

**SECTION 3 PLANNING PROCESS DOCUMENTATION****3.1 DESCRIPTION OF EACH JURISDICTION'S PARTICIPATION IN THE PLANNING PROCESS**

Representatives from all participating water and wastewater utilities provided input into the Plan update process. Because the operations of water and wastewater facilities is confidential for security reasons only approved MWDOC/PWU staff participated in portions of the planning process that included discussions concerning the locations and operations of critical facilities. The public was informed of the planning process through public notices, the PWU's and MWDOC website, and was invited to participate in local workshops to discuss hazards identified in the County as well as the MWDOC/PWU mitigation goals and objectives. Confidential data was excluded from these public meetings.

The planning process for the Orange County Regional Water and Wastewater Multi-Hazard Mitigation Plan involved ten water districts, two regional wastewater agencies, and the public utilities departments for eight cities; a total of 20 jurisdictions participated in the planning process. MWDOC served as the lead for the plan update, monitored planning progress, and met with participating jurisdictions as needed to assist with updating capabilities assessments and assets worksheets. The MWDOC/PWU participated in the planning process by exchanging information, discussing planning strategies, sharing goals, resolving issues, and monitoring progress. The periodic MWDOC and PWU meetings included discussions of the planning process with neighboring jurisdictions, but all Hazard Mitigation Working Group (HMWG) meetings were private due to the confidential nature of the data discussed. The participating jurisdictions benefited from working closely together because many of the hazard mitigation issues identified are shared by neighboring jurisdictions.

Due to organizational and staffing changes undergone by many PWU's within the last few years, the first planning meeting in November focused on making sure each jurisdiction's representative was familiar with the Hazard Mitigation Plan and update requirements. In addition, each planning meeting focused on a specific section of the plan to review and start to update. PWU's that missed scheduled planning meetings met with MWDOC staff at separate dates and locations to cover what was discussed in the meeting and to ensure all jurisdictions were on the same page. Several HMWG members met individually with MWDOC staff specifically to discuss hazard-related goals, objectives and actions. Preliminary goals, objectives and actions developed by jurisdiction staff were reviewed with their respective management and/or representatives for approval.

PWU's were asked to update their asset information, including what risks were present for any new assets. To do this HMWG members were encouraged to compare their detailed jurisdiction-level maps that illustrate locations of critical facilities with the profiled hazard maps to. Data received from the HMWG were added to the hazard database and used in the modeling process described in the Risk Assessment portion of the Plan (Section 4). Updated hazard-related data was received from multiple sources, including:

- FEMA
- CalEMA

- California Department of Conservation Center for Demographic Research (CDR) - provided earthquake shake, epicenter and fault data
- California Department of Forestry and Fire Protection
- Orange County, Sheriff’s Department, Emergency Management Bureau

All PWU’s provided MWDOC staff with edits to critical facility maps within their jurisdictions.

### **3.2 DESCRIPTION OF PLANNING COMMITTEE FORMATION**

Kelly Hubbard, the project coordinator for MWDOC requested input on the plan revision process from all PWU’s, formulated a project timeline with specific objectives, and hosted monthly planning committee meetings beginning in early November 2011. MWDOC also provided an opportunity for neighboring communities, local and regional utilities involved in hazard mitigation activities, and utilities that have the authority to regulate development, as well as business, academia and other private and non-profit interests to be involved in the planning process by reviewing the plan online or by attending the public workshops. Some of those parties are listed in Section 3.3 below. The committee was formed as an advisory body to undertake the planning process and meeting dates were set for all members of the committee to attend. Jurisdictional representatives included but were not limited to utility engineers, planners and emergency management officers.

### **3.3 NAME OF PLANNING COMMITTEE AND ITS MEMBERS**

The HMWG is comprised of representatives from the 20 participating water and wastewater utilities, as listed above in Section 2.1. Although several jurisdictions sent several representatives to the HMWG meetings, each jurisdiction selected a lead representative who acted as the liaison between their jurisdictional Local Mitigation Planning Team and the HMWG. Each local team, made up of other jurisdictional staff/officials met separately and provided additional local-level input to the leads for inclusion into the Plan. Participants in the planning process are listed below in Table 3.3-1. The lead representatives for each district are highlighted.

