



CITY COUNCIL AGENDA REPORT

Meeting Date: December 16, 2025

From: Christina Fernandez, Assistant City Manager

Subject: Update on Local Hazard Mitigation Plan

Recommendation

Staff recommends the Emergency Preparedness Subcommittee receive an update on the City's efforts to update its Local Hazard Mitigation Plan (LHMP).

Background

A Local Hazard Mitigation Plan (LHMP) is a strategic document that outlines how a community can reduce risk from natural disasters and improve resilience against disasters. The City last updated its LHMP in 2021. The LHMP assesses risks against natural hazards such as Climate Change, Drought, Earthquake, Sea Level Rise, Flood, Landslides, Severe Weather, Tsunamis, Wildfire, and Dam Failure. It also seeks to integrate existing plans, such as various master plans and assessments, in order to mitigate risks.

The City received notice from CalOES that our Local Hazard Mitigation Plan (LHMP) was expiring in December 2026. Upon receiving this notice, the City reached out to the County of San Mateo's Department of Emergency Management and learned that the County was, as in years past, taking the lead in coordinating a comprehensive LHMP for all San Mateo County cities.

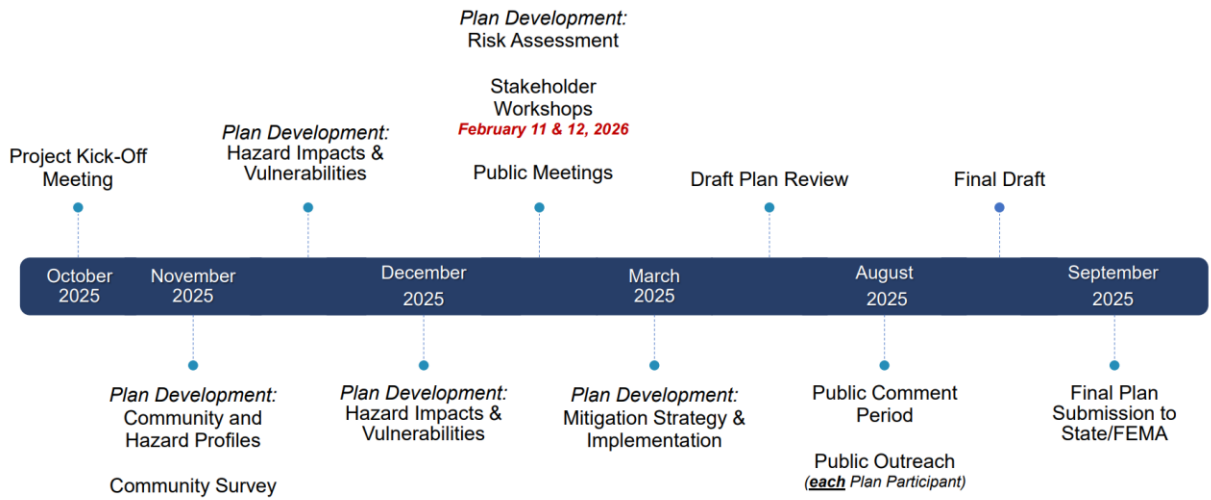
The City of Brisbane's City Manager and Assistant City Manager attended the Local Hazard Mitigation Plan Kick-Off hosted by the County of San Mateo's Department of Emergency Management in October 2025. The County, 20 San Mateo County cities and 16 special districts attended the kick-off meeting led by the County's consultant, Integrated Solutions. The meeting went through the Hazard Mitigation Planning Overview, Participating Jurisdictions, Hazards List, Mitigation Strategy, Key Studies and Integration Opportunities, Roles and Responsibilities, and the Project Timeline. CalOES also attended this kickoff meeting and provided an overview of the LHMP process on behalf of the State.

The next steps are for the City to meet with the County and their consultants at a Stakeholder Workshop on February 11th or 12th. The City has assembled a planning team consisting of the City Manager's Office, Public Works, Planning, Police, and Fire to participate in the workshop.

Discussion

In addition to participating in a Stakeholder Workshop in February, the City is reviewing and updating the 2021 LHMP and will be providing these comments to the County. Staff understands that the County will be providing templates in January for this purpose.

The City of Brisbane foresees significant public engagement during this process, with comments due in August. The final submission will be made to Cal OES and FEMA in September 2026.



Fiscal Impact

There are no known fiscal impacts to updating the Local Hazard Mitigation Plan (LHMP).

