



FREP

FLOOD RESPONSE & EVACUATION PLAN

La Vernia, Texas

Version 1.0 - 2026

This Plan should be activated for an affected region of the City of La Vernia when a wet weather (rainfall) event results in the occurrence of a flood (creek spilling out of its banks and starting to cause damage) of any small to intermediate sized creek in the City of La Vernia or when an action stage is detected, either in the City or upstream in the Cibolo Creek.

PURPOSE

Advanced warning of flood levels and associated impacted areas that are possible from an approaching storm greatly enhances the ability of individuals and communities to respond and protect themselves. The purpose of this FREP is to reduce the risk of loss of human life, injury, and damage to property during a flood event in the City of La Vernia.

SCOPE

The scope of the FREP is limited to the actions that the FREP Coordinators will need to make decisions and to accurately inform others of the likely extent of flooding. Although several tools and guidance are provided to assist in determining the likely extent and depth of flooding in each neighborhood, impassible roads, flood-safe routes, and type of actions needed for response and evacuations, the response and evacuation standard operating procedures (SOPs) for emergency managers and first responders (EOC, Police, Sheriff, Fire, EMS and LVISD) are not included in the FREP.

SUMMARY OF FREP PROCESS

There are four steps that must be followed anytime a flood event is detected in the City of La Vernia.

- Step 1: Event Detection and Level Determination
- Step 2: Notification and Communication
- Step 3: Expected Actions
- Step 4: Termination and Follow-up

A flood event is defined in Section 1.2.1 of this Flood Emergency Response Plan (FREP). Specific actions required for each step will depend on the severity of the situation as defined during Step 1. The actions required for each step are described in the corresponding FREP Section provided below.

Step 1 - Event Detection and Level Determination

During the initial step, a flood event is detected and classified by the FREP Coordinators into one of the following flood event levels:

- Alert Stage Flood Event
- Minor Stage Flood Event
- Moderate Stage Flood Event
- Major Stage Flood Event

Information to help the FREP Coordinators determine which of the above event levels is applicable is provided within this FREP. As part of this step, the FREP Coordinators will also determine the approximate expected extent and severity of the flood event so that it can be conveyed as part of the notification messages.

Step 2 - Expected Actions

After the initial notifications are made, the FREP Coordinators should execute an appropriate flood response. During this step of the FREP, there is a continuous process of taking actions, assessing the status of the situations, and keeping others informed through communication channels established during the initial notifications. The suggested actions to be taken for each Flood Event Level are provided in the attached Action Sheets. The FREP may go through multiple event levels as the situation either improves or worsens.

Step 3 - Notification and Communication

After the event level has been determined, notifications are made in accordance with EOC pre-scripted notifications and dispersed via copy paste to FREP designated notification portals.

Step 4 - Termination and Follow-up

Once the event has ended or been resolved, recovery, termination, and follow-up procedures should be followed as outlined in Section 4. FREP operations can only be terminated after completing operations under an Action Stage or Flood Stage (Minor Flood) Event.

ANNUAL REVIEW AND TEST

This FREP document will require an annual review and update, or after-action following initiation of the FREP to stay current. An annual test of the FREP procedures is required to ensure continued effectiveness. This test needs to be logged in Section 9 below.

PRIVACY STATEMENT

This FREP is intended to identify general responsibilities and procedures of the City of La Vernia during a flood event. It is designed as a source of reference for the FREP Coordinators, City leaders, and decision-makers and no reliance should be placed on it by others.

PRE-REQUISITE TASKS

To ensure the full functionality of the FREP, the following tasks will need to be completed once the FREP has been adopted.

A. Post the Flood Safe Route map, Inundation Map, and Flood Map on the City website and provide La Vernia Emergency Flood Information materials at all city buildings (fire station, police station, public works, and city hall). Conduct a test run to balance the time needed for each route to clean inlets and install “high water” sign and street closure barricades.

B. Confirm that the Floodplain Administrator (City Administrator) is provided with a City of La Vernia smart phone for after-hours notifications and communications.

REVISIONS

For revision procedures, reference Appendix D.

Revision No.	Date
1	02/12/2026

SECTION 1

EVENT DETECTION AND LEVEL DETERMINATION

This section of the Flood Response and Emergency Plan (FREP) describes the roles and responsibilities of various parties involved, provides a list of preparedness actions prior to a flood event, and provide details for the first step that must be followed whenever a flood event is detected in the City of La Vernia. This section also describes how an event is detected and provides information to assist the FREP Coordinators in determining the appropriate level for the event as it currently exists as well as the expected extent and severity of flooding.