**Table 3.3-1  
Planning Representatives for Participating Jurisdictions**

<b>Name</b>	<b>Utility</b>	<b>Title</b>
Joan Lyle	City of Buena Park	Associate Engineer
Mike Grisso	City of Buena Park	Utilities Manager
Zack Barrett	City of Garden Grove	Water Quality Supervisor
Dave Entsminger	City of Garden Grove	Water Services Manager
Raquel Manson	City of Garden Grove	Administrative Analyst
Les Ruitenchild	City of Garden Grove	Distribution Supervisor

**Table 3.3-1  
Planning Representatives for Participating Jurisdictions  
(Continued)**

<b>Name</b>	<b>Utility</b>	<b>Title</b>
Brian Jones	City of La Habra	Water and Sewer Manager
Thom Coughran	City of La Habra	Director of Public Works
Raymund Reyes	City of Newport Beach	Management Assistant
George Murdoch	City of Newport Beach	Utilities Manager
Bob Baehner	City of Orange	Acting Water Manager
Son T. Tran	City of Orange	Senior Civil Engineer
Kimberly McAllen	City of Tustin	Office Support Specialist
Vivian Filippelli	City of Westminster	Public Works Analyst
Wil Davee	City of Westminster	Water Supervisor
Renzo Marin	El Toro Water District	Emergency Response
Dennis Cafferty	El Toro Water District	Director of Operations & Engineering
Rich Mathis	Laguna Beach County Water District	Manager of Operations
Cecil Looney	Laguna Beach County Water District	
Eric Stiegler	Mesa Water District	Safety and Emergency Planning Coordinator
Victoria L. Beatley	Mesa Water District	Financial Services Manager
Todd Novacek	Moulton Niguel Water District	Emergency Response Coordinator
Matt Collins	Moulton Niguel Water District	Director of Engineering
Crystal Boteler	Municipal Water District of Orange County	WEROC Program Assistant
Kelly Hubbard	Municipal Water District of Orange County	Emergency Services Manager
Lee Jacobi	Municipal Water District of Orange County	Senior Engineer
Karl Seckel	Municipal Water District of Orange County	Assistant General Manager
George Rivera	Orange County Sanitation District	Security and Emergency Planning Specialist
Chuck Steinbergs	Orange County Water District	Principal Engineer
John Kennedy	Orange County Water District	Executive Director of Local Resources and Administration
Steve Francis	Santa Margarita Water District	Operations Field Superintendent
Ron Meyer	Santa Margarita Water District	Engineering Associate
Tim de Turk	Serrano Water District	Superintendent of Operations
Ann Michel	Serrano Water District	Director of Finance & Administration/Assistant Secretary
Mark Cole	South Coast Water District	Safety and Compliance Coordinator
Steve Sanchez	South Coast Water District	Manager of Support Services

**Table 3.3-1  
Planning Representatives for Participating Jurisdictions  
(Continued)**

<b>Name</b>	<b>Utility</b>	<b>Title</b>
Dan Wheeler	South Orange County Wastewater Authority	Chief Operator
Mike Wilson	South Orange County Wastewater Authority	Assistant General Manager
Hector Ruiz	Trabuco Canyon Water District	District Engineer
Michael Perea	Trabuco Canyon Water District	Water Conservation
Hank Samaripa	Yorba Linda Water District	Project Engineer
Steve Conklin	Yorba Linda Water District	Engineering Manager

**3.4 HAZARD MITIGATION WORKING GROUP MEETINGS**

The HMWG had regular monthly meetings; the following is a list of HMWG meeting dates and content of meetings (see Section 8 for sign-in sheets, meeting agendas, and meeting summaries). In addition, Kelly Hubbard met and coordinated with the participating jurisdictions on various additional dates in person, via telephone or via email.

**HMWG Meeting Dates/Results of Meeting**

**Planning Meetings Schedule & Topics:**

- November 29, 2011
  - ✓ Review of Update Process, Timeline & Requirements
  - ✓ Discussion of Shared Resources to Accomplish Update
  - ✓ Primary Agency Contact and Commitment to Update Process
  - ✓ Distribution and Review of Agency Packet (Sections 1-4 of the plan)
  
- December 19, 2011
  - Section 1-4 Agency Packet returned and questions discussed
  - Distribution and Review of Section 5 Agency Packet (Goals & Objectives)
  - Discussion of Regional Goals & Objectives
  - Hazard Maps Review & Discussion
  
- January 31, 2012
  - Draft plan distributed via web link for final review

Other meetings included individual meetings with jurisdictions, presentations to community and government planning groups, and by individual jurisdictions’ governing boards for adoption of the Plan.