Attachments

1. San Mateo County Outreach Plan

Christina Fernandez, Assistant City Manager

Jeremy Dennis, City Manager

Community Outreach and Engagement Strategy



San Mateo County Multi-Jurisdictional Local Hazard Mitigation Plan *2026 Update*

1. BACKGROUND

San Mateo County, situated along the Central California coastline, encompasses the major portion of the San Francisco Peninsula. The County covers approximately 554 square miles, with land accounting for approximately 448 square miles and inland waters, and San Francisco Bay tidal areas accounting for the remainder. The County is roughly 42 miles long and varies from seven (7) to 20 miles in width. Approximately 55 miles of the County's western border is Pacific shoreline, and roughly 34 miles of the eastern border is Bay shoreline. The County is bounded on the north by the City and County of San Francisco and on the south and southeast by Santa Cruz and Santa Clara counties. In 2025, the County's population was 175,620, making it the 15th most populated county in California (out of 58 counties).

The San Mateo County Department of Emergency Management (SMC EM) is the lead agency for the 2026 update of the County's Multi-Jurisdictional Local Hazard Mitigation Plan (LHMP). The San Mateo County LHMP evaluates hazard vulnerabilities and outlines mitigation actions that local jurisdictions (municipalities and special districts) will implement to reduce injuries, property damage, and community disruptions caused by disasters. It addresses the following natural hazards – droughts, earthquakes, floods, landslides, sea level rise, severe weather, tsunamis, and wildfires, as well as the impacts of climate change for each of them. The LHMP, last approved in 2021, was developed through a collaborative regional effort to reduce the risk of natural hazards.

SMC EM's **mission** is to build resilience through a proactive, comprehensive approach to emergency management that **involves the whole community** in every phase of disaster preparedness, **mitigation**, response, and recovery.

1.1. Multi-Jurisdictional Outreach

The San Mateo County LHMP is a multi-jurisdictional plan with 38 plan participants (Unincorporated San Mateo County, 20 municipalities, and 17 special districts). This outreach strategy will help San Mateo County coordinate and hold all plan participants accountable throughout the planning process. **Each jurisdiction seeking plan approval and adoption (i.e., participating jurisdictions) must document its involvement in the planning process, including how their specific stakeholders and the public had the opportunity to participate.** San Mateo County will provide support for the jurisdiction's involvement throughout the planning process; however, each plan participant is responsible for coordinating and documenting their unique engagement and outreach with stakeholders and the public.

Table 1 lists all participating jurisdictions in the San Mateo County LHMP, each represented by one (1) or more representatives.

Table 1. San Mateo County LHMP Participating Jurisdictions

Jurisdictions		
San Mateo County	City of East Palo Alto	Town of Portola Valley
Town of Atherton	City of Foster City	City of Redwood City
City of Belmont	City of Half Moon Bay	City of San Bruno
City of Brisbane	Town of Hillsborough	City of San Carlos
City of Burlingame	City of Menlo Park	City of San Mateo
Town of Colma	City of Millbrae	City of South San Francisco
City of Daly City	City of Pacifica	Town of Woodside
Special Districts		
Coastside County Water District	Midpeninsula Regional Open Space District	San Mateo County Harbor District
Colma Fire Protection District	Mid-Peninsula Water District	San Mateo County Office of Education
East Palo Alto Sanitation District <i>(New Participant)</i>	Monterey Water and Sanitary District	San Mateo County Resource Conservation District
Silicon Valley Clean Water <i>(New Participant)</i>	North Coast County Water District	Westborough Water District
Highlands Recreation District	San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline)	Woodside Fire Protection District
Menlo Park Fire Protection District	San Mateo Community College District	

2. PURPOSE

The Community Outreach and Engagement Strategy for the 2026 update of the San Mateo County LHMP outlines how participating jurisdictions (i.e., plan participants), stakeholders, and the public (including residents and businesses) will be involved throughout the hazard mitigation planning process. The Strategy outlines the goals for engagement and outreach, identifies the parties involved, and establishes the methods and approximate timeline for effective engagement and outreach. In addition to the San Mateo County Strategy, **each participating jurisdiction should further customize its approach to better serve its community's unique demographics and needs.**

An important advantage of the hazard mitigation planning process is that it raises awareness of risks and encourages conversations about building a safer, more resilient community. A plan that accurately reflects the community's values and priorities will generate greater community support, leading to the successful implementation of mitigation actions and initiatives that reduce hazard risk.

The Federal Emergency Management Agency (FEMA) requires that stakeholders and the public be given an opportunity to participate in the development and update of the plan. Community members' feedback can enhance the content and results of the hazard mitigation plan. The plan must also outline how public participation will be maintained throughout the lifetime of the hazard mitigation plan (the five (5) years after the plan is approved and adopted).

3. STRATEGY

The strategy outlined here is based on the FEMA Local Mitigation Planning Handbook (effective June 2025).

3.1. Brainstorm Outreach Activities and Stakeholders

The Core Planning Team¹ and Steering Committee will identify stakeholders and consider which outreach methods will work best for San Mateo County. Identify existing meetings and pre-established community events that may be related to hazard mitigation. These may help the County to determine the type of outreach required and when it will occur. Additionally, San Mateo County will review the stakeholders and outreach activities from the previous planning process, note any needed changes, and incorporate them into the Strategy (as appropriate).