1.1 Roles, Responsibilities, and Authorities

The following defines the roles, responsibilities, and authorities of key individuals for the FREP. FREP Coordinators: The FREP Coordinators have the authority to take the necessary actions described in this FREP. The FREP Coordinators are responsible for providing initial, timely, and accurate notifications after the flood event level has been determined. The FREP Coordinators are also responsible for providing subsequent updates of the situation to assist in making timely and accurate decisions regarding warning and evacuation of the affected public.

In the City of La Vernia there are 2 FREP Coordinators. Each Coordinator has specific roles and primary responsibilities as part of a flood event and follow-up.

FREP Coordinator (Highest ranking Police Officer in Charge on-duty) – Primarily responsible for leading the rescue and evacuation efforts during a flood event and making notifications listed in Section 2. Assumes the role of, or assigns someone to be, the Incident Commander of the flood event. Monitoring National Weather Service (NWS) and flood sensor gauge data during wet weather (prior to FREP being activated) and during a flood event once the FREP has been activated.

Incident Commander: (Mayor / Mayor Pro-Tem) The Incident Commander is responsible for all aspects of an emergency response. The Incident Commander sets priorities and defines the organization of the incident response teams and the overall incident action plan. The Incident Commander may, at their own discretion, assign individuals who may be from the same agency or from assisting agencies, to subordinate or specific positions for the duration of the emergency.

EOC Director: (EOC Director / Assistant EOC Director) The Emergency Communications Center personnel are responsible for providing a communication link between the FREP Coordinators, Incident Commander, City Street/County Highway crews and first responders. The City and EOC will be responsible for disseminating pre-scripted messages to the affected public. Also, providing notification to FREP Coordinator, Fire Department and Law Enforcement of flood warning system water level alerts (FWS).

Public Safety Public Information Officer: (City Secretary) The Public Safety Public Information Officer (PIO) is responsible for disseminating information to the media and affecting the public in the City of La Vernia.

Shelter and Food: La Vernia ISD and Grace Bible Church are the City of La Vernia's emergency source of shelter and food. EOC provides The Wilson County Show Barn as a county wide emergency evacuation site. The agreement will be provided in the city's emergency plan and EOC.

Transportation: La Vernia ISD Buses are the city's source for emergency transportation. The agreement will be provided in the city's emergency plan.

Planning Department Floodplain Administrator: The EOC is responsible for providing GIS data (flood depths and flood-safe routes) as needed, as part of the decision-making process and leading the post-flood damage assessment.

Once the flood event is terminated, the FREP Coordinators (EOC) are responsible for developing (within 7 days), an accurate summary document of the field observation and activities of the event. The Police Chief (acting as FREP Coordinator), in partnership with the Floodplain Administrator, is responsible for updating, conducting, and maintaining a record of the FREP annual review, periodic test, and revisions of this FREP.

1.2 Flood Preparedness and Readiness

Flooding is a common occurrence. Preparedness and readiness of the City's resources (staff, structures, and equipment) is essential to reduce flood losses and recovery efforts. During a flood event and at least two times per year, the FREP Coordinators will:

- A. Confirm adequate number of "High Water" signs and barricades are pre-deployed.
- B. Confirm Flood Safe Route map is posted.
- C. Review NWS flood forecast and notification products to ensure the most recent resources are being used (EOC).
- D. Confirm the contact information is current on the Flood Event Notification List (EOC).
- E. Conduct a test of radios, phones, and computers.
- F. Confirm all flood emergency equipment and gear is staged (Public Works – Josh) (Police Department – Goolsby).

1.3 Event Detection

The City of La Vernia correlates flood sensors (SARA) and National Water Prediction Services (www.water.noaa.gov) monitoring along with the City's Flood Emergency Response Plan to detect flood events.

1.4 Event Level Determination

1.4.1 Flood Event

A flood event is defined as water levels adjacent to creeks, ditches, and other major waterways or in other low-lying areas that begin to impact life and/or property. Flood event levels are defined in Section 1.4.2.

