

**Agenda (minutes shown in *italics*)**  
**PowerPoint attached separately**  
**City of Duarte**  
**Planning Team Meeting #1 (Virtual)**  
**October 24, 2024**

1. Review the purpose of hazard mitigation and examples of mitigation activities.
2. Discuss the concepts and terms related to hazard mitigation planning.
3. Review the Project Schedule and Community Outreach Strategy.  
*Schedule - Five meetings last 2-hours will be held on a monthly basis.*  
*Outreach Strategy – Lengthy discussion on need for robust outreach throughout the entire planning process. Lots of ideas from the Team about integrating into existing public forums and venues. Consultant emphasized the efficiency and effectiveness of taking the messaging to meetings and gatherings that already exist. Examples could include CERT, Senior Center gatherings, Commission meetings, Area D meetings, etc. Andres has already developed and distributed a press release, social media, and ads in various publications sharing that the project has begun. Also, Andres created a spreadsheet for gathering all of the outreach activities. Consultant emphasized that Cal OES and FEMA need to see only dates and locations but proof is strongly recommended (website screen shots, meeting photo, etc.).*
4. Discuss hazards identified in the City’s 2020 Hazard Mitigation Plan – earthquake, flooding, landslide, dam inundation, wildfire, windstorm, and hazardous materials (e.g. City of Hope). *The consultant shared hazard intensity maps and other information on each of the hazards. The discussion yielded a decision to isolate flooding to only “urban flooding”. The General Plan Safety Element identifies three specific locations vulnerable to urban flooding during heavy rains. Debris flow that resulted from wildfire will be discussed under “landslide” hazards.*
5. Team using Calculated Priority Risk Index to rank hazards for 2024 HMP.  
*The Team worked through CPRI to determine a hazard priority ranking for a M7.2 earthquake on the Sierra Madre Fault. The ranking is shown in the PowerPoint (attached separately). The consultant pulled in the remaining rankings from the 2020 HMP. The Team will finalize all the rankings during Planning Team #2.*
6. Gather Pertinent Documents
  - a. Capital Improvement Program, General Plan Safety Element, Emergency Operations Plan.