

Portland Borough, Northampton County Annex

Hazard Mitigation Plan Points-of-Contact

Primary:

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Municipal Profile

Portland Borough is located in the northeastern part of Northampton County. It encompasses an area of approximately 0.6 square miles, and has a population of 494 (2020 Census). The borough is surrounded by Upper Mount Bethel Township from the northwest counterclockwise to the southeast, and otherwise borders the State of New Jersey.

The Delaware River forms the borough's eastern border with the State of New Jersey. The Jacoby Creek passes east-west through the middle of the borough. There are also a few small, unnamed streams- one in the southern end and one in the northern end of the borough.

PA Route 611 (Delaware River) runs parallel to the river from the north, southward. At the bridge across the river, PA Route 611 interchanges with the bridge and continues to the southwest out of the borough.

Municipal Participation

1. Identify municipal stakeholders to be involved in the planning process such as, floodplain administrator, public works, emergency management, engineers, planners, etc., and include their specific role in the process.

Heather Fischer, Mayor Role: Administration	Robert Mulligan, Police Chief Role:
Steph Steele, President – Council Role: Administration	Van Cleef, Engineering Firm Role: Engineer
James Potter, Local EMC Role:	

2. Identify community stakeholders such as; neighborhood groups, religious groups, major employers / businesses, etc., that will be informed and / or involved in the planning process and describe how they will be involved.

Ultra Poly
PA Bagel
Downtown businesses

3. Describe how the public **will be engaged** in the current planning process examples, newsletters, social media, etc., **and how they were engaged** since the 2013 Hazard Mitigation Plan.

Current: Newsletters, Facebook, Public was not engaged in 2013.

Past: Same

Compliance with the National Flood Insurance Program (NFIP)

Topic	Identify source of information, if different from the one listed.	Additional Comments
1. Staff Resources		
Is the Community Floodplain Administrator (FPA) or NFIP Coordinator certified?	Community FPA	CID #240729
Is floodplain management an auxiliary function?	Community FPA	No
Provide an explanation of NFIP administration services (e.g., permit review, GGIS, education or outreach, inspections, engineering capability)	Community FPA	Yes, Van Cleef Engineering
What are the barriers to running an effective NFIP program in the community, if any?	Community FPA	Not enough people
2. Compliance History		
Is the community in good standing with the NFIP?	State NFIP Coordinator, FEMA NFIP Specialist, or community records	Yes
Are there any outstanding compliance issues (i.e., current violations)?		No
When was the most recent Community Assistance Visits (CAV) or Community Assistance Contact (CAC)?		Winter Storm Stella, March 2017
Is a CAV or CAC scheduled or needed?		No
3. Regulation		
When did the community enter the NFIP?	NFIP Community Status Book	4/12/1974
Are the Flood Insurance Rate Maps (FIRMs) digital or paper? How are residents assisted with mapping?	Community FPA	Paper, Borough Hall
Do floodplain regulations meet or exceed FEMA or State minimum requirements? If so, in what ways?	Community FPA	Do not know
Describe the permitting process	Community FPA, State, FEMA NFIP	Local / County / State / Federal
4. Insurance Summary		
How many NFIP policies are in the community? What is the total premium and coverage?	State NFIP Coordinator or FEMA NFIP Specialist	As of 9/22/2023 – 4 policies & \$9,641 in premiums
How many claims have been paid in the community? What is the total amount of paid claims? How many substantial damage claims have there been?	FEMA NFIP or Insurance Specialist	As of 9/22/2023 – 16 claims & \$2,475,385.86 paid to claims
How many structures are exposed to flood risk within the community?	Community FPA or GIS Analyst	40+
Describe any areas of flood risk with limited NFIP policy coverage	Community FPA or FEMA Insurance Specialist	Downtown and Jacoby Creek

Compliance with the National Flood Insurance Program (NFIP) – continued

5. Community Rating System (CRS)		
Does the community participate in CRS?	Community FPA, State, or FEMA NFIP	Yes
If so, what is the community's CRS Class Ranking?	Flood Insurance Manual (http://www.fema.gov/floodinsurancemanual.gov)	?
What categories and activities provide CRS points and how can the Class be improved?		
Does the plan include CRS planning requirements?	Community FPA, FEMA CRS Coordinator, or ISO representative	

Community Assets

Community assets are defined to include anything that is important to the character as well as the function of a community, and can be described in four categories, they are; people, economy, natural environment and built environment. Please identify the community assets and location under each category.