1.4.2 Event Level Determination & EOC

The FREP Coordinators shall be responsible for categorizing flood events as one of the following event levels: Alert Stage Flood Event, Minor Flood Stage Event, Moderate Stage Flood Event, and Major Stage Flood Event. Flood event levels are based on La Vernia water level creek gauges, the triggering events in the guide stages found in this document, and flood forecast information provided by the NWS, and pairing of Flash Flood Guidance and Precipitation Forecast in the area.

SECTION 2

EXPECTED ACTIONS

2.1 Action Data Sheets

After the FREP Coordinators have determined the event level and have made the appropriate notifications, the FREP Coordinators shall act, using the corresponding response guide for Alert Stage Flood Event, Minor Flood Stage Event, Moderate Stage Event, and Major Stage Event. If the resources described in the Action Data Sheets are not available, the FREP Coordinators should adapt with the available resources.

SECTION 3

NOTIFICATION AND COMMUNICATION

This section of the FREP describes the appropriate notifications that should be made and pre-scripted messages that should be conveyed after the FREP Coordinators have determined the flood event level. This section also outlines the communication systems that are available for making notifications as well as sample media releases and a list of media contacts.

3.1 Communication Systems

All flood event communications are conducted via cell phones, mass notification system, and public safety radio system or among members of the Flood Event Team assembled in the La Vernia Command Center. The affected public will be notified using EOCs (IPAL) mass notification software, by social media (Facebook and City Applications). Pre-scripted messages are provided by EOC.

3.2 Pre-scripted Messages

The pre-scripted messages may be used as a guide to communicate the status of an event. It is expected that this message will be abbreviated to 140 characters to be broadcasted using social media (Facebook and City Applications). Due to our size, it is most efficient to notify all available residents in and around the City of La Vernia.

The Flood Warning Siren will be sounded when creeks are expected to spill onto River Road, River View, River Lane, Prinz St, Newton St, Seguin St, Kimball St, Hackberry St, Watco Lane, Canfield St, Nicholson St, Dry Hollow Rd, King St, Kyle St, Forrest Drive and *Cibolo Lane. Again, the Flood Warning Siren is expected to sound when the water level from the creek reaches the level of the roads and/or before they reach homes as per EOC.

When possible, the Police and Fire Department will notify, by vehicle's Public Address system, knocking on doors and driving along the low-lying areas, River Road, River View, River Lane, Prinz St, Newton St, Seguin St, Kimball St, Hackberry St, Watco Lane, Canfield St, Nicholson St, Dry Hollow Rd, King St, Kyle St, Forrest Drive and *Cibolo Lane. A route will be provided in each patrol vehicle and in Dispatch (See 6.0 Notification Route Map)

The following are the guides for response to the four different stages of flooding mentioned above:

SILVER Alert Stage Flood Event

Triggering Event

- Observation that Alert Stage Flood level is forecasted
- Report of upstream creeks flowing
- Judgment of FREP Coordinator, Incident Commander and EOC based on National Water Prediction Services (www.water.noaa.gov) data monitoring and Flood Sensors
- NWS watch notifications.

Expected Actions - Alert Stage Flood Event

(Expected Time Delivery – 10 minutes)

1. FREP Coordinator confirms flood-safe routes are clear.
2. Confirm Crews have installed “high water” signs and street barricades where needed – permanently placed.
3. Confidence test performed on Siren System
4. Monitor NWS radar and forecast information
5. Check and deploy “Flood Hazard” equipment as needed.
6. Report status with WCSO Dispatch
7. Prepare an event log based on [NIMS](#).
8. Send out pre-scripted EOC messages using social media, email and City applications.

Announcement for Action Stage Flood Event

ALL ANNOUNCEMENTS WILL BE SENT OUT BY EOC. FOLLOWED BY COPY PASTE OF EOC ORIGINAL ANNOUNCEMENT TO MEDIA PLATFORMS TO KEEP UNIFORM INFORMATION RELAYED TO PUBLIC.

1. **TERMINATE EVENT** - Go to Termination and Follow up
2. **STAY ON EVENT** - Continue recommended actions above
3. **EVENT ESCALATES** - Go to Minor Stage Flood Event below

Yellow Minor Stage Flood Event

Triggering Event

- Automatic Water Alert notification from 1 or more flood sensors
- Drainage ditches are flowing full.
- Report of minor flooding in low-lying areas
- Judgment of FREP Coordinator, Incident Commander and EOC based on National Water Prediction Services (www.water.noaa.gov) data monitoring and Flood Sensors

Expected Actions - Minor Stage Flood Event (Expected Time Delivery – 15 minutes)

1. Ensure Silver Actions are completed.
2. Close roads; IF NECESSARY
3. Check and deploy "Flood Hazard" equipment as needed.
4. Send out pre-scripted EOC messages using social media, email and City applications.

