



UVAS CREEK

Emergency Action Plan – Quick Guide

EAP Last Revised: December 2023

This guide summarizes key information/guidelines as described in the EAP. Page numbers are referenced (in red) identifying the location in the EAP where full information and data can be found. This quick guide is a summary and does not replace the full EAP.

1.A. PURPOSE OF EAP (p. 1)

- To enhance coordination and communication between Santa Clara Valley Water District (Valley Water) and the City of Gilroy (City).
- To provide guidance and an approach to ensure communications, planning, and implementation between the agencies regarding threatened and actual flooding emergencies.
- To facilitate:
 1. Pre-incident planning prior to a storm/flood event.
 2. Coordination of interagency response and recovery operations.
 3. Collaboration on public messaging for potential, imminent, and actual flooding along the Uvas Creek in Gilroy.

1.B. LIMITATIONS OF EAP (pp. 1-2)

- The EAP shall not constrain the Incident Commander (IC) in the field or others when dealing with flooding on Uvas Creek.
- The EAP provides oversight and guidance and does not replace or override existing plans, authorities, or responsibilities.
- It is not intended to set precedent or commit resources without knowledge of the conditions that may occur.

1.G. UVAS CREEK DESCRIPTION (p. 4)

Uvas Creek - a tributary of the Pajaro River - is located on the eastern slope of the Santa Cruz Mountain Range at the southern extent of Santa Clara County. Uvas Creek Watershed has a rough area of 87 square miles. The upper portion of Uvas Creek Watershed is regulated by Uvas Reservoir.

The Pajaro River flows to the west out of Santa Clara County, into San Benito County, and finally to Monterey County where it flows into Monterey Bay. Uvas Creek Watershed and is located 7.5 miles upstream of the City. Major flooding in Uvas Creek was recorded in 1982, 1983, 1986, 1995, 1997, 1998, and 2017.

Flood protection to provide 100-year flood flow capacity was constructed in 1986 between Santa Teresa Blvd and Luchessa Ave. The protection includes a levee with an overflow area between Luchessa Ave and Hwy 101.

1.F. POTENTIAL IMPACTED AREAS (p. 3)

Valley Water has identified the following potential flooding areas:

- Miller Avenue up to HWY 101
- Luchessa Avenue (a.k.a. Thomas Road)
- HWY 101 to HWY 25

See Attachment B for more information and maps of flood areas (pp. 27-29) and Attachment G for maps of hot spots (pp. 41-44).

2.A. EAP PERSONNEL (pp. 6-7)

The EAP relies on the designated level of authority provided to each Stakeholder representative. Based on the event condition level and related potential for flooding, the personnel who staff the EOCs may evolve, due to the knowledge and authority required.

- **SUBJECT MATTER EXPERTS (SME)** - Staff from the City, Valley Water and other Stakeholders who have specific knowledge related to the issues of permitting, flood control dynamics, creek flow, potential impacts of flood, geology, hydrology, flood monitoring, engineering and flood response.
 - Authority includes: Represent Agency on technical matters; Confer with DOC/EOC Director regarding activation of next level; and Engage outside resources such as National Weather Service.

- **PUBLIC INFORMATION OFFICER (PIO)** - Staff from the City, Valley Water and other Stakeholders who have experience with managing and disseminating information to the public.
 - Authority includes: Ability to create and distribute outreach materials for community awareness and preparedness; Represent each Agency to produce and distribute public notices regarding potential flood, as appropriate; and City PIO initiates activity to disseminate evacuation orders and shelter information.
- **ELECTED OFFICIALS** - Through each Agency PIO or Liaison staff, elected officials will be contacted and kept informed of the situation during the Potential Flooding Situation and Warning stages and provided with appropriate public messaging.

