and Scoring

The model uses building blocks to derive FHSZ classes based on a two-step process:

Zoning and Scoring (See Figure 24). Urban areas are treated differently from wildlands due to the significant changes in both fuel conditions and burn probability that happen as areas become urbanized. Each wildland zone gets scores that tie together the burn probability with the expected flame sizes predicted by fuels, slope, and expected fire weather. Since it describes potential hazard to buildings, the model characterizes the fuel potential of the area over a 30-50 year period and the maximum expected hazard value is used.

**Figure 12 - Wildland Zoning**



While some areas may have recently been treated and currently have only moderate hazard, buildings in that area will be exposed to increasing hazards as these vegetation fuels develop, hence the use of “climax” or fuel potential in the model. As with the chance of fire, expected flame size varies significantly from one fuel type to the next.

Areas also receive a score for the amount of firebrands (burning embers transported by the wind) that are expected to land on an area. In the model, firebrands are produced based on fuel types and a model describing the distribution of firebrands transported from the source area. The firebrand score is a function of the number of brands that are expected to land on a given area, and are consequently influenced by areas around them where the embers are produced.

Each wildland zone gets an area-averaged classification for flaming and firebrands, which together determine the final hazard ranking for the zone: moderate, high or very high.

Urban zones are scored based on their proximity to wildland zones and the flame score for that wildland zone, the number of firebrands being produced in the wildlands and received in the urban area, and the amount of vegetation fuels present in the urban zone. Urban areas immediately next to wildland zones typically have the highest hazard, and areas more removed from the wildlands have lower hazards.

The influence of wildland fire hazard into urban areas can range from only about 200 feet in low hazard conditions, to nearly a mile in very high hazard areas. The nature and depth of the zones are a function of both how likely a flame front will penetrate, and how many firebrands are expected to land in the urbanized areas.

### Results of the Model

Results of the model lead to revised maps of fire hazard severity. To summarize, classification of a zone as moderate, high or very high fire hazard is based on the severity of fire behavior that leads to building ignition. Each area of the map gets a score for flame length, embers, and the likelihood of the area burning. Scores are averaged over the zone areas. Final FHSZ class (moderate, high and very high) is determined based on the averaged scores for the zone. Model results were tested and validated in four counties with very different conditions: Butte, Calaveras, Sonoma, and San Diego. Further, draft maps have been reviewed by the 21 CAL FIRE units and six contract counties; their recommendations for changes were evaluated and incorporated when appropriate. Updated

information and support documents for FHSZ are available on CAL FIRE's Fire and Resource Assessment Program's website at <http://frap.cdf.ca.gov/fhsz/review.html>."

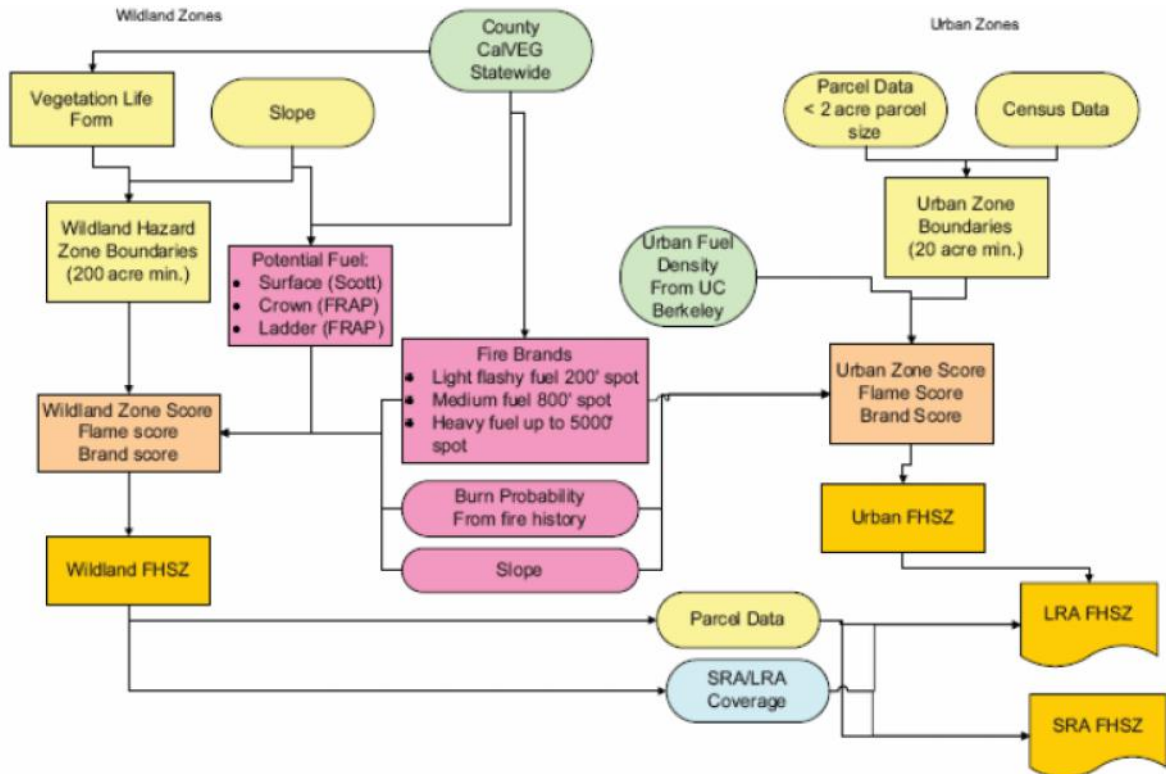


FIGURE 12 - FHSZ STRUCTURE

### Water Supply and Distribution

In some areas of the community, water supply can become marginal during time of heavy emergency usage. Residents wetting their roof and properties during times of fire activity heavily impact water stored in hilltop reservoirs. Many times this practice takes place when the fire activity is a long distance from the property. Widespread use of this practice robs emergency fire equipment of needed water reserves in the fire area.

Some rural canyon structures and residences are built at a considerable distance from roadways and water distribution systems. This requires the laying of supply lines by fire companies, or the use of fire department water tenders to physically transport water to the area requiring protection. These practices become extremely dangerous when faced with the crowded street and driveways mentioned previously.

Some water may be obtained from private swimming pools in the area, through the use of portable pumps. These sources are relatively few, and should not be considered a reliable water source.

### Roadways

Naturally occurring topographic restrictions lead to severe restrictions and congestion. Residents trying to evacuate the area, sightseers, and emergency equipment trying to enter have the potential of creating complete blockages on the roadways. Rapid response of law enforcement is crucial to the management of adequate traffic flow.

### Evacuation and Shelter Needs



In most cases, wildfires are fast moving and present momentary dangers of intense proportions. When this situation exists, the need for evacuation takes a high priority, but the need for shelter areas is usually minimal. This is contingent on the ability of fire forces to adequately protect the homes of those residents evacuated. When the danger has subsided, the area can usually be re-entered. Should these residences be destroyed, then the need for shelters becomes evident.

## **SECTION 5 – COMMUNITY CAPABILITY ASSESSMENT**

The Town of Apple Valley strives to protect and maintain the health, safety and welfare of the community on a day-to-day basis, and takes extra measures to reduce the impacts of natural or technological hazards. The Town can use a variety of different tools, assets, and authorities to effectively prepare for, mitigate toward, respond to and recover from emergencies and disasters. These include voluntary and mandatory measures; individual and community efforts; private and public actions; and preventive as well as responsive approaches. Mitigation activities include educating citizens, enforcing building and development codes, constructing capital improvement projects, adopting plans, establishing incentive programs, and improving emergency preparedness and response.

The capabilities available to the Town of Apple Valley fall into the following broad categories: Agencies and People; Existing Plans; Regulations, Codes, Policies, and Ordinances; Mitigation Programs and Fiscal Resources. Identifying and documenting these capabilities provides the basis for developing future mitigation opportunities and how they can be implemented within existing Town programs.

### **Town of Apple Valley Capability Assessment**

- Storm Water Management Ordinances: Yes
- Stream Management Ordinances: No
- Zoning Management Ordinances: Yes
- Subdivision Management Ordinances: Yes
- Erosion Management Ordinances: Yes
- Floodplain Management Ordinances: Yes
- Floodplain Management Plan Published Date: 10/2008
- Floodplain Management Last Delineation Date: 10/2008
- Elevation Certificates Maintained: Yes
- National Flood Insurance Program Community: Yes
- National Flood Insurance Join Date: 06/19/95
- NFIP Number: TAV 060752
- NFIP Rating: None
- NFIP Rating Date: 10/2008
- Land Use Plan: Yes
- Land Use Plan Last Update: 2009
- Community Zoned: Yes
- Zoned Date: 4/27/10
- Established Building Codes: Yes
- Building Codes Last Updated: 11/13/07
- Type of Building Codes: California Building Code
- Local Electric Utilities: Southern California Edison
- Local Water Utilities:





- Apple Valley Ranchos Water Company
- Mariana Ranchos County Water District
- Rancheritos Mutual Water Company
- Southern California Water Company
- Spring Valley Lake CSA 64
- Local Sewage Treatment Utilities: Victor Valley Wastewater Reclamation Authority
- Local Natural Gas Utilities: Southwest Gas Corporation
- Local Telephone Utilities: Verizon
- Fire Insurance Rating: Apple Valley Fire Protection District, a self-governing special district, provides fire-related services to the Town of Apple Valley and its sphere of influence. The District's fire insurance rating for the suburban area is 4, and the rural area received a rating of 9.
- Fire Insurance Rating Date: 06/01/03
- Previous Mitigation Plans: 2005
- Flood Insurance Claims: The Town has never made private claims to its insurance company. Reimbursement for hazardous occurrences has always been received via State OES and/or FEMA.

## 5.1 Agencies and People

### Key Personnel

The Town's departments have specific responsibilities and related activities/actions assigned to them for each identified hazard and threat. Each department is responsible for ensuring coordination with the other departments. In an emergency, all employees are disaster service workers. "Subject to such disaster service activities as may be assigned to them by their supervisors, or by law." (CA CG §3100)

The Town Manager of Apple Valley is responsible for identifying key management personnel, with alternates, and alternative facilities to conduct government operations, based on the hazard analysis. Each department will be responsible for identifying key departmental personnel with backups and alternates for each position in the Town's organization.

### Alert List

The Town's Emergency Services Officer is responsible for developing and maintaining an emergency alert list, which will be used to notify the key Town personnel. Each department will develop their own departmental alert list, which will be used by the departments to alert departmental personnel. Special rules related to disaster service workers are outlined in California Labor Codes Sections 3211.9, 3352.94, 4351, 4381, 4453, and 4702.

### Special Districts

Special Districts with responsibilities under this plan will coordinate all planning efforts with the Town's Emergency Services Officer.

### Town EOC

The Town Manager of Apple Valley has overall responsibility for coordinating the Town's response to each emergency.

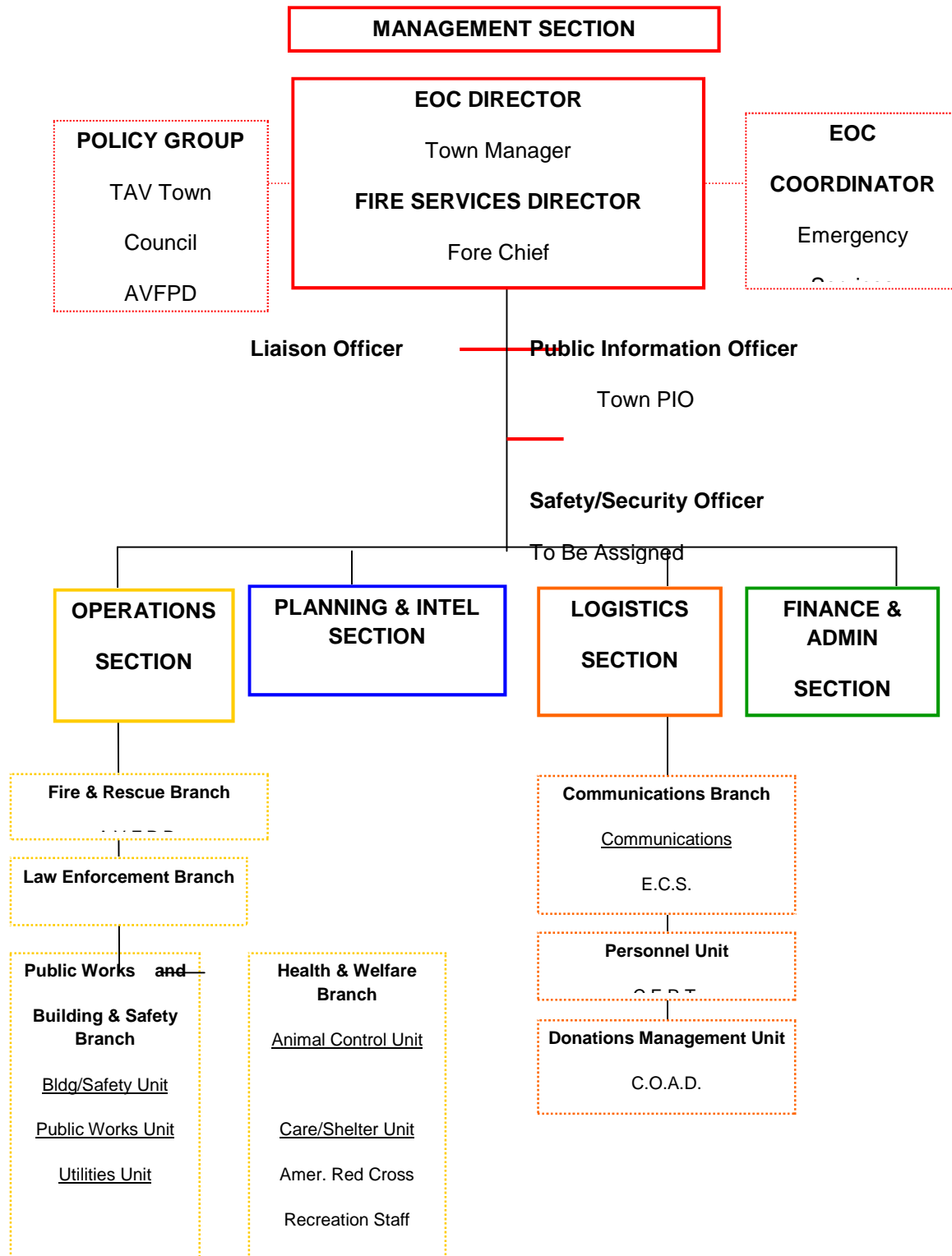


FIGURE 13 - TOWN DEPARTMENTS AND STAFF INVOLVED IN DISASTER MANAGEMENT



## 5.2 Existing Plans

The Town of Apple Valley has adopted the philosophy that Plan integration is an essential element to future and long-term community sustainability. The Town's long-term goal is to integrate all aspects of comprehensive planning and development to correlate with a continuum of adopted codes and standards to support this philosophy. Current and future Plans will define important Town policies and support the ordinances and activities described below. For example, the goal is to enhance the objectives of hazard mitigation, including the Health and Safety Element of the General Plan. Other Plans focus on different aspects of disaster management such as emergency response. Other Plans have implications that are relevant to hazard mitigation, such as plans related to spending on public facilities and storage of hazardous materials. This section lists the existing plans, policies, and ordinances for the Town of Apple Valley.

### ***Existing Community Plans/Documents:***

- U.S. Department of Housing & Urban Development (HUD) Consolidated Plan
- Apple Valley/Victorville Consortium Consolidated Plan 2002-2006
- Apple Valley Annual Action Plan
- Apple Valley Development Code
- Apple Valley Municipal Code
- Apple Valley Master Plan
- Apple Valley General Plan
- Apple Valley Emergency Operations Plan (including annexes pertaining to Animal Evacuations/Sheltering, Citizen Corps, Disaster Service Workers, and Terrorism)

## 5.3 Regulations, Codes, Policies, and Ordinances

The Town has adopted codes and regulations to govern development, construction and land use activities. They include construction standards, siting requirements, use limitations, study requirements and mitigation requirements which help directly or indirectly minimize the exposure of people and property to loss or injury resulting from disasters. As such, they are an effective tool and capability which the Town may continue to use to reduce the amount of damage or harm arising from disasters. This plan provides an opportunity to review existing regulations to determine if they are effective or whether they need to be revised in certain areas to more adequately prevent loss or injury from disasters.

