



**CITY COUNCIL WORKSHOP AGENDA
NOVEMBER 17, 2021 – 4:00 pm**

In-person meeting held at City Hall, 102 Butler St, Saugatuck, MI

The meeting will be available live, virtually on Zoom, but it is not open for virtual participation.

- 1. Call to Order**
- 2. Attendance (Roll Call)**
- 3. Agenda Changes** (Additions/Deletions)
- 4. Public Comment on Agenda Items Only** (Limit 3 minutes)
- 5. Discussion Items**
 - A. SDABA Special Event Permit
 - B. SDABA Parade Permit
 - C. Pop-Up Patio Special Meeting
 - D. Resident Survey
 - E. Hazard Mitigation Plan
 - F. Oval Beach Operations
 - G. Project Manager Position
- 6. Public Comments:** (Limit 3 minutes)
 - A. Scott and Michelle Solberg
- 7. Communications:**
- 8. Council Comments:**
- 9. Adjourn** (Roll Call)

NOTICE:

Join online by visiting:

<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:
**(312) 626-6799 -or-
(646) 518-9805**

Then enter "Meeting ID":
2698572603

Please send questions or comments regarding meeting agenda items prior to meeting to:
ryan@saugatuckcity.com

Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck City Clerk at 269-857-2603 or Wolters@saugatuckcity.com for further information.



City Council Agenda Item Report

FROM: Jamie Wolters

MEETING DATE: November 22, 2021

SUBJECT: SDABA Annual Tree Lighting Ceremony and Annual Whootville Christmas Parade

Recommended Motion:

SDABA has submitted a special event application for the Annual Tree Lighting Ceremony to be held on 11.26.21 at Wicks Park starting at 1:00 p.m. and ending between 6:00 p.m.-7:00 p.m.

SDABA has submitted a parade permit for the Annual Whootville Christmas Parade to be held on 12.04.21. Parade starts on Water Street in front of Wicks Park gazebo travels south to Culver Street, turning left onto Butler Street. Parade proceeds north on Butler Street to Mary Street, turning left on Mary Street, then turning left onto Water Street and ends at Wicks Park gazebo.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** the SDABA Annual Tree Lighting Ceremony and the SDABA Annual Whootville Christmas Parade.



Council Action
_____ Approved
_____ Denied
_____ Date

102 Butler Street • P.O. Box 86 • Saugatuck, MI 49453
Phone: 269-857-2603 • Website: www.saugatuckcity.com

SPECIAL EVENT APPLICATION

Must be filled out in its entirety & returned to the City Clerk's Office 30 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: SDABA TELEPHONE: 269-857-1626
MAILING ADDRESS: P.O. Box 221 Saugatuck, MI 49453
CONTACT NAME: Gregory Muncey TELEPHONE: 269-857-1626
E-MAIL ADDRESS: gmuncey@gmail.com CELL PHONE: 269-355-9917

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Gregory Muncey TELEPHONE: 269-857-1626
E-MAIL ADDRESS: gmuncey@gmail.com CELL PHONE: 269-355-9917

EVENT INFORMATION

NAME OF EVENT: Annual Tree Lighting Cermony DATE(S) OF EVENT: 11/26/2021
PURPOSE OF EVENT: Celebratory, Community Enrichment RAIN DATE: N/A

- Non-Profit For-Profit City Operated/Sponsored Co-Sponsored
 Marathon/Race Festival/Fair Video/Film Production Other _____

EVENT LOCATION: Wicks Park on Water Street EVENT HOURS: 3pm - 6pm

ESTIMATED NUMBER OF ATTENDEES: 500

ESTIMATED NUMBER OF VOLUNTEERS: 10

ESTIMATE DATE / TIME FOR SET-UP: 11/26/2021 1:00 A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 11/26/2021 6-7:00 A.M. P.M.

EVENT DETAILS

WILL MUSIC BE PROVIDED DURING THIS EVENT: Yes No

TYPE OF MUSIC PROPOSED: Live Amplification Recorded Loudspeakers

PROPOSED TIME MUSIC WILL BEGIN: 3pm END: 6pm

FOOD VENDORS/CONCESSIONS: (Contact Allegan County Health Department) Yes No
 Provide Copy of Health Department Food Service License

WILL ALCOHOL BE SERVED AT THIS EVENT: Yes No
 Provide Copy of Liquor Liability Insurance (listing the City as additionally insured)
 Provide Copy of Michigan Liquor Control License

If yes, describe measures to be taken to prohibit the sale of alcohol to minors: _____

WILL FIREWORKS BE APART OF EVENT: Yes No
 Provide Copy of Liability Insurance (listing the City as additionally insured)
 Provide Copy of Fireworks Permit

EVENT SIGNAGE: City Council approval is required for any temporary signing in the public right-of-way, across a street or on City property. Which of the following signs are requested for this event:

"YARD" SIGNS - Number requested: 10 (Maximum size is 2' x 2'. Cannot be displayed no more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

BANNER UNDER SAUGATUCK PALETTE SIGN - (Size cannot be greater than 14' x 4'). Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

SIGNAGE AT EVENT SITE - Location(s): On Gazebo
Description of signs: Text
(Signs at event site cannot be displayed prior to day of the event and must removed at the end of the event.)

TENTS/CANOPIES/MISC: The City of Saugatuck does not have tents, stage, tables or chairs available for rental. There are a number of businesses listed in the yellow pages under "Rental Service Stores" that specialize in the rental of event supplies. Will the following be constructed or located in the event area:

BOOTHS – QUANTITY _____ TENTS – QUANTITY _____

AWNINGS – QUANTITY _____ TABLES – QUANTITY _____

PORTABLE TOILETS – QUANTITY _____

VENDOR PARKING: Have you made arrangement for vendor parking? Yes No

If yes, where do you propose your vendors park? _____

Will the Interurban be utilized? Yes No Time(s) _____

APPLICATION CHECK LIST

- Completed Application
- Event Map (includes detailed event layout for vendors, booths, porta potties, etc.)
- Road/Sidewalk/Parking Lot Closure Map
- Certificate of Insurance (listing the City of Saugatuck as additionally insured)
- Fireworks Permit (if applicable)
- Michigan Liquor Control Commission Special Event License (if applicable)
- Health Department Food Service License (if applicable)

If document is missing, please explain: _____

The applicant and sponsoring organization understand and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for the event, name the City of Saugatuck as an additional insured on all applicable policies and submit the certificate to the City Clerk's Office no later than one (1) week following notice of the event approval.

Comply with all City and County Ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or organization from meeting any application requirements of law or other public bodies or agencies.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval is necessary.

Applicant understands that he/she is responsible for contacting the Michigan Liquor Control Commission and/or Allegan County Health Department to secure all permits required for this event.

Applicant agrees to defend, indemnify and hold harmless the City of Saugatuck, Michigan from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from this Special Event by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss cost of expense is caused in whole or in part by the negligence of the City of Saugatuck or by third parties, or by the agents, servants, employees or factors of any of them.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Applicant Signature



Date

11/08/2021

SDABA
TREE LIGHTING CEREMONY

DEPARTMENT OF PUBLIC WORKS

APPROVED DENIED

Authorized Personnel Signature

Will this event require the use of any of the following municipal equipment: Yes No

TRASH RECEPTACLES – QUANTITY 6

BARRICADES – QUANTITY _____

TRAFFIC CONES – QUANTITY 4

PARKING SIGNS – QUANTITY 4

FENCING WATER ELECTRIC

RESTROOM CLEANING

OTHER _____

POLICE DEPARTMENT

APPROVED DENIED

Authorized Personnel Signature

ADDITIONAL OFFICERS REQUIRED? Yes No

If yes please describe & include times _____

Other (describe): _____

SAUGATUCK TOWNSHIP FIRE DISTRICT

APPROVED DENIED



Authorized Personnel Signature

STREET CLOSURES: Yes No (use attached map to outline proposed closures)

Street closure date/time: _____ A.M. P.M.

Street re-open date/time: _____ A.M. P.M.

SIDEWALK CLOSURES: Yes No (use attached map to outline proposed closures)

Describe Sidewalk Use: _____

Sidewalk closure date/time: _____ A.M. P.M.

Sidewalk re-open date/time: _____ A.M. P.M.

PARKING LOT CLOSURES: Yes No (use attached map to outline proposed closures)

Parking Lot Location: 4 parking places in the Mermaid Parking Lot

Sidewalk closure date/time: _____ A.M. P.M.

Sidewalk re-open date/time: _____ A.M. P.M.

What parking arrangements are proposed to accommodate potential attendance: _____

Jamie Wolters

Subject: FW: Approval for Special Event and Parade

From: Brett Ensfield <BEnsfield@ALLEGANCOUNTY.ORG>
Sent: Monday, November 8, 2021 3:59 PM
To: Jamie Wolters <jwolters@saugatuckcity.com>
Subject: RE: Approval for Special Event and Parade

Jamie,

The last couple of months this parade permit keeps getting used. It was a real old form the 1st time i saw it and somehow resurrected. I think the special event application is also needed when a large event is held. The parade permit has no information on what is really needed or provided by the event planner.

I can muddle through it with this parade but alot of unanswered questions.

Thanks both are approved by the police and we will start planning.

Brett

Sent via the Samsung Galaxy S9, an AT&T 5G Evolution capable smartphone

----- Original message -----

From: Jamie Wolters <jwolters@saugatuckcity.com>
Date: 11/8/21 3:48 PM (GMT-05:00)
To: gjanik@saugatuckfire.org, Brett Ensfield <BEnsfield@ALLEGANCOUNTY.ORG>, Scott Herbert <scott@saugatuckcity.com>
Cc: Ryan Heise <Ryan@saugatuckcity.com>
Subject: Approval for Special Event and Parade

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,

SDABA has submitted approval for two events:
Annual Tree Lighting Ceremony, event date 11/26/2021
Annual Whootville Christmas Parade, event date 12/04/2021

Please see attached special event application and parade permit.
Gregory can be reached at 269-355-9917 for any questions.

Thank you,

Jamie Wolters

City Clerk

City of Saugatuck

O: 269.857.2603

F: 269.857.4406

Jamie Wolters

Subject: FW: Approval for Special Event and Parade

From: Scott Herbert <scott@saugatuckcity.com>
Sent: Monday, November 15, 2021 10:59 AM
To: Jamie Wolters <jwolters@saugatuckcity.com>
Subject: RE: Approval for Special Event and Parade

Thanks Jamie. Both events are approved by DPW.

Scott Herbert
Public Works Supt.
City of Saugatuck
(269) 857-2558



From: Jamie Wolters <jwolters@saugatuckcity.com>
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City Clerk
City of Saugatuck
O: 269.857.2603
F: 269.857.4406





City Council Agenda Item Report

FROM: Kate White
MEETING DATE: November 22, 2021
SUBJECT: Pop-Up Patio Special Meeting

DESCRIPTION:

Given the strong opinions revolving around the City of Saugatuck's pop-up patio licenses, a special meeting would be the best avenue to ensure proper attention and consideration are given to this policy. City Council shall establish a special meeting date for the presentation and discussion of pop-up patios.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to set the pop-up patio special meeting date on _____.



City Council Agenda Item Report

FROM: Kate White

MEETING DATE: November 22, 2021

SUBJECT: Strategic Planning Community Input Survey

DESCRIPTION:

The purpose of a strategic planning community input survey is to engage and include residents and business owners in the strategic direction of the City of Saugatuck. The following survey is a draft of a community survey, heavily inspired by the City of Saline's online survey. Rough strategic goals were created from the project priority list created by the Saugatuck City Council in the strategic planning session in May of 2021.

The City of Saline disseminated their community through multiple channels, like their city website, social media, and in collaboration with some local news sources. The local schools also helped the city promote the survey through one of their weekly communications.

The survey should be concise and brief to encourage participation among community members.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** the survey, as presented, to be sent through various channels.

Strategic Planning Community Input Survey

City of Saugatuck

Annually the Saugatuck City Council meets to establish key priorities for the upcoming fiscal year. This process typically involves a meeting of the City's leadership team to discuss their collective vision, a public meeting with citizens and key stakeholders to solicit input, and a follow up meeting of the leadership team to formalize major goals and key objectives into action items for the year ahead. This year, the City is also inviting residents and businesses to participate in a brief survey to help us identify and prioritize activities. Please take a moment to provide your feedback on the questions below. This survey closes ___.

* 1. Which of the following strategic goals do you consider the number **one** priority for the City of Saugatuck in Fiscal Year 2022-2023 (July 2022 to June 2023)?

- City Organization and Culture: Improving the efficiency and effectiveness of the administration and Council/Boards/Commissions/Committees, in order to provide better quality services to residents.
- Infrastructure: Investing in infrastructure updates throughout the City to support the needs of our citizens and visitors, such as road surfacing, water service line replacement, and improved cellular coverage.
- Parks and Recreation: Prioritizing Parks and Recreation projects for improved and well-maintained natural park spaces, which will add to the beauty and desirability of the City.
- Community Engagement and Communication: Increasing community engagement and trust with better communication strategies.
- Collaboration: Investigating opportunities to engage with other communities for cost-saving purposes and the accomplishment larger-scale, cross-jurisdictional projects.

* 2. Which of the following strategic goals do you consider the number **two** priority?

- City Organization and Culture: Improving the efficiency and effectiveness of the administration and Council/Boards/Commissions/Committees, in order to provide better quality services to residents.

- Infrastructure: Investing in infrastructure updates throughout the City to support the needs of our citizens and visitors, such as road surfacing, water service line replacement, and improved cellular coverage.
- Parks and Recreation: Prioritizing Parks and Recreation projects for improved and well-maintained natural park spaces, which will add to the beauty and desirability of the City.
- Community Engagement and Communication: Increasing community engagement and trust with better communication strategies.
- Collaboration: Investigating opportunities to engage with other communities for cost-saving purposes and the accomplishment larger-scale, cross-jurisdictional projects.

3. Are there any other specific goals or action items you would like to see addressed in the coming year?

4. If you would like to participate in the public meeting to be hosted on ___ at __, please provide an email address to receive an invitation.



City Council Agenda Item Report

FROM: Kate White

MEETING DATE: November 22, 2021

SUBJECT: Allegan County Multi-Jurisdictional Hazards Mitigation Plan

DESCRIPTION:

Allegan County engaged with 34 communities throughout 2020 in updating the County's 2014 Hazard Mitigation Plan. The County worked with individual communities through surveys to identify local hazards and create mitigation strategies, along with identifying projects to address those concerns. For the City of Saugatuck, established concerns include the potential for geologic processes to impact city infrastructure and the maintenance of the harbor. The proposed strategy for Saugatuck to mitigate these geological hazards is to conduct a vulnerability analysis for infrastructure throughout the City.

The subsequent documents and reports provide background information on the mitigation plans proposed by Allegan County.

