

Memorandum **JE Fuller/ Hydrology & Geomorphology, Inc.**

MEETING DATE: February 12, 2009

MEETING TIME: 9:00AM – 11:15AM

MEETING LOCATION: Maricopa County Department of Transportation
2901 W. Durango St., Phoenix, AZ
Apache Conference Room

DISTRIBUTION: Meeting Attendees

FROM: W. Scott Ogden, P.E. - JEF

**RE: Maricopa County Multi-Jurisdictional Multi-Hazard Mitigation Plan
2009 Update**

ATTENDEES:

Tom Abbott	City of Tempe
Jim Begansky	Maricopa County
Meredith Bond	Maricopa County
Tom Christmas	Fort McDowell Yavapai Nation
Ed Copp	Salt River Project
Gil Damiani	City of Mesa
Karl Emberg	Town of Paradise Valley
Devlin Fung	City of Glendale
Pat Farmer	Town of Carefree
Michael K. Gease	Flood Control District of Maricopa County
Sheri Gibbons	Town of Gilbert
Cristina Herrera	Maricopa County
Matt Holm	Maricopa County
Lee Jimenez	Flood Control District of Maricopa County
Glenn Jones	City of Peoria
Lorenzo Jones	City of Scottsdale
Joe LaFortune	Town of Queen Creek
Pam Lansberry	APS
Bob Lee	Town of Paradise Valley
Bob Marshall	City of Goodyear
Tim Murphy	Flood Control District of Maricopa County
Chris Ochs	City of Glendale
Harry Parsi	Town of Gila Bend
Michael Paz	Motorola
Kevin Pool	City of Surprise
Cliff Puckett	Salt River Pima-Maricopa Indian Community
John Rae	City of Litchfield Park
Darrell Rezendes	Town of El Mirage
Randy Roberts	Fountain Hills
John J. Rose	Maricopa County Department of Transportation
Mike Sabatini	Maricopa County
Debra Sheff	City of Glendale
Adam Stein	Town of Cave Creek
Jeri Todd	City of Phoenix
Gino Turrubiarres	Town of Guadalupe
Bruce Van Scyoc	City of Surprise

Marc Walker	City of Chandler
Steve Waters	Flood Control District of Maricopa County
Ken Waters	National Weather Service
Sue Wood	Arizona Division of Emergency Management

Consultants:

Mike Kellogg	JE Fuller/ Hydrology & Geomorphology, Inc.
W. Scott Ogden	JE Fuller/ Hydrology & Geomorphology, Inc.

AGENDA

- 1. INTRODUCTIONS / MISC**
 - 2. PROMULGATION SCHEDULE**
 - 3. PUBLIC INVOLVEMENT**
 - 4. HAZARD IDENTIFICATION/PROFILING**
 - 5. HOMEWORK ASSIGNMENTS**
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DISCUSSION

Agenda Item 1:

- S. Ogden opened the meeting, welcomed the participants, and proceeded with asking all participants to introduce themselves and state their perceived role in the project.
- NOTE – The following jurisdictions were not represented at the meeting:
 - Tolleson
 - Wickenburg
 - Youngtown

Agenda Item 2:

- S. Ogden presented an overview of the promulgation schedule and emphasized the role each jurisdiction would play in the plan update process.
- S. Ogden reiterated that the plan must be updated and approved at FEMA by November 29, 2009 in order for the county and incorporated jurisdictions to remain eligible.
- S. Ogden reiterated the overall project schedule which included:
 - Draft Plan submitted to the entire project team by July 1, 2009
 - Two-week review period for all team members to submit comments
 - Final Draft Plan completed by August 1, 2009
 - Final Draft Plan submitted to ADEM and FEMA for review within the first week of August
 - Anticipated 1- to 2-month FEMA review period
 - Anticipated FEMA “approval pending adoption” letter by October 1, 2009
 - All jurisdictions to submit official resolution of adoption of the plan before November 29, 2009.
 - Official FEMA approval date of the plan will begin upon FEMA receipt of the first jurisdiction resolution letter.