### **Zoning Regulations**

The Development Code regulates the use of land and buildings, the height, bulk, location of structures, the amount of open space and the density of population by establishing zone classifications.



### **Subdivision Regulations**

The Town's subdivision regulations are outlined in section 9.28.050 of the Development Code, which establishes standards to regulate the division and merger of land and defines minimum lot sizes, densities and development standards.

### **Building Code**

Chapter 8.12.010 of the Apple Valley Municipal Code adopted the California Building Code Volumes 1 and 2, 2007 Edition (Part 2, Title 24, California Code of Regulations) by reference, and amending part 2 of Title 24 of the California Code of Regulations, comprising the California Building Code, Volumes 1 & 2, 2007 Edition.

### **Flood Hazards Regulations**

The Legislature of the State of California has in Government Code Sections 65302, 65560, and 65800 conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the Town of Apple Valley has adopted flood hazard regulations in Chapter 9.62 of the Development Code. The purpose of this regulation is to promote the public health, safety, and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- A.** To protect human life and health;
- B.** To minimize expenditure of public money for costly flood control projects;
- C.** To minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- D.** To minimize prolonged business interruptions;
- E.** To minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in areas of special flood hazard;
- F.** To help maintain a stable tax base by providing for the sound use and development of areas of special flood hazard so as to minimize future blighted areas caused by flood damage;
- G.** To insure that potential buyers are notified that property is in an area of special flood hazard; and
- H.** To insure that those who occupy the areas of special flood hazard assume responsibility for their actions.

In order to accomplish its purposes, this District includes methods and provisions for:



- A. Restricting or prohibiting uses which are dangerous to health, safety, and property due to water or erosion hazards, or which result in damaging increases in erosion or flood heights or velocities;
- B. Requiring that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
- C. Controlling the alteration of natural flood plains, stream channels, and natural protective barriers, which help accommodate or channel flood waters;
- D. Controlling filling, grading, dredging, and other development which may increase flood damage; and,
- E. Preventing or regulating the construction of flood barriers

#### 5.4. Mitigation Programs

##### Fire Hazard Abatement

The Town Council adopted an Ordinance pertaining to the regulation of refuse abatement and approved a contract with the Apple Valley Fire Protection District (AVFPD) to provide administrative services associated with that regulation. Pursuant to the contract, the AVFPD provides the following services to the City:

1. Conduct initial property survey twice per year, in early fall and spring to locate and identify fire hazards.
2. Prepare and mail abatement notices to the owners of the properties in violation.
3. Conduct follow-up inspections to determine owner compliance.
4. Conduct enforcement operations for properties that have not been brought into compliance, including but not limited to, issuance of administrative citations that subject the owners to civil, monetary penalties and conducting court-authorized abatement of the properties at the owner's expense.
5. Respond to "calls for service" consisting generally of complaints received from the public concerning properties with fire hazards.
6. All town-owned parcels will be treated in the same manner as private property and billed separately from the contract.
7. Abatement of weeds along roadsides or alleys within the town boundaries will be performed at the discretion of the AVFPD and only when determined by the AVFPD to be a fire hazard.



**“California Winter Storms 2010”**

State announces tax break for 2010 winter-impacted residents:

State announces tax break for winter-impacted residents - San Bernardino County Sun

Page 1 of 1



**State announces tax break for winter-impacted residents**

Joe Nelson, Staff Writer

Posted: 03/09/2010 02:11:55 PM PST

The state Franchise Tax Board (FTB) on Tuesday announced special tax relief for California taxpayers, including those residing in San Bernardino and Riverside counties, impacted by recent winter storms.

It came a day after the Federal Emergency Management Agency issued a federal disaster declaration for the counties of San Bernardino, Riverside, Siskiyou, Los Angeles, Calaveras and Imperial. They can now apply for reimbursement by the federal government to offset costs for damage caused by flooding, debris and mud flows.

San Bernardino County suffered about \$30 million in damage from winter storms that hammered the region from Jan. 17 through Feb. 6. The Big Bear Valley and High Desert cities of Hesperia, Victorville and Apple Valley received the brunt of the damage, said Denise Benson, division manager for the county Office of Emergency Services.

Now, property owners can write off flood damage on their 2009 or 2010 tax returns.

“California families who suffered property damage can find quick relief through their tax returns, state Controller and FTB Chairman John Chiang said in a statement.

Claiming losses on 2009 tax returns will allow the FTB to issue refunds quickly. Taxpayers who have already filed their returns for 2009 can file an amended return.

Those claiming losses on their returns should write “California Winter Storms 2010” in red ink at the top of their returns to alert the FTB to expedite the refund. If e-filing, taxpayers should follow the software instructions to enter the disaster information.

Forms are available on the FTB Web site: [ftb.ca.gov](http://ftb.ca.gov)

Taxpayer needing copies of lost or damaged state returns should complete the Form FTB 3516, “Request for Copy of Tax Return,” which is available online.

Anyone who has questions about their accounts can call the FTB at 800-852-5711 from 8 a.m. to 5 p.m. Monday through Friday.

For more information, go to [taxes.ca.gov](http://taxes.ca.gov)



**DISASTER NEWS**  
*Loans for Homeowners, Renters and Businesses of All Sizes*

Release Date: February 17, 2010  
 Release Number: CA 12038-01

Media Contact: Richard Jenkins  
 Phone: (916) 735-1500

**SBA Offers Disaster Assistance to California Residents and Businesses  
 Affected by Flooding, Debris Flows, Mudslides and Heavy Snow**

Sacramento, CA – Low-interest federal disaster loans are now available in California for residents and business owners affected by the severe winter storms which generated heavy rain, snow and high winds causing flooding, debris flows and mudslides beginning January 17, U. S. Small Business Administration (SBA) Administrator Karen G. Mills said today. SBA acted under its own authority to declare a disaster in response to a request received from Governor Arnold Schwarzenegger on February 11.

The disaster declaration makes SBA assistance available in the counties of Kern, Los Angeles, Orange, San Bernardino and Ventura.

"The U. S. Small Business Administration is strongly committed to providing the most effective and customer-focused response possible to assist California residents and businesses with federal disaster loans," said Mills. "Getting our businesses and communities up and running after a disaster is our highest priority at SBA."

"Low-interest federal disaster loans are available to homeowners, renters, businesses of all sizes and private, non-profit organizations whose property was damaged or destroyed by the disaster," said Alberto G. Alvarado, SBA's Acting Regional Administrator. "Beginning Thursday, February 18, SBA customer service representatives will be on hand at the following SBA Disaster Loan Outreach Centers to issue loan applications, answer questions about SBA's disaster loan program, explain the application process and help each individual complete their application," Alvarado continued. The centers will be open on the days and times indicated. No appointment is necessary. Additional centers will be announced to serve disaster victims in Los Angeles County.

**San Bernardino County**  
 SBA Disaster Loan Outreach Center  
 City of Big Bear Lake City Hall  
 39707 Big Bear Boulevard  
 Big Bear Lake, CA

**Opens Thursday, February 18 at 8:30 am**  
 Mondays through Fridays,  
 From 8:30 am to 4:30 pm  
*Open Until further notice*

**San Bernardino County**  
 SBA Disaster Loan Outreach Center  
 Hesperia City Hall  
 9700 7<sup>th</sup> Avenue  
 Hesperia, CA

**Opens Thursday, February 18 at 9:00 am**  
 Mondays through Thursdays,  
 From 9:00 am to 5:00 pm  
 Fridays, From 8:00 am to 4:00 pm  
*Open Until further notice*



Disaster loans up to \$200,000 are available to homeowners to repair or replace damaged or destroyed real estate. Homeowners and renters are eligible for up to \$40,000 to repair or replace damaged or destroyed personal property.

Businesses of any size and private, non-profit organizations may borrow up to \$2 million to repair or replace damaged or destroyed real estate, machinery and equipment, inventory, and other business assets. SBA can also lend additional funds to homeowners and businesses to help with the cost of making improvements that protect, prevent or minimize the same type of disaster damage from occurring in the future.

For small businesses and most private, non-profit organizations of any size, SBA offers Economic Injury Disaster Loans (EIDLs) to help meet working capital needs caused by the disaster. EIDL assistance is available regardless of whether the business suffered any property damage.

Interest rates can be as low as 2.562 percent for homeowners and 4 percent for business with terms up to 30 years. Loan amounts and terms are set by SBA and are based on each applicant's financial condition.

Disaster loan information and application forms are also available from SBA's Customer Service Center by calling SBA toll-free at (800) 659-2955, emailing [disastercustomerservice@sba.gov](mailto:disastercustomerservice@sba.gov), or visiting SBA's Web site at [www.sba.gov/services/disasterassistance](http://www.sba.gov/services/disasterassistance). Hearing impaired individuals may call (800) 877-8339. Applicants may apply online using the Electronic Loan Application (ELA) via SBA's secure Web site at <https://disasterloan.sba.gov/ela>.

The filing deadline to return applications for property damage is **April 19, 2010**. The deadline to return economic injury applications is **November 16, 2010**.

Below is a partial listing of mitigation programs that may be available to property owners and small business owners through other agencies:

| Agency | Program                                   | Details  |
|--------|---|--|
| FEMA   | National Flood Insurance Program (NFIP)   | Enables property owners to purchase insurance as a protection against flood losses in exchange for state and community floodplain management regulations that reduce future flood damages.<br><a href="http://www.fema.gov/business/nfip/">http://www.fema.gov/business/nfip/</a>                  |
| HUD    | Community Development Block Grants (CDBG) | Grants to develop viable communities, principally for low and moderate income persons. CDBG funds available through Disaster Recovery Initiative.<br><br><a href="http://www.hud.gov/offices/cpd/communitydevelopment/programs/">http://www.hud.gov/offices/cpd/communitydevelopment/programs/</a> |
| HUD    | Disaster Recovery Assistance              | Disaster relief and recovery assistance in the form of special mortgage financing for rehabilitation of impacted homes.  |





|                                    |  |   |
|------------------------------------|--|---|
|                                    |  | <a href="http://www.hud.gov/offices/cpd/communitydevelopment/programs/dri/assistance.cfm">http://www.hud.gov/offices/cpd/communitydevelopment/programs/dri/assistance.cfm</a>   |
| HUD                                | Neighborhood Stabilization Program         | Funding for the purchase and rehabilitation of foreclosed and vacant property in order to renew neighborhoods devastated by the economic crisis.<br><br><a href="http://www.hud.gov/offices/cpd/communitydevelopment/programs/neighborhoodspg/">http://www.hud.gov/offices/cpd/communitydevelopment/programs/neighborhoodspg/</a> |
| U.S. Small Business Administration | Small Business Administration Loan Program | Low-interest, fixed rate loans to small businesses for the purpose of implementing mitigation measures. Also available for disaster damaged property.<br><br><a href="http://www.sba.gov/services/financialassistance/index.html">http://www.sba.gov/services/financialassistance/index.html</a>                                  |

### Additional Programs

The following programs are sponsored by the Town of Apple Valley to mitigate the potential effects of excess materials that could impact waste disposal and landfill capabilities following a major catastrophic event:

- Annual Household Hazardous Waste Events
- Residential Recycling Program
- Household Hazardous Waste Collection Centers
- Curbside-Residential Bulky Item Service
- Curbside Waste Oil/Recycling Program
- Free Mulch and Compost Program
- Reuse and Recycle Guide
- How to Reduce Junk Mail
- Tire Disposal

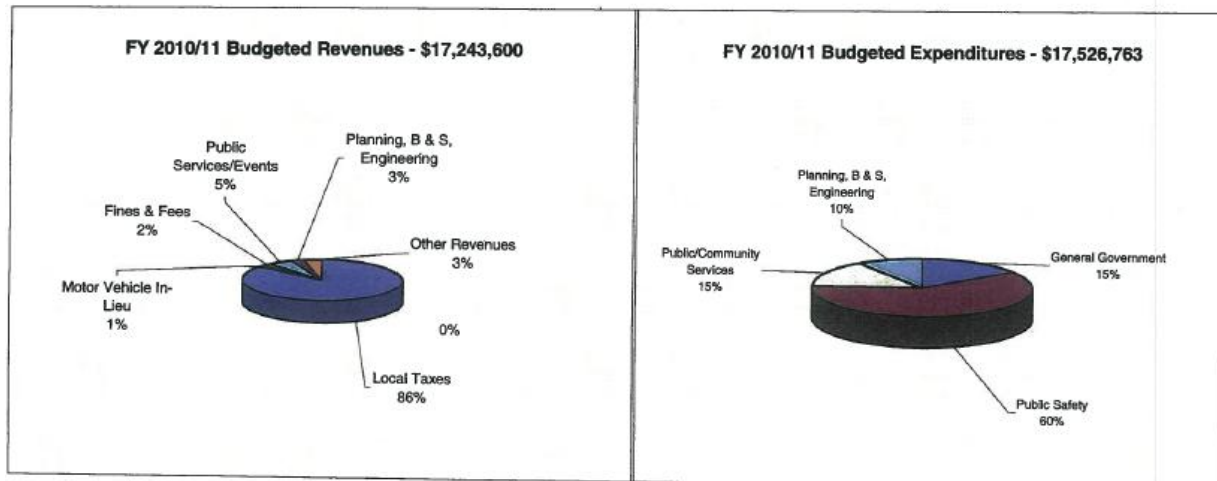


**5.5 Fiscal Resources**

**General Fund Sources**

*Town of Apple Valley - Budgeted Revenues & Expenditures  
 Fiscal Year 2010/11 - Summary of General Fund*

| Revenues:                    | Estimated Revenue    | Expenditures:                | Estimated Expenditures |
|------------------------------|----------------------|------------------------------|------------------------|
| Local Taxes                  | 14,755,000           | General Government           | 2,675,042              |
| Motor Vehicle In-Lieu        | 250,000              | Public Safety                | 10,520,750             |
| Fines & Fees                 | 285,000              | Public/Community Services    | 2,631,491              |
| Public Services/Events       | 829,500              | Planning, B & S, Engineering | 1,699,480              |
| Planning, B & S, Engineering | 524,000              |                              |                        |
| Other Revenues               | 600,100              | Total Expenditures           | \$ 17,526,763          |
| <b>Total Revenues</b>        | <b>\$ 17,243,600</b> |                              |                        |



One of the key analytical tools used during the budget process is a comprehensive seven-year financial forecast for the General Fund. This forecast considers key revenue and expenditure projection factors such as population, increases in the consumer price index (CPI) and other growth factors. The trending of these key factors and their effect on revenues and expenditures for the past ten years provides a historical basis for the seven-year financial forecast.

As part of the mid-year budget review process, the revenue assumptions included in the forecast are comprehensively reexamined based on actuals for the prior year, as well as emerging trends at the mid-point of the year. Accordingly, with a few notable exceptions, the revenue projections reflected in the Budget rely heavily on the projections made as part of the seven-year forecast.

Sources used in developing these revised projections include economic trends as reported in the national media, forecast data for San Bernardino County, economic and fiscal information developed by the State Legislative Analyst and the State Department of Finance, and materials prepared by the League of California Cities and State Controller's Office. Ultimately, however, the revenue projections reflect the staff's best judgment about the performance of the local economy over the next two years and how it will affect Town revenues.



The following provides a brief description of the Town's top general revenue sources along with the general assumptions used in preparing revenue projections. These sources account for over 80% of total general revenues.

### **General Property Taxes**

Under Proposition 13 (adopted in June of 1978) property taxes for general purposes may not exceed 1% of market value. Property tax assessment, collection and apportionment are performed by the County. The Town receives approximately 20%-25% of the levy within its limits. Assessment increases to reflect current market value are allowed when property ownership changes or when improvements are made; otherwise, increases in assessed value are limited to 2% annually.