San Mateo County has a list of regularly scheduled weekly, bi-monthly, and monthly meetings and events (e.g., committee meetings, board meetings, commission meetings, outreach events) held throughout the County, as well as special events. The list of meetings and events can be found in **Appendix A**. While not all meetings listed may be integrated, the list will serve as an outline of meetings/events of interest and their frequency that can be leveraged throughout the planning process. The list can be modified throughout the planning process.

3.1.1. Stakeholder Engagement

Stakeholders are individuals or groups affected by a mitigation action or policy, and may include businesses, private organizations, and residents, among others. Involving them in the planning process helps gain support for the LHMP and identify implementation barriers. **Note:** *It is important to distinguish between members that are considered plan participants (who have an annex in the Plan and intend to adopt the Plan once it is approved by the State and FEMA) and other stakeholders.* The Core Planning Team, Steering Committee, and plan participants participate in all stages of the planning process, while stakeholders may not. However, they can advise the Core Planning Team and Steering Committee on a specific topic and/or provide input from varied points of view in the community.

An opportunity to be involved in the planning process indicates that stakeholders are invited to be involved in either the entire process or specific segments thereof. Alternatively, it may also signify that they have been requested to share information, such as disseminating the public survey, or to provide input to inform the content of the Plan.

Per FEMA requirements, some stakeholders **must** have the opportunity to be part of the Core Planning Team, the Steering Committee, or otherwise be involved in the planning process (e.g., helped distribute the hazard mitigation public survey).

- **Local and regional agencies involved in hazard mitigation activities.** Examples include public works, emergency management, local floodplain administration, and geographic information systems (GIS) departments.

¹ Core Planning Team: Dave Passey, Alina Haddad (SMC EM), Yahiritzza Alvarez (ISC)

- **Agencies that have the authority to regulate development.** Examples include zoning, planning, community and economic development departments, building officials, planning commissions, and other elected officials.
- **Neighboring communities.** Examples include adjacent local governments, including special districts and tribes, that are affected by similar hazard events. They also may share a mitigation action or project that crosses jurisdictional boundaries.
- **Businesses, academia, and other private interests.** Examples include private utilities, chambers of commerce, dam owners, local or regional educational centers within the jurisdiction, or major employers that sustain community lifelines.
- **Nonprofit organizations, including community-based organizations.** It is key to bring partners to the table who can address the community's unique needs and ensure that the planning process supports these populations and includes their voices in the Plan. Examples include faith-based organizations, disability services agencies or non-governmental organizations (NGOs), rural support agencies, health and human/social services departments, or housing agencies and housing advocacy groups.

The following is a working list of stakeholders who will be given the opportunity to participate in the planning process, including the review and feedback on the draft Plan, for the San Mateo County LHMP. The list is in no particular order.

Each participating jurisdiction seeking plan approval and adoption (i.e., plan participant) must specify its own list of stakeholders for each of the categories required by FEMA (listed above). They are responsible for conducting engagement and outreach with their respective stakeholders. Supporting documents such as photos of the events, sign-in sheets, and agendas should be included in each annex.

Local and Regional Agencies	

Agencies that have Authority to Regulate Development	

Neighboring Communities	

Neighboring Communities	

Business, Academia, and other Private Organizations	

Nonprofit Organizations	

3.2. Determine Public Outreach Goals and Schedule

San Mateo County will evaluate and decide upon the outreach activities to be conducted, including the timing of their scheduling. To determine the outreach goals, consider the following:

- What input does the jurisdiction need from stakeholders?
- What input does the jurisdiction want from the public?
- How can stakeholders and the public contribute to the risk assessment and mitigation strategy?

3.2.1. Outreach Goals

Goal 1: Ensure a whole community approach is implemented throughout the outreach and engagement strategy.

San Mateo County recognizes that not all members of the community are affected by natural, technological, and human-caused disasters in the same way. Some community members are more vulnerable for a number of reasons. An LHMP that uses a “one size fits all” approach and does not recognize the varying levels of risk across the community will not adequately or efficiently support underserved populations.

When conducting community outreach and engagement related to the implementation or update of this Plan, San Mateo County will ensure that the whole community has an opportunity to participate in the process and discussion. **FEMA defines the *whole community* as the groups and organizations that should share the responsibility for emergency preparedness and mitigation, including, but not limited to:**

- Individuals
- Families
- Businesses
- Faith-based and Community-based Organizations
- Non-Profit Groups
- School and Academia
- Media
- Local and State Government
- Artists and Arts Organizations
- Tribal Government and Associations
- Territories
- Other Federal Agencies

Public outreach activities need to reach residents across the planning area, including underserved populations. Therefore, San Mateo County will consider whether outreach strategies apply equally to all participants and whether a tailored approach and materials will be needed (e.g., Spanish translation assistance).