By adopting the proposed resolution from Allegan County regarding a Multi-Jurisdictional Hazards Mitigation Plan, this makes the City of Saugatuck eligible to apply for grants that it would not ordinarily have access to. This is not an obligation on the City's part to apply for the funding; it opens different avenues of potential funding for hazard mitigation projects.

Staff is recommending the Saugatuck City Council approve the resolution.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** Resolution 211122-A as presented adopting the Multi-Jurisdictional Hazards Mitigation Plan.

**U.S. Department of Homeland
Security**

FEMA Region 5
536 S. Clark St., Floor 6
Chicago, IL 60605-1509



FEMA

September 27, 2021

Mr. Matt Schnepf
State Hazard Mitigation Officer
Michigan State Police
Emergency Management and Homeland Security Division
P.O. Box 30634
Lansing, MI 48909

Dear Mr. Schnepf:

Thank you for submitting the Allegan County 2021 Hazard Mitigation Plan Update for our review. The plan was reviewed based on the local plan criteria contained in 44 CFR Part 201, as authorized by the Disaster Mitigation Act of 2000. The plan met the required criteria for a multi-jurisdiction local hazard mitigation plan. Formal approval of this plan is contingent upon the adoption by the local participating jurisdictions of this plan. Once FEMA Region 5 receives documentation of adoption from the local participating jurisdictions, we will send a letter of official approval to your office.

We look forward to receiving the adoption documentation and completing the approval process for the Allegan County 2021 Hazard Mitigation Plan Update.

If there are any questions from either you or the communities, please contact Lorena Reyes, at (312) 408-5270 or email at Lorena.reyes@fema.dhs.gov.

Sincerely,

A handwritten signature in black ink that reads "John Wethington".

John Wethington
Acting Chief, Risk Analysis Branch
Mitigation Division

CITY COUNCIL
CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN

At a regular meeting of the City Council for the City of Saugatuck held at the City Hall, 102 Butler Street, Saugatuck, Michigan, on _____, 2021, the following Resolution was offered for the adoption by Council member _____ and was seconded by Council member _____;

RESOLUTION NO. 211122-A

A RESOLUTION FOR EMERGENCY MANAGEMENT—ADOPTING A MULTI-JURISDICTIONAL HAZARDS MITIGATION PLAN

WHEREAS, the Allegan County Emergency Management has updated to the Multi-Jurisdictional Hazard Mitigation Plan with the assistance of a contractor, ATSI Environmental; and

WHEREAS, the plan is compliant with planning criteria contained in 44 CFR Section 201.6, as authorized under the Disaster Mitigation Act of 2000; the related regulations and pertinent materials and guidance provided by FEMA for the interpretation of these regulations; and

WHEREAS, the Allegan County Hazard Mitigation Plan was forwarded to FEMA and passed federal review on September 21, 2021.

THEREFORE BE IT RESOLVED that the ____CITY OF SAUGATUCK____ hereby adopts the Multi-Jurisdictional Hazards Mitigation Plan, as presented.

YEAS:

NAYS:

ABSTAIN:

ABSENT:

ADOPTED this _____ day of _____, 2021.

Signed: _____
Mark Bekken, Mayor

Signed: _____
Jamie Wolters, City Clerk

CERTIFICATION

I, Jamie Wolters, the duly appointed clerk of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held _____, 2021, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

Attest:

Jamie Wolters, City Clerk



Allegan County Hazard Mitigation Plan - 2021 Update

Executive Summary

Allegan County Hazard Mitigation Plan

As with all communities in Michigan, Allegan County is subject to natural, technological, and human hazards that can threaten life and health, and impact the quality of life, property, the environment, and infrastructure. Because of its location, land uses, and land cover, some hazard events in Allegan County have historically been more significant than others. Changing conditions may cause other hazards to be more significant in the future. Providing strategies that minimize the impact of these hazards requires a commitment to a multiple-step program, including defining the problem, identifying preventive measures, implementing mitigation strategies, and incorporating hazard mitigation in County-wide planning efforts. As a first step, Allegan County has prepared this multi-jurisdictional *Hazard Mitigation Plan* (the Plan) to better understand significant Allegan County hazards and their impacts, and to identify ways to mitigate those hazards. The Plan is an update of the 2014 Hazard Mitigation Plan for Allegan County (2014 Plan).

Allegan County, and all 34 communities within the County are included within and participated in preparation of the 2021 Updated Hazard Mitigation Plan (listed below). Unlike 2014, the Match-E-Be-Nash-She-Wish Band of Pottawatomi (Gun Lake Tribe) is not directly included in this update; they have developed their own Tribal HMP since 2014:

Allegan County	Clyde Township	Monterey Township
Allegan, City of	Dorr Township	Otsego Township
Village of Douglas, City of	Fillmore Township	Overisel Township
Fennville City of	Ganges Township	Salem Township
Holland, City of	Gun Plain Charter Township	Saugatuck Township
Otsego, City of	Heath Township	Trowbridge Township
Plainwell, City of	Hopkins Township	Valley Township
Saugatuck, City of	Laketown Township	Watson Township
Wayland, City of	Lee Township	Wayland Township
Allegan Township	Leighton Township	Hopkins, Village of
Casco Township	Manlius Township	Martin, Village of
Cheshire Township	Martin Township	

The Plan Process

This Plan was completed under the leadership of the Allegan County Department of Emergency Management/Homeland Security; representatives and leaders from Allegan County communities; the Michigan State Police Emergency Management Division, Mitigation/Recovery Section; and numerous other stakeholders. Over 65 individuals were involved in the preparation, evaluation, and community outreach components of this Plan, facilitated by ASTI Environmental. Due to the COVID-19 pandemic, development of the Plan was conducted differently than in 2014. County



Allegan County Hazard Mitigation Plan - 2021 Update

and municipal representatives initially convened in a workshop in January 2020, but subsequent discussions to evaluate and prioritize local and county-wide hazards and mitigation strategies were conducted through a combination of online surveys and interviews conducted via Zoom. Although they did not meet together due to public health protocols, these individuals are collectively referred to within the document as the Advisory Committee. The Allegan County Department of Emergency Management/Homeland Security oversaw subsequent community outreach and Plan adoption.

The goal of hazard mitigation is to reduce the loss of life and property from hazard events in the County by protecting the health, safety and economic interests of its residents. Additional goals of this Plan are:

- To retain access to Federal Emergency Management Agency (FEMA) funding for the County and its communities by complying with Section 104 of the Disaster Mitigation Act of 2000 (42 USC 5165)
- To provide a basis for identifying and mitigating hazards that affect the County and its communities
- To develop a method to incorporate hazard identification and mitigation into the planning process of the County and its communities

Specific tasks for this Plan included the following:

- Identifying Hazards and Risks
- Developing a Hazard History
- Developing a Community Profile
- Assessing Vulnerabilities
- Defining Community Goals and Objectives
- Identifying and Prioritizing Hazard Mitigation Strategies
- Developing Action Plans for a Select List of Mitigation Strategies
- Preparing a Draft Report for County, Municipal, and Public Review
- Soliciting County, Municipal, and Public Feedback
- Providing Community Outreach and Communication
- Documenting the Planning Process
- Preparing a Final Report
- Adopting the Final Plan

Hazard Assessment

Thirty-nine (39) hazards were evaluated during the planning process using a combination of historical research, surveys, workshops, community interviews, and a public meeting. Based on that evaluation, the following six hazards were identified as deserving targeted consideration for



Allegan County Hazard Mitigation Plan - 2021 Update

mitigation and planning and are the focus of this Plan. These hazards were selected to represent both County-wide and local community concern about hazards. Evaluation of these six hazards does not reduce the significance of any of the hazards evaluated but provides a method for the County to focus mitigation activities and resources.

- Severe Weather
 - Winter Hazards (snow and/or ice storms)
 - Thunderstorms
 - Tornadoes/Severe Winds
- Flooding (riverine or shoreline) & Erosion
- Hazardous Materials (Hazmat) Incidents
 - Transportation-Related (highway, marine, rail)
 - Fixed Site
 - Oil & Gas Pipeline/Well/Storage Accidents
- Infrastructure Failure
 - Highways, bridges, and/or dams
 - Sewer/Water/Drains
 - Electric/Communications/Cyber
- Public Health Emergencies
 - Epidemics/Pandemics/Infectious Diseases
 - Contaminated Food/Water/Environment
- Criminal Acts
 - At large events/gatherings
 - Active Assailants

Hazard Mitigation

The Advisory Committee reviewed the mitigation strategies from the 2014 Plan, determined which had been completed or were no longer relevant, modified strategies to address changing circumstances, and identified new strategies for consideration. The 16 strategies listed below were selected to develop as final Action Items. These Action Items include mitigation strategies that address each of the six priority hazards listed above, but also include strategies aimed at a variety of other hazards including:

- Climate Change
- Civil Unrest
- Cyber Security
- Dam Failure
- Subsidence and Coastal Erosion, and
- Violent Extremism

Items 1 through 13 below are updates or modifications of Action Items included in the 2014 Plan revised to account for progress made since 2014; Items 14 through 16 are new to the 2021 Plan. All



Allegan County Hazard Mitigation Plan - 2021 Update

other county-wide Action Items included within the 2014 Plan have been implemented and or ongoing at the municipal level with no, or only a minor, continuing role for the County.

1. Continue working with local Community Emergency Response Teams (CERT), snowmobile clubs and others with access to snowmobiles, ATVs, boats, etc. to provide supplies and access to isolated areas in the county to supplement first responder capabilities
2. Continue efforts to maintain, strengthen, modify, or remove dam structures for improved flood relief and conduct flood mitigation projects to protect vulnerable areas in the County's incorporated areas, and review and adopt new FEMA flood mapping for Allegan County
3. Continue LEPC efforts to identify chemicals traveling through the County via rail, state and interstate highways, and local waterways and develop emergency response plans. Assure training, planning, and preparedness for hazardous material incidents along roads and railways
4. Continue expansion of InformaCast mass notification system. Secure funding and implement program advertising program availability and self-registration procedures
5. Elevate existing roads, or plan and construct new alternative roads, to reduce or eliminate flooding, erosion, and washouts. Make roads more flood resistant through improved drainage; stabilization/armoring of vulnerable shoulders, shorelines, and embankments; and/or the re-routing roads away from waterways
6. Eliminate priority undersized culverts and pipe systems, incorporate field-tile drainage in sizing calculations
7. Create public information materials (newsletters, pamphlets, news articles, educational programs, website links, etc.) to educate residents regarding the dangers of natural gas leaks in homes and businesses, the proper way to monitor natural gas levels, explain oil and gas well hazards, self and property protection measures, current warning and response systems currently in place
8. Provide public warning systems and networks for hazardous materials releases within and between jurisdictions
9. Utilize public early warning systems and networks. Purchase and install additional sirens to strategically fill gaps in warning system coverage
10. Ensure adequate backup power generators for warming and cooling or other emergency housing/relief centers
11. Work with municipal officials to modify zoning and building code requirements to better protect areas susceptible to subsidence and/or coastal erosion
12. Increase public awareness of the causes, symptoms, and protective actions for disease outbreaks and other potential public health emergencies
13. Provide educational programs regarding the dangers of, and appropriate responses to, changes in severe weather, public health, flood, etc. due to climate change



Allegan County Hazard Mitigation Plan - 2021 Update

14. Develop river mileage identification system and install signage for improved emergency response and boom deployment in the event of oil/gas spills on local rivers
15. Identify and implement structural and procedural improvements to protect lives and property in the event of civil unrest and/or violent extremism
16. Implement strategies to improve county-wide cyber security, particularly as it affects county emergency response operations and obtain county-wide broadband access for improved communication and dissemination of emergency information



Allegan County Hazard Mitigation Plan – 2021 Update

5. HAZARD PRIORITIES AND MITIGATION

5.1 LOCAL HAZARD MITIGATION GOALS, OBJECTIVES, AND STRATEGIES

Per requirement 44 CFR Part 201.6(c)(3)(i): [The hazard mitigation strategy shall include: a] description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards.

Allegan County community representatives identified goals, objectives and strategies to mitigate priority hazards. In the following section, hazard priorities and selected mitigation strategies from the 2014 Plan are reviewed and hazard priorities and mitigation strategies are updated for 2021-2026. Updates may describe retaining the 2014 Plan strategies or may include revisions reflecting changing municipal priorities and hazard histories.

CITY JURISDICTIONS

5.1.1 CITY of ALLEGAN

2014 Hazard Priorities: The Kalamazoo River waterfront is a key community feature and City officials plan further improvements for added recreation and economic benefits. However, despite past investments to repair and improve management of the city's dams, the river presents potential and ongoing hazards from flooding and erosion. The Michigan Department of Transportation spent millions of dollars to stabilize an embankment, at a bend in the river below M-222, and homes that were once at that location were abandoned and removed in the process. The City's dam must be operated in a way that periodically floods portions of the City's old Mill District in order to protect businesses and structures in the central business district.

The following describe mitigation strategies proposed by the City in the 2014 HMP and progress toward each:

- *Continue to emphasize security at the City's Water and Wastewater Treatment Plants with additional law enforcement patrols,*
- *Protect the City's water supply by implementing the Wellhead Protection Program; continuing to educate citizenry regarding proper disposal of household and/or industrial hazardous waste*
- *Maintain recognition of Water and Wastewater Treatment infrastructure and services to the continuing operation of local businesses,*
- *Evaluate state highways and private properties along the Kalamazoo River for needed repair and/or protection from river-related erosion and flood damage,*
- *Continue efforts to maintain, strengthen, or otherwise modify the City's dam for improved flood relief and conduct flood mitigation projects to protect vulnerable areas in the County's incorporated areas, and*
- *Improve critical response to traffic-related hazardous materials incidents*



Allegan County Hazard Mitigation Plan – 2021 Update

Progress Since 2014:

- Lighting, cameras, and fencing have been installed to improve security at the City's water treatment plant.
- The City renewed their Wellhead Protection Program Plan in 2015 and are implementing its recommendations.
- The City applied for and was granted over \$3 million in FEMA Mitigation Grant Funds, requiring a 25% match from the City, to stabilize an eroding bluff along the Kalamazoo River that endangered the headquarters of an important local business and employer.
- The City has discussed dam removal options with the Michigan Department of Natural Resources and the U.S. EPA, and is next in line for funding.

2021 Hazard Priorities and Mitigation Strategies: City officials noted concerns regarding warning sirens for severe weather; continued concerns regarding riverine flooding, the potential resultant failure of the City-owned dam and power house, and erosion of bluffs along the river; additional flooding of local streets due either to high river levels and/or undersized stormwater infrastructure; infrastructure or flooding-related subsidence on local streets; and **extreme temperatures**.

Mitigation Strategy #1. Replace the existing warning/tornado siren at City Hall

Hazards Addressed: Tornadoes & Severe Weather.