### **Sales and Use Tax**

The Town receives 1% from all taxable retail sales occurring in its limits. This is collected for the City by the State of California, along with their component of the sales tax (6.75% for the State General Fund and 1% for local transportation purposes, for a total sales tax rate in San Bernardino County of 8.75%).

### **Franchise Fees**

Franchise Fees are levied by the Town on a variety of utilities at various rates. The State sets franchise fees for utilities regulated by them (most notably gas and electricity): 1% of gross sales or 2% of revenues attributable to their investment in infrastructure, whichever is greater.

### **Motor Vehicle In-Lieu**

The State Revenue and Taxation code imposes an annual license fee of 2% of the market value of motor vehicles in lieu of a local motor vehicle property tax. Cities and counties equally share 81.25% of the total tax collected statewide; the State then distributes this revenue to cities and counties on a per capita basis. Motor Vehicle In-Lieu taxes have increased over the last several years, but were reduced during 2000/01 due to the calculation method imposed by the State to utilize actual population estimates.

### **Development Related Fees**

Development related fees recover costs for planning, building and safety, engineering, and fire plan check services. Cost recovery for these services is generally set at 100% of total costs.



**Hazard Mitigation Grant Program (HMGP)**

Hazard Mitigation Grant Program (HMGP): This FEMA administered program provides grants to states and local governments following a presidential disaster declaration. The funds can be used to implement long-term hazard mitigation measures. According to the Disaster Mitigation Act of 2000, communities must have a Local Hazard Mitigation Plan (LHMP) approved to receive HMGP funds after May 1, 2005. Funds will be granted only to projects that conform to local and state mitigation plans. Federal grant funds can provide 75% of a project's total cost; other sources must provide 25% matching funds. After any federally declared disaster, up to 20% of the amount spent by FEMA on disaster response and relief costs is made available in the form of HMGP grants to communities in the affected state.

**Flood Mitigation Assistance Program (FMA)**

FMA provides funding to assist states and communities in implementing measures to reduce or eliminate the long-term risk of flood damage to buildings, manufactured homes, and other structures insurable under the National Flood Insurance Program.

**Pre-Disaster Mitigation Program (PDM)**

FEMA developed the PDM program to coincide with the requirements of the Disaster Mitigation Act of 2000 that requires communities to prepare local hazard mitigation plans, such as this plan. Funds are authorized by Congress on an annual basis for PDM competitive grants, technical assistance and program support. FEMA grants can fund 75 percent of a project; other non-federal sources must provide 25 percent matching funds. Funds are only granted to communities with an approved LHMP, and supported projects must be identified in those plans.

**Severe Repetitive Loss (SRL)**

According to the National Flood Insurance Program, the Town of Apple Valley has six repetitive loss properties within its jurisdiction.

**Community Development Block Grants**

Block grants are administered by the Department of Housing and Urban Development to fund housing, economic development, public works, community facilities and public service activities serving lower income people. These funds can be used for mitigation works. CDBG funds are considered local funds once they are received, and thereby are eligible to provide the 25 percent local match required for receipt of the HMGP funds.

There are other federal programs that support emergency and rebuilding costs in communities, such as FEMA's Public and Individual Assistance Programs which are activated following federally declared



disasters. These funds primarily support repair projects, but may also include the cost of code upgrades or other mitigation measures as part of the repair if they are cost effective.

## **SECTION 6 - MITIGATION STRATEGIES**

### **6.1 Overview**

The Town of Apple Valley's mitigation strategy is derived from the in-depth review of the existing vulnerabilities and capabilities outlined in previous sections of this plan, combined with a vision for creating a disaster resistant and sustainable community for the future. This vision is based on informed assumptions, recognizes both mitigation challenges and opportunities, and is demonstrated by the goals and objectives outlined below. The mitigation measures identified under each objective include an implementation plan for each measure. The measures were individually evaluated during discussions of mitigation alternatives and the conclusions used as input when priorities were decided. All priorities are based on consensus of the Planning Team.

Mitigation measures are categorized generally for all hazards and specifically for the three high risk hazards facing the Town that were extensively examined in the risk assessment section: earthquakes, floods, and wildfires.

### **6.2 5-Year Progress Report**

The following identifies the completed, deleted, or deferred actions or activities from the previously approved 2005 plan.

| <b>Mitigation Action</b>   | <b>Completed</b> | <b>Deferred</b> | <b>Ongoing</b> | <b>Comments</b> |
|--|------------------|-----------------|----------------|-----------------|
| Seismic retrofit on the Bear Valley Road bridge at the Mojave River  | X                |                 |                |                 |
| Asphalt berm project at various locations throughout the community, especially those areas in the dry lake bed prone to flooding | X                |                 |                |                 |
| Installation of dry wells at various locations in the dry lake bed area as well as on Navajo                                     | X                |                 |                |                 |



| Mitigation Action   | Completed | Deferred | Ongoing | Comments  |
|---|-----------|----------|---------|---|
| Road and Yucca Loma/Kiowa Road  |           |          |         |   |
| Asphalt berm project at various locations in Desert Knolls susceptible to flash flooding;   | X         |          |         |   |
| Construction of a retention basin on Sitting Bull Road to mitigate new residential development in the area  | X         |          |         |   |
| Continue working with the California Department of Water Resources to ensure proper notification of water release from the dams.                      |           |          | X       | Ongoing process   |
| Continue working with the Army Corps of Engineers and the County of San Bernardino Flood Control regarding grading operations in the Mojave Riverbed. |           |          | X       | Channeling the river water away from adjacent properties can be improved with strategic grading. Grading operations need to continue after each release of water into the river or after severe rains.                                      |
| Continue maintaining and enforcing the building code regulations pertaining to seismic and earthquake standards.                                      |           |          | X       | By maintaining and enforcing building code regulations pertaining to seismic and earthquake standards, new development will be seismically safer. Up-to-date building codes are also applied to existing structures for tenant improvements |
| Install dry wells in areas that are susceptible to flooding due to heavy rains.   |           |          | X       | Ongoing process   |



| Mitigation Action   | Completed | Deferred | Ongoing | Comments |
|---|-----------|----------|---------|----------|
| Construct a bridge or mitigate the area in another area on Rock Springs Road where it crosses the Mojave River. |           | X        |         |          |
| Construct concrete water channels in areas that are susceptible to flooding due to heavy rains.                 |           | X        |         |          |
| Extend the current Desert Knolls concrete wash east to Tao Road and west to the Mojave River.                   |           | X        |         |          |

### 6.3 Mitigation Goals, Objectives, Actions, and Projects

The 2005 Mitigation Goals included overall mitigation goals established by the Town (contained within the Town’s General Plan, adopted in 2004) to guide the establishment and priorities of specific goals, objectives, and mitigation measures for each high risk hazard. In reviewing and updating mitigation objectives and actions, it was the Planning Team’s consensus that these goals remain in this Plan update.

The Town of Apple Valley’s General Plan is on file at Town Hall, 14955 Dale Evans Parkway, Apple Valley, CA 92307, and is available for inspection during normal business hours. The General Plan is also available online at [www.applevalley.org](http://www.applevalley.org).

#### 6.3.1 Emergency Preparedness Goals

*(Tables and exhibits referenced in this section are contained in the Town’s General Plan)*

**Goal 1:** Support and expand disaster response programs, and initiate a program for post-disaster planning.

**Objectives:** Policies



- A. The Town shall encourage involvement in the emergency preparedness programs already in place in the region, as well as emergency preparedness education in the schools and in the media.
- B. Establish comprehensive procedures for post-disaster planning in affected areas.
- C. Because emergency preparedness is crucial to the protection of the public in case of disaster, the following actions shall be implemented:
  1. Coordinate with the County Office of Emergency Services, and maintain and update the Emergency Preparedness Management Plan for use by the Town to protect the citizens of Apple Valley.
  2. Coordinate with public and private agencies, and initiate coordination in residential areas through Neighborhood Watch, homeowners associations and other neighborhood groups.
  3. Provide for the needs of dependent and immobile populations in emergency response and recovery operations through identification and prioritization of rescue needs.
  4. Require disaster plans and provisions in the design, location and management of all public facilities.
  5. Plan, design and use public facilities according to the requirements of the Emergency Management Plan.
  6. Assure adequate access routes to and from potential devastation areas as required by the Emergency Management Plan.

Because the Town's ultimate post-disaster survival will depend not only on the effectiveness of hazard mitigation and disaster response programs, but also on how quickly and how well the Town is rebuilt after a major disaster, the Town shall initiate a program for post-disaster planning. All options, from redevelopment to opportunities for upgrading, shall be included. Such measures as revised street and traffic patterns, parking, architectural and landscape design, and general land use compatibility, as well as building code improvements, shall be addressed.

1. Establish a standing committee for disaster recovery to plan for a disaster by providing contingency planning for the rapid and effective reconstruction of affected areas. The committee shall include representatives of Planning, Engineering, Flood Control, Community Services and Building and Safety, as well as liaisons to the local utilities and any State and Federal redevelopment, housing and reconstruction programs.
2. Develop guidelines through the committee for the exercise of emergency authorities for such purposes as the following.
  - a. Rapid designation of redevelopment areas through pre-preparation of emergency ordinances
  - b. Possible revision of land use, circulation and parking requirements, and institution of other programs for improving the community environment
  - c. Adaptation and institution of special programs for disaster recovery
  - d. Funding of disaster recovery measures.
  - e. Moratoria on reconstruction in any high-hazard areas where damage could be





repeated

f. Upgrading of the building code

g. Establishment of Geologic Hazard Abatement Districts, as appropriate

h. Designation of sites for temporary housing (e.g., travel trailers and pre-fabricated construction) of households made homeless in the disaster, in cooperation with the Disaster Housing Program of the Federal Emergency Management Agency.

### 6.3.2 Earthquake

**Goal 1:** Continuously integrate new data on natural and manmade hazards into overlay mapping and the review of land use proposals and applications and the enforcement of development standards through the use of mapping overlays, policies and land use designations.

**Objectives:** Because strong technical input is needed to refine, enlarge and improve the knowledge of geologic hazards in Apple Valley, the Town shall implement the following actions.

1. Establish a geotechnical information collection, storage and retrieval system. Coordinate with the countywide information gathering effort, and ensure that the Town's system will accomplish the following tasks.
  - a. Solicit and coordinate geological studies by the United States Geological Survey (USGS), the California Division of Mines and Geology (DMG), the County and other local agencies, and make the resultant data available to the public and other agencies.
  - b. Incorporate all new research for the prediction and mitigation of geologic hazards.
  - c. File and coordinate with the County Geologist.
  - d. Maintain clear and comprehensive mapping of all geological hazards.
2. Utilize the County Geologist, the Geotechnical Advisory Committee or professional consultants to establish criteria, standards, guidelines and format for required geologic reports, and formulate standardized mitigation measures. A professional Geologist shall review and approve all required geologic reports.
3. Incorporate newly acquired data and technology into the mapping, policies and procedures of this General Plan.

Because of the potential for liquefaction impacts to certain areas in the Town, an inventory and analysis of such areas with liquefaction potential shall be undertaken.

Because of the potential relationship between seismic activity and landsliding effects, the Town shall require that a seismic analysis be included as a part of landslide stability studies when required by the City Engineer.

Because individual developments may be subject to spot flooding from all streams or unmapped areas adjacent to mapped flood areas, the Town shall require specific hydrology and hydraulic studies to be prepared at the time developments are proposed, as follows.



1. Identify existing drainage conditions, upstream and downstream drainage conditions at build out of the General Plan, and measures which must be taken within the development project or downstream from the project to preclude impacts on the proposed development or increased impacts to downstream development. These studies should be submitted and reviewed by the Engineering Department.
2. Fully account for all planned flood-control facilities within or adjacent to the project site. Where sections of flood-control facilities cannot be constructed, provision should be made for their ultimate construction, that is, right-of-way reserved and construction funds secured. Additionally, interim facilities must be provided which will be able to handle the additional runoff from the proposed development until the planned flood control facilities are constructed.

**Goal 2:** Minimize the potential risks resulting from the exposure of Town residents to manmade and natural hazards.

**Objectives:** Because the risks from many geologic hazards can be successfully mitigated through a combination of engineering, construction, land use and developmental standards, the Town shall implement the following actions:

1. Require the formation of geologic hazard abatement districts as authorized by Public Resources Code Section 26500 et seq. where existing or proposed development is threatened by such hazards, and prevention, mitigation, abatement or control of a geologic hazard is deemed feasible.
2. Require sites to be developed and all structures designed in accordance with recommendations contained in any required geotechnical or geologic reports, through conditions, construction plans and field inspections.
3. Require that all recommended mitigation measures be clearly indicated and described on all grading and construction plans.
4. Require that clearances around structures and road widths in geologic hazard areas, as shown on the Hazard Overlay Map, meet the requirements found in Policy Y, Action 1 for this Goal, S-1.
5. Require all facilities to meet appropriate geologic hazard specifications as determined by the Town Engineer for discretionary and ministerial authorizations.

Because increased public awareness of geologic hazards can reduce the risk of those hazards, the Town shall implement the following actions:

1. Develop a geologic educational program for use by schools, developers and the public at large, covering hazards, abatements, and emergency plans and procedures as part of the Town's Emergency Preparedness Management Plan.
2. Make geotechnical data and mapping readily available to the public through the County-wide Geotechnical Information System coordinated by the County Geologist as described in the General Plan Policy C for Goal S-2.

Because the County is traversed by many major active faults resulting in a relatively high level of risk, the Town shall implement the following actions:



1. Adopt all future upgrading of the seismic design section of the Uniform Building Code.
2. Require new structures and facilities to be designed and constructed to meet seismic safety and related design requirements of the most recent Uniform Building Code, or more stringent requirements if indicated by site investigations.
3. Require all new critical, essential or high occupancy facilities to be designed and operated in such a manner as to remain standing and functional during and after a disaster as determined by the Division of Building and Safety.

Because of the potential for displacement along faults not classified as active, the Town shall reserve the right to require site-specific geotechnical analysis and mitigation for development located contiguous to potentially active faults, if deemed necessary by the Town Engineer.

Because some structures were built prior to both 1933 and 1971 seismic standards, they are considered unlikely to withstand a seismic event of the predicted intensity. The Town shall undertake studies and develop programs to minimize the risk of potential seismic disaster in areas where inadequate structures exist in the following ways:

1. Initiate a structural hazards identification and abatement program through the Division of Building and Safety, with priority given to the identification and abatement of hazards in critical, essential and high occupancy structures, in structures located within areas of severe geologic hazard and in structures built prior to the enactment of applicable local or state earthquake design standards. This program shall be in accordance with SB 547, enacted in Chapter 250, statutes of 1986, requiring local jurisdictions to develop structural hazard reduction programs for such buildings by January 1, 1990.
2. Require periodic inspection by the Office of Building and Safety of all critical, essential and high occupancy buildings to identify potential hazards in the event of a major earthquake. When hazards are identified, require mitigation by the owner.
3. Bring all existing critical, essential, and high occupancy structures found to be hazardous into conformance with applicable seismic and related safety (fire, toxic materials storage and uses, etc.) standards through rehabilitation, reconstruction, demolition, reduction of occupancy levels, or change in use.
4. Require rehabilitation of private unfit structures through implementation of the Uniform Building Code and Hazardous Building Ordinance. Priorities for critical, essential or high occupancy buildings shall be based on hazard to life, type of occupancy, method of construction, physical condition and location.
5. Require the upgrading of buildings and facilities to achieve compliance with the latest earthquake standards as a condition of granting building permits for major additions and repairs.
6. Establish and administer incentives for seismic retrofitting, including but not limited to the following.
  - a. Area-wide revitalization programs
  - b. Community Development Block Grants
  - c. US Small Business Administration loans
  - d. Public Purpose Bonds
  - e. Marks History Bonds
  - f. Local-General Funds



- g. Local-General Obligation Bonds
- h. Making seismic safety a major factor in selecting future areas for redevelopment
- i. Tax reductions for building rehabilitation to minimize personal economic costs
- j. Providing relocation assistance to persons and businesses temporarily or permanently dislocated from hazardous old buildings
- k. Requesting Federal and/or State financial assistance to implement corrective measures

Support regional or statewide programs providing funding or technical assistance to local governments to allow accurate identification of existing structural hazards in private development and providing assistance to public and private sectors to facilitate and to minimize the social and economic costs of abatement.