### **3.5 PLANNING PROCESS MILESTONES**

The plan update required the HMWG to review the original plan content for changes in assets and risks. In cases where new assets were identified the PWU utilized the original hazard risks maps to identify vulnerabilities for those new assets. In areas where the risk has changed the PWU reviewed the new risk maps and potentially impacted assets for vulnerabilities. The HMWG agreed that all mitigation goals and actions would be thoroughly reviewed and updated. Specific milestones in the process included:

- *Risk Assessment (November 2011)* - The HMWG used the FEMA list of hazards from the State and Local Mitigation Planning How-to Guide (How-to Guide) to identify if the natural hazards that potentially threaten all or portions of the County have changed. In addition to natural hazards, the HMWG also identified manmade hazards that may threaten all or portions of the County and individual PWU. In the 2007 plan, specific geographic areas subject to the impacts of the identified hazards were mapped using a Geographic Information System (GIS). Due to fiscal restraints no new GIS mapping was completed for this update. Instead PWU's did visual comparisons of new infrastructure and updated hazard maps.

The HMWG had access to information and resources regarding hazard identification and risk estimation from several sources noted in Section 3.1, above. This included hazard specific maps, such as floodplain delineation maps, earthquake shake potential maps, and wildfire threat maps; the locations of infrastructure, critical facilities, and other properties located within each jurisdiction; and an estimate of potential losses or exposure to losses from each hazard.

Many of the participating utilities have completed a vulnerability assessment of their critical facilities in compliance with the Bioterrorism Act of 2002. These documents and data were utilized in the HMP planning process. The HMWG also reviewed and updated the history of disasters in the County and assessed the need for specific mitigation actions based on the type and location of damage caused by past events.

Finally, the assessment of community vulnerabilities included an update of existing codes, plans, policies, programs, and regulations used by the PWU to determine whether existing provisions and requirements adequately address the hazards that pose the greatest risk to the community.

- *Goals, Objectives and Alternative Mitigation Actions (December 2011)* – Based on this understanding of the hazards faced by the County, a series of goals and objectives were identified in 2007 by HMWG members to guide subsequent planning activities. In addition, a series of alternative mitigation actions were identified to address these goals and objectives. Since the 2007 plan's approval the HMWG received comments indicating that the Goals, Objectives and Actions were too generic and not specific enough to truly provide for future mitigation planning. For this plan update the HMWG discussed ways in which to improve this area of the plan. MWDOC staff reformatted Section 5 to better facilitate the understanding of each PWU's Goals, Objectives and Actions. There was also an extensive discussion of mitigation projects completed within last 5 years, as well as proposed future projects to provide further guidance to the group in this reassessment.

One of the significant discussions the HMWG had was that many of the actions identified in the 2007 plan were actually Best Management Practices (BMPs). For the purpose of this plan we are considering BMPs to be actions or activities that PWU's should undertake on a regular, if not

daily basis, as a component of operating a water utility. Although, many of these actions increase the resiliency of the water utility to withstand hazards, these BMPs are not solely hazard mitigation focused as much as they are operations focused. For this reason all actions noted as BMPs in Section 5 of this plan will be removed from the 2017 iteration of this document.

- *Mitigation Plan and Implementation Strategy (January 2011)* – As each PWU developed their mitigation actions, they also updated the priorities for action from among all the alternatives identified. Each agency will utilize current approved planning documents that identify specific implementation strategies for capital improvement, risk reduction, system upgrades, and operations, which include details regarding who is responsible for project management, estimated costs, possible funding sources, and timelines for implementation. These plans complement the Plan and include but are not limited to:

3.2 Strategic Plans

3.3 Capital Improvement Plans

3.4 General Plans

3.5 EPA Vulnerability Assessments and ERP

3.6 Asset Management Plan

- *Work Group Meetings (November 2011- February 2012)* – As listed in Section 3.4, a series of meetings were held in which the HMWG considered the probability of a hazard occurring in an area and its impact on public health and safety, property, the economy, and the environment, and the mitigation actions that would be necessary to minimize impacts from the identified hazards. The meetings evolved as the update process progressed, and were designed to aid the jurisdictions in completing a thorough review of the hazards within their jurisdictions, their existing capabilities and mitigation goals and action items for the Mitigation