Primary Agency(ies): Allegan Department of Public Works and City Council

Estimated cost: \$40,000

Potential Funding Sources: Grants, city & county general funds

Mitigation Strategy #2. Demolish power plant pump house and stabilize mill race to lessen the chance of catastrophic failure due to flooding

Hazards Addressed: Riverine Flooding & Erosion, Dam Failure

Primary Agency(ies): Allegan Department of Public Works and City Council, Michigan Department of Natural Resources, U.S. Environmental Protection Agency, Federal Energy Regulatory Commission

Estimated cost: **\$ unknown**

Potential Funding Sources: Grants with local match from City general fund

Mitigation Strategy #3. Alleviate yearly flooding at Cedar/Cutler to prevent erosion of M-89 and contamination of local water supply.

Hazards Addressed: Riverine Flooding & Erosion, Public Health Emergencies

Primary Agency(ies): Allegan Department of Public Works and City Council, Allegan County Road Commission, Michigan Department of Transportation

Estimated cost: **\$ unknown**

Potential Funding Sources: Cost-share agreements for road and infrastructure

5.1.2 CITY of the VILLAGE of DOUGLAS

2014 Hazard Priorities: The City of the Village of Douglas noted concerns regarding potential infrastructure failure due to earthquakes.



Allegan County Hazard Mitigation Plan – 2021 Update

The City proposed the following mitigation strategy in the 2014 HMP:

- *Complete a detailed vulnerability analysis of the County's infrastructure regarding potential earthquake related losses*

Progress Since 2014:

- Lack of funding has prevented this task from being fully completed. It remains a goal for the 2021-2026 planning cycle.

2021 Hazard Priorities and Mitigation Strategies: Addressing concerns regarding geologic disturbance causing sewer and water infrastructure failure remains a concern for City officials.

Mitigation Strategy #1. *Complete a detailed vulnerability analysis of the County's infrastructure regarding potential earthquake related losses*

- *Hazards Addressed:* Earthquakes, Subsidence, Infrastructure Failure
- *Primary Agency(ies):* Douglas City Council and Planning Commission, local building officials and public works officials, local emergency managers, City engineer
- *Additional Partners:* Allegan County Emergency Management, FEMA, US Geological Survey
- *Estimated cost:* \$20,000
- *Potential Funding Sources:* Grants, loans

5.1.3 CITY of FENNVILLE

2014 Hazard Priorities: The City of Fennville's previous hazard priorities focused on preventing wildfire and protecting at-risk populations from severe weather, extreme temperatures, and other hazards. The City proposed the following mitigation strategies in the 2014 HMP:

- *Continue fire ban periods in the future and improve their enforcement. Participate in the NFPA's Fire Wise Community Program to reduce rural residential fires.*
- *Develop a central authority to gather information on at-risk populations, such as the elderly living alone, in order to facilitate quicker disaster response and outreach*

Progress Since 2014:

- The City participates in NFPA's Fire Wise Program and encourages residents to follow recommended practices.

2021 Hazard Priorities and Mitigation Strategies: City officials expressed continued concerns regarding wildfire and fires at large grain scales and silos and, additionally expressed concerns regarding preparedness for civil unrest, insufficient warning siren coverage in the southeast corner of



Allegan County Hazard Mitigation Plan – 2021 Update

the city near a large mobile home park, and continued concern regarding radiologic hazards, despite the closing of the Palisades Nuclear Power Plant.

- **Mitigation Strategy #1.** *Continue fire ban periods in the future and improve their enforcement. Participate in the NFPA's Fire Wise Community Program to reduce rural residential fires.*

Hazards Addressed: Wildfire, Structural Fire

Primary Agency(ies): City of Fennville Fire Department, Allegan County Emergency Management, MDNR

Estimated cost: Unknown

Potential Funding Sources: General fund

- **Mitigation Strategy #2.** *Obtain gear and training necessary to address potential civil unrest*

Hazards Addressed: Civil Unrest

Primary Agency(ies): Fennville Police Department, County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, City general budget

- **Mitigation Strategy #3.** *Identify site and install emergency warning siren in the City's southeast sector*

Hazards Addressed: Tornadoes, Severe Weather, Hazardous Materials Incidents

Primary Agency(ies): Fennville Police Department, County Emergency Management

Estimated cost: \$40,000

Potential Funding Sources: Grants, City general budget

5.1.4 CITY of HOLLAND

2014 Hazard Priorities: The City of Holland's hazard priorities included ongoing issues of flooding and potential dam failure; high winds; and other shortfalls in emergency preparedness.

- *Research methods of limiting or stopping residential development downstream of the local dam.*
- *Strengthen power lines to withstand high winds and other events.*
- *Establish a city-wide weather warning system.*

Progress Since 2014:

- The City adopted changes to their stormwater ordinance in 2018, upgraded some drainage systems, relocated homes susceptible to flooding, and is now working with the Macatawa Area Coordinating Council to install green infrastructure stormwater controls.
- Prior to the 2014 HMP, the City had also developed a Community Energy Plan identifying carbon reduction targets to address climate change¹

2021 Hazard Priorities and Mitigation Strategies: City officials expressed continued concerns regarding stormwater-driven flooding, susceptibility to high winds and potential electrical power



Allegan County Hazard Mitigation Plan – 2021 Update

outages, and a desire to continue improving the City's emergency warning system. They also noted concerns regarding the potential for rail transport and oil/gas pipelines, protecting their water supply from potential sabotage and providing redundancy with an additional Lake Michigan water intake, and cyber security.

- **Mitigation Strategy #1.** *Continue efforts to reduce stormwater flooding and alleviate strain on existing stormwater infrastructure*

Hazards Addressed: Urban Flooding, Infrastructure Failure

Primary Agency(ies): City of Holland Community & Neighborhood Services Department, Allegan County Drain Commissioner, Ottawa County Water Resources Commissioner

Additional Partners: Macatawa Area Coordinating Council

Estimated cost: Unknown

Potential Funding Sources: Grants, loans

- **Mitigation Strategy #2.** *Strengthen power lines to withstand high winds and other events*

Hazards Addressed: High Winds, Severe Weather

Primary Agency(ies): City of Holland Community & Neighborhood Services Department, Consumers Energy, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, City general budget

- **Mitigation Strategy #3.** *Establish a city-wide weather warning system*

Hazards Addressed: Severe Weather, Tornadoes, Hazardous Materials Incidents

Primary Agency(ies): City of Holland Community & Neighborhood Services Department, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, general funds

- **Mitigation Strategy #4.** *Locate weak spots in the City's water supply system and investigate potential solutions*

Hazards Addressed: Public Health Emergencies

Primary Agency(ies): City of Holland Community & Neighborhood Services Department, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Cost-share programs

- **Mitigation Strategy #5.** *Investigate potential locations for shelters*

Hazards Addressed: Extreme Temperatures, Severe Weather, Infrastructure Failure

Primary Agency(ies): City of Holland Community & Neighborhood Services Department, Allegan County Emergency Management, Red Cross

Estimated cost: Staff time to develop list of possible sites (area schools, churches, etc.), negotiate use agreements, develop plans

Potential Funding Sources: Grants

5.1.5 CITY of OTSEGO



Allegan County Hazard Mitigation Plan – 2021 Update

2014 Hazard Priorities: Otsego's hazard priorities involved continued work with regional emergency response and relief agencies to ensure protection for the City's vulnerable populations in the case of severe weather, infrastructure failure, or other hazard events.

- *Complete a shelter facility assessment, or work with the local Red Cross chapter, to ensure that sufficient space is available for the city's population during a severe wind or winter storm event.*

Progress Since 2014:

- The City installed one new emergency warning system siren.

2021 Hazard Priorities and Mitigation Strategies: City priorities have shifted to address issues concerning public health and PFAS contamination of the City's well, and concerns regarding potential transportation-related hazardous materials incidents.

- **Mitigation Strategy #1.** *Identify a site for a new municipal well.*

Hazards Addressed: Public Health Emergencies (contaminated water supply)

Primary Agency(ies): City of Otsego Public Works Department, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, millage

- **Mitigation Strategy #2.** Review County's analysis and conduct additional commodity flow study, as needed, on the major roadways and railways of the county to determine what hazardous materials are flowing through the City

Hazards Addressed: HazMat Incidents – Transportation

Primary Agency(ies): City of Otsego Public Works Department, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, general funds

5.1.6 CITY of PLAINWELL

2014 Hazard Priorities: The City of Plainwell's 2014 hazard priorities focused on protecting the City's infrastructure, particularly that associated with their water supply, from vandalism and potential sabotage.

- Research projects to protect infrastructure systems, such as retaining walls, increased security at visible facilities, etc.

Progress Since 2014:

- The City installed barbed-wire fencing and door alarms to improve security at their water facilities.



Allegan County Hazard Mitigation Plan – 2021 Update

2021 Hazard Priorities and Mitigation Strategies: The City will continue to implement actions to protect the City’s water supply and water towers. Additionally, they will work to also protect the quality of their water supply from further contamination and mitigate flooding priorities have shifted to address issues concerning public health and PFAS contamination of the City’s well, and concerns regarding potential transportation-related hazardous materials incidents.

Mitigation Strategy #1. Implement additional security measures, as needed, to protect drinking water infrastructure and water quality. Determine if carbon filters can remove PFAS or develop alternate well sites. Continue agreement with Otsego Township for interim emergency water supply.

Hazards Addressed: Criminal Acts/Vandalism, Public Health Emergencies (contaminated water supply)

Primary Agency(ies): Plainwell City Council, Public Safety Department, Public Works Department, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, millage

Mitigation Strategy #2. Identify, prioritize, and develop solutions for riverine, high water table, and stormwater-related flooding.

Hazards Addressed: Flooding, Public Health Emergencies (from basement flooding).

Primary Agency(ies): Plainwell City Council, Public Works Department, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, millage, sewer fees

5.1.7 CITY of SAUGATUCK

2021 Hazard Priorities: As in 2014, the City of Saugatuck remains concerned about the potential for earthquakes or other geologic processes, including coastal shoreline erosion, to impact underground and/or transportation infrastructure. They also expressed concerns regarding maintenance of their harbor without U.S. Army Corps funded dredging.

Mitigation Strategy 1. *Complete a detailed vulnerability analysis of the City's infrastructure regarding potential earthquake related losses*

Specific Hazard(s) Addressed: Coastal Erosion, Earthquakes, Flooding, Infrastructure Failure, Subsidence

Primary Responsibility: Saugatuck City Council and Planning Commission, local building officials and public works officials, local emergency managers

Additional Agencies/Partners: Allegan County Emergency Management, FEMA, US Geological Survey, Allegan County Road Commission

Estimated Cost(s): Unknown

Potential Funding Sources: Grants, millage, general funds



Allegan County Hazard Mitigation Plan – 2021 Update

5.1.8 CITY of WAYLAND

2021 Hazard Priorities: As in 2014, Wayland officials identified transportation-related hazardous materials incidents as their top hazard priority. The railroad that passes through the City carries hazardous materials to and from an ethanol plant north of the City and a propane station south of the City, among other destinations. The mitigation strategy described below may be conducted in concert with the Gun Lake Band of the Pottawatomi, who have noted similar hazard and mitigation strategy priorities.

Mitigation Strategy 1. Review County’s analysis and conduct additional commodity flow study, as needed, on the major roadways and railways of the county to determine what hazardous materials are flowing through the City

Hazards Addressed: HazMat Incidents – Transportation

Primary Agency(ies): City of Wayland Public Safety Department, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, general funds

VILLAGE JURISDICTIONS

5.1.9 VILLAGE of HOPKINS

2021 Hazard Priorities: As in 2014, Hopkins Village officials identified flooding as their top priority.

Progress Since 2014:

- The Village applied for a grant to address flooding and related erosion but was unable to meet the local match requirement.
- Two new warning sirens (on 20th and 126th Streets) have been installed since 2014.

Mitigation Strategy 1. Conduct flood mitigation projects and maintain, strengthen, or otherwise modify dam structures to protect vulnerable areas in the Village

Hazards Addressed: Dam Failure, Flooding

Primary Agency(ies): Village of Hopkins Public Safety Department, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, general funds, millage



Allegan County Hazard Mitigation Plan – 2021 Update

5.1.10 VILLAGE OF MARTIN

2021 Hazard Priorities: The Village of Martin maintains the same hazard mitigation priorities as described in the 2014 HMP: concerns related to transportation-related and fixed-site hazardous materials incidents, and concerns that the Martin Dragway, which may hold up to 38,000 people, provides insufficient protection for crowds in the event of severe weather.

Mitigation Strategy 1. Identify populations and structures on US-131, or along the rail line in the eastern portion of the village, at-risk from a hazardous materials accident.

Mitigation Strategy 2. Purchase of portable traffic control devices or warning devices for large scenes or accidents

Hazards Addressed: Traffic Accidents, HazMat Incidents - Transportation

Primary Agency(ies): Martin Village Council, Martin Fire and Rescue Department Allegan County Emergency Management, Michigan Department of Transportation, Michigan State Police, EMS

Estimated cost: Unknown

Potential Funding Sources: Grants, general funds, millage

TOWNSHIP JURISDICTIONS

5.1.11 ALLEGAN TOWNSHIP

2021 Mitigation Strategies: Mitigation priorities for Allegan Township remain similar to those in the 2014 HMP designed to reduce the probability of a wildfire in the Allegan State Game Area and improve the Township's ability to fight fires that do occur.

Mitigation Strategy 1. *Work with MDNR to reduce slash in the Allegan State Game Area, Participate in the NFPA's Fire Wise Community Program, extend water supply lines within the Township, and widen roads that cannot support fire equipment.*

Hazards Addressed: Wildfire, Structural Fire

Primary Agency(ies): Allegan Township Fire Department, Allegan Township Building Department, Michigan Department of Natural Resources, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, general funds, cost-share programs, mutual aid agreements



Allegan County Hazard Mitigation Plan – 2021 Update

5.1.12 CASCO TOWNSHIP

2014 Hazard Priorities: Casco Township officials identified flooding, and severe and straight-line winds as their top local hazard priorities. A number of areas in the Township, and neighboring South Haven, experience flooding and high winds.

Additional hazards concerns in the Township include potential infrastructure failure as existing infrastructure ages; HazMat incidents, particularly at local farms that store and use large quantities of anhydrous ammonia; transportation-related HazMat incidents on I-96; and concern for a possible nuclear power plant accident at the nearby Palisades Nuclear Power Plant.

- *Continue to work with the Allegan County Drain Commissioner, Road Commission, and the City of South Haven to reduce flooding in the southwest portion of the Township*

Progress Since 2014:

- The Township has worked to move some homes, and repair roads, impacted by high water levels on Lake Michigan and the resultant shoreline erosion and subsidence.

2021 Hazard Priorities: Casco Township officials continue to focus on reducing the loss of life and property due to Great Lakes coastal erosion and flooding. Additionally, they noted that the only emergency warning siren in the Township is at the Palisades Nuclear Plant.