Because many structures with important functions and potentially severe consequences of failure do not fall under Town control (i.e., dams, utility installations, transportation structures) the Town shall implement the following actions:

1. Continue to work with public utilities, school districts, the State Department of Transportation (Caltrans) and other agencies supplying critical public services to ensure that they have incorporated structural safety and other measures to be adequately protected from seismic hazards for both existing and proposed facilities.
2. Encourage Caltrans and all utilities to review all their facilities within the Town to assess potential impacts of seismic hazards; comments based on this review should be forwarded to the Town.
3. Encourage utility companies to institute orderly programs of installing cut-off devices on utility lines, starting with the lines that appear to be most vulnerable and those which serve the most people. Adequate emergency water supplies shall be established

and maintained in areas dependent upon water lines which cross active fault zones.

Because the ground in close proximity to a fault is subject to rupture during an earthquake, exposing occupants and structures to high levels of risk, those areas identified by the Alquist/Priolo Special Studies Zone Act (Public Resources Code, Division 2, Chapter 7.5) shall be designated on the Hazards Overlay Map, and the following actions shall be implemented:

1. Apply definitions, provisions and mapping of the Alquist/Priolo Special Studies Zone Act.
2. Apply the Land Use Compatibility Chart for Special Studies Zones when reviewing all discretionary and ministerial actions (Table X-2).
3. Maintain a minimum 50-foot setback from an identified fault for all new structures. For an inferred fault area, a 250-foot setback shall be maintained. However, critical, essential or high occupancy structures and facilities shall not be located in Special Studies Zones unless there is no feasible alternative, as determined by staff review, in which case these facilities shall maintain a 150-foot setback from an identified fault. (A 200-foot setback shall be maintained if the fault is inferred.)



4. Withhold public financing from buildings within the Studies Zone where there is a confirmed fault trace unless it can be established that there is no potential for surface fault displacement or ground rupture which would injure the public investment or fulfillment of its purpose.
5. Do not create new lots within the Studies Zone unless an appropriate geologic investigation establishes sufficient and suitable land area for development according to existing zoning and other applicable Town ordinances.
6. Plan transportation facilities (i.e., roads, freeways, rail, rapid transit) and utility systems to cross active fault traces a minimum number of times and to be designed to accommodate fault displacement without major damage that would cause long term and unacceptable disruption of service. Utility lines shall be equipped with such mechanisms as flexible units, valving, redundant lines or auto valves to shut off flows in the event of fault rupture.

Because the purpose of the Alquist/Priolo Special Studies Zone Act is only applicable to fault rupture areas (in close proximity to faults) and because the entire San Bernardino Valley area is subject to severe hazard from the effects of shaking due to an earthquake, the Town shall implement the following actions:

1. Require special studies, including dynamic analysis for all major structures (critical, essential and high occupancy land uses) within areas determined by the Town Engineer to be subject to significant seismic shaking.
2. Design and construct all structures in areas determined by the Town Engineer to be subject to significant seismic shaking to withstand ground shaking forces of a minor earthquake without damage, of a moderate earthquake without structural damage, and of a major earthquake without collapse. Critical, essential, and high occupancy structures shall be designed and constructed to remain standing and functional following a major earthquake and shall be so engineered as to withstand maximum probable ground motion accelerations.
3. Require all new construction to meet the most current and applicable lateral force requirements.
4. Strengthen earthquake resistance standards for non- structural components of structures including exterior veneers, internal partitions, lighting fixtures, elevators and equipment.

Because liquefaction can cause devastating structural damage and because there is a high potential for saturation when the groundwater level is within the upper 50 feet of alluvial material, the Town shall implement the following actions:

1. Require that each site located within the Liquefaction Hazard Overlay shall be evaluated by a licensed geologist prior to design, land disturbance or construction for soil type, history of the water table's fluctuation and adequacy of the structural engineering to withstand the effects of liquefaction.
2. Apply the Land Use Compatibility Chart for Liquefaction Areas (Table X-3) when reviewing all discretionary and ministerial actions.

Because portions of the Town have moderate landslide potential, posing measurable risk to life and property, and because once landslides are recognized, many can be safely mitigated, the Town shall implement the following actions:



1. Require that a stability analysis be required in Landslide Hazard areas designated "Generally Susceptible" and "Mostly Susceptible" on the Hazards Overlay Maps and where required by the Geologist.
2. Require site development and construction in compliance with soil and geologic investigation report recommendations.
3. Apply the Land Use Compatibility Chart for Landslides (General Plan Table X-4) when reviewing all discretionary and ministerial actions.
4. Fund and prepare a land use plan that is in conformance with the Land Use Compatibility Chart for landslides in designated high landslide hazard areas as they are identified.
5. Restrict avoidable alteration of the land which is likely to increase the hazard within areas of demonstrated or potential landslide hazard, including concentrations of water through drainage or septic systems, removal of vegetative cover, steepening of slopes and undercutting the base of a slope.
6. Restrict grading to minimal amounts necessary to provide access, and require grading permits to have an approved site plan which minimizes grading and conforms to the recommendations of any required geologic investigation.
7. Require development on hillsides to be sited in the least obtrusive fashion, thereby minimizing the extent of topographic alteration required.
8. Restrict development in areas of known landslides or landslide-prone deposits on steep slopes, except where engineering and geologic site investigations indicate such sites are stable or can be made stable by the application of appropriate mitigating measures. In such cases, it must be shown to the satisfaction of the Town that the risk to persons, property and public liability can be reduced to an acceptable degree.
9. Require that foundation and earth work be supervised and certified by a geotechnical engineer and, where deemed necessary, an engineering geologist, in projects where evaluations indicate that state-of-the-art measures can correct instability.
10. The Town shall generate ma-specific (where appropriate) hillside development plans on the basis of baseline inventory and geotechnical analysis related to landsliding potential.

Because of limited specific information on the extent of subsidence in the Town, the Town shall implement the following actions:

1. Undertake a program of subsidence hazard identification that will outline the extent of the hazard in the Town and propose mitigation measures through the office of the Town Engineer.
2. Restrict the construction of any facility which is needed for public safety or for the provision of needed emergency services where an interruption in service could result from structural failure due to settlement or subsidence unless the only alternative sites would be so distant as to thereby jeopardize the safety of the community served.
3. Require that all site-specific geotechnical investigations conducted for proposed development include an assessment of potential impacts and mitigation measures related to expansive reactive soils and erosion.

**Projects:** To coordinate and support the State of California Multi-Hazard Mitigation Plan Strategies to reduce risks, the Town of Apple Valley proposes the following projects:

- **Mobile Home Seismic Retrofit Program**



- Develop and sponsor projects and programs to brace new or relocated mobile homes to resist earthquakes

▪ **General Earthquake Mitigation Projects**

- Develop projects and programs to install automatic gas shut-off valves in residential, commercial, and public buildings
- Develop and construct seismic retrofit of critical facilities
- Develop residential and commercial seismic retrofit programs
- Develop earthquake mitigation public outreach education programs
- Develop and construct seismic retrofit of Town-owned transportation and utilities infrastructure

**6.3.3**

**Flood**

**Goal 1:**

Minimize the potential risks resulting from the exposure of Town residents to manmade and natural hazards.

**Objective:**

Because the Town has entered into an agreement to participate in the National Flood Insurance Program (NFIP) which provides flood insurance within designated floodplains, the following actions shall be implemented by the Town:

1. Floodway and Floodplain areas as identified by the Federal Emergency Management Agency (FEMA) on Flood Insurance Rate Maps and Flood Boundary Maps shall be designated as Floodway (FW) on the Land Use Maps and Floodplain Overlays on the Hazards Overlay Maps.
2. Designated floodway areas shall be preserved for non- structural uses through restrictions of the FW land use district.
3. All new development, including filling, grading and construction, proposed within designated floodplains shall require submission of a written assessment prepared by a qualified hydrologist or engineer, in accordance with the latest "San Bernardino County Hydrology Manual" and the various detention basin policies (General Plan Policy X for this Goal, S-1) to determine whether the development will significantly increase flood hazard and to show that all new structures will be adequately protected. Development shall be conditioned on receiving approval of this assessment by the Town Engineer.
4. All new construction in the Floodplain Overlay areas shall be required to be flood-proofed and shall be located and designed to allow unrestricted flow of floodwaters.
5. The Land Use Compatibility Chart for the 100-Year Flood Plains (General Plan Table X-5) shall apply when reviewing all discretionary and ministerial actions in the designated floodplain.
6. Lands within floodplain areas may be developed with non- critical and non-essential uses if mitigation measures are incorporated so as to ensure that the proposed development will not be hazardous, increase flood depths or velocities downstream, or degrade water quality.
7. Known flood hazard information shall be provided with every



discretionary ministerial action application.

8. When no mapped data exists, existing topographical, watershed, and drainage course data shall be evaluated for a determination of potential flood hazard for every discretionary and ministerial action.

Because the FEMA mapping and studies do not yet identify all flood hazard areas in the entire Town, the following shall actions shall be implemented:

1. As new overflow studies and mapping are completed and approved by either the Town Engineer or the San Bernardino County Flood Control District, they shall supplement the FEMA mapping and shall be incorporated into Flood Hazard Overlay mapping.
2. Programs for the continuous elevation and designation of floodway, floodplain and drainage areas shall be initiated and financed.
3. Timely application for FEMA mapping changes shall be initiated to reflect any additions to or alterations in identified Floodways or Floodplains by the Town's Floodplain Management Administrator.
4. The siting of residential and other types of development requiring substantial structures shall be prohibited on playas or dry lake beds as shown on the Floodplain Overlay Map. Industrial, commercial, recreational, or transportation and other uses which utilize the playa or dry lake as a resource may be permitted.
5. All Town areas shall be continuously evaluated through the application of development conditions in the pre- construction flood hazard inspection process.
6. Site studies shall be performed in areas where development is proposed which have been tentatively identified as subject to flooding.
7. Construction shall take place in compliance with study recommendations as described in site study required under action item #6 above.

Because dam failure as a result of earthquake or other causes results in severe risk to downstream properties, the Town shall implement the following actions:

1. Require an engineering geology report for all new or proposed public and private reservoirs. This report shall be completed by a registered engineering geologist, conform to Town standards, and be approved by the Town Engineer.
2. Include reservoirs as Dam Inundation areas on the Hazard Overlay Map as required by the State of California.
3. Prohibit new dams and reservoirs in areas designated as Geologic Hazards on the Hazard Overlay Map.
4. Seek elimination of potentially hazardous dams and reservoirs.
5. Initiate programs to increase the earthquake resistance of dams and reduce the potential impacts of seismically- induced dam failures.
6. Prohibit critical, essential and high-risk land uses from Dam Inundation areas as shown on the General Plan Hazard Overlay Map and Table X-5.

Because substantial development has already occurred in floodways and floodplains, the Town shall implement the following actions:





1. Continue to identify natural drainage courses and designate Town of Apple Valley Drainage Easements as a means to preserve natural drainage flow paths and/or constructed drainage facilities.
2. Require identification, improvement and upgrading of critical facilities in flood hazard areas through such measures as anchorage to prevent flotation, water tight barriers over openings, reinforcement of walls to resist water pressures, use of materials to reduce wall seepage and installation of pumping facilities for internal and subsurface drainage.
3. Require implementation of flood protection measures when any additions to the original structure are proposed.
4. Establish funding mechanisms when flood control facilities are warranted.

Because drainage from adjacent development contributes to fire hazards, the following actions shall be implemented:

1. The run-off provisions of the Erosion and Sediment Control Ordinance shall apply Town-wide.
2. Surface run-off from new development shall be controlled by on-site measures including but not limited to the following.
  - a. Structural controls
  - b. Restrictions regarding changes in topography, removal of vegetation, creation of impervious surfaces, and periods of construction such that the need for off-site flood and drainage control improvements is minimized and such that run-off from the development will not result in downstream flood hazards

Because public education plays a vital role in minimizing flood hazards, the Town shall implement the following actions:

1. Establish a public information system through the Office of Emergency Services outlining emergency operations plans and measures to reduce personal losses in the event of a flood disaster.
2. Develop a flood warning system, where possible, through the County Flood Control District.
3. Develop dam failure and flood plain inundation evacuation plans through the County Office of Emergency Services.

Because flood protection is both local and regional in nature, the Town shall implement the following actions:

1. Continue the development of intergovernmental coordination with cities, adjacent counties, the Army Corps of Engineers, and other agencies which have an interest in flood control projects that cross-jurisdictional boundaries.
2. Coordinate land use and flood control planning through staff contacts between the County Flood Control District, Special Districts and cities within the County, and through the annual review of the



Capital Improvements Program.

Because the funding of necessary flood control and drainage facilities is a major concern, the Town shall coordinate with the County in the preparation of local area drainage plans and establish funding mechanisms to provide the backbone drainage system for watershed areas within and affecting the Town.

Because the proliferation of private detention basins is not desirable, safe or economical, the following policies and criteria shall be supported by the Town:

- San Bernardino County Detention Basin Policy
- San Bernardino County Detention Basin Maintenance Financing Policy
- San Bernardino County Detention Basin Submittal Procedures
- Detention Basin Design Criteria for San Bernardino County
- Town of Apple Valley Master Plan of Drainage

**Goal 2:** Continuously integrate new data on natural and manmade hazards into overlay mapping and the review of land use proposals and applications and the enforcement of development standards through the use of mapping overlays, policies and land use designations.

**Objectives:** Because of the need for additional flood control measures in the Town and the opportunity presented by existing floodway areas as open space for human recreation and wildlife use, the Town shall initiate a study for a revised Town of Apple Valley Master Plan of Drainage. This study shall include an investigation into the feasibility of combining flood control and open space use and a cost comparison with the existing plan.

1. Based on the findings of the proposed flood control study, the Town shall initiate an effort to fund the construction of a system approved by the Town Council.

**Projects: Detention Basins**

To provide a 100-year (or greater) level of flood protection through adoption and support of the Town of Apple Valley Master Plan of Drainage.

- Vicinity of Navajo and Ottawa Roads
- Vicinity of Huasna Road and Chippewa Roads
- Vicinity of Bear Valley and Mohawk Roads

**Dry Wells**

A proposed Dry Well Installation Project that includes installation of Apple Valley Standard Dry Well Structures at various locations in the vicinity of:



- Quapaw Road near Eyota Road
- Seneca Road near Rancherias Road
- Pocomoke Road near Minnetonka Road
- Algonquin Road near Lone Eagle Road
- Mohawk Road near Laguna Road
- Little Beaver Road near Mesquite Road
- Entire neighborhood bordered by Dale Evans Parkway, Otoe Road, Thunderbird Road, and Rancherias Road

▪ **Community Rating System (CRS) and the National Flood Insurance Program (NFIP)**

Attain and maintain Community Rating System (CRS) Status including, but not limited to, development of the Town of Apple Valley's on-line Geographic Information System (GIS) as a public education tool and develop and sponsor programs and projects in support of the CRS.

- Maintain participation in the National Flood Insurance Program

**6.3.4 Wildfire**

**Goals:** Support and expand disaster response programs and education, and initiate a program for post-disaster planning.

**Objectives:** 1) Because an integrated approach is needed to coordinate the Town's present and future needs in fire protection services in response to fire hazards and risks and to serve as a basis for program budgeting, identification and implementation of optimum cost-effective solutions, the Town shall implement the following actions.