2.D. EMERGENCY LEVEL DESCRIPTIONS (pp. 7-9)

The concepts and activities described in the EAP are associated with the level of storm or flood threat. The EAP is considered active 12 months of the year, 24 hours a day, and 7 days a week. The intensity and degree of activity will increase along with creek conditions. The flood condition levels and flood severity levels shown below are consistent with the National Weather Service (NWS). The stream gauges, flood thresholds and forecasts are shown on the Valley Water website at: <https://alert.valleywater.org/?p=map>

Flood Condition Levels

Green	<p>Preparedness – This is the base stage of readiness that will be the typical condition throughout most of the year. It is defined as:</p> <ul style="list-style-type: none"> • Flood stage (Minor Flooding or greater) or 90% to 100% of design stage is not estimated within the next 72 hours or • Measured stream depth is below 50% of flood stage or design stage.
Yellow	<p>Monitoring – This condition is variable and requires more intense monitoring and a heightened level of alertness. Minimal staff in each Stakeholder's Emergency Operations Center (EOC) may be activated. An informal EOC Action Plan (AP) could be initiated if activated. This condition is defined as:</p> <ul style="list-style-type: none"> • Stream depth is estimated to reach flood stage or 90% to 100% of design stage in 72 hours or more; or • Measured stream depth is at 50% to 70% of flood stage or 70% to 90% of design stage; or • For areas that are controlled purely by storm drain runoff (flashy systems), the stream depth is estimated to reach flood stage or near design stage within 24 hours.
Orange	<p>Watch – The Stakeholders would increase staff in their EOCs, if they had been activated. If activated, a formal EOC AP will be drafted. This condition is defined as:</p> <ul style="list-style-type: none"> • Stream depth is estimated to reach flood stage or greater than design stage within 24 to 72 hours; or • Measured stream depths are at 70% to 100% of flood stage; or • Measured stream depths are at 90% to 100% of design stage; or • For areas that are controlled purely by storm drain runoff (flashy systems), the stream depth is estimated to reach flood stage or greater than design stage within 6-12 hours.
Red	<p>Warning – This is a more urgent situation. The Stakeholders' EOC should be activated to monitor the situation, providing notifications and responding according to a written AP. Often for smaller watersheds with flashy creeks, an EOC will not be opened until the storm event is occurring. This condition is defined as:</p> <ul style="list-style-type: none"> • Flood stage or greater than design stage or is occurring or is estimated to occur within 24 hours; or • Measured stream depths are 100% or greater than flood stage; or • Measured stream depths are greater than design stage; or • For areas that are controlled purely by storm drain runoff (flashy systems), the stream depth is estimated to reach flood stage or greater than design stage within minutes/hours or is occurring.
<p>NOTE: Design stage is the depth of water that a facility design is based upon and Flood stage is the depth of water at which a stream or facility begins flooding.</p>	