Agenda Item 3:

- S. Ogden presented information on the FEMA requirements for public involvement in the plan.
- The MJPT discussed various methodologies that could be employed by each jurisdiction to satisfy the requirement. Ideas discussed included conducting public meetings on a regional basis or prior to regular council workshops on a community basis, preparing public notices and publishing them in the local newspaper, and presenting the plan information to the councils and boards during regular work-sessions. The pros and cons of each option were discussed. Regional public presentations were used during the 2004 planning effort and the efforts were very poorly attended. Public notices on websites and in newspapers were deemed to be a more efficient way of getting the word out.
- C. Herrera noted that the County has a posting on their website that includes a brief description of the DMA2K planning and update process, the MJPT meeting schedule, and the current 2004 Plan. The posting will be maintained throughout the planning process and the draft plan will also be posted for comment once it is available.
- Each jurisdiction agreed to place a brief notification excerpt of the plan update on their individual website with a link to the county website which contains the details of the plan and a digital copy of the existing plan.
- Each jurisdiction will place a public notification of the plan update in their local newspaper and their community section of the Arizona Republic (if applicable). A template for the notification will be drafted by MCDEM / JEF and distributed for use by the jurisdictions.

Agenda Item 4:

- S. Ogden introduced the Risk Assessment component of the plan update. Specifically hazard identification and hazard profiling.
- The list of ADEM approved natural hazards was presented and discussed. S. Ogden noted that the state no longer includes any human-caused hazards since DMA2K related funding is not available for mitigation of human-caused hazards. The MJPT discussed the idea and agreed to focus on natural hazards only for this update.
- A productive group discussion of the natural hazards ensued which resulted in the following hazards unanimously being dropped from the list:
 - Snow Storm
 - Earthquake
 - Sleet and Freezing RainExtreme Heat was unanimously decided to be added to the hazards list. The MJPT also discussed combining the Tropical Storm/Hurricane hazard with the Flooding/Flash Flooding category, since most damages from a tropical storm in Maricopa County are flood related.
- S. Ogden stressed that FEMA will require at least one mitigation action/project to be developed for each hazard listed in the plan and that each community may decide which hazards they would like to consider.

- S. Ogden introduced the calculated priority risk index (CPRI) and how it will be used in the plan update process. Each category was discussed and a hard copy handout listing the criteria for each category was distributed.
- S. Ogden showed a blank CPRI spreadsheet and demonstrated how each jurisdiction is to populate the sheet with their specific information. Each jurisdiction representative was informed that a digital copy of the spreadsheet would be sent to them to complete and return to JEF.

Agenda Item 5:

- Homework assignments include:
 - Complete and return the LPT list using the template file provided by JEF
 - Review historic hazard event database and provide additional records to JEF.
 - Complete and return the CPRI worksheet
 - Check calendars for major conflicts with projected schedule
 - Coordinate website linking with Maricopa County website posting
 - Prepare and submit public notice to the local newspaper using the template document to be provided by MCDEM / JEF.
- Next meeting set for March 19, 2009 from 9am to 11am at the Maricopa County Planning & Development office (501 N. 44th Street, Phoenix).

ACTION ITEMS:

1. Each jurisdiction will place a brief description of the plan update on their website with a link to the county MCDEM website
2. C. Herrera will forward the contact information for the county public relations representative (Julie Symopoulos) to each team member.
3. MCDEM / JEF will draft a template public notice and distribute it to the MJPT for publication in their local newspaper and their community section of the Arizona Republic (if applicable).
4. S. Ogden will send the historic hazard event database to the MJPT for review. Additional records shall be provided to JEF for insertion if available.
5. S. Ogden will send a digital copy of the CPRI spreadsheet to each jurisdiction with instruction to complete and return.
6. All are to review the future meeting dates and respond to S. Ogden or C. Herrera with any major conflicts.
7. S. Ogden will forward a Local Planning Team template document for listing each member of a jurisdiction's LPT, to be completed and returned.