Mitigation Strategy 1. *Continue to work with the Allegan County Drain Commissioner, Road Commission, and the City of South Haven to reduce flooding, erosion, and related infrastructure failure in the Township*

Mitigation Strategy 2. *Acquire a rescue boat and train emergency management personnel in open-water rescue*

Specific Hazard(s) Addressed: Flooding, Infrastructure failure

Primary Responsibility: Casco Township Planning Commission and Board of Trustees, Allegan County Emergency Management, Allegan County Road Commission, Allegan County Drain Commissioner' s Office, City of South Haven,

Estimated Cost(s): Training- \$30,000 to \$40,000, boat - \$100,000

Potential Funding Sources: Grants, general funds, cost-share programs

5.1.13 CHESHIRE TOWNSHIP

2021 Hazard Priorities: As noted in the 2014 HMP, Cheshire Township officials wish to continue work with the County Emergency Management Department to implement systems for notifying residents of disasters or impending severe weather. The Township experiences a dramatic increase



Allegan County Hazard Mitigation Plan – 2021 Update

in population during the summer tourism season, creating even more need for adequate warning. Township officials also noticed that they have experienced recent break-ins

- Assess costs and implementation requirements for a County-wide Honeywell advance warning system. Secure funding and implement program advertising program availability and self-register procedures.

Progress Since 2014:

- The County has implemented InformaCast for County facilities, but now looks to expand use of the system county-wide.
- The Township has installed \$3000 - \$5000 of additional security at the Township Hall following two break-ins in recent years (Criminal Acts).

Mitigation Strategy 1. Install additional warning siren

- *Specific Hazard(s) Addressed:* Severe Weather, Tornadoes, Hazardous Materials Incidents
- *Primary Responsibility:* Cheshire Township Planning Commission and Board of Trustees, Allegan County Emergency Management,
- *Estimated Cost(s):* \$40,0000
- *Potential Funding Sources:* Grants, general funds

5.1.14 CLYDE TOWNSHIP

2021 Hazard Priorities: Clyde Township retains the same goal and mitigation strategy from the 2014 Plan, seeking to limit new development along the edge of the Allegan State Game Area that may increase the potential for wildfire. Additionally, the Township will participate in efforts to educate residents of the wildfire protection strategies advocated by the FireWise Program.

Mitigation Strategy 1. *Reduce development bordering the Allegan Game Area. Participate in the NFPA's Fire Wise Community Program, extend water supply lines within the Township, and widen roads that cannot support fire equipment.*

Hazards Addressed: Wildfire, Structural Fire

Primary Agency(ies): Clyde Township Fire Department, Clyde Township Building Department and Planning Commission, Michigan Department of Natural Resources, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, general funds, cost-share programs, mutual aid agreements

5.1.15 DORR TOWNSHIP

2021 Hazard Priorities: Dorr Township will continue to work with local and state officials to explore creation of tornado-safe shelter in the Township



Allegan County Hazard Mitigation Plan – 2021 Update

Hazards Addressed: Tornadoes, High Winds, Severe Weather

Primary Agency(ies): Dorr Township Fire and Public Safety, Dorr Township Board of Trustees and Planning Commission, Allegan County Emergency Management, FEMA

Estimated cost: Unknown

Potential Funding Sources: Grants, general funds, cost-share programs, mutual aid agreements

5.1.16 FILLMORE TOWNSHIP

2021 Hazard Priorities: As described in the 2014 HMP, Fillmore Township officials will continue to work with other local governments to implement a system for notifying residents of disasters or impending severe weather.

- **Mitigation Strategy 1.** Assess costs and implementation requirements for the County InformaCast notification system. Secure funding and implement program advertising program availability and self-register procedures.
- *Specific Hazard(s) Addressed:* Severe Weather, Tornadoes, Hazardous Materials Incidents, etc.
- *Primary Responsibility:* Fillmore Township Board of Trustees, Allegan County Emergency Management,
- *Estimated Cost(s):* To Be Determined
- *Potential Funding Sources:* Grants, general funds

5.1.17 GANGES TOWNSHIP

2014 Hazard Priorities: Ganges Township officials noted the need to address the roots causes of flooding, coastal erosion, and resulting infrastructure failure.

- *Coordinate with the County Road Commission and the County Transportation Department to identify measures to protect local roadways from coastal erosion.*

Progress Since 2014:

- Ganges Township has worked with the Allegan County Road Commission and neighboring Townships to address transportation infrastructure failure, and loss of productivity, due to high lake level flooding, erosion, and subsidence.
- Township personnel have also identified a weak spot in a pipeline adjacent to the lake with the potential for rupture and environmental contamination.

2021 Hazard Priorities: Ganges Township officials will continue to address issues of coastal erosion. They also identified the need for additional hazardous materials incident training.



Allegan County Hazard Mitigation Plan – 2021 Update

Mitigation Strategy 1. Coordinate with the County Road Commission, County and Michigan Transportation Departments, and EGLE to protect local roads and other infrastructure from coastal erosion.

Mitigation Strategy 2. Train Township emergency response personnel in hazardous materials incident response and cleanup.

Specific Hazard(s) Addressed: Coastal Erosion, Flooding, Infrastructure Failure, Subsidence, Hazardous Materials Incidents.

Primary Responsibility: Ganges Township Board of Trustees and Planning Commission, Ganges Township Fire Department, Allegan County Emergency Management, FEMA, Michigan Department of Environment, Great Lakes & Energy, Allegan County Road Commission, Michigan Department of Transportation

5.1.18 GUN PLAIN CHARTER TOWNSHIP

2014 Hazard Priorities: Gun Plain Township officials identified flooding; oil and gas pipeline accidents; transportation accidents and transportation-related HazMat incidents (highway and rail); hazardous materials incidents at fixed locations, particularly related to the storage and use of anhydrous ammonia; and the potential for dam failure as their top local hazard priorities. Major natural gas explosions in the area also point to the potential for the same in Gun Plain Township. A 5-acre lake in the Township periodically floods a neighborhood of approximately 50-60 homes, causing property damage to some, and there are localized flooding problems in several areas of the Township. Approximately 500 homes are located downstream of the dam at Lake Doster.

- *Work with the Planning Commission to prohibit new home building within floodplains or flood prone areas and remove existing homes from flood prone areas*
- *Better equip first responders to perform their duties*

2021 Hazard Priorities:

Mitigation Strategy 1. Continue working with road agencies to address Township-wide flooding concerns

Mitigation Strategy 2. *Participate in the NFPA's Fire Wise Community Program to reduce the potential for and severity of wildfire.*

Specific Hazard(s) Addressed: Flooding, Infrastructure Failure, Subsidence, Wildfire

Primary Responsibility: Gun Plain Township Board of Trustees, Planning Commission, and Fire Department; Allegan County Emergency Management; Allegan County Road Commission

Estimated Cost(s): To Be Determined



Allegan County Hazard Mitigation Plan – 2021 Update

Potential Funding Sources: Grants, general funds

5.1.19 HEATH TOWNSHIP

2021 Hazard Priorities: Heath Township retains the same mitigation strategy from the 2014 Plan, seeking to prevent infrastructure failure and power loss following severe weather or other hazard events.

Mitigation Strategy 1. Keep trees trimmed (off of ground and away electrical infrastructure) in public campgrounds.

Specific Hazard(s) Addressed: Infrastructure Failure - Electrical

Primary Responsibility: Heath Township, Campground personnel, Consumers Energy, Allegan County Emergency Management

Estimated Cost(s): To Be Determined

Potential Funding Sources: General funds for ongoing maintenance

5.1.20 HOPKINS TOWNSHIP

2021 Hazard Priorities: As in 2014, in conjunction with officials from the Village, Hopkins Township officials identified flooding as a primary concern.

Progress Since 2014:

Hopkins Township provides links to the 2016 draft FEMA floodplain revisions and the FEMA floodplain change viewer on their website.

Mitigation Strategy 1. Conduct flood mitigation projects and maintain, strengthen, or otherwise modify dam structures to protect vulnerable areas in the Village

Hazards Addressed: Flooding

Primary Agency(ies): Hopkins Township, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, general funds



Allegan County Hazard Mitigation Plan – 2021 Update

5.1.21 LAKETOWN TOWNSHIP

2021 Hazard Priorities: Laketown Township officials will continue their work to reduce the likelihood and severity of wildfire and structural fires at the interface of the Allegan State Game Area and Township residences and to reduce flooding in the Township.

Laketown Township is the only municipality in the County with a repetitive loss under the federal Flood Insurance Program. As such, the Township will seek to identify means to either flood-proof or move this building, or alter local runoff patterns, to otherwise minimize flood losses.

Mitigation Strategy 1. Participate in the NFPA's Fire Wise Community Program to reduce rural residential fires

Specific Hazard(s) Addressed: Wildfire

Primary Responsibility: Laketown Township Board of Trustees, Graafscrap Fire Department

Additional Agencies/Partners: Allegan County Emergency Management, local emergency managers, local building officials, local fire departments, Michigan Department of Natural Resources, and individual homeowners

Mitigation Strategy 2. *Work with landowners and others to reduce flood-related losses. Develop new or modify existing ordinances to prohibit new home construction within floodplains or flood prone areas.*

Specific Hazard(s) Addressed: Flooding

Primary Responsibility: Laketown Township Planning Commission and Board of Trustees

Additional Agencies/Partners: Allegan County Emergency Management, Allegan County Drain Commissioner's Office, FEMA, Michigan State Police

5.1.22 LEE TOWNSHIP

2021 Hazard Priorities: As in 2014, Lee Township officials will continue their work to reduce the likelihood and severity of wildfire and structural fires at the interface of the Allegan State Game Area and Township residences.

Mitigation Strategy 1. Participate in the NFPA's Fire Wise Community Program to reduce rural residential fires

Specific Hazard(s) Addressed: Wildfire

Primary Responsibility: Lee Township Board of Trustees, Fire Department

Additional Agencies/Partners: Allegan County Emergency Management, local emergency managers, local building officials, local fire departments, Michigan Department of Natural Resources, and individual homeowners



Allegan County Hazard Mitigation Plan – 2021 Update

5.1.23 LEIGHTON TOWNSHIP

2014 Hazard Priorities: In 2014, Leighton Township officials noted concerns regarding the possibility and severity of dam failure and resultant flooding.

- Maintain, strengthen, or otherwise modify dam structures for improved flood relief and conduct flood mitigation projects to protect vulnerable areas in the County's incorporated areas

2021 Hazard Priorities: Leighton Township officials still note concerns regarding flooding and erosion. Additionally they noted concerns regarding fixed-site and transportation related hazardous materials incidents.

Mitigation Strategy 1. Develop plans to address known areas of flooding or potential flooding.

Specific Hazard(s) Addressed: Dam Failure, Flooding

Primary Responsibility: Leighton Township Planning Commission and Board of Trustees

Additional Agencies/Partners: Municipal engineers, Allegan County Emergency Management, MDNR, FEMA

Estimated Cost(s): Unknown

Potential Funding Sources: Grants, local match, cost-share programs

Mitigation Strategy 2. Identify equipment and training needs for hazardous materials incidents response and/or grain bin rescues.

Specific Hazard(s) Addressed: Hazardous Materials Incidents, Occupational Accidents

Primary Responsibility: Leighton Township Planning Commission, Board of Trustees, and Fire Department

Additional Agencies/Partners: Municipal engineers, Allegan County Emergency Management, MDNR, FEMA

Estimated Cost(s): Unknown

Potential Funding Sources: Grants, local match, mutual aid programs

5.1.24 MANLIUS TOWNSHIP

2021 Hazard Priorities: Manlius Township officials will continue their work to reduce the likelihood and severity of wildfire and structural fires at the interface of the Allegan State Game Area and Township residences. They will continue ongoing actions identified in the 2006 Plan and work with County officials to implement Fire Wise education programs as part of County-wide Action Plan #26.

Mitigation Strategy 1. Participate in the NFPA's Fire Wise Community Program to reduce rural residential fires



Allegan County Hazard Mitigation Plan – 2021 Update

Specific Hazard(s) Addressed: Wildfire, Structural Fire

Primary Responsibility: Manlius Township Board of Trustees, Fire Department

Additional Agencies/Partners: Allegan County Emergency Management, local emergency managers, local building officials, local fire departments, Michigan Department of Natural Resources, and individual homeowners

Estimated cost: Unknown

Potential Funding Sources: General fund

5.1.25 MARTIN TOWNSHIP

2021 Hazard Priorities: Martin Township officials will continue their work to reduce the likelihood and severity of transportation related HazMat incidents.

Mitigation Strategy 1. Continue training for hazardous materials incident response and purchase vehicle for hauling foam trailer.

Specific Hazard(s) Addressed: Hazardous Materials Incidents, Structural Fire

Primary Responsibility: Martin Township Fire Department, Allegan County Emergency Management,

Estimated cost: Unknown

Potential Funding Sources: Grants, general fund

5.1.26 MONTEREY TOWNSHIP

2014 Hazard Priorities: Monterey Township officials noted concerns regarding wildfire and structural fires at the interface of the Allegan State Game Area and Township residences. Additionally Township officials identified the need to maintain gas pipelines to avoid catastrophic accidents.

- Participate in the NFPA's Fire Wise Community Program to reduce rural residential fires
- Work with utility companies to prioritize and maintain gas and oil pipelines. Develop County-wide program for coordinated pipeline inspection and maintenance.

Progress Since 2014:

Allegan County assessed, prioritized, and developed emergency response plans for key gas and oil pipelines, allowing the Township to replace their second 2014 mitigation strategy with new hazard reduction initiatives.

2021 Hazard Priorities: Monterey Township officials will continue programs to reduce wildfire and structural fire-related loss of life and property at at the interface of the Allegan State Game Area and Township residences.

Mitigation Strategy 1. Participate in the NFPA's Fire Wise Community Program to reduce rural residential fires.



Allegan County Hazard Mitigation Plan – 2021 Update

Specific Hazard(s) Addressed: Wildfire, Structural Fire

Primary Responsibility: Monterey Township Board of Trustees, Fire Department

Additional Agencies/Partners: Allegan County Emergency Management, local emergency managers, local building officials, local fire departments, Michigan Department of Natural Resources, and individual homeowners

Mitigation Strategy 2. Work the Allegan County Drain Commissioner and County Road Commission to address flooding and erosion from insufficiently sized culverts and riverine flooding.

Specific Hazard(s) Addressed: Flooding, Shoreline Erosion

Primary Responsibility: Monterey Township Board of Trustees and Emergency Services, Allegan County Emergency Management

Estimated Cost(s): Varies

Potential Funding Sources: Grants, cost-share programs

5.1.27 OTSEGO TOWNSHIP

2021 Hazard Priorities: Otsego Township officials will continue their work to educate and prepare their residents for natural, technological, or human-created disasters, focusing on reducing loss of life and property due to fire and by improving emergency warning systems.

Mitigation Strategy 1. Install dry hydrants to reduce rural residential fires.