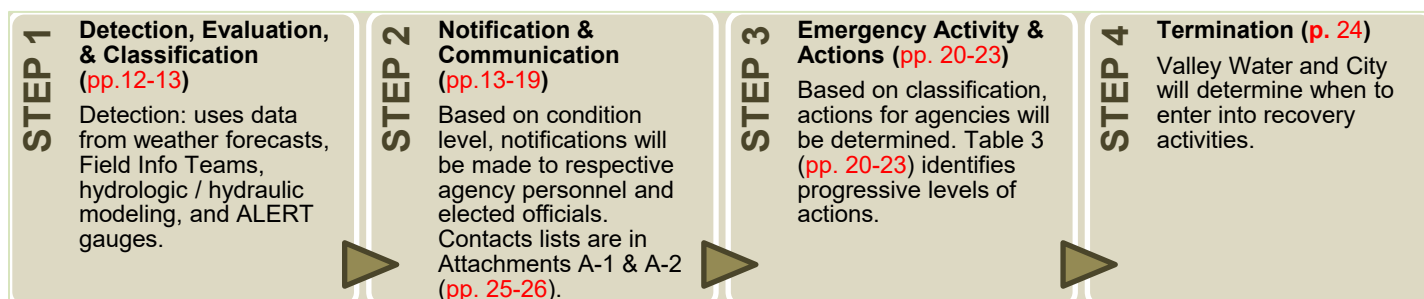
Flood Severity Levels**

Yellow	<p>Action— An established gauge height which when reached by a rising stream, lake, or reservoir represents the level where action is taken in preparation for possible significant hydrologic activity.</p> <p><u>Uvas Creek</u> – The stream gauge stage (depth of flow) at the Luchessa Avenue stream flow station* is expected to be 8 feet or is near 8 feet.</p>
Orange	<p>Minor Flooding— Minimal or no property damage, but possibly some public threat (e.g., inundation of roads).</p> <p><u>Uvas Creek</u> – The stream gauge stage is expected to be or is measured at 12-18 feet at the Luchessa Avenue stream flow station*. Flooding to occur upstream of low-flow crossings at Miller Avenue and Thousand Trails RV Park (12895 Uvas Road). At about 12 feet flooding begins upstream of US-101 near Monterey Frontage Road and travels southward across Mesa Road. The Soap Lake area will likely have widespread rural flooding along the Pajaro River.</p>
Red	<p>Moderate Flooding— Some inundation of structures and roads near stream, evacuations of people and/or transfer of property to higher elevations.</p> <p><u>Uvas Creek</u> – The stream gauge stage is expected to be or is measured at 19 feet at the Luchessa Avenue stream flow station*. Minor agricultural flooding occurs downstream of Highway 25 and Monterey Road on-ramps flood. At a stage of 19.2 feet, US-101 floods just north of Bolsa Road and floodwaters eventually move east across the highway. Monterey Road onramps flood and the creek flood upstream of the railroad tracks near Bolsa Road and travels along the west side of the tracks southward, overtopping CA-25 and inundating the US-101/CA-25 ramp.</p>
Purple	<p>Major Flooding— Extensive inundation of structures and roads, significant evacuations of people and/or transfer of property to higher elevations.</p> <p><u>Uvas Creek</u> – Flood stage is expected to be or is measured at 24 feet or higher at the Luchessa Avenue stream flow station*. Widespread flooding of City of Gilroy occurs south of Princevalle Drain (south of West 10th Street) and Highway 25 at the US-101 interchange, as well as towards the east.</p>
<p>*Add 185.9' to stage for NAVD88 Elevation. See Attachment E for the Luchessa Avenue stream flow station website link.</p> <p>**See Attachment E for website link to Valley Water Flood Severity.</p> <p>NOTE: Please check the Valley Water Surface Water Data Portal for the latest flood thresholds at https://alert.valleywater.org/?p=map&disc=f.</p>	

3. MOBILIZATION OF EAP (pp. 10-24)

The EAP is always active because preparedness is a year-round activity. Once a potential or actual event is detected, responding in a coordinated way and collaborating on post incident recovery follows a progression of actions. The level of activity will be guided by the best information available to the Agency SMEs and DOC/EOC Director. The “call to action” may be a series of phone calls among the SMEs and DOC/EOC Director to determine the next steps.

When mobilizing the EAP for a weather condition that may pose a flood threat, there are four general steps that are taken:



3.A. EVENT DETECTION, EVALUATION & CLASSIFICATION (pp. 12-13)

This step describes the detection of an unusual or emergency event and provides information to assist Valley Water in determining the appropriate emergency level for the event. Unusual or emergency events may be detected by:

- Forewarning of conditions that may cause an unusual event or emergency event such as weather forecasts for flash flooding or severe weather. Often the National Weather Service will host WEBINARs with agencies to discuss conditions and concerns. See Attachment E Web-Based Data Sources (p. 34).
- Hydrologic/Hydraulic Modeling is often performed by Valley Water and sometimes by the NWS based on forecast weather and watershed conditions that can help estimate timing and severity of an event.
- Observations and inspections along the creek by agency personnel, volunteers, landowners, or the public
- Evaluation of stream gauge or rainfall gauge data. See Attachment E Web-Based Data Sources (p. 34)