Goal 2: Increase public awareness and understanding of hazard risk.

To build a more resilient community, San Mateo County will partner with residents, businesses, and stakeholders to increase understanding of local hazards and collaboratively identify and implement strategies that reduce risk across the community.

Goal 3: Build long-term support from the whole community for hazard mitigation planning.

A hazard mitigation plan is meant to be a living document, not a static one. To ensure its success, an effective engagement and outreach strategy fosters a sense of shared ownership and responsibility among the entire community, including elected officials, which is needed to implement and maintain long-term risk reduction efforts.

3.2.2. Scheduled Outreach

The Core Planning Team has set a schedule of tasks and meetings to complete the Plan update. The schedule will be used to identify key times to inform and seek input from stakeholders and the public. For example, a good time to invite public involvement is after the risk assessment is completed and before the Core Planning Team begins to develop the mitigation strategy. Involving the public at this stage allows San Mateo County to:

- Educate the public on the risk assessment findings and get their feedback (i.e., Did this align with their expectations or do these results come as a surprise?).
- Get input on any data inaccuracies.
- Learn about their ideas and priorities for mitigation actions.

Steering Committee Meetings

Steering committee meetings will allow for collaboration and support throughout the entire planning process. The Steering Committee will be required to be actively involved in attending these meetings and

supporting the process by identifying and prioritizing the hazards that impact San Mateo County; defining and identifying critical facilities; reviewing, updating, and approving hazard mitigation goals; and coordinating and supporting outreach with other stakeholders, planning partners, and the public.

Event	Date	Time	Location
Steering Committee Meeting 1	December 2, 2025	12:30pm – 2:00pm	Virtual
Steering Committee Meeting 2	February 12, 2026	TBD (2:30pm – 4:00pm)	ROC
Steering Committee Meeting 3	May 2026 TBD	TBD	TBD

Stakeholder Workshops

The stakeholder workshops will allow each Local Planning Team (i.e., participating jurisdiction) an opportunity to work with SMC EM to identify the jurisdiction’s unique hazard vulnerability and impacts, review previously identified mitigation actions (i.e., existing mitigation actions), develop new mitigation actions, prioritize mitigation actions moving forward, and update their jurisdiction’s annex of the 2026 San Mateo County LHMP, among other tasks. San Mateo County will host two (2) in person workshop sessions, and all participating jurisdictions will be required to attend one (1) session.

Event	Date	Time	Location
Stakeholder Workshop (Session 1)	Wednesday, February 11, 2026	1:30 PM – 4:30 PM	ROC
Stakeholder Workshop (Session 2)	Thursday, February 12, 2026	9:00 AM – 12:00 PM	ROC
Stakeholder Workshop/Meeting	Thursday, May 7, 2026	TBD	Virtual

Public Survey

A comprehensive community preparedness survey (i.e., public survey) will be developed and disseminated throughout San Mateo County. The public survey will be designed with a specific focus to better understand the challenges and concerns related to access and functional needs, access to information, ability to respond and recover, and services needed, especially for those who may be underserved or lack access to key resources. The survey was available in English and Spanish.

As part of this survey, Steering Committee members, community representatives, and members of the public will be asked to rate each hazard in terms of perceived risk. Furthermore, they were asked to rate the “mitigation importance” of each identified hazard in the Plan. The information gathered from this survey will inform the hazard risk prioritization process and ensure the Plan adequately addresses the public’s concerns and priorities.

Community organizations, stakeholders, and plan participants will be critical in connecting county residents with the survey, and SMC EM will use their broad-based distribution lists of community stakeholders to disseminate the survey to residents and employees.

Public Meetings

Public meetings can be hosted in person, virtually, or in a hybrid format. These meetings are intended to allow the County to introduce the Plan update status, identify additional hazards of concern to be

included, if any, and provide input on the various mitigation measures intended to eliminate or reduce the negative impact of those hazards. Spanish translation assistance will be provided at all public meetings, which is a key demographic in San Mateo County.

During these meetings, forms will be provided to each attendee to identify and describe how the identified hazards for San Mateo County have impacted (or could impact) their place of residence, place of business, municipalities, or organization. Additionally, participants will be encouraged to provide mitigation ideas and to identify other potential hazards of concern. Although highly encouraged, these forms will be voluntary and confidential.

Event	Date	Time	Location
Public Meeting 1	February 11 – 12, 2026	TBD	TBD
Public Meeting 2	February 11 – 12, 2026	TBD	TBD

Note: In addition to these pre-established outreach events, additional engagement and outreach will be conducted throughout the planning process. These will include, but not be limited to, community events, board and committee meetings, and special events, among others.

Website and Social Media

Ongoing engagement and outreach throughout the planning process will be accomplished via the LHMP website and San Mateo County’s social media platforms. The public survey, public meetings, and the public comment period will be disseminated via these platforms and other communication channels (e.g., flyers, brochures, newsletters).