Specific Hazard(s) Addressed: Wildfire, Structural Fire

Primary Responsibility: Otsego Township Board of Trustees, Fire Department, Allegan County Emergency Management

Mitigation Strategy 2. Install one or more emergency warning sirens in the Township

Specific Hazard(s) Addressed: Severe Weather, Tornadoes, Hazardous Materials Incidents, etc.

Primary Responsibility: Otsego Township Board of Trustees and Emergency Services, Allegan County Emergency Management

Estimated Cost(s): \$40,000

Potential Funding Sources: Grants, cost-share programs

5.1.28 OVERISEL TOWNSHIP

2014 Hazard Priorities: In 2014, Overisel Township officials noted their desire to participate with the County to develop a Township-wide, subscriber-based emergency notification system, which has now been implemented at the County level.



Allegan County Hazard Mitigation Plan – 2021 Update

2021 Hazard Priorities: Township officials noted their desire to improve emergency management services to their elderly populations and to improve their ability to perform rescues at grain bins/elevators.

Mitigation Strategy 1. Develop maps and or other data sets to deliver medications and other services to elderly residents during emergencies.

Specific Hazard(s) Addressed: Severe Weather, Infrastructure Failure, etc.

Primary Responsibility: Overisel Township Fire Department, Allegan County Emergency Management

Estimated Cost(s): Unknown, staff costs plus emergency materials/supplies

Potential Funding Sources: Grants, general fund

Mitigation Strategy 2. Purchase equipment and train personnel to conduct grain bin rescues.

Specific Hazard(s) Addressed: Hazardous Materials Incidents/Occupational Accidents

Primary Responsibility: Overisel Township Fire Department, Allegan County Emergency Management

Estimated Cost(s): Unknown

Potential Funding Sources: Grants, general fund

5.1.29 SALEM TOWNSHIP

2014 Hazard Priorities: Salem Township officials identified flooding, blizzards, and tornadoes and straight-line winds as their top local hazard priorities.

Progress Since 2014:

The Township has aggressively pursued, and been highly successful at obtaining, FEMA grants to reduce flooding and, most recently, to develop a reinforced tornado shelter that will double as a recreation center at the Sandy Pines Campground, where 15,000 to 25,000 people may be congregated on weekends.

2021 Hazard Priorities: Conduct a ribbon-cutting ceremony for the Sandy Pines shelter in spring of 2021 and continue Township efforts to reduce the effects of flooding, blizzards, tornadoes, and straight-line winds.

Mitigation Strategy 1. *Continue planning actions with local, county, and state agencies to mitigate the impacts of summer weather hazards*

Mitigation Strategy 2. *Continue planning actions with local, county, and state agencies to mitigate the impacts of winter weather hazards*



Allegan County Hazard Mitigation Plan – 2021 Update

Specific Hazard(s) Addressed: Severe summer and winter weather, infrastructure failure (communications, electric, water), flooding, and associated human health and safety problems.

Primary Responsibility: Salem Township Planning Commission and Board of Trustees

Additional Agencies/Partners: Salem Township Fire Department, Allegan County Emergency Management, CERT, RACES, Allegan County Road Commission, Allegan County Drain Commissioner's Office, Michigan State Police, Michigan Department of Energy, Labor & Economic Growth, Michigan Office of Regulatory Reinvention, Consumers Energy, Great Lakes Energy, ITC, Wolverine Power Company, American Red Cross, Salvation Army, and local churches and schools

Implementation Tasks: Change the Michigan building code to include armored rooms for shelter from storms in commercial, industrial, and other land uses in populated area. Continue identifying hazards to power lines. Identify shelter locations and have them certified by the American Red Cross and Salvation Army.

5.1.30 SAUGATUCK TOWNSHIP

2021 Hazard Priorities: As noted in the 2014 HMP, Saugatuck Township officials will continue their work to reduce the impacts of flooding, coastal erosion, and resulting infrastructure failure.

Progress Since 2014:

The Township has successfully stabilized the bluff edge in places so that lanes that had been closed could be reopened. Yet some damaged that occurred as long ago as 1988 is still in need of repair or replacement.

Mitigation Strategy 1. *Coordinate with the County Road Commission and the County Transportation Services to protect local roadways from coastal erosion. Secure easements and adopt zoning changes to move (create an inland alternative to) Lakeshore Drive.*

Specific Hazard(s) Addressed: Coastal Erosion, Flooding, Infrastructure Failure, Subsidence

Primary Responsibility: Saugatuck Township Board of Trustees and Planning Commission

Additional Agencies/Partners: Allegan County Emergency Management, FEMA, Michigan State Police, neighboring communities, Allegan County Road Commission, Michigan Department of Transportation

Estimated Cost(s): To Be Determined

Potential Funding Sources: Grants, millage, cost-share programs

5.1.31 TROWBRIDGE TOWNSHIP

2021 Hazard Priorities: Trowbridge Township officials identified equipment and training needs to improve their abilities to conduct open water and grain bin rescue operations.



Allegan County Hazard Mitigation Plan – 2021 Update

Mitigation Strategy 1. *Purchase specialized equipment (i.e., a boat and high area rescue equipment) and train staff to conduct these specialized rescue operations.*

Specific Hazard(s) Addressed: Marine Transportation Accidents, Hazardous Materials Incidents/Occupational Accidents

Primary Responsibility: Trowbridge Township Board of Trustees, emergency Management personnel, CERT, Allegan County Emergency Management

Estimated Cost(s): To Be Determined

Potential Funding Sources: Grants, millage, cost-share programs

5.1.32 VALLEY TOWNSHIP

2021 Hazard Priorities: Valley Township officials will retain the goals and strategies identified for the Township in the 2014 Plan. They will seek to improve their public warning capabilities by participating with the County to develop a Honeywell or similar subscription-based emergency alert system (County Action Item #4).

5.1.33 WATSON TOWNSHIP

2021 Hazard Priorities: Watson Township officials will continue ongoing actions identified in the 2014 Plan to reduce the likelihood and severity of dam failure and the resultant flooding. They will work with the County to implement County-wide Action Plan #2.

Mitigation Strategy 1. Maintain, strengthen, or otherwise modify dam structures for improved flood relief and conduct flood mitigation to protect vulnerable areas in the County's incorporated areas

Specific Hazard(s) Addressed: Dam Failure, Flooding

Primary Responsibility: Watson Township Planning Commission and Board of Trustees, MDNR

Estimated Cost(s): To Be Determined

Potential Funding Sources: Grants, cost-share programs

5.1.34 WAYLAND TOWNSHIP

2021 Hazard Priorities: Wayland Township officials will continue their work to educate and prepare their residents for natural, technological, or human-created disasters by participating with the County in county-wide educate programs.



Allegan County Hazard Mitigation Plan – 2021 Update

6. COUNTY HAZARD MITIGATION GOALS, OBJECTIVES, AND STRATEGIES

Per requirement 44 CFR Part 201.6(c)(3)(i): [The hazard mitigation strategy shall include:

a] description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards.

6.1 RECOMMENDED MITIGATION ACTIONS

Allegan County's 2014 Hazard Mitigation Plan included the following 28 Action Items (also referred to in the report as Mitigation Strategies or Projects):

Action Item 1. Work with local Community Emergency Response Teams, snowmobile clubs and others with access to snowmobiles, ATVs, boats, etc. to provide supplies and access to isolated areas in the county to supplement first responder capabilities (*Hazard(s) Addressed: Severe weather (summer and winter), infrastructure failure (communications, electric, water), flooding, and associated human health and safety problems*).

Action Item 2. Maintain, strengthen, or otherwise modify dam structures for improved flood relief and conduct flood mitigation projects to protect vulnerable areas in the County's incorporated areas (*Hazard(s) Addressed: Dam Failure, Flooding*).

Action Item 3. Conduct a commodity flow study on the major roadways and railways of the county to determine what materials are flowing through the county (*Hazard(s) Addressed: HazMat Incidents – Transportation*).

Action Item 4. Assess costs and implementation requirements for a County-wide Honeywell advance warning system. Secure funding and implement program advertising program availability and self-register procedures (*Hazard(s) Addressed: All*).

Action Item 5. Elevate existing roads, or plan and construct new alternative roads, to reduce or eliminate flooding and washouts. Make roads more flood resistant through improved drainage and/or stabilization/armoring of vulnerable shoulders and embankments (*Hazard(s) Addressed: Flooding, Infrastructure Failure, River and Lakeshore Erosion*).

Action Item 6. Develop county-wide maps/lists of undersized culverts and pipe systems (*Hazard(s) Addressed: Flooding, Infrastructure Failure*).

Action Item 7. Create public information materials (newsletters, pamphlets, news articles, educational programs, website links, contact persons) to educate residents on the dangers of natural gas leaks in homes and businesses, the proper way to monitor natural gas levels, explain oil and gas well hazards, self and property protection measures, current warning and response systems currently in place (*Hazard(s) Addressed: Gas & Oil Pipeline Accidents*).



Allegan County Hazard Mitigation Plan – 2021 Update

Action Item 8. Develop contingency plans for worker and public protection, including rescue and evacuation procedures for well and pipeline areas in local Emergency Operations Plan(s) (*Hazard(s) Addressed: Gas & Oil Pipeline Accidents, HazMat Incidents - Fixed Locations*).

Action Item 9. Disseminate public education materials (newsletters, pamphlets, articles, programs, web links, contact information) to explain hazardous material hazards, existing evacuation plans, and warning and response systems currently in place (*Hazard(s) Addressed: Gas & Oil Pipeline Accidents, HazMat Incidents - Fixed Locations*).

Action Item 10. Provide public warning systems and networks for hazardous materials releases within and between jurisdictions (*Hazard(s) Addressed: Gas & Oil Pipeline Accidents, HazMat Incidents - Fixed Locations, HazMat Incidents – Transportation*).

Action Item 11. Assure training, planning, and preparedness for hazardous material incidents along roads and railways (*Hazard(s) Addressed: HazMat Incidents – Transportation*).

Action Item 12. Utilize public early warning systems and networks. Purchase and install additional sirens to strategically fill gaps in warning system coverage. (*Hazard(s) Addressed: Severe Winds and Tornadoes*).

Action Item 13. Train, and increase the use of, weather spotters (*Hazard(s) Addressed: Tornadoes & Severe Winds*).

Action Item 14. Provide public education regarding severe winter weather hazards (*Hazard(s) Addressed: Winter Hazards, Extreme Cold*).

Action Item 15. Educate residents on dangers of alternative heat sources (space heaters) when power is lost - to reduce risk of fire and carbon monoxide (*Hazard(s) Addressed: Winter Hazards, Extreme Cold, Infrastructure Failure*).

Action Item 16. Educate residents on firewood transport restrictions (*Hazard(s) Addressed: Infestation, Invasive Species*).

Action Item 17. Encourage water conservation measures (e.g., restrictions on lawn watering) during drought (*Hazard(s) Addressed: Drought*).

Action Item 18. Plan outreach to vulnerable populations to assure water access/conservation (*Hazard(s) Addressed: Drought*).

Action Item 19. Complete a detailed vulnerability analysis of the County's infrastructure regarding potential earthquake related losses (*Hazard(s) Addressed: Earthquakes, Infrastructure Failure*).



Allegan County Hazard Mitigation Plan – 2021 Update

Action Item 20. Ensure adequate backup power generators for warming and cooling or other emergency housing/relief centers (*Hazard(s) Addressed: Severe weather (summer and winter), infrastructure failure (communications, electric, water), flooding, and associated human health and safety problems*).

Action Item 21. Work with realtors and other agencies to enforce real estate disclosure laws in areas susceptible to subsidence (*Hazard(s) Addressed: Subsidence – Natural*).

Action Item 22. Assure proper awareness of, training for, and implementation of radiological emergency procedures (to include both primary and secondary Emergency Planning zones, as appropriate) (*Hazard(s) Addressed: Nuclear Power Plant Accidents*).

Action Item 23. Increase public awareness of the causes, symptoms, and protective actions for disease outbreaks and other potential public health emergencies (*Hazard(s) Addressed: Public Health Emergencies*).

Action Item 24. Improve security and maintenance at/of area's municipal wells, water treatment plants, and key locations in water distribution systems (*Hazard(s) Addressed: Criminal Acts (Arson, Vandalism), Flooding, Terrorism*).

Action Item 25. Train, plan, and prepare for mass-casualty incidents involving all modes of transportation (*Hazard(s) Addressed: HazMat Incidents - Transportation, Transportation Accidents*).

Action Item 26. Participate in the NFPA's Fire Wise Community Program to reduce rural residential fires (*Hazard(s) Addressed: Wildfire*).

Action Item 27. Provide educational programs about the potential impacts of (and correct responses to) weather, pandemics, loss of utilities, flood risks, wildfires, hazardous materials, etc. (*Hazard(s) Addressed: Summer and Winter Weather Hazards, Extreme Temperatures, Flooding, HazMat Incidents, Public Health Emergencies, Wildfire*).

Action Item 28. Integrate hazard mitigation concerns into communities' comprehensive master plans. (*Hazard(s) Addressed: Multiple, dependent upon community*).

Progress and Changes Since 2014

Action Items Eliminated:

Of the 28 Action Items listed above, Action Item 8 has been completed. The County conducted an assessment of all pipeline highway crossings and is now providing training for emergency response personnel in those municipalities. Action Items 9 and 14 involved the development of public education materials and campaigns. These have been completed and the information is provided on the County Emergency Management website and through social media. Action Item 13 called for



Allegan County Hazard Mitigation Plan – 2021 Update

training additional weather spotters. This is now done annually with trained spotters certified by the National Weather Service through their StormReady Program. Action Item 15 is ongoing and being implemented by local fire departments. Action Item 16 was completed but is also no longer relevant because Michigan's quarantine rules have changed with the continued expansion of emerald ash borer; firewood may now be moved in Allegan County and the majority of the Lower Peninsula. Public education programs described in Action Items 17 and 18 have been implemented to the extent Allegan County can do so and can be revived if or when drought conditions return. Action Item 19 is being implemented at the local level; this was particularly a concern for Laketown Township. The County does provide some information regarding earthquakes in their Family Preparedness Guide available on the Allegan County Emergency Management/Homeland Security website; no further county-wide implementation is planned.

Action Item 22 was removed from the Plan because the Palisades Nuclear Power Plant is due to close in the spring of 2021. The County held its last training exercise regarding this Action Item on March 9, 2021. Spent fuel rods will still be stored on-site for proper cooling and still hold some potential for a zirconium fire until late 2022 or 2023, but regional and local governments are deemed fully capable of containment and response.

Action Item 24 was also completed and removed from the 2021 Update. The Cities of Plainwell and Allegan installed flood protection and security measures (additional lighting, cameras, and fencing) to better protect their water treatment facilities.

The concern for potential mass injury/fatality events involving dining/tourist boats holding up to 200 people (Action Item 25) was studied and determined to not be a high priority issue for the County; it was also removed from the updated Action Item list. Action Item 26 is ongoing and being implemented at the local level and, also, is not included among the updated 2021 Action Items.