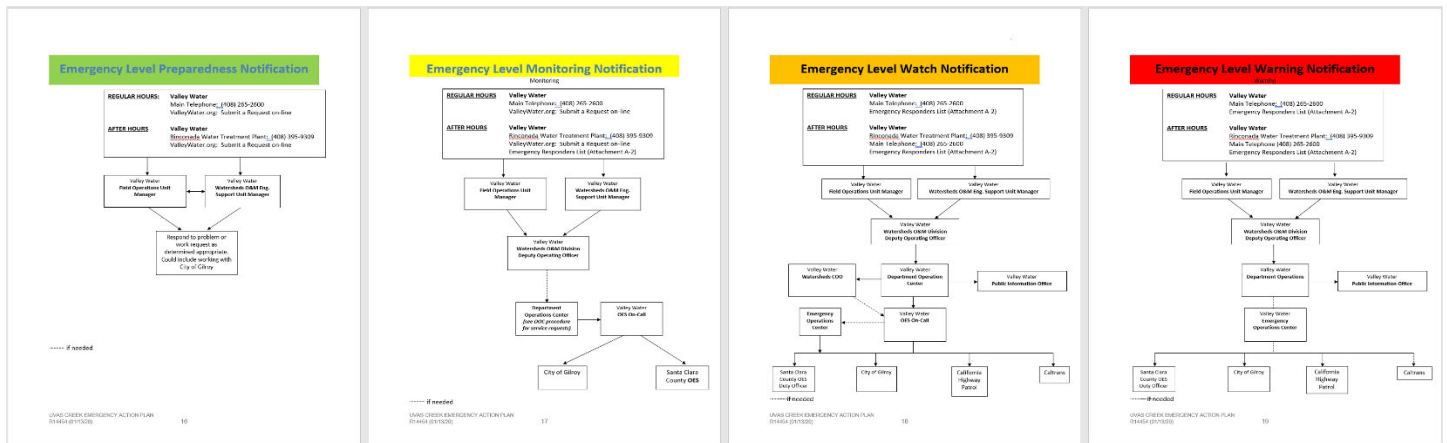
Valley Water evaluates the intelligence gathered regarding the threat and will identify the level of threat and, if possible, the expected severity and communicate that to the City and all appropriate staff. If available, Valley Water will also provide estimated flood maps to assist in developing Action Plans. City shall make their own decision on actions based on Valley Water provided information and local conditions.

3.B. NOTIFICATION & COMMUNICATION (pp. 13-19)

Notification & Communication: After the emergency level has been determined, there is guidance for communication and notification charts for each emergency level which identify the appropriate roles to be notified immediately for each agency.

COMMUNICATION (pp. 13-15)

- **Emergency Level Green**
 - Potential situation is identified by the Valley Water and appropriate Valley Water staff shall be notified and will further evaluate the situation. No notification to the City is required at this level.
- **Emergency Level Yellow – Monitoring**
 - If the Valley Water DOC has not been activated, then the Field Operations or Engineering Unit Manager shall contact the City designated response personnel by phone or electronically, notifying them of the situation and what actions are being taken.
- **Emergency Level Orange – Potential flooding situation**
 - A template message from the Valley Water EOC (p. 14) may be used to help describe the emergency situation to the City designated response personnel, Santa Clara County Communications, Cal Trans, and California Highway Patrol emergency management personnel.
- **Emergency Level Red – Warning**
 - The Valley Water EOC shall immediately contact the City and Santa Clara County EOCs so they can notify emergency responders and have the affected area evacuated. A template message (p. 15) may be used to help describe the situation.
 - The Valley Water EOC shall keep in frequent contact with the City and County EOCs to keep them up-to-date on the condition of the creek and water levels. They will tell you how you can help handle the emergency.
 - If all means of communication are lost: 1) try to find out why, 2) try to get another radio or telephone that works, or 3) get someone else to try to re-establish communications. If these means fail, handle the immediate problems as well as you can, and periodically try to reestablish contact with the City and County EOCs and emergency services.



3.C. EMERGENCY ACTIVITY/ACTIONS (pp. 20-23)

As the weather conditions and /or level of threat change, the responsibilities of the City, Valley Water and other Stakeholders adjust. The list of progressive responsibilities (Table 3 – pp. 20-23), shown below, provides general terms of what actions are needed at each threat level, and who has the lead responsibility. Additional emergency remedial action for specified field conditions is provided in Attachment D (pp. 32-33). City of Gilroy also has a Standard Operating Procedure for high flows in Uvas Creek that is provided in Attachment F (pp. 35-40).

Based on the event and condition classification, activity/actions by the City, Valley Water and other stakeholders will be determined. Table 3 identifies progressive levels of activation and actions for each emergency level.