Announcement for Minor Stage Flood Event

ALL ANNOUNCEMENTS WILL BE SENT OUT BY EOC. FOLLOWED BY COPY PASTE OF EOC ORIGINAL ANNOUNCEMENT TO MEDIA PLATFORMS TO KEEP UNIFORM INFORMATION RELAYED TO PUBLIC.

1. **TERMINATE EVENT** - Go to Termination and Follow up
2. **EVENT REMAINS CURRENT** - Continue recommended actions
3. **EVENT ESCALATES** - Go to Moderate Stage Flood Event Guide
4. **DOWNGRADE** – Go to Alert Status Flood Response Guide

Green Moderate Stage Flood Event

Triggering Event

- Witnessed voluntary self-evacuation of homes.
- Water level on roadways
- Judgment of FREP Coordinator, Incident Commander and EOC based on National Water Prediction Services (www.water.noaa.gov) data monitoring and Flood Sensors

Expected Actions -Moderate Stage Flood Event (Expected Time Delivery – 10 minutes)

1. Ensure Yellow Actions are completed.
2. Sound Flood **Watch** siren (1 Min / Delay 3 Min / 1 Min Again)
3. Place La Vernia Command Center staff on standby as needed.
4. Place shelters on standby
 - La Vernia ISD
 - Grace Bible Church (390 S FM-1346)
 - Wilson County Show Barn (435 State Highway 97 E) (830) 393-3100
5. Notify all road closures to the entities listed below.
 - LVISD
 - WCSO
6. Notify EOC & WCSO Dispatch of actions.
7. Send out pre-scripted messages using social media, email and City applications. Also include driving street route announcing over PA system pre-scripted message.

Announcement for Moderate Stage Flood Event

ALL ANNOUNCEMENTS WILL BE SENT OUT BY EOC. FOLLOWED BY COPY PASTE OF EOC ORIGINAL ANNOUNCEMENT TO MEDIA PLATFORMS TO KEEP UNIFORM INFORMATION RELAYED TO PUBLIC.

1. **TERMINATE EVENT** - Go to Termination and Follow up.
2. **EVENT REMAINS CURRENT** - Continue recommended actions.
3. **EVENT ESCALATES** - Go to Major Stage Flood Guide
4. **DOWNGRADE** – Go to Minor Status Flood Response Guide

Red

Major Stage Flood Event

Triggering Event

- Water is at RED reflective Flood level indicator at any location.
- Report of major flooding in low-lying areas
- Homes are actively flooding.
- Judgment of FREP Coordinator, Incident Commander and EOC based on National Water Prediction Services (www.water.noaa.gov) data monitoring and Flood Sensors

Expected Actions - Major Stage Flood Event (Expected Time Delivery – 10 minutes)

Ensure Green Actions are completed.

Sound Flood **Warning** siren (3 Min / Delay 3 Min / 3 Min Again)

- Activate shelter plan based on need (LVISD)
- Request LVISD Transportation to stage.
- Drive through and announce pre-scripted evacuation messages in areas affected.
- Send out pre-scripted message using social media, email, City applications (if possible). Also include driving street route announcing over PA system pre-scripted message (Door to door if no siren).

Announcement for Major Stage Flood Event

ALL ANNOUNCEMENTS WILL BE SENT OUT BY EOC. FOLLOWED BY COPY PASTE OF EOC ORIGINAL ANNOUNCEMENT TO MEDIA PLATFORMS TO KEEP UNIFORM INFORMATION RELAYED TO PUBLIC.