Action Item 28 remains an ongoing concern and is relevant to a number of hazards (e.g., rail and chemical transport near the Gun Lake Casino, pipeline/highway crossings, shoreline erosion and subsidence, etc.). However, because Allegan County has no planning & zoning powers, these actions are best addressed at the local municipal level. As such, Action Item 28 was removed from the 2021 update.

2014 Action Items Modified for 2021 Update:

A number of the remaining Action Items from the 2014 HMP called for inventorying and prioritizing failing infrastructure or problematic locations for particular hazards. In most cases, these preliminary steps of assessment and prioritization have been completed. For these, the Action Items have remained in the Plan but have been modified to implement the next step(s) or complete the process. Progress made on each of the 2014 Mitigation Action Items retained in the 2021 Update is noted for each of these modified Actions. Modified, but retained Actions include numbers 1-7, 10 (now 8), 11



Allegan County Hazard Mitigation Plan – 2021 Update

(included as part of 3), 12 (now 9), 20 and 21(now 10 and 11), 23 (now 12), and 27 (modified to include broader global climate change causes, now 13).

New Action Items

Additional action items to address issues of emergency response for oil/pipeline spills along the Kalamazoo River (14), civil unrest (15), and cyber security (16) were added to the list of County-wide mitigation strategies.

The 16 new or modified Action Items developed by the Allegan County Advisory Committee to guide implementation of the selected mitigation strategies during the 2021 to 2026 planning cycle are presented below. Each Action Item includes a short description of the relevant hazard(s) and the strategy aimed to mitigate its impact. The agencies responsible for implementation, the general form of costs associated with each strategy, and the benefits are also listed for each Action Item.

The 16 Action Items below were selected and developed based upon the prioritization exercises and Advisory Committee discussions described previously. Implementation will be determined, in part, based upon the availability of grant or shared funding; how well each Action Item fits within established programs, goals, and initiatives of the responsible agencies; and program needs identified through ongoing feedback from Allegan County municipal officials, emergency response staff, and the Allegan County LEPC. Unless otherwise noted, completion or initiation of all Actions Items, is anticipated within the 5-year cycle for reviewing and updating the HMP. The order presented for the Action Items does not denote importance or priority.

6.2 COUNTY ACTION ITEMS

6.2.1 Action Item 1. Continue working with local Community Emergency Response Teams (CERT), snowmobile clubs and others with access to snowmobiles, ATVs, boats, etc. to provide supplies and access to isolated areas in the county to supplement first responder capabilities

Specific Hazard(s) Addressed: Severe weather (summer and winter), infrastructure failure (communications, electric, water), flooding, and associated human health and safety problems.

Communities Affected/Benefited: Rural Townships

Primary Responsibility: Allegan County Emergency Management and Health Department, in coordination with local Police, Fire, EMS, CERT and snowmobile clubs.

Progress Since 2014: Allegan County has completed the needs assessment and developed lists of needed supplies to be distributed following hazards/emergencies, as described in the 2014 HMP update.



Allegan County Hazard Mitigation Plan – 2021 Update

Initiatives Needed: Develop memoranda of agreement (MOAs) or mutual aid agreements with agencies and service organizations equipped with snowmobiles, ATVs, etc. Include needed equipment in annual budgets.

Implementation Tasks: Finalize/sign MOAs and purchase supplies and equipment.

Cost(s): Staff time negotiate and develop MOAs. Equipment costs. including fuel, medicine, food, water, back-up generators, and other supplies.

Benefit(s): Public health and safety will be preserved during times of severe weather, and temperature-related injury/casualties will be reduced or prevented.

Anticipated Funding Source(s): Grants (USDHS, AFGP), donations, and contributions from local government and local service clubs/agencies.

6.2.2 Action Item 2. Continue efforts to maintain, strengthen, modify, or remove dam structures for improved flood relief and conduct flood mitigation projects to protect vulnerable areas in the County's incorporated areas, and review and adopt new FEMA flood mapping for Allegan County.

Specific Hazard(s) Addressed: Dam Failure, Flooding

Communities Affected/Benefited: Cities of Allegan, Douglas, Fennville, Holland, Otsego, Plainwell, Saugatuck, and Wayland, Villages of Hopkins and Martin

Primary Responsibility: Municipal engineering departments with coordination from Allegan County Emergency Management, MDNR and/or the Federal Energy Regulatory Commission (FERC) as necessary.

Progress Since 2014: Plainwell and Otsego Dams have been removed eliminating safety hazards and funding has been allocated for Allegan Dam removal. FEMA has released draft floodplain maps for municipal review.

Initiatives Needed: Finalize permitting and contracts for Allegan Dam removal. Review & comment on revised FEMA mapping, update local zoning/ordinances accordingly.

Implementation Tasks: Complete Allegan Dam removal scheduled for spring 2021. Review & comment on revised FEMA mapping, local municipal adoption of revised maps, update local zoning/ordinances accordingly.

Cost(s): Estimated cost \$10,000 to \$2,000,000 depending upon the size of project.



Allegan County Hazard Mitigation Plan – 2021 Update

Benefit(s): Improved public safety and reduced infrastructure/property damage during flood events. Modifications to existing dam structures may also provide added fishery and environmental benefits.

Anticipated Funding Source(s): Grants (FEMA), cost-share programs (NRCS), and local government contributions.

6.2.3 Action Item 3. Continue LEPC efforts to identify chemicals traveling through the County via rail, state and interstate highways, and local waterways and develop emergency response plans. Assure training, planning, and preparedness for hazardous material incidents along roads and railways

Specific Hazard(s) Addressed: HazMat Incidents - Transportation

Communities Affected/Benefited: All

Primary Responsibility: Allegan County LEPC and Emergency Management, Community Emergency Response Teams (CERT)

Progress Since 2014: The County Department of Emergency Management is developing emergency response plans for a subset of chemicals known in high vulnerability areas. They have identified the worst chemicals and locations.

Initiatives Needed: Continue both research and plan development. Identify possible funding sources. Continue work of the planning group involving key affected communities, Gun Lake Tribe, MDOT, railroad companies, haulers, and local industry representatives. Identify if additional training and/or equipment is needed, specific to transportation related HazMat incidents.

Implementation Tasks: Identify production, distribution, or end-user facilities and industries in the county involved in shipping of hazardous materials. Identify transport routes, volumes, frequency, and materials. Prioritize and identify whether alternatives, safer routes exist or how potential spills/hazmat incidents may be mitigated. Develop emergency response plans where necessary. Continue ongoing training programs and augment existing training with additional education related to new techniques and/or equipment

Cost(s): \$15,000 to \$20,000 with additional EM staff time as local match. Staff time to provide and participate in training.

Benefit(s): Reduced risk and improved public health and safety. Improved emergency response capabilities. Improved emergency response, lives saved and reductions in injury and property damage



Allegan County Hazard Mitigation Plan – 2021 Update

Anticipated Funding Source(s): Grants (HMEP, EMPG) and local government and County contributions, Homeland Security grant funds and programs possible

6.2.4 Action Item 4. Continue expansion of InformaCast mass notification system. Secure funding and implement program advertising program availability and self-registration procedures.

Specific Hazard(s) Addressed: All, need & utility especially evidenced during COVID-19 pandemic and 2020 civil unrest following the death of George Floyd, Breonna Taylor, and others.

Communities Affected/Benefited: All

Primary Responsibility: Allegan County Emergency Management with assistance from municipalities

Progress Since 2014: The County has implemented InformaCast for County facilities.

Initiatives Needed: Evaluate cost and benefits to be accrued. Demonstrate benefits to County and local officials when seeking funds.

Implementation Tasks: Develop on-line enrollment procedure and advertise program through county and local web sites, local newspapers, and other media

Cost(s): \$25,000 - \$30,000 annually plus staff time to investigate and promote program, print and/or web design costs, installation, and costs of on-going implementation

Benefit(s): Improved public safety and reduced infrastructure loss or damage

Anticipated Funding Source(s): Grants and local government contributions.

6.2.5 Action Item 5. Elevate existing roads, or plan and construct new alternative roads, to reduce or eliminate flooding, erosion, and washouts. Make roads more flood resistant through improved drainage; stabilization/armoring of vulnerable shoulders, shorelines, and embankments; and/or the re-routing roads away from waterways.

Specific Hazard(s) Addressed: Flooding, Infrastructure Failure, River and Lakeshore Erosion

Communities Affected/Benefited: Coastal communities and those along major rivers

Primary Responsibility: Allegan County Road Commission, Allegan County Transportation Services in coordination with MDOT, Allegan County Drain Commissioner, and local governments

Progress Since 2014: The Allegan County Drain Commissioner's Office, County Road Commission, and local governments (most notably Saugatuck and Gun Plain Townships) have closed highly



Allegan County Hazard Mitigation Plan – 2021 Update

vulnerable road sections or lanes along the lakeshore and, either stabilized eroding bluffs or developed preliminary plans to move Lakeshore Drive inland.

Initiatives Needed: Identify priority roadways and jurisdictional authority for each, develop plans for rerouting or other improvements, obtain easements, and revise local zoning as appropriate.

Implementation Tasks: Seek funding Conduct necessary hydrologic, hydraulic, and engineering/environmental analysis; permitting; and construction.

Cost(s): Staff time to identify and assemble information regarding priority locations and conditions causing flooding. Implementation costs include design, engineering, easement and/or land acquisition, permitting, and construction.

Benefit(s): Reduced infrastructure loss or damage and improved public safety in flood events or periods of high Great Lakes levels. Decreased losses to local business production or productivity due to infrastructure failure.

Anticipated Funding Source(s): Grants and local government contributions.

6.2.6 Action Item 6. Eliminate priority undersized culverts and pipe systems, incorporate field-tile drainage in sizing calculations.

Specific Hazard(s) Addressed: Flooding, Infrastructure Failure

Communities Affected/Benefited: All, primarily those within floodplain or flood prone areas

Primary Responsibility: Allegan County Road Commission and the Allegan County Transportation Department in coordination with MDOT and local governments

Progress Since 2014: The Allegan County Road Commission has completed the inventory and analysis noted as the action item in the 2014 plan and is now addressing individual locations as roads are repaired.

Initiatives Needed: Replace and enlarge undersized or perched culverts causing flooding problems. Develop cost-share arrangements with local governments.

Implementation Tasks: Develop schedule and budgets for replacing problem culverts. Conduct necessary hydrologic, hydraulic, and engineering/environmental analysis; permitting; and construction. Replace culverts to relieve flooding and provided adequate capacity.

Cost(s): Staff time for inventory, mapping, and prioritization. Estimated construction cost approximately \$30,000 each.



Allegan County Hazard Mitigation Plan – 2021 Update

Benefit(s): Improved public safety and reduced infrastructure/property damage during flood events. Culvert replacement may also provide added fishery and environmental benefits.

Anticipated Funding Source(s): Road maintenance funding, some grants may be available as either flood litigation or habitat improvement.

6.2.7 Action Item 7. Create public information materials (newsletters, pamphlets, news articles, educational programs, website links, etc.) to educate residents regarding the dangers of natural gas leaks in homes and businesses, the proper way to monitor natural gas levels, explain oil and gas well hazards, self and property protection measures, current warning and response systems currently in place

Specific Hazard(s) Addressed: Gas & Oil Pipeline Accidents

Communities Affected/Benefited: All

Primary Responsibility: Allegan County Emergency Management

Progress Since 2014: Little progress has been made on this Action Item since 2014, so it is retained as an Action Item in the 2021 Update.

Initiatives Needed: Identify information desired for dissemination as well as the availability of existing information previously developed. Determine the best means/media of providing information.

Implementation Tasks: Develop printed material and/or provide information on county website. May simply entail providing links to other websites already containing the desired information.

Cost(s): Staff time; printing and dissemination or web development.

Benefit(s): Full-County coverage could save lives by removing individuals from harm's way during pre- and post-hazardous conditions and/or threats. Coordination with adjacent counties and intergovernmental groups could reduce overall costs and redundancy, while avoiding any conflicts.

Anticipated Funding Source(s): County and municipal general budgets, public/private partnerships.

6.2.8 Action Item 8. Provide public warning systems and networks for hazardous materials releases within and between jurisdictions

Specific Hazard(s) Addressed: Gas & Oil Pipeline Accidents, HazMat Incidents - Fixed Locations, HazMat Incidents - Transportation



Allegan County Hazard Mitigation Plan – 2021 Update

Communities Affected/Benefited: All

Primary Responsibility: Allegan County Emergency Management and Health Department, in coordination with local Police, Fire, EMS, CERT

Progress Since 2014: Allegan County Road has a single one-way VHF system; they have added additional towers and now have warning siren coverage for most population centers in the county (an estimated 54% of the County's population is within hearing distance of a warning siren).

Initiatives Needed: The County now needs to upgrade the one-way VHF system to a two-way 800 MHz system so that they can determine remotely that each warning station is operating properly.

Implementation Tasks: Upgrade communication systems as necessary, implement public warnings during hazard events.

Cost(s): Staff time, cost of meeting locations and materials, grants and local/county funding will likely be required to cover costs associated with implementing new communications and/or public warning systems.

Benefits: Keeps municipalities and affected County residents updated and informed, reducing losses of life and property

Anticipated Funding Sources: County and municipal budgets can cover staff-time costs to review and revise the HMP, meeting space may be donated or existing meeting space within municipal buildings may be used, grants and county and local funding

6.2.9 Action Item 9. Utilize public early warning systems and networks. Purchase and install additional sirens to strategically fill gaps in warning system coverage.

Specific Hazard(s) Addressed: Severe Winds and Tornadoes

Communities Affected/Benefited: All

Primary Responsibility: Allegan County Emergency Management

Progress Since 2014: Allegan County added X# of additional towers since 2014 (total #) and now has warning siren coverage for approximately 54% of the County's population.

Initiatives Needed: Utilize existing GIS information to identify and prioritize gaps in existing warning system coverage. Add sirens to reach goal of 75% of County's population.

Implementation Tasks: Seek grant funding for additional sirens



Allegan County Hazard Mitigation Plan – 2021 Update

Cost(s): Staff time to develop grant proposals, local match for new siren grant funding

Benefits: County-wide public warning system coverage, combined with Honeywell or other communications systems can save lives

Anticipated Funding Sources: County and local general funds, public/private partnerships, and federal grants

6.2.10 Action Item 10. Ensure adequate backup power generators for warming and cooling or other emergency housing/relief centers

Specific Hazard(s) Addressed: Severe weather (summer and winter), infrastructure failure (communications, electric, water), flooding, and associated human health and safety problems.

Communities Affected/Benefited: All

Primary Responsibility: Allegan County Emergency Management, in coordination with local Police, Fire, EMS, Housing, Public Health and Human Services, Red Cross and other regional emergency response agencies

Progress Since 2014: This Action Item has largely been completed at the local level but has yet to be completed as a County action.