Social Media/Website	Links
San Mateo County Multi-Jurisdictional Local Hazard Mitigation Plan Webpage	www.smcgov.org/dem/multijurisdictional-local-hazard-mitigation-plan
Facebook	www.facebook.com/CountyofSanMateo/
Nextdoor	nextdoor.com/agency-detail/ca/san-mateo-county/county-of-san-mateo/
LinkedIn	www.linkedin.com/company/county-of-san-mateo/
Instagram	www.instagram.com/sanmateocounty/
X	x.com/sanmateoco
YouTube	www.youtube.com/@sanmateocounty

3.3. Identify the Appropriate Outreach Methods

San Mateo County will identify the best methods for reaching out to stakeholders and the public. Outreach methods should meet the unique needs of a community. For example, if the planning area has a high number of Spanish-speaking speakers, develop outreach materials in Spanish. San Mateo County intends to use targeted methods to get public and stakeholder input.

Regardless of the methods used by San Mateo County, this Strategy will ensure that the stakeholders and the public's time is used in a meaningful and productive way. Emphasizing why their voice matters, developing a plan to gather input and incorporate it into the planning process, and giving opportunities throughout the planning process. Within reason, meeting dates, outreach methods, and activities will be scheduled with the understanding that the timeline must remain flexible.

Targeted engagement can help encourage participation among those who may be unlikely to join. For instance, if a recent incident affected the community, the public may be keen to learn more about the hazard(s) and potential mitigation initiatives. This interest can be used to engage community members in finding ways to prepare for future events. The Core Planning Team and Steering Committee will identify types of public involvement that have worked well in the community in the past. For example, setting up a booth at a popular community event or getting on the agenda of a scheduled meeting could reach more people than a meeting focused solely on hazard mitigation. Refer to **Appendix A** for a list of regularly scheduled (i.e., weekly, bi-monthly, and monthly) meetings and events in San Mateo County.

San Mateo County intends to use a wide range of informational materials and methods to reach out to the public throughout the planning process. These can include, but are not limited to, news media, social media (e.g., Facebook, Instagram, X, Nextdoor), flyers, surveys, and websites. Activities involving the public will be designed to increase public awareness by presenting information (one-way communication). However, feedback will be sought to inform the Plan's content (two-way communication). **Table 2** outlines outreach methods San Mateo County will evaluate and identify which are applicable for use throughout hazard mitigation planning. **Note:** *These are meant to serve as examples to help generate ideas for outreach. A jurisdiction does not need to accomplish every method listed.*

Table 2. San Mateo County Outreach Methods

Outreach Method	Outreach Purpose	Example Supporting Activities
Community Events	Inform	Host a booth at a fair or another event where the community gathers. Use the booth to teach residents about preparing for natural hazards. Share materials on related topics with visitors. Consider games, giveaways, or other incentives as ways to engage at the event.
Interviews	Consult	Host a series of structured discussions. They could be telephone or face-to-face interviews with leaders and representatives from the communities, school districts, and the public. This could help to identify hazards of concern and potential mitigation measures.
News Media	Inform	Work with local media outlets, including television, radio, and print media partners. They can prepare stories that promote broad public involvement.

Outreach Method	Outreach Purpose	Example Supporting Activities
Public Meetings	Inform Involve	<p>Through the participating jurisdiction’s communications/marketing office or public information officer (PIO), email newsletters soliciting input on draft plan documents, and public meeting attendance. Distribution lists could include government agencies, businesses, and civic organizations.</p> <p>Send public meeting details to all employees in the jurisdiction. Also, post them to the community’s online public events calendar. Add them to live tickers that scroll across the bottom of the local government access television channel as well.</p> <p>Share live coverage of public input meetings and let residents share their questions or comments by email.</p>
Presentation to Governing Bodies	Inform	<p>Share the plan’s status with the board of county commissioners or a similar governing body. These meetings should be public, and an announcement of the plan agenda item should be included in the public meeting announcement.</p>
Questionnaires/ Surveys	Consult	<p>Use a survey to get information from people who cannot attend the public meetings. Post the survey to your community’s social media account(s). Ask local officials to distribute copies of the survey via flyers/brochures with a QR Code or a link to the survey. Have copies available at municipal offices for residents. Those offices can also post an electronic version on their websites.</p> <p>Where applicable, create questionnaires/surveys in multiple languages.</p>
Roundtables/ Forums	Collaborate	<p>Sponsor a public forum to get ideas from residents on how to reduce the risk of natural hazards. This could be the main event for teaching the public. It is also an opportunity for the public to contribute to the plan’s action items. The resulting ideas may inform the jurisdiction’s planning team about risks, strengths, weaknesses, and opportunities.</p>
Social Media	Inform Involve	<p>Make a mitigation plan Facebook page, X account, or Instagram account. The page or account can include short video clips of community leaders discussing the need for mitigation planning. The page or account can also link to your questionnaire/survey.</p> <p>Use the page or account to hold raffles or giveaways. This will help to support participation. For example, you may post that “All those who participate and share feedback through this page or account will be entered into a drawing.”</p>