1. People

- ✦ Concentrations of vulnerable populations such as the elderly, physically or mentally disabled, non-English speaking, and the medically or chemically dependent.
Downtown
- ✦ Types of visiting populations where large numbers of people are concentrated such as visitors for special events and students.
River (canoe / tube), summer time

2. Economy

- ✦ Major employers, primary economic sectors such as agriculture and commercial centers where losses would have a severe impact on the community.

Ultra Poly

Portland Wastewater Treatment Plant

3. Natural Environment

- ✦ Those areas / features that can provide protective functions that reduce the magnitude of hazard events such as, wetlands or riparian areas, and other environmental features important to protect.

N/A

4. Built Environment

- ✦ Existing structures such as, concentrations of buildings that may be more vulnerable to hazards based on location, age, construction type and / or condition of use.
Downtown
- ✦ Infrastructure systems such as water and wastewater facilities, power utilities, transportation systems, communication systems, energy pipelines and storage.
Water and Portland wastewater
- ✦ High potential loss facilities such as, dams, locations that house hazardous materials, military and / or civilian defense installations.

Flooding / River, dams up New York State

Community Assets – continued

- ✦ Critical facilities such as, hospitals, medical facilities, police and fires stations, emergency operations centers, shelters, schools and airports / heliports.

Portland Hook & Ladder Company #1 | Refiners Fire Church

- ✦ Cultural / historical resources such as, museums, parks, stadiums, etc.

N/A

Capability Assessment

Capability	<ul style="list-style-type: none"> ✓ Regulatory ✓ Tools ✓ Programs 	Status			Department / Agency Responsible	Effect on Hazard Loss Reduction: - Supports - Neutral - Hinders	Change since 2018 Plan? + Positive - Negative	Has the 2018 Plan been integrated into the Regulatory Tool/Program? If so, how?	How can these capabilities be expanded and improved to reduce risk?	Additional Comments
		In Place	Date Adopted or Updated	Under Development						
1. Planning & Regulatory	Comprehensive Plan	X	7/2014		Council					
	Capital Improvement Plan									
	Economic Development Plan									
	Continuity of Operations Plan									
	Stormwater Management Plan / Ordinance	X	10/2007		Council					
	Open Space Management Plan (or Parks/Rec., Greenways Plan)									
	Natural Resource Protection Plan									
	Transportation Plan									
	Historic Preservation Plan									
	Floodplain Management Plan	X	#140		Council					Portland Boro. Ord. #140
	Farmland Preservation									
	Evacuation Plan									
	Disaster Recovery Plan									
	Hazard Mitigation Plan	X	2018		Mayor			N/A		
	Emergency Operations Plan	X	10/2018		Emergency Management Coordinator					
	Zoning Regulations	X	2014		Council					
	Floodplain Regulations	X	2014		Council					
	NFIP Participation	X			Council					
	Building Code	X			Building Inspector					
Fire Code	X			Fire Chief						
Other										

Capability Assessment – continued

Capability	✓ Staff ✓ Personnel ✓ Resources			Department / Agency	Change since 2018 Plan? + Positive - Negative	How can these capabilities be expanded and improved to reduce risk?	Additional Comments
		Yes	No				
2. Administrative & Technology	Planners (with land use / land development knowledge)	X		Van Cleef	N	N	
	Planners or engineers (with natural and / or human-caused hazards knowledge)						
	Engineers or professionals trained in building and / or infrastructure construction practices (including building inspectors)						
	Emergency Manager	X		Emergency Management Coordinator	N	N	
	Floodplain administrator / manager						
	Land surveyors						
	Staff familiar with the hazards of the community	X		Council, Emergency Management Coordinator	N	N	
	Personnel skilled in Geographical Information Systems (GIS) and / or FEMA's HAZUS program						
	Grant writers or fiscal staff to handle large / complex grants						
	Other						

Capability Assessment – continued

Capability	Yes	No	Department / Agency	Change since 2018 Plan? + Positive - Negative	How can these capabilities be expanded and improved to reduce risk?	Additional Comments
3. Financial Resources	Capital improvement programming					
	Community Development Block Grants (CDBG)	X		Council	No	No
	Special purposes taxes					
	Gas / Electricity utility fees	X		Water Authority, Council	No	No
	Water / Sewer fees	X		Authority, Council	No	No
	Stormwater utility fees					
	Development impact fees					
	General obligation, revenue, and / or special tax bonds					
	Partnering arrangements or intergovernmental agreements					
Other						