Initiatives Needed: The County will focus on schools that are used as shelters and try to provide each school district with a portable system.

Implementation Tasks: *Identify and* seek required funding, purchase backup generators or install redundant systems as appropriate.

Cost(s): Staff time to meet with school officials and private contractors. Costs of facility operation would include back-up generators and requisite fuel and could also include other needed items such as food, water, and other supplies.

Benefit(s): Public health and safety will be preserved during times of severe weather, and temperature-related illnesses will be prevented. County-wide promotion of existing facilities and identification of new opportunities will provide options to the population as a whole during times of widespread problems. The County's ability to leverage donations and grants for food, water and generators will support centers to stay operational during the times needed most.

Anticipated Funding Source(s): Grants, donations, and local government contributions.



Allegan County Hazard Mitigation Plan – 2021 Update

6.2.11 Action Item 11. Work with municipal officials to modify zoning and building code requirements to better protect areas susceptible to subsidence and/or coastal erosion

Specific Hazard(s) Addressed: Subsidence – Natural. Shoreline erosion

Communities Affected/Benefited: Communities with geology prone to sink holes and subsidence, coastal communities susceptible to cyclical, high Great Lakes water levels

Primary Responsibility: Allegan County Emergency Management in coordination with municipal building inspectors and planning and zoning officials

Progress Since 2014: This Action Item is modified to address both subsidence and erosion. Record-high Great Lakes levels in 2019 and 2020 created numerous locations along the Lake Michigan shoreline where bluff erosion/land subsidence washed out roads and, in some cases, created zones where residents had no ability to exit/enter their homes when roads were closed.

Initiatives Needed: Identify existing real estate disclosure requirements and develop informational materials regarding hazards associated with land subsidence. Additional initiatives to address this hazard are discussed under Action Item 6 (Section 6.2.6).

Implementation Tasks: Disseminate information regarding high priority areas, hazard danger, and real estate disclosure requirements to local realtors and building inspectors and/or zoning administrators

Cost(s): Staff time to conduct necessary research, and develop and disseminate information

Benefits: Reduced property loss and improved public safety in at-risk areas

Anticipated Funding Sources: County general fund

6.2.12 Action Item 12. Increase public awareness of the causes, symptoms, and protective actions for disease outbreaks and other potential public health emergencies

Specific Hazard(s) Addressed: Public Health Emergencies

Specific Vulnerability(ies): Sites of concentrated, vulnerable populations; and emergency responders

Communities Affected/Benefited: All

Primary Responsibility: Allegan County Emergency Management

Progress Since 2014: The 2020-2021 COVID-19 pandemic revealed several incorrect assumptions vital to county and local mitigation of another similar epidemic: (1) It was assumed that community



Allegan County Hazard Mitigation Plan – 2021 Update

facilities used as shelters in other circumstances would be able and willing to accept homeless persons in the event of a public health emergency, and (2) it was assumed that sufficient and appropriate PPE supplies would be available from the national stockpile. Both of these assumptions proved to be invalid. Additionally, acceptance of state and federal executive orders and the COVID-19 vaccines proved lower than anticipated.

Initiatives Needed: Study and learn lessons from COVID-19 and other pandemics (e.g., Spanish flu, etc.). Identify information desired for dissemination as well as the availability of existing information previously developed. Determine the best means/media of providing information. Improve messaging to avoid politicization of messages and encourage compliance with recommended guidance.

Implementation Tasks: Develop printed material and/or information for dissemination via county website and/or social media. May simply entail providing links to other websites already containing the desired information.

Cost(s): Staff time; printing and dissemination or web development

Benefit(s): Reduced property loss and benefits to public health. Coordination with adjacent counties and intergovernmental groups could reduce overall costs and redundancy, while avoiding any conflicts.

Anticipated Funding Source(s): County and municipal general budgets, public/private partnerships.

6.2.13 Action Item 13. Provide educational programs regarding the dangers of, and appropriate responses to, changes in severe weather, public health, flood, etc. due to climate change

Specific Hazard(s) Addressed: Summer and Winter Weather Hazards, Extreme Temperatures, Flooding, Public Health Emergencies, Wildfire, Infrastructure Failure, etc.

Communities Affected/Benefited: All

Primary Responsibility: Allegan County Emergency Management, Holland City Council, Western Michigan University, Holland-Hope College Sustainability Institute, et. al.

Initiatives Needed: Western Michigan University study and carbon reduction plan for Allegan County is expected to be completed in spring 2021. Review results and recommendations and identify information desired for dissemination as well as the availability of existing information previously developed. Determine the best means/media of providing information. Prioritize and implement other initiatives based upon recommendations beyond education.



Allegan County Hazard Mitigation Plan – 2021 Update

Implementation Tasks: Develop printed material and/or provide information on county website. May simply entail providing links to other websites already containing the desired information.

Cost(s): Staff time; printing and dissemination or web development

Benefit(s): Reduced property loss, injury, and/or loss of life. Coordination with adjacent counties and intergovernmental groups could reduce overall costs and redundancy, while avoiding any conflicts.

Anticipated Funding Source(s): County and municipal general budgets, public/private partnerships.

6.2.14 Action Item 14. Develop river mileage identification system and install signage for improved emergency response and boom deployment in the event of oil/gas spills on local rivers

Specific Hazard(s) Addressed: Oil/gas Pipeline Incidents, Hazardous Materials Incidents

Communities Affected/Benefited: Those along major rivers

Primary Responsibility: Local emergency managers, local planning & building officials, West Michigan Regional Planning Commission, and Allegan County Emergency Management

Initiatives Needed: Develop standardized system for location identification with contact information should a spill occur.

Implementation Tasks: Develop and install standardized signage

Cost(s): Approximately \$40 per sign plus staff time for design/development

Benefits: Protection of public and environmental health through quicker containment and cleanup

Anticipated Funding Sources: Local and County general funds, grants

6.2.15 Action Item 15. Identify and implement structural and procedural improvements to protect lives and property in the event of civil unrest and/or violent extremism

Specific Hazard(s) Addressed: Civil Unrest, Violent Extremism

Communities Affected/Benefited: All

Primary Responsibility: Local emergency managers, local planning & building officials, West Michigan Regional Planning Commission, and Allegan County Emergency Management



Allegan County Hazard Mitigation Plan – 2021 Update

Initiatives Needed: Analyze impacts of 2020 civil unrest in Allegan and adjacent counties and trends in political polarization. Identify methods by which injuries, property damage, and the economic/opportunity costs of emergency response could have been reduced or eliminated and complete a needs assessment.

Implementation Tasks: Develop prioritized list of solutions to implement and corresponding budget/equipment needs.

Cost(s): Dependent upon recommended strategies

Benefits: Protect life and property, and reduce disruption of normal life, economic activity, etc. in the event of future, similar events.

Anticipated Funding Sources: Local and County general funds, grants

6.2.16 Action Item 16. Implement strategies to improve county-wide cyber security, particularly as it affects county emergency response operations and obtain county-wide broadband access for improved communication and dissemination of emergency information

Specific Hazard(s) Addressed: All

Communities Affected/Benefited: All

Primary Responsibility: Local emergency managers, local planning & building officials, West Michigan Regional Planning Commission, and Allegan County Emergency Management

Initiatives Needed: Review existing cyber security threats and potential solutions

Implementation Tasks: Develop prioritized list of solutions to implement and corresponding budget/equipment needs.

Cost(s): Dependent upon recommended strategies

Benefits: Protection of life and property by ensuring communication and computer systems remain operations during emergencies.

Anticipated Funding Sources: Local and County general funds, grants



City Council Agenda Item Report

FROM: Ryan Heise
MEETING DATE: 11/17/21
SUBJECT: Oval Beach Operations/ Park Revenue and Expenses

Recommended Motion:

Informational item.

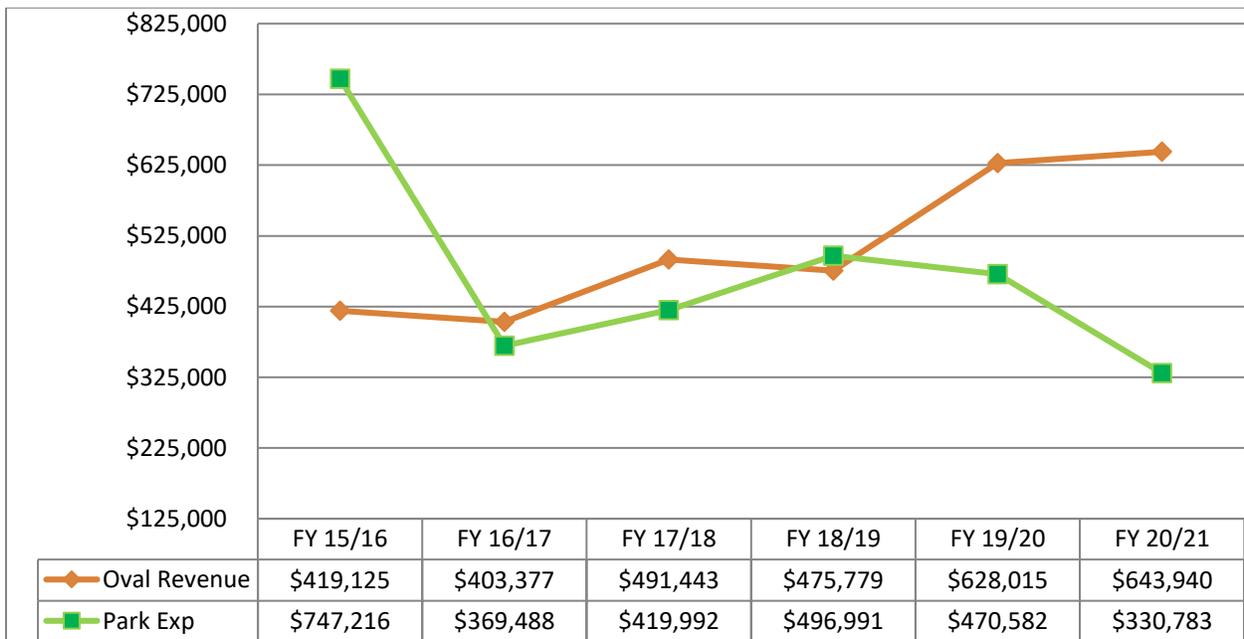
Description: Review of revenue and expenses for the park system

Informational item:

The attached report is for Oval Beach revenue and overall park expenses. There are notes included at the bottom of the graph. Revenue over expenses were \$313,157.00; these dollars sit in the general fund and can be utilized for a wide range of purposes.

**CITY OF SAUGATUCK OVAL BEACH/SAUGATUCK HARBOR NATURAL AREA
FY 20-21 FINANCIAL REPORT**

<u>2019 SEASON SALES</u>	<u>2020 SEASON SALES</u>	<u>2021 SEASON SALES</u>
●43,969 daily passes	●57,457 daily passes	●47,476 daily passes
●1698 season passes	●2243 season passes	●1929 season passes
●395 tax payer passes	●377 tax payer passes	●388 tax payer passes



OVAL BEACH REVENUE BY FISCAL YEAR

****Park expenses include: 4 restroom facilities, Wicks Park, Willow Park, Coghlin Park, Peterson Preserve Park and Mt. Baldhead Park. The increased “revenues” for the last two fiscal years our outliers due to the pandemic currently. The “expenses” increase for FY 18/19 & FY 19/20 was due to the Shopper Dock capital improvements.***



City Council Agenda Item Report

FROM: Ryan Heise
MEETING DATE: 11/17/21
SUBJECT: Project Coordinator Position

Recommended Motion:

Approve Project Coordinator Position with a salary range of \$45,000.00 to \$52,000.00 depending on qualifications.

Description: Create new position to assist with City Administration

The City Administration in Saugatuck has discussed creating a new position to assist with City projects and administration for several years. Research was conducted for a Assistant City Manager position in 2019 and 2020; I have provided the salary ranges researched as an attached document.

During the strategic planning session in spring of '21, City Council listed hiring adequate support staff as one of the highest priorities.

The City has a long list of projects which they would like to pursue, adding a new position will provide the needed administrative assistance to carry out these projects efficiently and effectively.

Funding for the position will be provided through the general fund. Funding is sustainable, as park revenue can be utilized.

Please see the attached job description.

**CITY OF SAUGATUCK
JOB DESCRIPTION**

PROJECT COORDINATOR

Position Summary: Under the general supervision of the City Manager, serves as an assistant to the City Manager to coordinate and monitor city projects and ensure successful project completion. Performs administrative duties associated with projects and communicates project progress with appropriate stakeholders.

Reports to: City Manager

Supervises: No supervisory responsibility

ESSENTIAL JOB FUNCTIONS:

An employee in this position is required to perform the following essential functions with or without reasonable accommodation. These examples are not an exhaustive list of the duties which the employee may be expected to perform.

1. Works to ensure projects are completed on time and within the budget. With assistance and direction from the City Manager, the project coordinator oversees all parts of various projects from creation to completion.
2. Initiates and monitors progress of the project and provides updated reports to appropriate stakeholders.
3. Evaluates problems related to the project and develops solutions to address issues.
4. Guarantees project team members have necessary resources and supplies to complete tasks and goals.
5. In coordination with the City Clerk, organizes reports, invoices, contracts, and other financial files. Ensures project records are appropriately recorded, filed, and maintained.
6. Communicates with a variety of stakeholders to keep elected officials, administrative staff, and residents informed of project updates. Responds to general inquiries regarding projects.
7. Performs research, compiles information, and completes special projects as assigned.
8. Performs related work as required.
9. Other duties as may be assigned.

MINIMUM QUALIFICATIONS AND REQUIRED KNOWLEDGE, SKILLS, ABILITIES:

The requirements listed below are representative of the minimum qualifications, knowledge, skills, and abilities required to successfully perform the essential functions of the position.

Requirements include the following:

- Bachelor’s degree in business or related field preferred.
- Three or more years as an administrative assistant, office manager, deputy clerk, or related position, preferably in a municipal setting. Experience in project management preferred.
- Knowledge of appropriate project planning tools, reporting and budgeting.
- Knowledge of modern office, procedures and practices.
- Knowledge of the rules of parliamentary procedure and public meeting procedures.
- Knowledge of City ordinances, the City Charter, official City policies and procedures, and general City services and operations to effectively direct and assist the public.
- Skill in the use of standard office equipment, including computers and related software, and specialized voting equipment and voter registration systems.
- Skill in maintaining complex record keeping and document retention systems.
- Skill in addressing public inquiries and internal issues with professionalism, tact, and diplomacy.
- Ability to manage multiple priorities and work within deadlines.
- Ability to type, enter data and record meeting proceedings efficiently and accurately.
- Ability to work constructively and interact professionally with employees, elected officials, the general public, and various professional contacts.