Outreach Method	Outreach Purpose	Example Supporting Activities
Area-Specific Meetings	Involve	Host small, area-specific meetings twice each year. You can hold them at public libraries and other public venues. These meetings give you a chance to share reading materials. They can educate residents on actions they can take to mitigate natural hazards, save lives, and prevent property damage. These meetings can also gather input on improving the mitigation process.
Website	Involve Consult	<p>You can use a website to promote the mitigation plan by sharing:</p> <ul style="list-style-type: none"> • What hazard mitigation planning is. • A list of who is involved in the local planning process. • How the plan update process works. <p>Information about future stakeholder meetings and chances for public involvement. You can share contact information for questions or comments. Downloads available from the site could include copies of the existing plan, the plan update, public notices, and press releases.</p>

Table 3 provides information on each outreach purpose (as outlined in **Table 2**) to help define the public’s role in any public engagement process, as outlined in the Public Participation Pillars [document](#) developed by the International Association for Public Participation.

Table 3. Outreach Purpose

Outreach Purpose	Public Participation Goal	Promise to the Public
Inform	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities, and/or solutions.	We will keep you informed.
Consult	To obtain public feedback on analysis, alternatives, and/or decisions.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.
Involve	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.
Collaborate	To partner with the public in each aspect of the decision, including the development of alternatives and the identification of the preferred solution.	We will look to you for advice and innovation in formulating solutions, and incorporate your advice and recommendations into the decisions to the maximum extent possible.
Empower	To place final decision-making in the hands of the public.	We will implement what you decide.

San Mateo County can engage with the public and stakeholders through various methods, such as meetings, open houses, conference calls, and webinars. **Table 4** outlines the three (3) main modes of meetings that can be utilized throughout the hazard mitigation planning process.

Table 4. Meeting Types

Meeting Type	Description
In Person	In person meetings are what many associate with traditional planning. Participants and stakeholders are given the opportunity to interact with each other and, at times, with the public. It could be a workshop, traditional meeting, or other in person format to seek direct input.
Virtual	Virtual events make it possible for people who are limited by time, transportation, finances, health, or life circumstances to attend an in person meeting.
Hybrid	Hybrid meetings and events combine both in person and virtual experiences. Having both options for attendees increases the event's potential impact and reach. Hybrid meetings can create unique, inclusive experiences that accommodate the needs of more people across larger geographies.

3.4. Develop Clear and Consistent Messages that Align with Community Values

San Mateo County will consider values and priorities, and how they align with reducing the impacts of future hazards and disasters. Subsequently, SMC EM will develop outreach materials that convey a clear, consistent message to a range of audiences. The outreach materials will be broad enough for other plan participants to use in their outreach efforts. These materials can include, but are not limited to:

- Flyers
- Brochures
- Infographics
- Hazard Mitigation Language for Websites and Social Media
- PowerPoint Presentations

3.5. Evaluate and Incorporate Feedback from Outreach Activities

San Mateo County will gather and assess feedback from engagement and outreach activities conducted throughout the planning process and incorporate it into the final Plan, as appropriate. During the outreach process, San Mateo County will clearly explain to stakeholders and the public how the Core Planning Team and Steering Committee will use the feedback received to inform the Plan. Set a process for the following:

- Organizing and assessing the comments received.
- Incorporating comments into the development of the Plan itself.
- Recording the comments in the final Plan.

Note: Collecting public feedback is not enough. San Mateo County will use public feedback to inform the LHMP. For example, use public meetings to brainstorm mitigation actions.

Information and feedback from the public survey, public meetings, and public comment period are intended to provide valuable data to validate and confirm the risk assessment findings and potential mitigation actions. Specifically, feedback from the public during public meetings provides greater insight into the public's concerns about specific hazards and their impacts. Additionally, the public would also offer specific initiatives they believed would enhance the County's and its residents' resiliency.

Survey results will help validate the hazards included in the Plan, the hazard ranking process, and areas where the County and jurisdictions could further improve outreach and education efforts. Open-ended responses, specifically regarding their experience with damage from past hazards, could help validate hazard-specific impact data outlined in the Hazard Identification and Risk Assessment section of the Plan. These and related findings will help the Core Planning Team, the Steering Committee, and local planning teams identify meaningful mitigation projects.

3.6. Provide an Opportunity for Public Review of Final Draft Plan

Once the final draft of the Plan is completed (before submitting to the State and FEMA), the public will have an opportunity to review and provide feedback on the draft. This is also known as the Public Comment Period. This can be accomplished by the following:

- Include the Plan as a topic of discussion at an existing meeting.
- Share the Plan on a website and promote it across social media accounts.
- Hold a meeting where the public can review the Plan.
- Bring the Plan to community events where you know the public will be gathering.