- a. Participate in the creation of a County-Wide Fire Protection Master Plan based upon land use districts.
  - b. Develop, adopt, and implement a recommended schedule of fees to finance the fire protection infrastructure that is tied to land use categories and specific community needs as prescribed by the County-Wide Fire Protection Master Plan.
  - c. Continue to coordinate fire protection services for the City, with the County, the California Department of Forestry and Fire Protection, (CAL FIRE), the United States Forest Service, the Bureau of Land Management, and all City and special districts with fire protection powers.
  - d. Require development applicants, in areas of identified fire risk, to prepare a site-specific fire protection plan.
  - e. Require applicants to fund expansion of local fire protection services by payment of appropriate impact fees.
  - f. Implement monitoring of fire-prevention measures (such as fuels reduction) to prevent damage to biological habitats in chaparral areas.
- 2) Because public education is a vital part of fire hazard abatement, prevention and mitigation, the Town shall implement the following action:
- a. Continue to support existing Apple Valley Fire Protection District education programs in the areas of vegetation modification and management, fire-safe site design techniques and fire prevention, including smoke detector distribution.
- 3) Because fire exists as a hazard Town-wide, the following requirements shall apply Town-wide unless superseded by the Apple Valley Fire Protection District.
- a. The Peak load Water Supply System guidelines contained in Table X-1 shall be met for all new development or be adequately served by water supplies for domestic use and community fire protection in accordance with standards as determined by the Town and the Apple Valley Fire Protection District.
  - b. Provide adequate fire protection facilities and services in accordance with standards of the Town and the Apple Valley Fire Protection District for all development, existing and proposed.
  - c. Require structures, features of structures or activities determined to be hazardous in terms of fire potential to be brought into conformance with current applicable fire and safety standards.
  - d. Limit or prohibit development or activities in areas lacking water and fire fighting facilities.



- e. Approve high intensity uses such as theaters, motels, restaurants, and schools, and uses requiring the handling or storage of large amounts of flammable materials only in areas with adequate water systems with hydrants.
- f. Continue to evaluate and amend as necessary development standards for location, building separations, structural design and detection hardware.
- g. Require adequate visible designation of all streets, roads and buildings, to the standards of the Apple Valley Fire Protection District.
- h. The Town shall ensure that successive uses of individual buildings comply with appropriate building and fire standards.
- i. Adopt common standards for building safety and construction.

Projects

- Partner with Victor Valley Community and the Apple Valley Fire Protection District to design, develop and construct mitigation programs and facilities that provide training opportunities in support of multihazard/multijurisdictional emergency incidents
- Develop and sponsor an enhanced public education program based on targeted needs that encourages the public to take responsibility for wildfire protection
- Develop and support land use policies and standards that protect life, property, and natural resources.

**6.4 Mitigation Priorities**

During the development of the risk assessment for the Town of Apple Valley, the Planning Team proposed and discussed alternative mitigation goals, objectives, and specific mitigation measures that the Town should undertake to reduce the risk from the three high risk hazards facing the Town.

Multiple factors were considered to establish the mitigation priorities included in this plan. The Planning Team utilized the STAPLEE system (identified in Section 3.6) to help assess mitigation priorities and determined that the highest priority rankings would be assigned to those mitigation measures that met three primary criteria:

1. Greatest potential for protecting life and property
2. Greatest potential for maintaining critical Town functions and operability following a disaster; and
3. Achievability in terms of community support and cost effectiveness

All rankings were determined by the consensus of the Planning Team. As described in the previous section on hazard and risk assessment, clearly earthquakes have the potential to affect the largest number of people, critical facilities, and buildings and to cause the greatest economic losses. This fact, combined with the relatively high probability of an earthquake occurrence in the next several decades, makes increasing disaster resistance and readiness to earthquakes a high priority. Given the extreme importance of maintaining critical government functions in times of disaster and the large number of the



population who depend and rely on government services and infrastructure, those mitigation measures that improve government disaster resistance, readiness, or recovery capacity are generally given higher priority than mitigation of privately owned buildings in which the loss or damage affects relatively few.

Earthquake, flooding, and wildfire mitigation actions are identified and assigned a priority according to their importance, cost, funding availability, to what degree project planning has been completed, and the anticipated time to implement the measures.

Using the above rationale for establishing mitigation priorities, each mitigation measure is assigned a priority ranking as follows:

- High – Projects that will be the primary focus of implementation over the next five years
- Medium – Projects that may be implemented over the next five years
- Low – Projects that will not be implemented over the next five years unless conditions change (new program/funding source)

The Team discussed alternative mitigation strategies and mitigation measures during workshops, provided their preferences, and also suggested additional mitigation measures that the City should consider. National literature and sources were researched to identify best practices measures for each hazard considered by the Town. The Planning Team reviewed the list of possible objectives and mitigation measures, made a final selection, and then prioritized the individual mitigation measures considered the most appropriate for Apple Valley.

## 6.5 Implementation Strategy

An implementation strategy is the key to any successful planning effort. The implementation strategy identifies who has lead responsibility for the action, the estimated timeframe for completion, and potential funding source(s) to support implementation, and the priority ranking, defined as follows:

- Lead Agency: Town of Apple Valley and/or other agency assigned lead responsibility
- Timeframe: Short-term (less than 2 years); long-term (more than 2 years)
- Funding source(s): Potential internal and external funding source(s)
- Priority Ranking: High, Medium or Low



| <b>Action</b>   | <b>Lead Agency</b> | <b>Hazard</b> | <b>Funding Source</b>      | <b>Timeline</b> | <b>Priority Ranking</b> |
|---|--------------------|---------------|----------------------------|-----------------|-------------------------|
| Develop projects and programs to install automatic gas shut-off valves in residential, commercial, and public buildings | Apple Valley       | Earthquake    | PDM<br>HMGP<br>HUD         | Long Term       | Low                     |
| Develop and construct seismic retrofit of critical facilities   | Apple Valley       | Earthquake    | PDM<br>HMGP<br>DIF         | Long Term       | Low                     |
| Develop residential and commercial seismic retrofit programs  | Apple Valley       | Earthquake    | PDM<br>HMGP                | Long Term       | Low                     |
| Develop earthquake mitigation public outreach education programs  | Apple Valley       | Earthquake    | EMPG                       | Long Term       | High                    |
| Develop and construct seismic retrofit of city-owned transportation and utilities infrastructure                        | Apple Valley       | Earthquake    | PDM<br>HMGP<br>DOT<br>ARRA | Long Term       | Low                     |
| Develop and sponsor projects and programs to brace new or relocated mobile homes to resist earthquakes                  | Apple Valley       | Earthquake    | PDM<br>HMGP                | Long Term       | Low                     |
| Install detention basins<br>Navajo and Ottawa Roads   | Apple Valley       | Flood         | PDM                        | Long Term       | Low                     |
| Install detention basins<br>Huasna Road and Chippewa Rd   | Apple Valley       | Flood         | PDM                        | Long Term       | Low                     |
| Install detention basins<br>Bear Valley and Mohawk Roads  | Apple Valley       | Flood         | PDM                        | Long Term       | Low                     |
| Install Dry Wells<br>Quapaw Rd / Eyota Rd   | Apple Valley       | Flood         | PDM                        | Long Term       | Low                     |
| Install Dry Wells<br>Seneca Rd / Rancherias Road  | Apple Valley       | Flood         | PDM                        | Long Term       | Low                     |
| Install Dry wells<br>Pocomoke Rd / Minnetonka Rd  | Apple Valley       | Flood         | PDM                        | Long Term       | Low                     |



| Action  | Lead Agency  | Hazard | Funding Source | Timeline  | Priority Ranking |
|---|--------------|--------|----------------|-----------|------------------|
| Install Dry Wells<br>Algonquin Rd / Lone Eagle Rd                                 | Apple Valley | Flood  | PDM            | Long Term | Low              |
| Install Dry wells<br>Mohawk Rd / Laguna Rd.                                       | Apple Valley | Flood  | PDM            | Long Term | Low              |
| Install Dry Wells<br>Little Beaver / Mesquite Rd                                  | Apple Valley | Flood  | PDM            | Long Term | Low              |
| Install Dry wells<br>Dale Evans/Otoe/Thunderbird/<br>Rancherias neighborhood area | Apple Valley | Flood  | PDM            | Long Term | Low              |

**SECTION 7 – PLAN MAINTENANCE**

**7.1 Monitoring, Evaluating and Updating the Plan**

The Town of Apple Valley's Hazard Mitigation Plan was last updated on February 7, 2011. This timeframe allows the Town to meet eligibility requirements for the 2011 Pre-Disaster Mitigation Grant opportunity.

The effectiveness of the Town's Hazard Mitigation Plan depends on the implementation of the Plan and incorporation of the proposed mitigation measures into existing Town plans, policies, and programs. The Plan includes a range of mitigation measures that, if implemented, would reduce loss from high risk hazard events in the Town of Apple Valley. Together, the mitigation measures in the Plan provide the framework for activities that the Town can choose to implement over the next 5 years. The Planning Team has prioritized the Plan's goals and has identified measures to be implemented. Integration with on-going Town programs and processes is essential to the success of the implementation. For example, appending this Plan to the General Plan ensures consistency between policies and programs designed to reduce future exposure to the hazards and risks identified in this mitigation plan. Additional mechanisms to support plan implementation include the annual budget process, the Capital Improvement Plan, Redevelopment Projects, and the zoning and building code update process.

The Town of Apple Valley's Emergency Services Officer will be responsible for overseeing the Plan's implementation and maintenance and will be supported by the Police Captain and the Fire Chief for emergency response, and by the existing Planning Team. The Emergency Services Officer will assume





lead responsibility for facilitating plan implementation and the maintenance meetings of the Planning Team. The Planning Team will be tasked with oversight, review, evaluation, and update of the Plan.

The Town of Apple Valley’s Planning Team will review the Plan at least annually and update project status and other Plan elements as applicable. Departments with projects (i.e., Administrative Services, Community Development, Community Services, Fire Services, General Services, Police Services, and Public Works) track the status of the projects through the entire life cycle from concept to completion. Each year proposed projects are reviewed by their respective Department Heads and the Town Manager during budget development and selected projects are submitted for funding to the appropriate funding source.

To facilitate the hazard mitigation planning process, the Hazard Mitigation Plan will be reviewed annually by the Planning Team and revisions will be provided to FEMA in a five-year cycle, as required. The cycle may be accelerated to less than 5 years based on one of the following triggers:

- A Presidential Disaster Declaration that impacts the Town of Apple Valley
- A hazard event that causes loss of life
- A comprehensive update of the Town of Apple Valley’s General Plan

It will not be the intent of this update process to start from scratch and develop a new complete hazard mitigation plan for the Town of Apple Valley. The update will be based on needs identified by the Planning Team and will lead to a draft update that will be made available for Town, citizen, and stakeholder review before being submitted to the Town Council for adoption.

The following depicts the Town’s proposed list of major milestones (from the time of initiation to completion of the proposed activity) to be utilized in the development of the next Plan update:

| Activity<br>Period in Months | Major Milestones  |
|------------------------------|---|
| Month 1                      | Assignment of Existing Professional Staff to Prepare Plan   |
| Month 2                      | Prepare and Send Letter of Invitation to Potential Stakeholders   |
| Month 3                      | Establish Public Involvement Process, e.g. Website Announcement, Newspaper Articles, General Public Announcements |
| Month 3                      | Coordinate with Other Jurisdictions, Agencies and Organizations   |



| <b>Activity</b> | <b>Major Milestones</b>  |
|-----------------|--|
| Month 4         | Establish Planning Team  |
| Month 4         | Provide Pertinent Documents to Planning Team   |
| Month 4         | Selection of Proposed Meeting Dates  |
| Months 1-12     | Conduct Monthly Meetings   |
| Months 1-12     | Assess and Identify additional Hazards to Town of Apple Valley   |
| Months 1-12     | Review and Propose Possible Mitigation Measures  |
| Months 1-12     | Establish Continuing Goals and Objectives  |
| Months 1-24     | Ongoing Recordation of Activities  |
| Month 14 - 16   | Prepare Draft Plan   |
| Month 16-17     | Publish Draft Plan to Town of Apple Valley's Website for 30-day Review and Comment                                 |
| Month 18        | Insert Comments into Draft Plan  |
| Month 19        | Submit Draft Plan to Cal EMA for Review  |
| Months 20-22    | Make Potential Modifications to Meet Cal EMA Recommendations   |
| Month 22        | Return Draft Plan with Modifications, if any, to Cal EMA for Review  |
| Months 22-25    | Cal EMA Forwards Plan to FEMA for Review and Approval  |
| Month 26        | FEMA Returns Plan to Town of Apple Valley for Adoption by City Council   |
| Months 27-29    | Submit Recommended Approved Plan to Community Development Department for Review and General Plan Amendment Process |
| Month 30        | Submittal of Final Claim Form, Accomplishments and Results Report, and Budget Summary                              |

**FIGURE 14 PROPOSED MAJOR MILESTONES (PLAN UPDATE)**

### **7.2 Implementation through Existing Programs**

The 2011 Hazard Mitigation Plan update process was followed by inclusion of mitigation measures in the Town of Apple Valley's General Plan. The Town of Apple Valley addresses statewide planning goals and



legislative requirements through its General Plan, Capital Improvement Projects, and City Building and Safety Codes. The Hazard Mitigation Plan will implement a series of recommendations, many of which are closely related to the goals and objectives of existing planning programs. The Town of Apple Valley will have the opportunity to implement recommended mitigation action items through existing programs and procedures.

The Hazard Mitigation Plan goals and actions will be incorporated into various general operations of government. For example, the Local Hazard Mitigation Plan was recently adopted into the Safety Element of the General Plan and much of the information from the Hazard Mitigation Plan will be included in the Town of Apple Valley's Emergency Operations Plan (EOP). As any future Town plans are developed, the Hazard Mitigation Plan will be a great asset in any plan development efforts. As noted earlier, much of the information contained in this Hazard Mitigation Plan is from the Town's General Plan and is already part of the planning process.

### 7.3 Continued Public Involvement

A critical part of maintaining an effective and relevant Hazards Mitigation Plan is ongoing public review and comment. Consequently, the Town is dedicated to the direct involvement of its citizens in providing feedback and comments on the plan on a continued basis. The public will continue to be apprised of Local Hazard Mitigation Plan actions through the Town's website and through the local media.

**The Town of Apple Valley will continue to promote and secure hazard mitigation, preparedness, response, and recovery actions via:**

- Regular quarterly meetings of the Apple Valley Disaster Council
- Continued participation in the Emergency Resource Group
- Regular revision of the Emergency Operations Plan and the Hazard Mitigation Plan as outlined respectively
- Annual drills and training with Emergency Operations Center staff
- Support of the full-time Emergency Preparedness Program
- Promotion at community events whenever possible

All proposed changes to the plan will be subject to citizen review prior to Town Council action. The Town will follow its standard public input process, consistent with the process used in the initial plan development, which is described in Section 3 of this Plan.



*Town of Apple Valley*

**Emergency Operations Plan**

**Appendix 8  
Disaster Service Worker  
Program**



*Town of Apple Valley*

**Disaster Service Worker Program**

ANNEX 1: ATTACHMENT #2

OF THE

TOWN OF APPLE VALLEY

EMERGENCY OPERATIONS PLAN

*AUGUST 1, 2013*

*(REVISED)*



## 1.0 DISASTER SERVICE WORKERS

The Town of Apple Valley, as does the State of California, recognizes the need for an organized and trained group of volunteers that can respond to a disaster or the imminent threat of a disaster in the community. Known as Disaster Service Workers, these volunteers are:

“... any natural person who is registered with an accredited disaster council or a state agency for the purpose of engaging in disaster service pursuant to the California Emergency Services Act without pay or other consideration ...” (*California Labor Code Section 3211.92*).

Designated Disaster Service Worker (DSW) volunteers are persons who have chosen to volunteer their time to assist an emergency services agency in carrying out the responsibilities of that agency. Disaster Service Workers primarily aid in disaster events; this does not include day-to-day emergency response activities typically associated with the fire service, emergency medical service, or law enforcement.

## 2.0 PROGRAM MANAGEMENT

The Apple Valley DSW program is managed by the Town of Apple Valley Emergency Preparedness Program under the guidance of the State of California Disaster Service Worker Volunteer Program and California Disaster Corps.