1. **TERMINATE EVENT** - Go to Termination and Follow up.
2. **EVENT REMAINS CURRENT** - Continue recommended actions
3. **EVENT ESCALATES** - Go to Notification Flow Chart
4. **DOWNGRADE** – Go to Moderate Status Flood Response Guide

Terminate Flood Event

Triggering Event

- Water has receded.
- Weather radar/forecast is clear.
- Judgment of FREP Coordinator or Incident Commander based on National Water Prediction Services (www.water.noaa.gov) data monitoring and Flood Sensors

Expected Actions - Terminate Flood Event (Expected Time Delivery – 15 minutes)

1. FREP Coordinators terminated the flood event.
2. Make notifications and ensures the Public Safety PIO has notified the general and affected public that the flood event has been terminated and that possible flooding of structures and roads along creeks and in low-lying areas may have occurred and information about re-entry to evacuated areas (if applicable).
3. FREP Coordinators confirm flood-safe routes are clear.
4. Collect “high water” signs and street barricades.

EOC Director and FREP Coordinators establish next steps:

5. If areas were evacuated, FREP Coordinators determine if re-entry into homes is possible and if so: confirms the Public Safety PIO has notified the affected public; confirms with EOC that shelters are closed, and all resources are stood down.
6. FREP Coordinator initiates damage assessment and request assistance
7. The Public Works Department evaluates affected bridges and culverts for visible damage and blockage and documents/photographs conditions as necessary.
8. If structures were flooded, the EOC will be requested to perform and evaluate damage to flooded structures.
9. Confirms the La Vernia Command Center is closed as appropriate.
10. Directs the restocking and repairing damaged “high water” signs and barricades.
11. Confirms all information, observations, and actions on the ICS Forms have been properly documented.
12. The EOC will be leading the damage assessment team (DAT).
13. The Police Department will provide security and credential verification for re-entry of residents.

Announcement for Termination of Flood Event

ALL ANNOUNCEMENTS WILL BE SENT OUT BY EOC. FOLLOWED BY COPY PASTE OF EOC ORIGINAL ANNOUNCEMENT TO MEDIA PLATFORMS TO KEEP UNIFORM INFORMATION RELAYED TO PUBLIC.

SECTION 4

TERMINATION AND FOLLOW-UP

Once FREP operations have begun, the FREP operations must eventually be terminated, and follow-up procedures completed. The FREP Coordinators are responsible for terminating the flooding event, notifying, and initiating the recovery and debris removal process. The following actions for follow-up may vary depending on the flood event detected.

- a) FREP Coordinators terminate the flood event.
- b) Makes notifications and ensures the Public Safety PIO has notified the general and affected public that the flood event has been terminated and that possible flooding of structures and roads along creeks and in low-lying areas may have occurred and information about re-entry
- c) FREP Coordinators confirm flood-safe routes have been run by the Police or Fire Departments and routes are free of standing water. As standing water subsides, Crews have collected “high water” signs and street barricades from impassable roads and that storm inlets and travel lanes on these roads are now clear for use.
- d) If areas were evacuated, FREP Coordinators (Police, Fire and EMS Directors) determine if re-entry is possible and if so: confirms the Public Safety PIO has notified the affected public; confirms with Red Cross that shelters are closed, and all resources are stood down.
- e) FREP Coordinator initiates damage assessment and request assistance from the Red Cross:
- f) The Public Works Department evaluates affected bridges and culverts for visible damage and blockage and documents/photographs conditions as necessary.
- g) If structures were flooded, the EOC should be requested to perform and evaluate damage to flooded structures using the Post-Flood Damage Assessment Protocol.
- h) Confirms Public Works Crews collect and dispose of flood-related debris.
- i) Confirms the La Vernia Command Center is closed as appropriate.
- j) Directs the restocking and repairing damaged “high water” signs and barricades.
- k) Confirms all information, observations, and actions on the ICS Forms have been properly documented.
- l) The EOC will be leading the damage assessment team (DAT) and supported by the Fire, Public Works and Police Departments.
- m) The Police Department will provide security and credential verification for residents.

4.1 Public Affairs Plan

In the event of a flood event, the EOC will be alerted and briefed on the situation and will deliver the scripted EOC messages for public release based on the existing conditions and information from the FREP Coordinators, or other sources. Targeted messages to the affected public will be sent using EOCs mass communication software.

6.0 Critical Facilities

DEFINITION

Facilities that are vital to flood response activities or crucial to the health and safety of the public before, during, and after a flood, such as a hospital, emergency operations center, electric substation, police station, fire station, nursing home, school, vehicle and equipment storage facility, or shelter.