San Mateo County will allow at least four (4) weeks for the Public Comment Period. Throughout the Public Comment Period, the County will review, assess, and implement (as appropriate) the public's feedback.

Also, San Mateo intends to notify the public when the draft Plan is ready for review. This will be accomplished through various avenues as outlined in this Strategy, including, but not limited to, an official press release, the community's website, social media accounts, and flyers or brochures in public areas. All outreach methods will explain how the public can review the draft Plan and provide feedback.

Note: *Some jurisdictions have policies regarding public review of documents before adoption, and these policies should be followed for final comments on the Plan.*

APPENDIX A. REGULARLY SCHEDULED MEETINGS AND EVENTS

A.1. Weekly Scheduled Meetings and Events

Weekday	Event	Location/Time	Additional Information
Mondays			
Tuesdays	Cañada College (In partnership with Second Harvest Food Bank Silicon Valley): Free Groceries – Weekly Food Distribution	Cañada College (Lot 6) 4200 Farm Hill Boulevard Redwood City, CA 94061 10:30 AM – 12:30 PM	Food Distribution Information
	U.S. Citizenship Study Group / Clase de Ciudadanía	North Fair Oaks Library 2510 Middlefield Road Redwood City, CA 94063 5:00 PM – 6:00 PM	Immigrant Services Community Event Calendar
	U.S. Citizenship Test Class	Half Moon Bay Library 620 Correas Street Half Moon Bay, CA 94019 5:00 PM – 6:00 PM	Immigrant Services Community Event Calendar
Wednesdays	Online Citizenship Class	Virtual 9:00 AM – 10:30 AM	Immigrant Services Community Event Calendar
	Online Citizenship Class	Virtual 5:30 PM – 7:00 PM	Immigrant Services Community Event Calendar
	U.S. Citizenship Test Class	East Palo Alto Library 2415 University Avenue East Palo Alto, CA 94303 6:00 PM – 7:30 PM	Immigrant Services Community Event Calendar
	U.S. Citizenship Classes	Coastside Hope 248 Main Street, #200 Half Moon Bay, CA 94019 8:00 AM – 9:30 AM	Immigrant Services Community Event Calendar

Weekday	Event	Location/Time	Additional Information
Thursdays	Cantonese U.S. Citizenship Test Class	Milbrae Library 1 Library Avenue Millbrae, CA 94030 1:30 PM – 2:30 PM	Immigrant Services Community Event Calendar
	In-Person Citizenship Class	Redwood City, CA 6:00 PM – 8:00 PM	Immigrant Services Community Event Calendar
Fridays			

A.2. Bi-Monthly Scheduled Meetings and Events

Weekday	Event	Location/Time	Additional Information
Mondays			
Tuesdays	Board of Supervisors Meeting	County Center Chambers (1 st Floor) 500 County Center Redwood City, CA 94063 9:00 AM	Meeting Information
	Airport Commission	City Hall (Room 400) (and virtual) 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102 9:00 AM	1 st and 3 rd Tuesday of the month Meeting Information
Wednesdays	Board of Education Meeting	San Mateo County Office of Education (and virtual) 101 Twin Dolphin Drive Redwood City, CA 94065 7:00 PM – 9:00 PM	Meeting Information
	Planning Commission Meeting	County Center Chambers (and virtual) 500 County Center Redwood City, CA 94063 9:00 AM	2 nd and 4 th Wednesday of the month Meeting Information
Thursdays			
Fridays			

A.3. Monthly Scheduled Meetings and Events

Weekday	Event	Location/Time	Additional Information
Mondays	Coastside Collaborative	Zoom 4:00 PM – 5:30 PM	3 rd Monday of the month Meetings
	Veterans Commission Meetings	County Center (Manzanita Hall) 500 County Center Redwood City, CA 94063 6:30 PM – 8:00 PM	2 nd Monday of the month Meeting Information
	Agricultural Advisory Committee	Ted Adcock Community Center (South Day Room) 535 Kelly Avenue Half Moon Bay, CA 94019 6:00 PM	2 nd Monday of the month Meeting Information
Tuesdays	Pescadero Municipal Advisory Council	La Honda-Pescadero Unified School District Office (and virtual) 360 Butano Cutoff Pescadero, CA 94060 Council begins at 6:00 PM, and presentations from local officials begin by 7:00 PM.	2 nd Tuesday of the month Meeting Information
	Free Citizenship Workshops	Registration required for location details 9:00 AM – 2:00 PM	2 nd Tuesday of the month Meeting Information/Registration
	Commission on the Status of Women	County Center (Manzanita Hall and virtual) 500 County Center Redwood City, CA 94063 6:00 PM – 8:00 PM	4 th Tuesday of the month Meeting Information (2025)
	Emerald Lake Hills Design Review Officer	County Center (Room 101) 500 County Center Redwood City, CA 94063 2:00 PM	1 st Tuesday of the month Meeting Information