Progressive Responsibilities

Level	Responsibility/Activity	Stakeholder*
Preparedness (Green)	Provide technical data on mitigation and preparedness measures.	Each Stakeholder is lead for own agency resources.
	Conduct field inspections of creeks and facilities.	Each parcel owner is lead in own right of way.
	Maintain property for flood preparedness.	Each parcel owner is responsible.
	Inventory and Procure Flood Fighting Materials and Equipment (Valley Water—Attachment C).	Each Stakeholder is lead for own materials and equipment (Attachment C).
	Perform mitigation work to reduce flood risk.	Each Stakeholder is lead on own right of way. By agreement can release to others.
	<ul style="list-style-type: none"> Comply with the Army Corps of Engineers Operation and Maintenance Manual for the Uvas Creek Levee project. Assure that an outline of the flood response plan is provided to the Army Corps of Engineers District Engineer. 	Valley Water is lead.
	Coordinate with Federal Emergency Management Agency (FEMA) regarding the National Flood Insurance Program (NFIP) Community Rating System (CRS) certification.	City is lead and Valley Water is support.
	Implement and enforce building codes for building in floodplains.	City is lead.
	Provide technical floodplain mapping expertise.	Valley Water is lead.

Level	Responsibility/Activity	Stakeholder*
	<ul style="list-style-type: none"> Maintain equipment, gauges, telemetry, communications systems, etc. Develop and maintain computer models of watersheds and creeks. 	Valley Water is lead.
	Conduct Winter Preparedness Workshop.	Valley Water is lead.
	Manage flood information websites (Attachment E).	Each Stakeholder manages own site as appropriate.
	Publish Flood Preparedness Public Outreach (e.g., Winter Preparedness) in multiple languages.	Valley Water is lead.
	Provide public education in multiple languages.	Each Agency Stakeholder is lead for own agency resources as appropriate.
	Provide resources to support on-going activity to support this EAP and mitigation efforts along waterways.	City and Valley Water are lead for their own agency resources.
	Review and update EAP, including contact personnel annually if determined necessary, and provide copies of revised EAP to all current copy holders.	Valley Water is lead.
Monitoring (Yellow)	Activate the EAP for "Monitoring" and notify City and County of Santa Clara Office of Emergency Management.	Valley Water is lead.
	Notify staff about the increased condition level.	Each Stakeholder is lead for own staff as appropriate.
	Communicate risk to Agency DOC/EOC representatives.	Valley Water is lead.
	<ul style="list-style-type: none"> Respond to, and mitigate, minor events as needed; coordinate with each responding agency. Stage equipment at localities likely to be affected as needed; coordinate with each responding agency. 	Each Stakeholder is lead for own materials and equipment.
	Provide public education in multiple languages.	Each Stakeholder collaborates and is lead to their constituents.
	Provide information to Elected Officials.	Each Stakeholder PIO is lead for own agency.
	<ul style="list-style-type: none"> Confer with EOC Director on conditions for activating next level Identify location for flood fighting resources for the public (e.g., Valley Water sandbag locations). Check Valley Water hot spots (Section 1.F). 	Valley Water is lead.
	<ul style="list-style-type: none"> Implement Gilroy Fire Department Standard Operating Procedure (Attachment F). Review evacuation planning needs. Check City hot spots and problem areas. Prefilled sandbags deployed to key locations. 	City is lead.