Capability	Yes	No	Department / Agency	Change since 2018 Plan? + Positive - Negative	How can these capabilities be expanded and improved to reduce risk?	Additional Comments
4. Education & Outreach	<ul style="list-style-type: none"> ✓ Program ✓ Organization 					
	Firewise Communities Certification					
	StormReady Certification					
	Natural disaster or safety-related school programs					
	Ongoing public education or information programs such as, responsible water use, fire safety, household preparedness, and environmental education.					
	Public-private partnership initiatives addressing disaster related issues.					
	Local citizen groups or non-profit organizations focused on environmental protection, emergency preparedness, access and functional needs populations, etc.					
	Other					

Capability Assessment – continued

Capability		Degree of Capability			Change since the 2018 Hazard Mitigation Plan? If so, how?	Additional Comments
		Limited	Moderate	High		
5. Self – Assessment	Planning and Regulatory	X			No	
	Administrative and Technical	X			No	
	Financial	X			No	
	Education and Outreach	X			No	

Known or Anticipated Future Development / Redevelopment

Development / Property Name	Type of Development	Number of Structures	Location	Known Hazard Zone	Description / Status
Downtown	Old Building	10	Along Rt. 611, Portland	Flood	Needs help
Aces Acres	Housing	?	Above Hillcrest	None	
Portland Industrial Park		2 in Portland	Demi Road	None	

Natural & Non-Natural Event History

Type of Event and Date(s)	FEMA Disaster # (if applicable)	Local Damage(s) or Loss(es)
Pennsylvania COVID-19 Pandemic – 1/2020	DR-4506-PA	Emergency Protective measures to combat COVID-19 Pandemic.
Remnants of Hurricane Ida	DR-4618-PA	Assistance to eligible individuals and families affected by this disaster.

2018 Municipal Action Plan Status

Existing Mitigation Action (from 2018 Hazard Mitigation Plan)	Status					Additional Comments
	No Progress / Unknown	In Progress	Continuous	Completed	Discontinued	
<p>1 Evaluate the existing stormwater collection system serving the downtown business area that has experienced extensive flooding. Verify the locations and conveyances to the Delaware River, and assess the possible backwater impacts to identify appropriate solutions. Work to secure funding and implement the selected remedy once determined.</p>	X					
<p>2 Retrofit structures located in hazard- prone areas to protect structures from future damage, with repetitive loss and severe repetitive loss properties as priority. Phase 1: Identify appropriate candidates for retrofitting based on cost-effectiveness versus relocation. Phase 2: Where retrofitting is determined to be a viable option, work with property owners toward implementation of that action based on available funding from FEMA and local match availability.</p>	X					
<p>3 Purchase, or relocate structures located in hazard-prone areas to protect structures from future damage, with repetitive loss and severe repetitive loss properties as priority. Phase 1: Identify appropriate candidates for relocation based on cost-effectiveness versus retrofitting. Phase 2: Where relocation is determined to be a viable option, work with property owners toward implementation of that action based on available funding from FEMA and local match availability.</p>	X					
<p>4 Maintain compliance with and good standing in the NFIP including adoption and enforcement of floodplain management requirements (e.g. regulating all new and substantially improved construction in Special Hazard Flood Areas), floodplain identification and mapping, and flood insurance outreach to the community. Further, continue to meet and/or exceed the minimum NFIP standards and criteria through the following NFIP-related continued compliance actions identified below.</p>				X		Action carried through to the 2023 Action Plan.