Weekday	Event	Location/Time	Additional Information
Wednesdays	Midcoast Community Council	Granada Community Services District (GCSD) Office (and virtual) 504 Avenue Alhambra (3 rd Floor) El Granada, CA 94018 9:00 AM	2 nd and 4 th Wednesday of the month Meeting Information
	San Mateo County Business License Board	County Office Building (Room 201) 455 County Center Redwood City, CA 94063 9:00 AM	3 rd Wednesday of the month Meeting Information
	Bayside Design Review Committee	County Center (Room 101) 455 County Center Redwood City, CA 94063 3:00 PM – 5:00 PM	1 st Wednesday of the month Meeting Information
Thursdays	North Fair Oaks Community Council	Fair Oaks Community Center (Multipurpose Room) 2600 Middlefield Road Redwood City, 94063 7:00 PM – 9:00 PM	4 th Thursday of the month Meeting Information
	San Mateo County Parks Commission	Changing Location 4:00 PM – 5:30 PM	1 st Thursday of the month
	San Mateo County Youth Commission	County Center (Manzanita Hall) 500 County Center Redwood City, CA 94063	2 nd Thursday of the month (August – May) Meeting Information
	Commission on Disabilities	County Center (Manzanita Hall and virtual) 500 County Center Redwood City, CA 94063 3:00 PM – 5:00 PM	4 th Thursday of the month (except July and December) Meeting Information
	Coastside Design Review Committee	Granada Community Services District (GCSD) Office (and virtual) 504 Avenue Alhambra El Granada, CA 94018 1:30 PM – 3:30 PM	2 nd Thursday of the month Meeting Information

Weekday	Event	Location/Time	Additional Information
	Unincorporated San Mateo County Bicycle and Pedestrian Advisory Committee	County Center (Manzanita Hall and virtual) 500 County Center Redwood City, CA 94063 7:00 PM	3 rd Thursday of even numbered months Meeting Information
Fridays	Free Farmers Market at Skyline College	Skyline College 3300 College Drive San Bruno, CA 94066 3:00 PM – 5:00 PM	1 st Friday of the month Food Pantry & Free Groceries Information
	CSM/SparkPoint Drive-Thru Food Distribution	College of San Mateo (Drive up to Parking Lot X, and look for signs) 11:00 AM – 1:00 PM	Every Friday

A.4. Special Events

Date	Event	Location/Time	Additional Information
Tuesday, October 28, 2025	Listen and Learn Meeting in District 3	Half Moon Bay Library (Community Room) 620 Correas Street Half Moon Bay, CA 94019 6:00 PM – 8:00 PM	Event Information/Registration
Tuesday, October 28, 2025	San Mateo County Career Panel & Career Fair	Skyline College (Fireside Dining Hall in Building 6) 3300 College Drive San Bruno, CA 94066 11:00 AM – 3:00 PM	Event Information
February 2026	Listen and Learn Meeting in District 5	Daly City	TBD
Quarterly Meetings	San Mateo County Housing Our People Effectively (HOPE) Interagency Council	Human Services Agency (Bali Room) 400 Harbor Boulevard Belmont, CA 94002 10:00 AM – 11:30 AM	Meeting Information
Quarterly Meetings	San Mateo County Libraries Joint Powers Authority Governing Board	Library Administration (and virtual) 125 Lessingia Court San Mateo, CA 94402 8:15 AM	Meeting Information

APPENDIX B. SAMPLE LAYOUT TO TRACK ENGAGEMENT

San Mateo County and plan participants should use the following template to track all in person, virtual, and hybrid public and stakeholder engagement throughout the planning process. Additionally, supporting documentation should be collected, including pictures of the event, sign-in sheets, and the agenda.

Any outreach conducted through other communication channels should also be documented (e.g., screenshots of social media posts or pictures of flyers posted in public spaces).

[Month 202#]		
Date	[Day of Week], [Month] [Day] (e.g., Wednesday, December 4 th)	[Day of Week], [Month] [Day] (e.g., Wednesday, December 4 th)
Event Name		
Location	[Name of Location] [Full Address]	[Name of Location] [Full Address]
Outreach Method	[Refer to Table 2]	[Refer to Table 2]
Outreach Purpose	[Refer to Table 3]	[Refer to Table 3]
Targeted Population	[For example: Elderly, Children, Access and Functional Needs]	[For example: Elderly, Children, Access and Functional Needs]
Accommodations Provided	[For example: After Hours, Spanish Speaking Available, Virtual Options]	[For example: After Hours, Spanish Speaking Available, Virtual Options]
Event Description	[Provide a brief description of the event.]	[Provide a brief description of the event.]