## 3.0 REGISTRATION

### 3.1 Background Check – See attachment

All volunteers who wish to be Disaster Service Workers will be fingerprinted using LiveScan at the Apple Valley Police Department. A criminal background check will be done by the Department of Justice Bureau of Criminal Identification and Information. The Town of Apple Valley will pay for all costs associated with this procedure. Should the volunteer not pass the DOJ check he/she will be denied acceptance as a Disaster Service Worker.

### 3.2 Oath



The Governor’s Office of Emergency Services requires that all Disaster Service Workers be registered with a certified local Disaster Council. The Town of Apple Valley Disaster Council was accredited by the California Emergency Council on January 28, 1992.

Prior to such designation as a Disaster Service Worker, volunteers must:

- Be officially registered with the Town of Apple Valley Disaster Council; and
- Not receive any pay, monetary or otherwise, for the service being provided.

The Town Clerk of the Town of Apple Valley, or the Fire Chief, may issue the oath and register volunteers as Disaster Service Workers using the appropriate registration form from the Governor’s Office of Emergency Services. Registration remains in effect for the period the person remains a member with the Apple Valley DSW program.

### **3.3 Identification Cards**

Volunteers registered as Apple Valley Disaster Service Workers will be issued a photo identification card indicating such designation, to include name, identification number, and classification.. DSW identification cards must be visible at all times during the implementation of duties as a Disaster Service Worker.

## **4.0 WORKERS’ COMPENSATION**

Disaster Service Workers provide valuable services during emergencies. State Workers’ Compensation benefits are provided to registered volunteers who contribute their services to protect health and safety and preserve lives and property of the State of California. Currently, State law protects volunteers from financial loss resulting from injury, as well as providing them limited immunity from liability in the course of their disaster service duties.

Note that workers’ compensation coverage is not provided for participating in parades, public exhibitions, physical fitness training, or other activities not related to disaster service. There are exceptions to this, however, for example emergency communications services (ECS) may schedule an authorized DSW volunteer training for crowd control communications and will use a public parade event as a tool for that specific type of training. In this example, crowd control communications is not the day-to-day activity



of the ECS volunteer and the parade acts as an exercise to develop volunteer skills that can be used in a disaster.

The Emergency Services Act (§8657) provides DSW volunteers with limited immunity from liability while providing disaster services as it is defined in §2570.2 and §2572.2 of the Disaster Service Worker Volunteer Program Regulation (Cal. Code of Reg., Title 19).

**5.0 CONVERGENT VOLUNTEERS**

Convergent volunteers are not pre-registered volunteers. They are volunteers who come forward spontaneously during the time of a disaster or emergency event (or post-disaster) to assist without pay or compensation. However, convergent volunteers can be registered as DSW volunteers for the duration of a single event only. (To be covered for workers’ compensation benefits, these volunteers must meet all of the requirements of a registered DSW, including proper registration, appropriate training and working under official supervision).

**6.0 DSW CLASSIFICATIONS**

The California Emergency Council has approved the following DSW volunteer classifications:

- |                                   |                                |
|-----------------------------------|--------------------------------|
| Animal Rescue, Care & Shelter     | Law Enforcement                |
| Communications                    | Logistics                      |
| Community Emergency Response Team | Medical & Environmental Health |
| Finance & Administrative Staff    | Safety Assessment Inspector    |
| Human Services                    | Search & Rescue                |
| Fire                              | Utilities                      |
| Laborer                           |                                |

**6.1 Town of Apple Valley Classifications:** Currently the Town’s Emergency Preparedness Program is working with three classifications:



**6.1.1 Friends of Animals During Disasters (FADD):** Registered under the “Animal Rescue, Care & Shelter” classification, FADD volunteers are responsible for assisting with animal evacuations and emergency shelter operations as outlined in the Town of Apple Valley Animal Evacuation Plan (Annex 1 of the Town of Apple Valley Emergency Operations Plan).

**6.1.2 Emergency Communications Services (ECS):** Registered under the “Communications” classification, ECS volunteers are responsible for providing emergency communications and operate under Standardized Operating Procedures of the Apple Valley Fire Protection District.

**6.1.3 Community Emergency Response Team (CERT):** Registered under the CERT classification, CERT volunteers are responsible for a variety of tasks during a disaster situation and operate using the guidelines outlined in this document, as well as instruction provided during CERT training.

## 7.0 TRAINING

While some classifications require very basic training, others require extensive and specialized training. The level of training will depend on the level of classification as established by Disaster Service Worker Coordinator (DSWC). At a minimum, registered Disaster Service Workers will be provided an orientation session, as well as basic safety instruction commensurate with the environment in which they may be providing services. Additional instruction includes:

- FADD: Must be CERT trained, , Orientation of the Animal Evacuation Plan, ICS 100 & 700
- ECS: ICS 100 & 700, CERT training is highly recommended.
- CERT: A 20 hour FEMA certified CERT course, ICS 100 & 700

Training shall be provided and supervised the Town of Apple Valley and/or Apple Valley Fire Protection District DSWC. . Each classification group shall be provided some level of training (lecture, skills, drills, and/or exercises) on at least an annual basis.

## 8.0 ACTIVATION

At no time is a volunteer obligated or required to activate, even at the request of the DSWC Not reporting to an assignment will not negatively affect the volunteer’s status





as a Disaster Service Worker. It must be emphasized that the Disaster Service Worker's first obligation is to himself and his family.

Once a DSW is activated, he/she must carry the official DSW Identification Card issued by the Apple Valley Disaster Council. DSW's must also wear identification vests, if issued, as well as have safety tools and supplies to carefully achieve their jobs.

**8.1 Planned Activation:** A planned activation is a situation where the DSW is activated by the DSWC, his designee, or the Emergency Operations Center. This would be primarily during a disaster or threat of disaster that is not readily evident to the entire population of the community (for instance, localized flooding).

In this type situation, Disaster Service Workers will be called via the telephone or emailed and officially requested to activate. In this manner, official activation ensures the DSW volunteer of the benefits and protection of the California Disaster Service Worker Volunteer Program. The following information shall be provided:

- Date and time of assignment
- Estimated length of assignment
- Location of assignment
- Name of whom to report (and reminder to sign-in)
- General description of responsibilities
- Special supplies, equipment, or tools required for the assignment

The DSW then informs the caller or representative sending the email, if he can and will report to the assignment. If the DSW believes that he is more apt for a different assignment and/or a different time frame, then this information must be relayed to the caller for reconsideration.

**8.2 Activation Due to a Major Earthquake:** Earthquakes pose the biggest risk to the Town of Apple Valley. A major earthquake could destroy the local communications system and make it unusable. Therefore, once a major earthquake is evident, DSW's may automatically activate and report to a pre-assigned designation:

- FADD: Volunteer Staging Area or the Emergency Operations Center



- ECS: Emergency Operations Center or Incident Command Post
- CERT: Closest Fire station to the DSW's residence or the CERT command post (if one has been pre-designated)

Emergency Operations Center (EOC)

Apple Valley Unified School District Administrative Office

12555 Navajo Road

Apple Valley.

Alternate EOC

Apple Valley Fire Protection District Station #336

19235 Yucca Loma Road

Apple Valley.

Volunteer Staging Area

A location will be established as soon as possible depending on the size and scope of the incident. Volunteers should listen to the local radio stations for the location.

**8.2.1 Community Emergency Response Teams (CERT)**

CERT is designed to operate independently for a given period of time when normal emergency response services are overwhelmed. CERT members should be prepared to respond within their own neighborhood for any time period from two hours to several days.



Once a CERT member self-activates in response to a major earthquake, he is required to respond in accordance to the CERT training provided by the Apple Valley Fire Protection District. First and foremost, CERT members are required to immediately contact the Emergency Operations Center to advise of the self-activation, as well as:

- Location and boundaries of their neighborhood
- Status of the neighborhood (damage, injuries, etc.)
- Return contact means and number (telephone, ham radio, etc.)
- Immediate needs of the area
- Plan of operation
- Number of non-DSW volunteers

If notification cannot be made via the telephone, a runner shall be sent to the EOC if it is safe to do so. CERT members are required to update the EOC of their operations once every hour. At that time, the EOC will decide if they should continue operations, cease operations, or report elsewhere. If CERT is to continue operations, the EOC will make an attempt to assign RCS (ham radio operators), fire and/or law enforcement crew, or additional CERT teams and resources.

Reminder: CERT members shall use appropriate forms for documentation.

## **9.0 Deactivation**

The EOC or the DSWC may issue the order to deactivate or demobilize operations. At such time, DSW's are required to complete any paperwork and submit to their official supervisor or the EOC, if an official supervisor was not assigned. All equipment and supplies used during the operation shall be returned to its original location.



**10.0 After the Disaster**

Soon after the disaster, the EOC is responsible for scheduling a critical stress debriefing session, if warranted.



# **Town of Apple Valley**

## **Animal Emergency Evacuation & Shelter Plan**

**Revised: July 2014**



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*Town of Apple Valley Bountktry Map*





## I. INTRODUCTION

The Town of Apple Valley Animal Emergency Evacuation & Shelter Plan establishes a coordinated and effective response to the needs of animals impacted by an emergency or disaster in the Town of Apple Valley and surrounding areas within the Apple Valley Fire Protection District's response area. This plan was developed in recognition that the Town is a rural area with between 15 and 20-percent of its population owners of livestock-type animals and almost 15,000 licensed dogs.

### A. Purpose

The purpose of this Plan is to provide animals with a means of safe evacuation and temporary care and housing at such time that their normal location is a hazard or is in threat of a hazard. The procedures outlined in this plan will reunite animals with their rightful owners after conditions are deemed safe to do so.

### B. Relationship to the Emergency Operations Plan

This Plan is Attachment #1 of Annex #1 of the Town of Apple Valley Emergency Operations Plan, dated 10/1/08. The Emergency Operations Plan outlines the procedures and guidelines pertaining to the Standardized Emergency Management System, Emergency Operations Center, Direction and Control operations, and other emergency management issues. As a component of the Emergency Operations Plan, the Animal Emergency Evacuation & Shelter Plan obligates and supports the same planning and procedural directives.

## II. ADMINISTRATIVE RESPONSIBILITIES

### A. Activation/Demobilization of the plan

#### 1. With EOC Activation

This Plan may be activated upon the request of the Emergency Operations Center (EOC) either because of a local hazard or to support another jurisdiction. At such time, the Animal Services Manager will be advised and requested to respond to the EOC as the Animal Operations Coordinator (see *Section 2, Positions*). The EOC shall provide the Animal Operations Coordinator with the following information:

- Type of incident and current/potential conditions
- Location of incident
- Level of operation needed depending on the size and scope of the incident, i.e., evacuations only, shelter operations only, or both evacuation and shelter operations



- Expected duration of incident
- Likelihood for reimbursement of costs (based on the size and scope of the incident)

Once a decision is made by the EOC to activate this Plan, all animal operations will be coordinated by the Animal Operations Coordinator who reports directly to the Operations Section Chief or the Health & Welfare Branch Coordinator, if filled.

## 2. Without EOC Activation

There are two situations whereupon the Town of Apple Valley Animal Control Manager may self-activate this plan.

- A minor incident occurs within the Town that does not require activation of the local EOC but still necessitates animal operations, such as a single incident fire. In this situation, the request for assistance will be made by either the Apple Valley Police Department or Apple Valley Fire Protection District. If needed, the Animal Services Manager may activate Apple Valley Animal Services Volunteers with FADD certification to support operations (see *Section 2, Volunteers*).
- A neighboring jurisdiction may also request assistance for an incident within their jurisdiction. The request shall be made by the Fire Chief, Police Chief, or Animal Services Manager of the requesting jurisdiction. (NOTE: Prior to activating Apple Valley-assigned volunteers to another jurisdiction, the Animal Services Manager shall obtain direct permission from the Disaster Service Worker Coordinator, Assistant Town Manager of Finance and Administration, or Risk Manager).

In either situation, the Animal Services Manager shall advise the Disaster Service Worker Coordinator that the Plan was activated and the use of local volunteers, if any.

## 3. Demobilization of the Plan

Demobilization of the Plan will occur upon order of the EOC Director (during activation of the EOC) or the Animal Services Manager (during non-activation of the EOC). Demobilization procedures are outlined in the Emergency Operations Plan and apply regardless of EOC activation (see *EOP, page II-10, "Generic Responsibilities"*).



**B. Financial Responsibilities**

**1. Fees for Service**

At no time will this plan recommend or endorse fees for service. As a component of the Town of Apple Valley Emergency Operations Plan, this Plan addresses the Town's responsibility to its residents, businesses, and visitors during a disaster or threat of disaster.

**2. Donations**

During any emergency, in-kind contributions or cash donations will be offered by well-meaning citizens either to support response efforts or for the victims that suffered a direct impact from the disaster. If necessary, the EOC will assign a Donations Coordinator to be responsible for the collection, management, and disbursement of such donations. At no time will anyone (staff and/or volunteers) affiliated with the activation of this Plan request or seek donations on behalf of the Town of Apple Valley.

**C. Coordination of Media & Public Information**

**1. Media Contacts**

Media contacts and public information is managed and operated by the Public Information Officer (PIO) Team. Any media arriving at a staging location or shelter site shall be escorted by a member of the PIO Team. If not, then the PIO Team shall be contacted by the site manager to report and meet with the media regardless of whether it means the media may have to wait for arrival of the PIO. At no time should supervisory or non-supervisory positions request or seek media attention on behalf of the Town of Apple Valley.

**2. Public Information**

One of the primary functions of the EOC is to provide accurate and timely information to the public about the status of the incident and the activities provided in support of the incident. The EOC PIO Team is responsible for notifying the general public what needs to be done with their animals and the services that are being provided through this Plan, i.e., locations, accessibility, assistance, etc. Therefore, it is imperative that the PIO Team be made aware of the decisions and activities in response to this Plan immediately. This is done via communication with the Operations Section Chief, Health & Safety Branch Coordinator, if filled, and/or directly from the Animal Operations Coordinator.

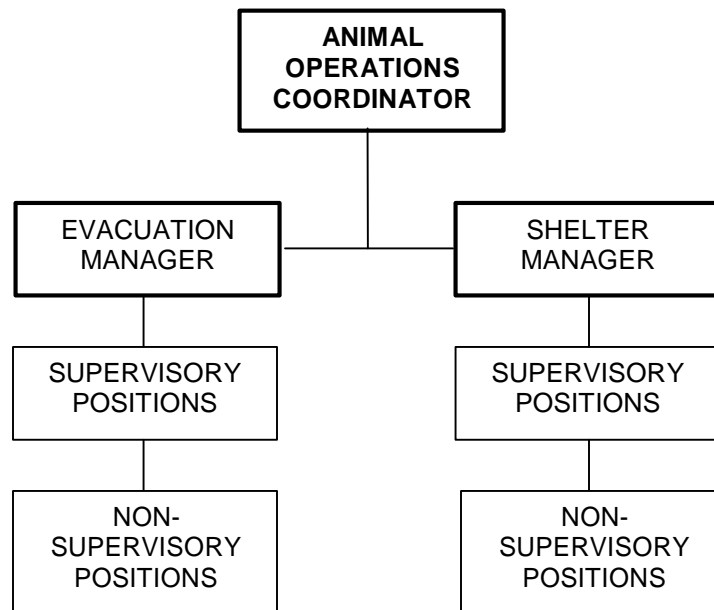
Because it is recognized that staff and volunteers must be continually updated throughout the course of the incident, the PIO Team shall post copies of all press



releases on message boards at the shelter site and staging locations. These postings will be in a place accessible to workers and the general public. Only information posted by the Town of Apple Valley and/or affected public agencies shall be deemed credible and accurate.