IDENTIFIED CRITICAL FACILITIES

The City of La Vernia identified only the following Critical Facilities, and contact information within the Floodplain, which are identified as:

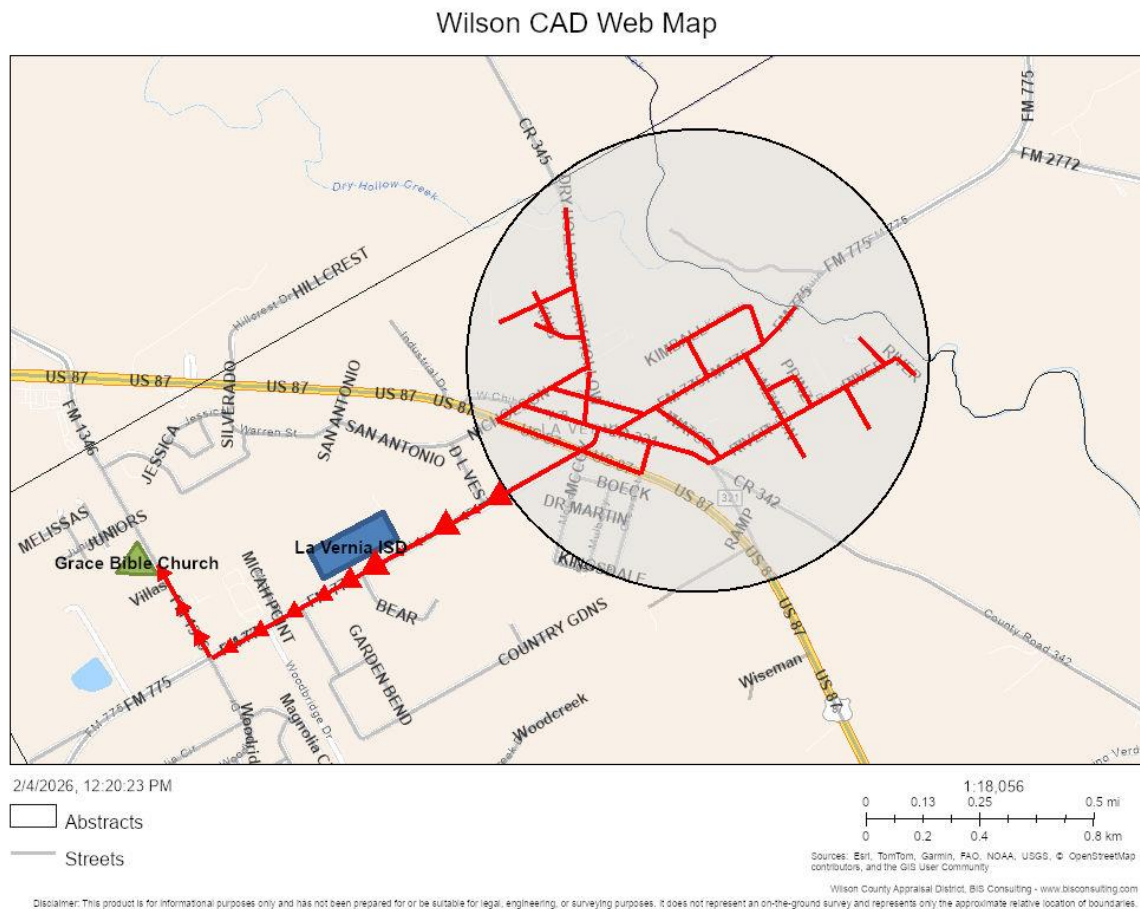
- City Hall – 102 FM-775. La Vernia TX 78121
Mayor – Martin Poore – (210) 860-7587
Mayor Pro Tem – Dianell Recker – (210) 279-1934
City Administrator – Lindsey Boyd -- (830) 391-1206
Assistant City Administrator – Xavier Millan -- (830) 259-5614
City Secretary – Madison Farrow – (830) 581-9349
- Police Department – 4061 County Road 342. La Vernia TX 78121
Chief of Police Donald Keil – (830) 581-9316
SGT Josh Johnson – (830) 581-9827