2018 Municipal Action Plan Status – continued

	Existing Mitigation Action (from 2018 Hazard Mitigation Plan)	Status					Additional Comments
		No Progress / Unknown	In Progress	Continuous	Completed	Discontinued	
5	Conduct and facilitate community and public education and outreach for residents and businesses to include, but not be limited to, the following to promote and effect natural hazard risk reduction: Provide and maintain links to the HMP website, and regularly post notices on the County/municipal homepage(s) referencing the HMP webpages. Prepare and distribute informational letters to flood vulnerable property owners and neighborhood associations, explaining the availability of mitigation grant funding to mitigate their properties, and instructing them on how they can learn more and implement mitigation. Use email notification systems and newsletters to better educate the public on flood insurance, the availability of mitigation grant funding, and personal natural hazard risk reduction measures. Work with neighborhood associations, civic and business groups to disseminate information on flood insurance and the availability of mitigation grant funding.			X			
6	Begin and/or continue the process to adopt higher regulatory standards to manage flood risk (i.e. increased freeboard, cumulative substantial damage / improvements) and sinkhole risk (e.g. carbonate bedrock standards).	X					
7	Determine if a Community Assistance Visit (CAV) or Community Assistance Contact (CAC) is needed, and schedule if needed.	X					
8	Have designated NFIP Floodplain Administrator (FPA) become a Certified Floodplain Manager through the ASFPM and/or pursue relevant continuing education training such as FEMA Benefit Cost Analysis.			X			
9	Participate in the Community Rating System (CRS) to further manage flood risk and reduce flood insurance premiums for NFIP policyholders. This shall start with the submission to FEMA- DHS of a Letter of Intent to join CRS, followed by the completion and submission of an application to the program once the community's current compliance with the NFIP is established.	X					Changed Status from Completed to No Progress/Unknown per Mayor Lance Prator, 4/26/2018.
10	Obtain and archive elevation certificates for NFIP compliance.		X				
11	Continue to support the implementation, monitoring, maintenance, and updating of this Plan, as defined in Section 7.0.			X			
12	Complete the ongoing updates of the Comprehensive Emergency Management Plans.			X			

2018 Municipal Action Plan Status – continued

	Existing Mitigation Action (from 2018 Hazard Mitigation Plan)	Status					Additional Comments
		No Progress / Unknown	In Progress	Continuous	Completed	Discontinued	
13	Create/enhance/maintain mutual aid agreements with neighboring communities for continuity of operations.		X	X			
14	Develop and maintain capabilities to process FEMA/PEMA paperwork after disasters; qualified damage assessment personnel – Improve post-disaster capabilities – damage assessment; FEMA/PEMA paperwork compilation, submissions, record-keeping.			X			
15	Work with regional agencies (i.e. County and PEMA) to help develop damage assessment capabilities at the local level through such things as training programs, certification of qualified individuals (e.g. code officials, floodplain managers, engineers).			X			
16	Coordinate with the County Emergency Management Agency and PA Department of Health, which is responsible for setting up points of distribution and providers for immunizations.			X			
17	Devise an employee vaccination and immunization plan to prevent an outbreak within the municipal employee ranks.			X			
18	Devise a municipal continuity of operations plan to keep essential services running in the event that a significant portion of the workforce is affected.			X			
19	Devise a public education and outreach plan regarding disease prevention.			X			
20	Provide education and outreach to residents regarding how to prevent the spread of invasive species, including quarantine procedures.			X			
21	Develop a neighborhood cleanup plan designed to remove discarded tires, trash and other items in which standing water can form.			X			
22	Provide training and education for first responders to ensure effective emergency care.			X			
23	Provide education and outreach, especially in K-12, regarding drug abuse prevention.			X			

Notes:

1. Actions not carried through to the 2018 Action Plan are so noted.
2. To maintain National Flood Insurance Program (NFIP) compliance, actions related to the NFIP were carried through to the 2018 Action Plan even if identified by the municipality as completed.

2023 Mitigation Action Plan

Mitigation Action		Mitigation Action Category	Mitigation Technique Category	Hazard(s) Addressed	Priority (H / M / L)	Estimated Cost	Potential Funding	Lead Agency / Department	Implementation Schedule	Applies to New and / or Existing Structures
1	Evaluate the existing stormwater collection system serving the downtown business area that has experienced extensive flooding. Verify the locations and conveyances to the Delaware River, and assess the possible backwater impacts to identify appropriate solutions. Work to secure funding and implement the selected remedy once determined.	14	Structure & Infrastructure	Flood	High	High	Local budget for assessment; mitigation grant funding for project	Engineering	Assessment: short-term; project implementation: long-term (depending on funding)	Existing
2	Retrofit structures located in hazard- prone areas to protect structures from future damage, with repetitive loss and severe repetitive loss properties as priority. Phase 1: Identify appropriate candidates for retrofitting based on cost-effectiveness versus relocation. Phase 2: Where retrofitting is determined to be a viable option, work with property owners toward implementation of that action based on available funding from FEMA and local match availability.	1	Structure & Infrastructure	Flood	Medium-High	High	FEMA Mitigation Grant Programs and municipal budget (or property owner) for cost share	Municipality (via Municipal Engineer/NFIP Floodplain Administrator) with support from PEMA, FEMA	Long-term (depending on funding)	Existing