Physical Requirements and Work Environment:

The physical demands and work environment described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

An employee in this position spends the majority of their time in an office setting with a controlled climate where they sit and work on a computer for extended periods of time, communicate by telephone or in person, and move around the office to assist customers

and complete other administrative duties. Occasionally spends time outside in all types of weather to follow up on project process.

2019/20 Wage & Salary Survey Data

Position: Assistant to the City Manager (Full-Time)

Description: Performs high level, complex projects to assist the city administrator/manager.

Municipality	County	Population	Status	Hrs/Wk	Min	Max	Actual
Benton Harbor	Berrien	10,038	FT	37.5			42,141
Dexter	Washtenaw	4,067	FT	40			54,950
Grosse Pointe Woods	Wayne	16,135	FT	37.5			59,237
Hazel Park	Oakland	16,422	FT	40			54,558
Marquette	Marquette	21,355	FT	38.75	49,394	61,866	50,796
Mount Pleasant	Isabella	26,016	FT	40	35,951	43,423	47,798
Novi	Oakland	55,224	FT	40	53,482	72,201	55,000
Oshtemo Charter Twp	Kalamazoo	21,705	FT	40			62,000
Pontiac	Oakland	59,515	FT	40			65,520
Troy	Oakland	80,980	FT	40	41,247	61,868	
AVERAGE					45,019	59,840	54,667



City Council Agenda Item Report

FROM: Ryan Heise
MEETING DATE: 11/17/21
SUBJECT: Solberg Dock Purchase Offer

Recommended Motion:

None.

Description: Offer to purchase dock owned by the city

The Solberg's own property at 720 Park Street and are currently engaged with a lease of the dock adjacent to the Pump House on the Kalamazoo River adjacent to Mt. Baldhead. Lease expires December 31, 2022. The Solberg's would like to make improvements to the property but are hesitant to make investments in lands which they do not own.

Please see attached correspondence.

Jamie Wolters

From: Michelle Solberg <michelle_solberg@yahoo.com>
Sent: Thursday, November 4, 2021 11:48 AM
To: Ryan Heise; Jamie Wolters; Katherine White
Cc: Scott Solberg; Scott Solberg
Subject: 720 Park Street Dock License
Attachments: Dock License correspondenceHarrier.pdf; Dockage license correspondenceHeise.pdf

Greetings City of Saugatuck Staff:

For the last 12 years, we have owned the property located at 720 Park Street and currently lease from the City the small dock area in front of our property. Our current lease with the City expires in 2022. For some time now, we have wanted to improve the safety and appearance of the dock area (a permanent dock, new stairs, landscaping), but have been reluctant to make significant expenditures on property we do not own. As discussed more fully in the attached correspondence, we would like to discuss with the City the possibility of a purchase of the property or, in the alternative, a longer term lease.

We would like to request that our issue be placed on the agenda for the November 17 Council Workshop and that we be given an opportunity to discuss this issue with the City.

Thank you so much for your consideration.

Best regards,

Scott and Michelle Solberg

From: Michelle Solberg michelle_solberg@yahoo.com
Subject: Fw: Dockage license at 720 Park Street,
Saugatuck, MI
Date: Aug 11, 2021 at 5:34:38 PM
To: Ryan Heise ryan@saugatuckcity.com
Cc: Scott Solberg scsolberg@me.com

Hello Mr. Heise,

It was nice to speak with you yesterday. As you are aware, for the last 10+ years, we have owned the property located at 720 Park Street in Saugatuck. We have primarily used it as a summer home, but plan to be full-time residents in the future. We currently lease from the City of Saugatuck the small embankment in front of our cottage where we keep a temporary boat dock.

As we discussed, we would love to speak with the Council about the possibility of purchasing the leased premises. We are eager to make improvements on it, including nice landscaping and a permanent dock, but are hesitant to make this kind of expenditure on property that we do not own or have long-term rights of use. We made an original offer of \$25,000 because we felt that was reasonable in light of the other dock purchase options in Saugatuck. We would be amenable to discussing other price points if the City is interested. Alternatively, we would like to discuss with the Council the possibility of a longer-term lease of 10 years. Our current lease expires at the end of 2022.

Please let know when we could get on the agenda to present these options to the Council. Thanks for your consideration.

Best,
Scott & Michelle Solberg
312-375-1694 (S)
773-259-0098 (M)

----- Forwarded Message -----

From: Michelle Solberg <michelle_solberg@yahoo.com>
To: ryan@saugatuckcity.com <ryan@saugatuckcity.com>
Cc: Scott Solberg <:ssolberg@eimerstahl.com>
Sent: Monday, April 19, 2021, 2:35:21 PM CDT
Subject: Dockage license at 720 Park Street, Saugatuck, MI

Dear Mr. Heise,

First of all, welcome to Saugatuck! We are glad you are here. For the last 10+ years, we have owned the property located at 720 Park Street in Saugatuck. We have primarily used it as a summer home, but plan to be full-time residents in the future. Just prior to COVID-19 coming on the scene, we had talked with the former City Manager about purchasing the small dock area we currently lease from the City of Saugatuck. It is in need of capital improvements, but we did not want to make large expenditures on property we do not own. These discussions culminated in us making a formal offer, which we sent to Mr. Harrier just prior to everything shutting down. Between COVID, the water level issues last summer, and the recent management changes in Saugatuck, we delayed following up until now. Attached is our original offer letter. We would love the opportunity to discuss this with you after you review.

Best,
Scott & Michelle Solberg
312-375-1694 (S)
773-259-0098 (M)



Dock Licen...ndence.pdf
1.5 MB

*Scott and Michelle Solberg
508 South Cook Street
Barrington, Illinois 60010
312-375-1694
scsolberg@me.com*

February 28, 2020

Original by US Mail and PDF Copy by E-Mail

Mr. Kirk Harrier
City Manager
City of Saugatuck
102 Butler Street
PO Box 86
Saugatuck, MI 49453

Re: Offer to Purchase Property Subject to 2018-2022 Street
End/Parcel Structure-Dockage License; N. ½ South of the
Museum

Dear Mr. Harrier:

We own the cottage at 720 Park Street, just south of Mount Baldhead and the History Museum, and for the last 10 years we have leased the small river front parcel adjacent to our lot from the City of Saugatuck under a standard Street End/Parcel Structure-Dockage License. We are currently in year 3 of a 5-year license, which expires December 31, 2022. The legal description of the property is set forth on the first page of the License itself (a copy of which is attached), and the property is depicted in the location map attached as Exhibit A to the License (also attached here).

The property is in need of capital improvements in order for us to continue to use and enjoy it safely. We have many guests throughout the summer, including my elderly in-laws, and it is difficult to safely access our dock with the existing steps, which are in disrepair. We would very much like to invest in and improve the property to make access safer—with professionally landscaped steps, a permanent dock, etc.—but we are reluctant to spend that kind of money on a property that we do not own. Accordingly, we would like to make an offer to purchase the property from the City.

Our research reveals that permanent docks in the area are currently on the market for between \$24,500 and \$27,500 and, in fact, my brother-in-law recently purchased a dock near Tower Marine for \$25,000. While those properties, unlike our parcel, have actual permanent docks, electricity and water hook-ups, they appear to be the best available comparables for the parcel that we are leasing. Accordingly, we hereby offer to pay the City \$25,000 to purchase the licensed property.

We would welcome the opportunity to attend one of your meetings to discuss this further or to answer any questions you may have. We look forward to hearing from you.

With best regards,


Scott Solberg

2018-2022 STREET END/PARCEL STRUCTURE-DOCKAGE LICENSE

THIS LICENSE AGREEMENT is made on this 26th day of February, 2018 by and between the CITY OF SAUGATUCK, a municipal corporation, located in Allegan County, Michigan (the "City") and Mr. Scott Solberg, whose address is 720 Park Street, Saugatuck, Michigan 49453 / 508 S. Cook Street, Barrington, IL 60010 ("Licensee").

IN CONSIDERATION of the mutual covenants and promises contained herein, the parties hereto agree as follows:

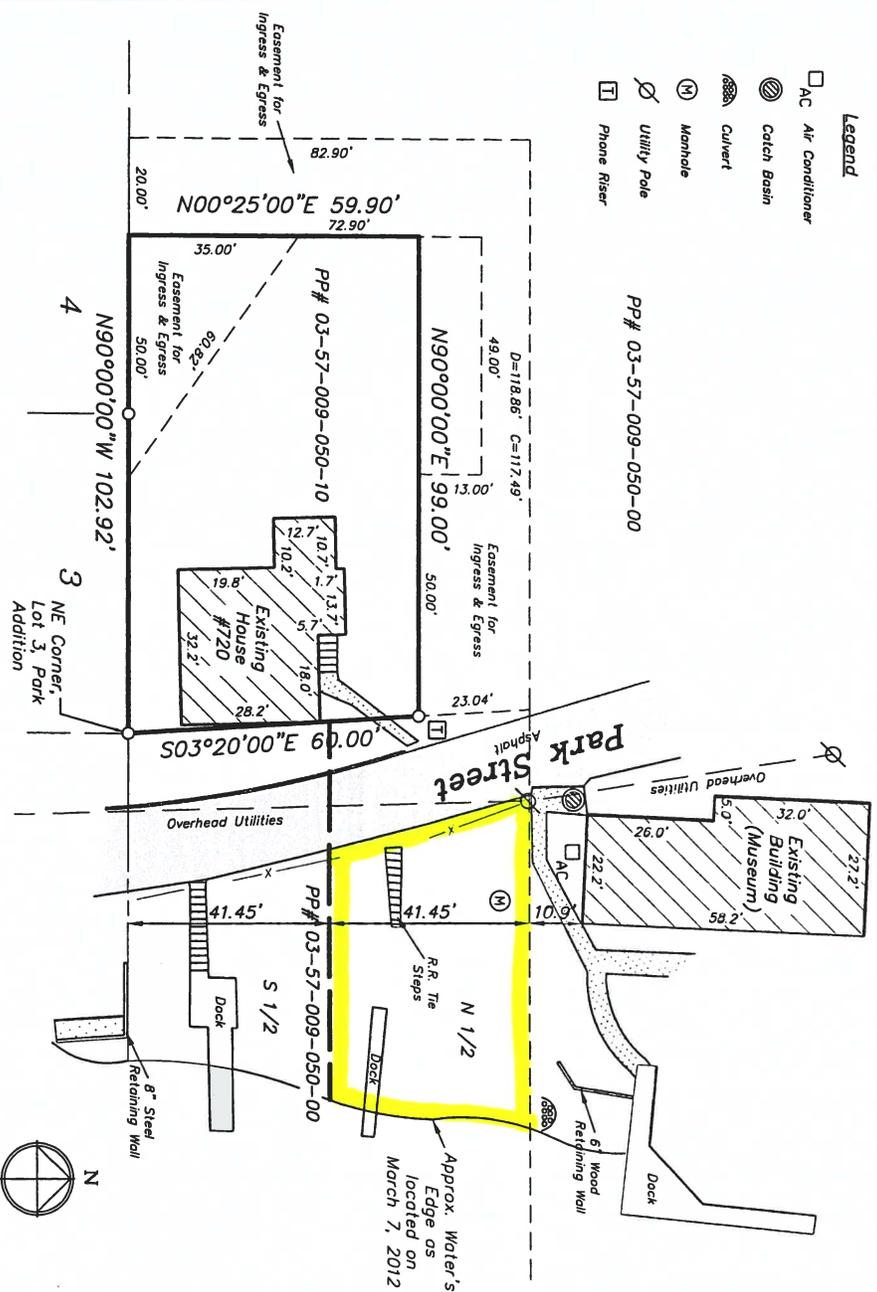
1. Description of Licensed Premises: The City grants a license to Licensee as to the following described land ("Premises"):

A portion of parcel number 0357-009-050-00 described as N 1/3 OF GOVT LOT EX LOTS 1 & 2 PARK ADDITON ALSO EX COM NE COR OR LOT 3 OF PARK ADDITION TH W 102.92' AGL N LIN OF LOTS 3 7 4 OF SD PLAT TH N 59.90' TH E 99' TH S 3 DEG 20' E 60' ALG W LIN OF PARK ST TO POB SEC 9 T3N R16W (LOCATION NUMBER 1 – N. ½ SOUTH OF MUSEUM – OF ATTACHED **EXHIBIT A**) and shown on attached location map.

The Premises include the water frontage and fifteen (15) feet landward of the shoreline or bulkhead line, as well as the bottomlands attributable to the Premises.

2. Purpose of License: Licensee may use the Premises and waters of the Kalamazoo River abutting the Premises for the purpose of boat docking, but for no other purpose (or purposes) unless specifically approved in writing by the City Council of the City. Licensee may utilize such boat slip(s)/mooring(s) as are agreed to by the City.
3. Term: The term of this License shall be for five (5) years and shall commence on January 1, 2018 and shall terminate on December 31, 2022. This License can be canceled pursuant to Sections 14 and 15.
4. License Charge: In consideration for this License, the Licensee shall pay to the City the sum of \$1,130.98 for a one-year license (the "Base License Charge"), payable in full to the City in advance. In the event the Premises is a parcel and not a street end, then the Base License Charge will be adjusted for each annual anniversary for so long as this License remains in effect. Such

- Legend**
- AC Air Conditioner
 - ⊙ Catch Basin
 - ⊕ Culvert
 - ⊗ Manhole
 - ⊖ Utility Pole
 - ⊠ Phone Riser



This sketch was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.

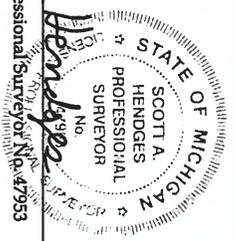
- Scale 1" = 30'
- ▨ = Concrete
 - D = Description dimension
 - M = Measured dimension
 - P = Platted Dimension
 - = Set Iron Stake
 - = Found Iron Stake
 - x — = Fence Line

PREPARED FOR: Scott Solberg
 224 S. Michigan Avenue
 Suite 1100
 Chicago, IL 60604

RE: Park Street

PARTIAL DESCRIPTION: Port of Government Lot 3 of Section 9, Town 3 North, Range 16 West, Village of Sougatuck, Allegan County, Michigan.

By: *Scott A. Hendges*
 Scott A. Hendges Licensed Professional Surveyor No. 47953



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ANN ARBOR 3025 Miller Road Ann Arbor, MI 48103 PHONE: 734.929.6963	COLLINGSBURG 6355 Old Avery Road, Suite A Dublin, OH 43016 PHONE: 614.899.1127	HOLLAND 347 Hooper Boulevard Holland, MI 49423 PHONE: 616.993.0449
CHICAGO 1082 National Parkway Suite 315 Chicago, IL 60612 PHONE: 312.878.3897	GRAND RAPIDS 217 Grandville Ave., Suite 302 Grandville, MI 49431 PHONE: 616.575.5190	INDIANAPOLIS 8459 Castletown Dr., Suite B Indianapolis, IN 46256 PHONE: 317.288.3762

rev.: Client's comments
 project no.: 12200104.2
 date: 03-07-12 cb