Sheriff – Jim Stewart – (830) 391-0626
Chief Deputy – Clint Garza – (830) 391-2618
- Fire Station District 1— US HWY 87 W. La Vernia TX 78121
Fire Chief Chris Thompson – (210) 748-6485
2nd in Command Bobby Blankenship – (210) 872-4779
- EMS WC Emergency Service Dist. 3 – 11984 US-87 La Vernia TX 78121
Chief Battalion ON DUTY CELL (830) 391-0386 (Levi Scriven / Paul Delagarza)
David Rice – (830) 391-3448
- Wilson County Emergency Management Center –
EOC – Cindy Stafford – (830) 734- 6955
Assistant EOC – Kenny Millen – (210) 849-2653
- Wilson County Show Barn – 435 State Highway 97E Floresville TX
Contact -- (830) 393-3100 OR EOC
- Public Works Complex – 106 San Antonio St. La Vernia TX 78121
Public Works Director Josh Delazerda – (830) 251-9559
Public Works Assistant Tyler Helgeson – (830) 581-9662

- La Vernia ISD
Safety Director – Howard Wilen – (210) 416-3677
Transportation Department – (830) 779-6610

6.0 Flood Safe Route – Emergency Shelter

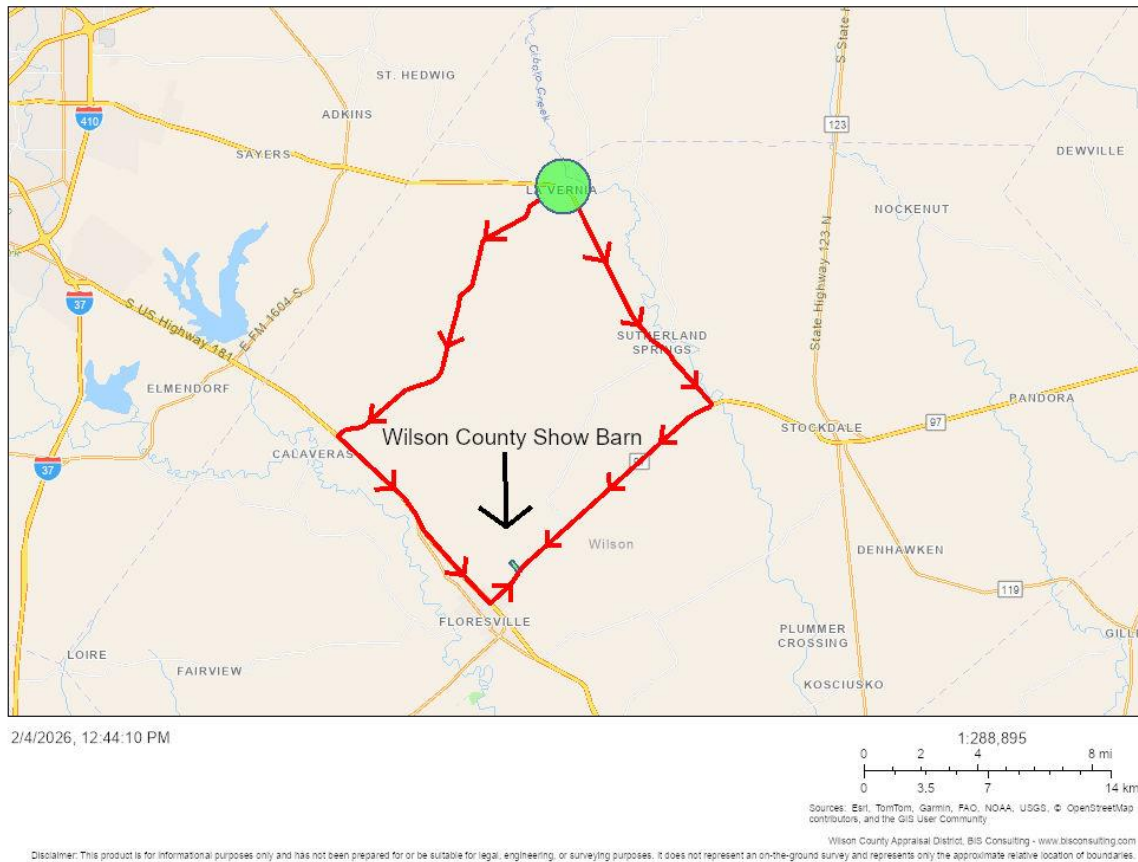
The flood safe route to La Vernia High ISD located off Bluebonnet Rd. (775) and Grace Bible Church off FM-1346 is identified below. It takes an estimated 5 minutes to verify that the route is clear and is confirmed open during the Silver Response stage.