2023 Mitigation Action Plan – continued

Mitigation Action	Mitigation Action Category	Mitigation Technique Category	Hazard(s) Addressed	Priority (H / M / L)	Estimated Cost	Potential Funding	Lead Agency / Department	Implementation Schedule	Applies to New and / or Existing Structures
<p>3 Purchase, or relocate structures located in hazard-prone areas to protect structures from future damage, with repetitive loss & severe repetitive loss properties as priority. Phase 1: Identify appropriate candidates for relocation based on cost-effectiveness versus retrofitting. Phase 2: Where relocation is determined to be a viable option, work with property owners toward implementation of that action based on available funding from FEMA and local match availability.</p>	2	Structure & Infrastructure	Flood	High	High	FEMA Mitigation Grant Programs and local budget (or property owner) for cost share	Municipality (via Municipal Engineer/NFIP Floodplain Administrator) w/ support from PEMA, FEMA	Long-term (depending on funding)	Existing

2023 Mitigation Action Plan – continued

Mitigation Action	Mitigation Action Category	Mitigation Technique Category	Hazard(s) Addressed	Priority (H / M / L)	Estimated Cost	Potential Funding	Lead Agency / Department	Implementation Schedule	Applies to New and / or Existing Structures
<p>4 Maintain compliance with & good-standing in the NFIP including adoption & enforcement of floodplain management requirements (e.g. regulating all new & substantially improved construction in Special Hazard Flood Areas), floodplain identification & mapping, & flood insurance outreach to the community. Further, continue to meet and/or exceed the minimum NFIP standards & criteria through the following NFIP-related continued compliance actions identified below.</p>	3	Local plans & Regulations	Flood	High	Low - Medium	Municipal Budget	Municipality (via Municipal Engineer/NFIP Floodplain Administrator) w/ support from PEMA, ISO FEMA	Ongoing	New & Existing

2023 Mitigation Action Plan – continued

Mitigation Action	Mitigation Action Category	Mitigation Technique Category	Hazard(s) Addressed	Priority (H / M / L)	Estimated Cost	Potential Funding	Lead Agency / Department	Implementation Schedule	Applies to New and / or Existing Structures
<p>5 Conduct and facilitate community and public education and outreach for residents and businesses to include, but not be limited to, the following to promote and effect natural hazard risk reduction: Provide and maintain links to the HMP website, and regularly post notices on the County/municipal homepage(s) referencing the HMP webpages. Prepare and distribute informational letters to flood vulnerable property owners and neighborhood associations, explaining the availability of mitigation grant funding to mitigate their properties, and instructing them on how they can learn more and implement mitigation. Use email notification systems and newsletters to better educate the public on flood insurance, the availability of mitigation grant funding, and personal natural hazard risk reduction measures. Work with neighborhood associations, civic and business groups to disseminate information on flood insurance and the availability of mitigation grant funding.</p>	4	Education & Awareness	All Hazards	High	Low-Medium	Municipal Budget	Municipality w/ support from Planning Partners, PEMA, FEMA	Short-term	N/A

2023 Mitigation Action Plan – continued

Mitigation Action		Mitigation Action Category	Mitigation Technique Category	Hazard(s) Addressed	Priority (H / M / L)	Estimated Cost	Potential Funding	Lead Agency / Department	Implementation Schedule	Applies to New and / or Existing Structures
6	Begin and/or continue the process to adopt higher regulatory standards to manage flood risk (i.e. increased freeboard, cumulative substantial damage/improvements) and sinkhole risk (e.g. carbonate bedrock standards).	5	Local plans & Regulations	Flood; Subsidence/ Sinkholes	High	Low	Municipal Budget	Municipality (via Municipal Engineer/NFIP Floodplain Administrator) w/ support from PEMA, FEMA	Short-term	New & Existing
7	Determine if a Community Assistance\ Visit (CAV) or Community Assistance Contact(CAC) is needed, and schedule if needed.	3	Local plans & Regulations	Flood	High	Low	Municipal Budget	NFIP Floodplain Administrator w/ support from PA DEP, PEMA, FEMA	Short-term	N/A
8	Have designated NFIP Floodplain Administrator (FPA) become a Certified Floodplain Manager through the ASFPM and/or pursue relevant continuing education training such as FEMA Benefit-Cost Analysis.	6	Local plans & Regulations	Flood	High	Low	Municipal Budget	NFIP Floodplain Administrator	Short-term (depending on funding)	N/A