### **3.6 PUBLIC INVOLVEMENT**

Water and wastewater facility location and operational information is confidential for security reasons due to the need to ensure public safety. As a result, public participation was restricted to two public workshops wherein the participating jurisdictions shared the mitigation planning process and their goals and objectives to increase the safety and security of their facilities and therefore enhance the safety of the community. MWDOC published news releases on the planning process and progress, and posted information on its website for public review. The HMWG also invited non-participating utilities and districts that they have co-operative agreements with to the public workshops to inform them of plan progress and invite input. Meetings with the HMWG, internal meetings within each PWU, two public workshops, a webpage with a “contact us” link on the MWDOC website, and a weblink on most of the PWU’s websites to the MWDOC site served as methods to obtain input and identify priorities in developing goals for reducing risk and preventing loss from natural hazards in Orange County. Public involvement included:

- Public Workshops to educate citizens, public officials, non-participating utilities and districts, and business leaders about the hazard mitigation planning process. Topics included hazard mitigation planning and its benefits, steps in the hazard mitigation planning process, and the importance of

community input and participation, especially to suggest mitigation goals to be incorporated into the Plan.

**Public Meeting Dates:**

Public Workshop: January 17, 2012

Public Workshop: January 30, 2012

- MWDOC's Website had the approved 2007 plan for review and comment posted on it for over one month. One inquiry was received regarding accessing the plan, but no comments were received regarding the plan's content. Following the completion of the 2012 revised plan it is MWDOC's plan to permanently post the most current copy of the plan to the MWDOC website for year around public review and comment.

Public Response and Comments were solicited to develop a list of potential mitigation actions based upon noted vulnerabilities and potential solutions. The 2007 Plan was posted, public meetings were advertised and citizens were invited to participate by reviewing the hazards maps and the 2007 plan, and discussing the hazard mitigation purpose. Two public meetings were organized and held, but no general citizens outside of the water or wastewater community attended. See Appendix B for a summary of the workshops.

- Press Releases were prepared and released to solicit public review and comment. See Appendix C for copies of press releases and public notices.

**Press Release Dates:**

December 2011: Invited public comment via PWU's websites

January 9, 2012: Announced planning process and the Public Workshops via press release

- A Hazard Mitigation Plan Web Site was developed to provide the public with information. Items posted on the web site included public meeting announcements, PowerPoint presentations, a Hazard Mitigation Fact Sheet, hazard maps, the 2007 plan, and links to FEMA guidance documents. Anyone viewing the site could choose a "contact us" link to provide comment via email.

Public involvement was also invited as each of the twenty agencies posted the agendas for adoption of the 2012 Update to the Hazard Mitigation Plan. During this process it was estimated that 75 members of the public were exposed to the concepts and processes involved in the Hazard Mitigation Plan.

Public input into PWU hazard mitigation activities over the last 5 years has primarily been provided following times of disaster. After Action processes and elected body reporting of responses and lessons learned have provided the public and coordinating agencies with the means to provide input into the PWU's emergency plans and hazard mitigation activities. A good example of this process is Yorba Linda Water District's review of lessons learned and subsequent incorporation of recommendations following its response to the Freeway Complex Fire in November of 2008. This disaster resulted in the loss of many homes due to a loss of water pressure in certain areas. The After-Action process and Yorba Lina Water

District Elected Board reports addressing community comments and feedback moved the district to enhance their fire mitigation measures.

### **3.7 EXISTING PLANS OR STUDIES REVIEWED**

HMWG team members and their corresponding Local Mitigation Planning Teams reviewed several plans, studies, and guides both prior to and during the planning process. These plans included FEMA documents, emergency services documents as well as water district and local general plans and community plans. These included:

- County of Orange Hazard Mitigation Plan
- Various Vulnerability Assessments and Emergency Response Plans
- Various Local Codes and Ordinances
- Local Multi-Hazard Mitigation Planning Guidance, FEMA, July 1, 2008
- FEMA CRS-DMA2K Mitigation Planning Requirements
- South Orange County Water Reliability Study (MWDOC)
- Executive Summary of the Value of a Reliable Water Supply Study (Appendix D)
- Crosswalk Reference Document for Review and Submission of Local Mitigation Plans to the State Hazard Mitigation Officer and FEMA Regional Office.