7.0 Flood Safe Route – Emergency Shelter

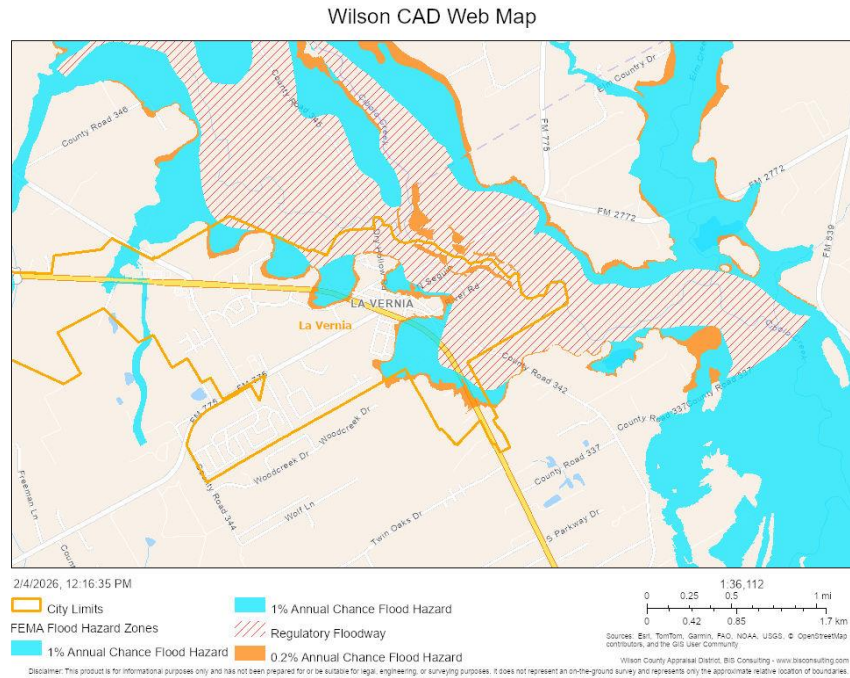
The flood safe route to Wilson County Show Barn located at 435 State Highway 97E Floresville, TX 78114 is identified below

Wilson CAD Web Map

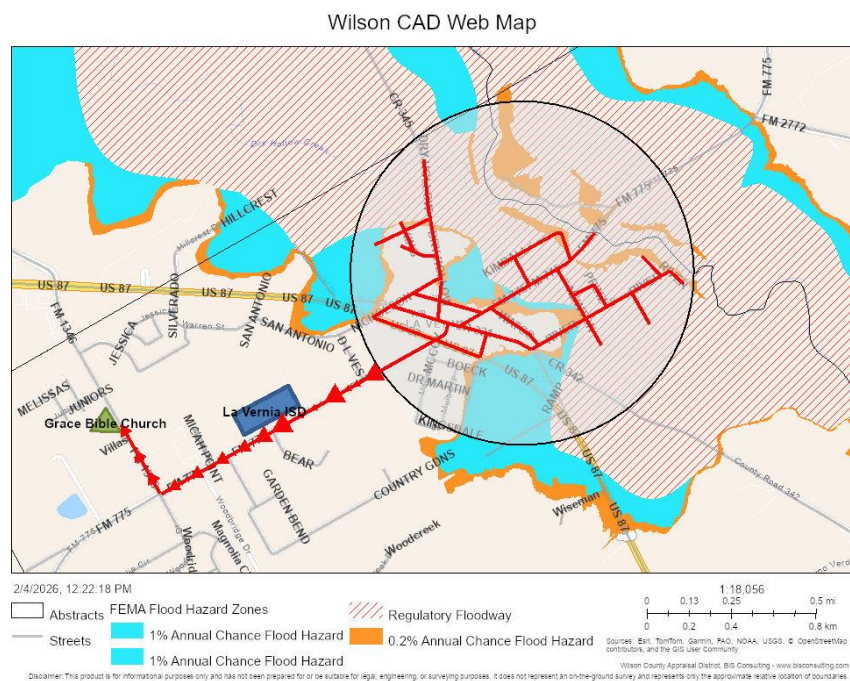


8.0 Flood Inundation Maps - Flood Inundation Map colors correspond with FRED Colors

Full City Inundation



Magnified Inundation



9.0 Annual Test Log

Date	Evaluator