Level	Responsibility/Activity	Stakeholder*
Watch (Orange)	Activate the EAP for "Watch."	Valley Water is lead.
	<ul style="list-style-type: none"> Manage information from the DOC or like facility. Allow the DOC (or like facility) to manage field response. Communicate risk to EOC representatives. 	Each Agency Stakeholder is lead for own agency.
	Notify staff about the increased condition level.	Each Agency Stakeholder is lead for own agency.
	Confer with responding DOC/EOC Director to determine response coordination needs and resources needs.	Each Agency Stakeholder is equally responsible for cross coordination.
	<ul style="list-style-type: none"> Respond to, and mitigate, minor events as needed; coordinate with each responding agency. Stage equipment at localities likely to be affected as needed; coordinated with each responding agency. 	Each Agency Stakeholder is lead for own materials and equipment.
	Update location for flood fighting resources for the public and supply additional resources as needed and available (e.g., sandbag locations).	Valley Water is lead.
	Provide public information in multiple languages.	Each Agency Stakeholder collaborates and is lead to their constituents.
	<ul style="list-style-type: none"> Provide information to Elected Officials. Communicate with media as needed. 	Each Agency Stakeholder PIO is lead for own agency.
	Provide public warning in multiple languages.	City is lead, County is key support.
	Provide information on impact and available resources to and from respective EOCs.	Each Agency Stakeholder is lead for own agency resources.
	<ul style="list-style-type: none"> Implement Gilroy Fire Department Standard Operating Procedure (Attachment F). Confer with EOC Director on conditions for potential evacuation and shelter support. Prepare to open shelters if determined appropriate. 	City is lead.
	<ul style="list-style-type: none"> Confer with EOC/DOC Director on conditions for activating EAP at next level. 	Valley Water is lead.
	Confer with legal staff on process for proclaiming a Local Emergency.	City and/or County is lead.
	Activate the EAP for "Warning."	Valley Water is lead.
Warning (Red)	Communicate risk to EOC representatives.	Each Agency Stakeholder is lead within their agency.
	Provide public information in multiple languages.	Agency Stakeholders collaborate and are lead to their constituents.
	Provide public warning and shelter information in multiple languages.	City is lead, County is key support.
	<ul style="list-style-type: none"> Implement Gilroy Fire Department Standard Operating Procedure (Attachment F). Implement evacuation plans and deploy resources to evacuate. 	City is lead.
	Coordinate resources through respective EOCs.	Each Agency Stakeholder is lead for own resources.

Level	Responsibility/Activity	Stakeholder*
	Determine whether to request assistance from Army Corps of Engineers as specified in O&M Manual.	Valley Water is Lead.
	Proclaim Local Emergency as appropriate.	City and/or County is lead.
*If only one Stakeholder is noted as lead, all other Stakeholders often support the effort.		

3.D. VALLEY WATER TERMINATION & FOLLOW-UP (p. 24)

Whenever the EAP has been activated, an emergency level declared, all EAP actions have been completed, and the emergency is over, the EAP operations must eventually be terminated and follow-up procedures completed.

Termination Responsibilities

- In an Emergency Level Preparedness, Monitoring, or Watch Situation event, the Valley Water DOC/EOC Director is responsible for terminating the EAP operations and relaying this decision to each person notified during the original event that the event has been terminated.
- An Emergency Level Warning event will likely involve the evacuation of residents and be managed by County or City. Prior to the termination of Emergency Level Warning event, Valley Water will inspect the breakout point(s) and determine if any damage has occurred that could potentially lead to further events. If it is determined that conditions do not pose a threat to people or property, then Valley Water will recommend terminating the EAP operations.
- The DOC or EOC Director will ensure that the Flood Emergency Situation Report or After-Action Report is completed to document the emergency event, including all actions that were taken, lessons learned, and areas for improvement.
- Valley Water will be responsible for any post high water inspection, repair and/or reporting requirements as specified in the Army Corps of Engineers Operations & Maintenance Manual.

1.I. MAINTENANCE OF EAP (p. 5)

The Valley Water Watersheds O&M Division will review and, if needed, update the EAP at least annually.

When revisions occur, the Watersheds O&M Division will provide the revised pages and an updated revision summary page to all EAP document holders. EAP document holders are responsible for updating outdated copies of the respective documents whenever revisions are received.

If the EAP has not been included as part of another training effort or activated over a 5-year period, the Watersheds O&M Engineering Support Unit Manager will work with Emergency Services & Security Unit to facilitate a test of the EAP.

ATTACHMENTS

- Attachment A-1: Emergency Services Contact List (p. 25)
- Attachment A-2: Valley Water Emergency Contacts (p. 26)
- Attachment B-1: FEMA 100-Year Flood Map (p. 27)
- Attachment B-2: Valley Water Estimated 1% Flood Map (p. 28)
- Attachment B-3: Flood History (p. 29)
- Attachment C: Available Resources (pp. 30-31)
- Attachment D: Guidance for Emergency Remedial Actions (pp. 32-33)
- Attachment E: Web-Based Data Sources (p. 34)
- Attachment F: Gilroy Fire Department SOP (pp. 35-40)
- Attachment G: Field Information Team Hot Spots (pp. 41-44)