**D. Staffing Requirements**

In general, the organizational chart for activation of this Plan is as follows:





**1. Town of Apple Valley Animal Services Staff**

Town of Apple Valley Animal Services staff will be responsible for filling the three management positions, if needed (see *Section 2, Positions*):

- Animal Operations Coordinator
- Evacuation Manager
- Shelter Manager

Town staff will take into consideration staffing needs throughout the course of the incident, as well as fulfilling the staffing needs for normal day-to-day animal control and shelter operations. Additional staffing may be obtained through the use of AVAS Volunteers, which includes FADD certified- CERT members, convergent volunteers, or personnel from other jurisdictions.

**2. Volunteers**

Town staff will provide for the recruitment and training of an adequate network of animal care volunteers who can be called into immediate action in the event of an incident requiring animal evacuation and sheltering. Volunteers working directly with evacuated or sheltered animals must be trained in maintenance and care of on-site and off-site sheltering premises and animals. Training will provide qualified volunteers to ensure that evacuated animals are kept in sanitary sheltering conditions, provided adequate nutrition, humane care and any needed medical treatment. Adequate training helps minimize the spread of contagious, infectious, or communicable diseases among sheltered animals.

**a. Apple Valley Animal Services Volunteers (AVAS Volunteers)**

AVAS Volunteers are individuals 18 years of age and older that are specifically trained by the Town of Apple Valley Animal Services Department to work with sheltered animals and in the Town's Municipal Animal Shelter. Volunteers must register with the Town of Apple Valley and submit to a LiveScan fingerprinting process through the Apple Valley Police Department for the purpose of a criminal background check. Once the participant has cleared the background check, he/she may participate in the AVAS Volunteer Orientation and Training Program. After completing the AVAS orientation and training, volunteers proceed to the next two training levels to become registered Disaster Service Workers and Community Emergency Response Team (CERT) Members. This training is required to receive a "Friends of Animals During Disasters" (FADD) Certification.



**b. Registered Disaster Service Worker**

AVAS Volunteers wanting to assist during a disaster must complete ICS 100 & 700 training to become registered as a Disaster Service Worker.

**c. Community Emergency Response Team (CERT) Member**

AVAS Volunteers wanting to assist during a disaster must attend a 20-hour Community Emergency Response Teams (CERT). CERT training educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. Using the training learned in the classroom and during exercises, CERT members can assist others in their neighborhood or workplace following an event when professional responders are not immediately available to help. CERT members also are encouraged to support emergency response agencies by taking a more active role in emergency preparedness projects in their community. [Source FEMA]

**d. Friends of Animals During Disasters (FADD) Certification**

FADD is a certification specific to the Town of Apple Valley under the AVAS Volunteer program. Registered under the “Animal Rescue, Care & Shelter” classification of the State of California Disaster Service Worker Program, FADD certified volunteers are responsible for assisting with animal evacuations and emergency shelter operations when activated. FADD certification requires an individual to be an AVAS Volunteer, successful completion of the Registered Disaster Service Worker and Community Emergency Response Team Member training, and attendance at mandatory safety training provided by the Apple Valley Animal Services Department on a quarterly basis.



**e. Convergent Volunteers**

Convergent volunteers are well-meaning residents who step forward to volunteer assistance during a disaster. These volunteers have not had any formal training and are not part of the organized disaster volunteer program with the Town of Apple Valley. Therefore, it is required that prior to helping in any capacity, they must first be registered as a temporary convergent volunteer under the Disaster Service Worker program for that incident only. Registration shall be coordinated with the EOC prior to allowing them to work on site.

**f. Activation**

Activation for volunteers is per the Town of Apple Valley Disaster Service Worker Program procedures, dated July 1, 2009. (*Attachment 2 of Annex 1 of the Town of Apple Valley Emergency Operations Plan*).

**g. Photo Identification Card**

Once an AVAS Volunteer completes the mandatory training and certification requirements, he or she will be issued a photo identification card. The photo identification card must be displayed on their person at all times while working as a volunteer for the Town of Apple Valley.

**3. Job Descriptions**

The following positions may be required depending on the level of operations activated during the emergency:

**a. Animal Operations Coordinator**

This position shall be filled by the Town of Apple Valley Animal Services Manager or his/her designee. It is imperative that this position be filled by a Town employee who has had NIMS training. Responsibilities include, but are not limited to:

Adhere to the responsibility checklist for the Animal Care & Welfare Unit as outlined in the Town of Apple Valley Emergency Operations Plan (*Unit II, Section 3*);

Ensure the procedures outlined in this document are in effect and maintained;

Establish continuous communication with the EOC (primarily the Operations Section Chief or the Health & Welfare Branch Coordinator, if filled), Evacuations Manager, and Shelter Manager;



- Ensure that public information is accurate and timely by constant communication with the EOC PIO Team;
- Establish a staging area and evacuation procedures, if needed;
- Establish field animal shelters, if needed;
- Respond to requests from the EOC and field units;
- Determine staffing needs and activate volunteers or request assistance from other jurisdictions, if needed;
- Approve purchases for supplies/equipment in coordination with the EOC Finance/Administration Section, if activated;
- Coordinate the call for donations with the EOC, if needed;
- Attend EOC briefings during each operational period (every 12 hours);
- Routinely schedule and coordinate briefings with the Evacuation Manager and Shelter Manager, at least once each operational period (every 12 hours); and
- Act as the single point of contact for management decisions relating to the needs of animals during a disaster.

**b. Animal Evacuation Manager**

This position shall be filled by a staff member of the Town of Apple Valley Animal Care & Control Division or a registered AVAS Volunteer with FADD certification. Appointment will be made by the Animal Operations Coordinator. Responsibilities include, but are not limited to:

- Ensure the evacuation, staging, and routing procedures outlined in this document are in effect and maintained;
- Ensure that the staging area remains safe and risk-free;
- Determine staffing needs and request the Animal Operations Coordinator to activate volunteers or request assistance from other jurisdictions, if needed;
- Ensure that all workers (staff and volunteers) have checked-in at the beginning of each shift and have checked-out at the end of their shift;
- Ensure that all volunteers are registered Disaster Service Workers and display their photo identification card;
- Ensure that all convergent volunteers have been registered as such by the EOC;
- Conduct periodic briefings with staff/volunteers;





Ensure that public information (press releases, bulletins, etc.) are posted in a manner accessible to all workers and the public;

Ensure that all workers have the proper forms, maps, routes, etc., of the evacuation area;

Provide periodic status reports and requests for supplies/equipment and staffing to the Animal Operations Coordinator; and

Maintain continuous communication with the Animal Operations Coordinator and the Shelter Manager.

Ensure that direct communication between the Staging Area and the EOC is maintained (request an E.C.S. volunteer via the EOC); and

Ensure that the Staging Area is clean of any trash and debris upon demobilization.

**c. Animal Shelter Manager**

This position shall be filled by a staff member of the Town of Apple Valley Animal Services Department or a registered AVAS Volunteer with FADD certification. Appointment will be made by the Animal Operations Coordinator. Responsibilities include, but are not limited to:

Ensure the shelter operation procedures outlined in this document are in effect and maintained;

Determine staffing needs and request the Animal Operations Coordinator to activate volunteers or request assistance from other jurisdictions, if needed;

Ensure that a registration system is in place and that each animal is identified upon arrival to the shelter using the proper forms;

Ensure that proper forms are being used and completed appropriately;

Ensure that an evaluation of each animal's immediate needs is completed upon check-in, i.e., medical attention, muzzle, food, water, etc.;

Track and determine proper coordination of animal placement and movement;

Ensure the shelter is secured on a 24-hour basis;

Ensure that the shelter is clean and orderly;

Ensure that all workers (staff and volunteers) have checked-in at the beginning of each shift and have checked-out at the end of their shift;



Ensure that all volunteers are registered Disaster Service Workers and display their photo identification card;

Ensure that all convergent volunteers have been registered as such by the EOC

Conduct periodic briefings with staff/volunteers;

Ensure that no animal is euthanized without permission from a licensed veterinarian, the Animal Operations Coordinator, and the animal's owner, if possible;

Provide status reports and requests for supplies/equipment and staffing to the Animal Operations Coordinator; and

Maintain continuous communication with the Animal Operations Coordinator and the Evacuation Manager;

Ensure that direct communication between the Shelter site and the EOC is

Maintained (request an E.C.S. volunteer via the EOC); and

Ensure that the entire Shelter area is clean of any trash and debris upon demobilization.

**d. Supervisory Positions**

The number and type of supervisory positions needed would be determined by the size and scope of the disaster. Depending on the size and scope of the incident and/or the number of staff and volunteers, one person may be responsible for more than one position. In each case, supervisors need to consider additional staffing needs throughout the duration of the activation. Upon arrival to the site, each volunteer/staff person shall receive a briefing of instructions, procedures, and reporting structure. The following supervisory positions support and report to either the Evacuation Manager or the Shelter Manager depending upon their site location:

**Dispatch Supervisor:** Using maps and intelligence information from the EOC and/or Incident Command Post, conduct dispatch tasks at the evacuation staging location, using cell phones, walkie-talkies, or face-to-face.

**Facilities Supervisor:** Especially of use when more than one shelter site is operational. This position ensures the coordination among shelter sites, i.e., animal identification, supplies, feed, equipment/tools, staffing, etc.



**Foster Care Supervisor:** Especially of use when long-term care will be necessary for animals after the shelter is demobilized. This position is responsible for coordinating with the animal owner to locate long-term care for animals, if necessary, using the list of resources included in this document.

**Intake Supervisor:** Ensures that animal registration at the shelter site is properly handled with sufficient staffing and use and completion of proper forms. Maintains these records in an organized manner throughout the duration of the disaster.

**Kennel/Livestock Supervisor:** Ensure that the kennel/livestock area at the shelter is clean and sanitized. Ensure that staffing is sufficient to provide for feeding, cleaning, and exercise of animals in the kennel/livestock area. Maintain records for the time of each animal's feeding and exercise.

**Office Supervisor:** Ensure that coordination is in place with the office at Town Hall who will be receiving animal inquiries. May also be stationed at Town Hall or the Town of Apple Valley Animal Shelter to help answer phones, organize paperwork, copy forms, etc.

**Supply Supervisor:** Ensure that supplies required to operate a staging area and/or shelter is available. This may necessitate the need to pick up and deliver supplies upon request (or this can be tasked to a non-supervisory role). This position does not have the responsibility to make purchases or seek donations.

**Volunteer Supervisor:** Coordinates volunteers to ensure that positions are filled timely and appropriately at either the staging area or shelter. This position will be responsible for maintaining a volunteer schedule and contact information (AVAS Volunteers, including level of training, i.e., Disaster Service Worker, CERT Member, FADD Certification.) Updated contact information should be provided and available at the EOC.

e. **Non-Supervisory Positions**

Many of the non-supervisory positions require multiple people to fill them, such as Kennel Attendant. Upon arrival to the site, each shall receive a briefing of instructions, procedures, and reporting structure. The following non-supervisory positions support and report to a Supervisor, or either the Evacuation Manager or the Shelter Manager depending upon their site location:

Animal Attendant

Animal Food Attendant

Animal Intake Registrant

Animal Search Attendant (to locate animals who escape from the shelter)



Animal Supply Attendant  
Animal Transporter (from one area of the shelter to another)  
Communications Volunteer E.C.S. (Emergency Communications Services)  
Dog Walker  
Errand Runner  
Handy Person (electrician, carpenter, plumber, etc.)  
Information Table Attendants  
Kennel/Livestock Cleaner  
Lost & Found Information Recorder  
Office/File Clerk  
Security Personnel

### **III. EVACUATIONS**

During emergency operations, one of the priorities will be to evacuate animals from the danger zone to a safe zone. To do this efficiently, an orderly, organized system must be in place. The Evacuation Manager will be responsible to activate the following procedures.

#### **A. Staging Locations**

For large scale evacuations, a Staging Location shall be established whereby staff and volunteers capable of evacuating animals will meet and be dispatched. The Animal



Operations Coordinator and/or the Evacuations Manager shall determine the staging location with the following considerations:

The location should be established as quickly as possible to initiate evacuation procedures – the first step of emergency animal operations;

The location can either be a large vacant lot or paved parking area large enough to accommodate a variety of trucks/trailers, and free of hazards to these vehicles;

The staging location shall be within general proximity to the hazard or disaster, but yet safe from its affects (if appropriate, uphill and upwind);

If known, the property owner of the site shall be contacted for approval to use the property; and

Suggested sites include:

- **Apple Valley Municipal Animal Shelter** (Primary Location unless in danger zone)
- **Horseman's Center** (Town owned property has running Water, Restrooms, Corrals and Perimeter Fencing; No indoor sheltering)
- **Virginia Park on Central Road** (Town owned property has running Water, Port-a- Potties and Perimeter Fencing; No indoor sheltering)
- **Lions Park on Outer Highway 18** (Town controlled property has running Water/Grass & Dirt Lot; No Restrooms/Perimeter Fencing/Indoor Sheltering)
- **20159 Wisconsin Street, Apple Valley** (Privately Owned Mixed Use Zoned Property with a Residence; Has access to Running Water/Perimeter Fencing; No Indoor Sheltering) Property Owner Provided Verbal Approval 7/7/2014. Would Need to get an MOU
- **19773 Bear Valley Road, Apple Valley** (Privately Owned Commercial/Mixed Use Zoned Property; Has access to Running Water/Perimeter Fencing; No Indoor Sheltering) Would Need to get an MOU

Secondary Locations (If none of the above options are available)

- **Corwin Road and Dale Evans Parkway** (Privately Owned Vacant Lot; No Running Water/Structures/Perimeter Fencing) Would Need to get an MOU
- **Central Road and Highway 18** (Privately Owned Vacant Lot; No Running Water/Structures/Perimeter Fencing) Would Need to get an MOU
- **Quinnault Road & Ottawa** (Privately Owned Triple J Ranch near existing Municipal Shelter) Property Owner Provided Verbal Approval 9/11/04. Would Need to get an MOU
- **Bear Valley Road and Central Road** (Privately Owned Vacant Lot; No Running Water/Structures/Fencing) Would Need to get an MOU



- Unpaved accessory lots with access to running water, indoor structures for small animals, and perimeter fencing to offer containment of animals that may get out of temporary kennels.



## **B. Routing**

The EOC will determine the evacuation routes as well as prioritize evacuation areas based on the location, size, and scope of the incident. This information will be communicated to the Evacuation Manager as soon as it is determined.

Evacuation areas will be prioritized to provide for the evacuation of animals in such a manner that the most threatened area will be evacuated first;

Routing will be based on the safest course available for the Rescue Teams;

Routing will also be based on the course that provides the best route of travel so as not to impede emergency operations of fire and/or law enforcement; and

Routes shall be mapped out on a large map and posted at the staging location (each driver shall also be given a map if available).

## **C. Dispatching Rescue Teams**

The Evacuations Manager may assign a Dispatch Supervisor if necessary, to coordinate the following activities.

Using the check-in form, assign Evacuation Rescue Teams of four (1 driver, 2 rescuers, and 1 recorder), and assign each team a number;

Rescue Teams must be made aware of their responsibility upon dispatch – using the recommended route, report to the dispatched area, complete paperwork for each rescued animal, take animals to the shelter site, and return to the staging location to be dispatched again;

Using Impound Cards, the Rescue Teams will record as much information as possible of the location from where the animal(s) is taken, i.e., street address, identifying marks of the animal, etc. If the animal owner is still on the property while evacuation is occurring, the animal owner will be asked to complete the paperwork.

Owners who can transport their own animals are encouraged to do so in an attempt to free up the Rescue Teams for those who cannot self-transport.

Animals that are difficult to manage or require technical rescue operations will be reported to the Evacuation Manager who will make a determination on a case-by-case basis of how best to evacuate these type animals.

## **D. Supplies and Equipment Required**



Some of the supplies and equipment will be provided by the Town of Apple Valley Animal Services Department. Any other supplies should be requested through the EOC. Equipment and supplies needed may include:

FORMS: Worker Sign-in  
forms, Animal Impound Cards

Pens/pencils, tape, stapler,  
paperclips, message pads,  
paper tablets

Tables, chairs, shading,  
lighting

Maps, easels

Bullhorn

Portable restrooms

Food/water troughs

2-way radios

Water, food, etc.

Temporary fencing, if needed

First aid kit

Animal leashes

Lead ropes/ halters for horses

Camera

Fire extinguisher / shovel

Directional signs

Public information "board"





## IV. SHELTER OPERATIONS

### A. Establishing an Animal Shelter

Once the need is determined for an animal shelter, the first order of business will be to determine the location based on the type of animals the shelter will be accepting:

- Small animals – dogs, cats, birds, etc.
- Livestock-type animals – horses, cattle, llamas, ostriches, etc.
- All animals

Possible locations can be found on the list of resources (Section V of this Plan). The primary location and first choice for all animal evacuations will be the Apple Valley Municipal Animal Shelter. This location will be used unless it is in the danger zone and until it has reached capacity. If this site or an alternative location within Apple Valley is selected, the Town of Apple Valley Animal Services Manager and/or the Animal Operations Coordinator will be in charge of all operations. If the evacuation site is outside of the Town of Apple Valley jurisdiction, coordination of activities and responsibilities must be addressed with that jurisdiction's Animal Services staff. If the evacuation site is on private property, written permission must be obtained from the property owner.

Once this decision is made, the Animal Operations Coordinator shall advise the EOC PIO Team so that the public can be updated with animal evacuation information.

#### 1. American Red Cross Policy

As a means of clarification, the TOAV EOP establishes that human shelters be managed and operated by the American Red Cross. The Red Cross national guidelines prohibit evacuees from bringing pets or animals into shelters (except service dogs). However, under certain circumstances, small animals may be allowed to stay if the owner has a

kennel or muzzle. Therefore, during a period of evacuation, it is necessary to establish animal shelters for the safety of animals – large and small.

### B. Arrangement of an Animal Shelter

The following is a list of “areas” that when created, develops into an efficient, organized animal shelter for emergency purposes. While not all of the areas may be needed for every activation, the Shelter Manager should consider preparing for each as the incident progresses. Areas which may be utilized include:



**Animal Intake Area:** Location for registering animals arriving to the shelter regardless if they arrive with the animal owner or the Evacuation Rescue Teams. (See “*Animal Intake Process*” below).

**Communications Area:** The communications area is the location where all incoming and outgoing business calls take place. With some disasters or at some shelter locations, phone service may not be operating or accessible. Cellular phones may work, but the cellular system can be extremely busy during a disaster. Texting may be a viable option. In such cases, a volunteer ham radio operator (E.C.S.) will be assigned to maintain communication with the EOC and other shelter/staging sites. The communications area should be at the Animal Operations Coordinator’s work site

**Dead Animal Disposal:** There must be an area designated for dead animals until the animal disposal service arrives. The ideal use will be in a freezer or refrigeration. If these types of resources are not available, the animals must be securely tied in several thicknesses of plastic bags and kept at a distance to not pose a health risk or odor problem. The bags should be labeled with the owner’s information, if known. Fly spray should be sprayed in this area. The area should not be in public view.

**Food Storage & Distribution:** Location where feed is stored and distributed at feeding time. Again, should be an area easily accessible for delivery trucks as well as an area large enough to separate the types of feed.

**Information Table:** First stopping point for anyone entering the Shelter. From here citizens will be directed to either the Animal Intake Area or to the Volunteer Check-In Area. This is the location where the Public Information Board will be displayed as citizens may also have questions regarding additional services, i.e., human shelters, incident status, etc.

**Kennels:** Location where all animals are housed until they are reclaimed, placed in foster homes, or adopted. A number of different kennel areas may be established depending on the types of animals sheltered, i.e., dogs, cats, horses, pigs, etc. Kennels should be numbered with signage to avoid confusion.

**Medical Clinic:** Location where animals are treated for minor injuries or given vaccinations by volunteer veterinarians. Seriously injured animals may be treated elsewhere depending on available resources. The Animal Operations Coordinator shall be immediately notified of an animal with serious injuries occurring on site or brought to the shelter. Any animal suspected of having contagious diseases shall be kept in a separate area from the rest of the animal population.

**Supply/Equipment Storage & Distribution:** Location where animal supplies are stored and distributed. Should be an area easily accessible for delivery trucks.



**Volunteer/Staff Rest Area:** Because some workers will stay for a 12-hour period, it is necessary to provide them a break area for rest and meals. This is also the area where portable restroom facilities can be set-up.

**Volunteer/Staff Sign-In Area:** Location where all staff and volunteers report to when they arrive for their shift. After sign in, they read that day's information board and briefing material. The board will provide them with updated information, any procedural changes, and other announcements. Staff and volunteers sign out in this same area when they complete a shift.

**Water Storage:** Location where water is stored for the animals; should be out of the direct sunlight.

## 1. Animal Intake Process

Animals will arrive either with its owner or an Evacuation Rescue Team (or neighbor, friend, etc.). In either case, it is important to adhere to the following procedures in order to reunite the animal with its rightful owner upon completion of the incident:

Complete animal impound card

- Animal Intake Registrants shall complete the impound card for residents.
- If the animal is brought in by an Evacuation Rescue Team, the card should have already been completed by the recorder.
- If the animal is brought by anyone else, obtain as much information as possible, i.e., where the animal was found, identifying marks, gender, etc., as well as contact information for the person bringing the animal.

Write intake number on the ID Band (collar tag).

Put the ID Band (collar tag) on the animal.

Place the animal in a temporary holding kennel and attach the Kennel Card OR place the animal in an appropriately sized airline carrier and attach the Kennel Card to the carrier.

Call an Animal Attendant to retrieve the animal if the animal was placed in a temporary holding kennel or carrier.

If the animal owner is present, give the owner a copy of the Kennel Card (Impound Card).

Keep a copy of the Kennel Card (Impound Card) and file accordingly. If impound information is being stored in a computer database, only two copies need to be made. One for the owner and one that stays with the animal.



### C. Supplies and Equipment Required

Some of the supplies and equipment will be provided by the Town of Apple Valley Animal Services Department. Any other supplies should be requested through the EOC. Supplies required may include:

- |  |  |
|--|--|
| FORMS: Worker Sign-in forms, Animal Kennel Cards (Impound Cards)     | Public information "board"   |
| Pens/pencils, tape, stapler, paperclips, paper tablets, message pads | Volunteer information "board"                                      |
| File folders and file boxes  | 5-gallon water buckets   |
| Tables, chairs, shading,   | Water and food troughs   |
| Lighting, flashlights with batteries, lanterns                       | Garbage cans and garbage bags                                      |
| Maps, easels   | 2-way radios, bull horn  |
| Bullhorn   | Feed, shovels, gloves, antibacterial wipes hand sanitizers         |
| Portable restrooms   | Knock-down dog cages, other cages/pens                             |
| Water, food, etc.  | White duct tape, cage tags, collar tags, animal harnesses, leashes |
| Temporary fencing, if needed   | Water bowls, pooper-scooper  |
| First aid kit  | Disinfectant, paper towels, newspaper (for lining cages)           |
| Directional signs  |  |



**D. Reuniting Animals with Owners**

When owners arrive to reunite with their animals, they must have identification showing that they own the animal – kennel card (impound card), driver’s license or other picture identification showing the same address as listed on the impound card. Animals which were found running loose or residents without identification must see the Animal Shelter Manager or designated staff prior to the release of the animal. Owner information (driver’s license number, address) if known, shall be written on the kennel card (impound card) of those animals which were brought in by someone other than the owner.

For unclaimed animals with unknown owners, all attempts shall be made to determine where the animal came from to return the pet home. The Animal Operations Coordinator and the Shelter Manager shall make a determination of how best to locate the rightful owners, i.e., public service announcements in coordination with the PIO Team, posters, etc.

**E. Locating Long-Term Sheltering Needs**

Long-term shelter care may be needed for animals whose owners cannot be identified and/or located after demobilization of the temporary animal shelter. In this instance, the Animal Operations Coordinator will attempt to locate long-term care facilities. However, the Town is not responsible for supporting the animal and its care after demobilization of the temporary animal shelter. Animals abandoned at the evacuation site should be held in accordance with stray animal laws before placed up for adoption.

Long-term shelter care may also be needed for animals who cannot return home immediately after the incident due to property damage. In this instance it is up to the animal owner to locate and finance long-term sheltering needs.

**V. RESCUE OPERATIONS**

Technical rescue operations for animals trapped, unable to move, or in a hazardous position will be considered on a case-by-case basis depending on the resources available and the size and scope of the rescue operation. This will be determined by the Animal Operations Coordinator.

**VI. RESOURCES**

The following pages contain contact information for local:

- Animal Services Agencies
- Feed, Supplies & Equipment
- Holding Facilities, Temporary



- Medical Care/Veterinarians
- Rescue Operations, Emergency
- Shelters, Kennels, and Boarding & Holding Facilities
- Transportation Services



**ANIMAL CONTROL AGENCIES**

**City of Adelanto**

Adelanto Police Dept.  
11613 Bartlett Avenue  
Adelanto  
(760) 246-1050

**Town of Apple Valley**

Animal Care & Control  
22131 Powhatan Road  
14955 Dale Evans Pkwy  
Apple Valley  
(760) 240-7000 Ext. 7555

**City of Barstow**

United Humane Society  
31339 E. Main Street  
Barstow  
(760) 252-4800

**California Veterinary Medical Assn (CVMA) Command Center**

(800) 655-2862  
Area Coordinator:  
Linda Khachatoorian, RVT (714) 963-0909

**City of Hesperia**

Hesperia Animal Control  
11011 Santa Fe Avenue  
Hesperia  
(760) 947-1700

**San Bernardino County Animal Control Services (800) 472-5609**

**City of Victorville**

Victorville Animal Control  
14343 Civic Drive  
Victorville  
(760) 955-5089

**FEED, SUPPLIES, & EQUIPMENT**

**All American Fence**

**Erectors**

Hesperia  
(760) 948-2428  
Corral Builders



**Apple Valley Feed Bin**

21942 Bear Valley Road  
Apple Valley  
(760) 247-9595  
Feed/Supplies

**Desert Feed Store**

22166 Highway 18  
Apple Valley  
(760) 247-4591  
Feed/Supplies

**Feed Barn, The**

Phelan  
(760) 868-4840  
Feed/Supplies

**General Feed Store**

Lucerne Valley  
(760) 248-2455  
Feed/Supplies

**Hesperia Feed Bin**

Hesperia  
(760) 948-2598  
Feed/Supplies

**Hesperia Veterinary Supply**

11960 Hesperia Road  
Hesperia  
(760) 244-4818

**Hooves & Paws**

22749 Highway 18  
Apple Valley  
(760) 247-5523  
Feed/Supplies

**Horseshoe Corral Co.**

Lucerne Valley  
(760) 248-6975  
Corral Builders

**Hydrokist Feed Bin**

Hesperia  
(760) 948-2598  
Feed/Supplies

**McCoy's**

Barstow  
(760) 253-7323  
Feed/Supplies

**Petsmart** Apple Valley (760) 240-8119





**Petsmart**

Victorville  
(760) 955-1030

**J & K Feed & Vet Supplies**

Hesperia  
(760) 244-6312  
Feed/Supplies

**RESCUE OPERATIONS, EMERGENCY**

Mojave Desert Animal  
Rescue Apple Valley (760) 247-0786

**SHELTERS, KENNELS, BOARDING & HOLDING FACILITIES**

**Apple Valley High School**

11837 Navajo Road  
Apple Valley  
(760) 247-7206  
Holding Facility

**Barstow Animal Shelter**

(Humane Society)  
31339 E. Main Street  
Barstow  
(760) 252-4800  
Animal Shelter

**Big Bear Animal Shelter** Northshore Rd/Stanfield Cutoff

Big Bear City  
(909) 866-4943  
Animal Shelter

**Dog's Day Inn**

19575 Bear Valley Road  
Apple Valley  
(760) 247-2363  
Kennel

**Graham, Earl**

9233 Deep Creek Road  
Apple Valley  
(760) 245-7695

**Hesperia Animal Hospital**

9540 "I" Avenue  
Hesperia  
(760) 948-1553  
Kennel

**Hesperia Animal Shelter**

11011 Santa Fe Avenue  
Hesperia

(760) 947-1700  
Animal Shelter

**Hi-Desert Pet Motel**

Barstow  
(760) 252-8200  
Boarding

**Horseman's Center**

24320 Highway 18  
Apple Valley  
Holding Facility/Livestock

**Jadestone Boarding**

Kennels  
Wrightwood (760)  
249-9030  
Boarding



Town of Apple Valley

**Lime Street Park**  
16292 Lime Street  
Hesperia  
(760) 244-5488  
Holding Facility/Livestock

**Love'm Kennels**  
14139 Lynn Road  
Apple Valley  
(760) 240-4321  
Kennels/Boarding

**Mojave Narrows Regional Park**  
18000 Yates Road  
Victorville  
(760) 245-2226  
Holding Facility

**Oak Springs Ranch Riding Stables**  
182 Fawnskin Road  
Apple Valley  
(760) 953-9299  
Boarding

**Pollard's Motel for Dogs & Cats**  
23430 Highway 18  
Apple Valley  
(760) 247-7916  
Boarding

**San Bernardino County Fairgrounds**  
14800 Seventh Street  
Victorville  
(760) 951-2200  
Holding Facility

**Victor Valley Animal Protective League**  
21770 Zuni Road  
Apple Valley  
(760) 247-2102  
Animal Shelter

**Windhaven Kennels**  
19150 Willow Avenue  
Hesperia  
(760) 244-3317  
Kennel

**TRANSPORTATION/  
HAULING SERVICES**

**Graham, Earl**  
9233 Deep Creek Road  
Apple Valley  
(760) 240-4449  
Stock Hauler

**VETERINARIANS/  
MEDICAL CARE**

**ABC Animal Clinic**  
Barstow  
(760) 256-3330  
Medical Care

**Animal Care Hospital**  
21544 Highway 18  
Apple Valley  
(760) 247-0292  
Veterinarian – Dr. Cannarella

**Animal Emergency Clinic**  
15532 Bear Valley Road  
Victorville  
(760) 962-1122  
Medical Care

**Animal Medical Center**  
Hesperia  
(760) 948-2497  
Medical Care

**Apple Valley Animal Hospital**  
18107 Highway 18  
Apple Valley  
(760) 242-5400  
Veterinarian – Dr. Jessen

**Apple Valley Equine Hospital**  
10083 Deep Creek Road  
Apple Valley  
(760) 247-4226  
Veterinarian – Dr. Lenhert

**Bear Valley Bird & Animal Hospital**  
20915 Bear Valley Road  
Apple Valley  
(760) 240-5228  
Veterinarian – Dr. Velasco

**Country Animal Care**  
4525 Phelan Road  
Phelan  
(760) 868-2188  
Veterinarian – Dr. Mickelson

**Desert Care Animal Hospital**  
Hesperia  
(760) 949-7387  
Medical Care

**Hesperia Animal Hospital**  
Hesperia  
(760) 948-1553  
Medical Care

**Mobile Veterinary Clinic**  
16385 Walnut Road  
Hesperia  
(760) 244-7722  
Veterinarian – Dr. Porter



**VETERINARIANS/  
MEDICAL CARE Co**

**Mojave River Equine Vet**

Apple Valley  
(760) 247-4024  
Veterinarian – Dr. Johnson

**New Animal Hospital**

Barstow  
(760) 252-1239  
Medical Care

**VCA Mesa Animal Hospital**

14643 Palmdale Rd  
Victorville  
(760) 245-0109  
Medical Care

**Petsmart**

Bear Valley Road  
Apple Valley  
(760) 240-8119  
Medical Care

**Petsmart**

12624 Amargosa Road  
Victorville  
(760) 955-1030  
Medical Care

**VCA Victor Valley Animal  
Hospital**

11696 Hesperia Road  
Hesperia  
(760) 244-8022  
Veterinarian –  
Dr. Bachman

**Victor Valley Animal  
Protective League**

21779 Zuni  
Road Apple  
Valley (760)  
247-2102  
Medical Care



# Town of Apple Valley Boundary Map