2023 Mitigation Action Plan – continued

Mitigation Action		Mitigation Action Category	Mitigation Technique Category	Hazard(s) Addressed	Priority (H / M / L)	Estimated Cost	Potential Funding	Lead Agency / Department	Implementation Schedule	Applies to New and / or Existing Structures
9	Participate in the Community Rating System (CRS) to further manage flood risk and reduce flood insurance premiums for NFIP policyholders. This shall start with the submission to FEMA-DHS of a Letter of Intent to join CRS, followed by the completion and submission of an application to the program once the community's current compliance with the NFIP is established.	7	Local plans & Regulations	Flood	High	Low	Municipal Budget	NFIP Floodplain Administrator with support from PA DEP, PEMA, FEMA	Short-term	N/A
10	Obtain and archive elevation certificates for NFIP compliance.	8	Local plans & Regulations	Flood	Low	Low	Municipal Budget	NFIP Floodplain Administrator	Ongoing	N/A
11	Continue to support the implementation, monitoring, maintenance, and updating of this Plan, as defined in Section 7.0.	9	All Categories	All Hazards	High	Low – High (for 5-year update)	Municipal Budget, possibly FEMA Mitigation Grant Funding for 5-year update	Municipality (via mitigation planning point of contacts) with support from Planning Partners (through their Points of Contact), PEMA	Ongoing	New & Existing

2023 Mitigation Action Plan – continued

Mitigation Action		Mitigation Action Category	Mitigation Technique Category	Hazard(s) Addressed	Priority (H / M / L)	Estimated Cost	Potential Funding	Lead Agency / Department	Implementation Schedule	Applies to New and / or Existing Structures
12	Complete the ongoing updates of the Comprehensive Emergency Management Plans.	10	Local plans & Regulations	All Hazards	Medium	Low	Municipal Budget	Municipality w/ support from PEMA	Ongoing	New & Existing
13	Create/enhance/maintain mutual aid agreements with neighboring communities for continuity of operations.	11	All Categories	All Hazards	Medium	Low	Municipal Budget	Municipality w/ support from surrounding municipalities and County	Ongoing	New & Existing
14	Develop and maintain capabilities to process FEMA / PEMA paperwork after disasters; qualified damage assessment personnel – Improve post-disaster capabilities – Damage assessment; FEMA/PEMA paperwork compilation, submissions, recordkeeping.	12	Education & Awareness	All Hazards	Low	Medium	Municipal Budget	Municipality w/ support from County, PEMA, FEMA	Short-term	N/A
15	Work with regional agencies (i.e. County and PEMA) to help develop damage assessment capabilities at the local level through such things as training programs, certification of qualified individuals (e.g. code officials, floodplain managers, engineers).	13	Education & Awareness	All Hazards	Medium	Medium	Municipal Budget, FEMA HMA grant programs	Municipality w/ support from County, PEMA	Short-, long-term (depending on funding)	N/A

2023 Mitigation Action Plan – continued

Mitigation Action		Mitigation Action Category	Mitigation Technique Category	Hazard(s) Addressed	Priority (H / M / L)	Estimated Cost	Potential Funding	Lead Agency / Department	Implementation Schedule	Applies to New and / or Existing Structures
16	Coordinate with the County Emergency Management Agency and PA Department of Health, which is responsible for setting up points of distribution and providers for immunizations.	11	Local plans & Regulations	Pandemic & Infectious Disease	Medium	Low	Municipal Budget	Municipality, working w/ County EMA and PA Department of Health	Ongoing	N/A
17	Devise an employee vaccination and immunization plan to prevent an outbreak within the municipal employee ranks.	27	Local plans & Regulations	Pandemic & Infectious Disease	High	Low	Municipal Budget	Municipality	Short-term	N/A
18	Devise a municipal continuity of operations plan to keep essential services running in the event that a significant portion of the workforce is affected.	11	Local plans & Regulations	Pandemic & Infectious Disease	Medium	Low	Municipal Budget	Municipality	Short-term	N/A
19	Devise a public education and outreach plan regarding disease prevention.	27	Education & Awareness	Pandemic & Infectious Disease	High	Low	Municipal Budget	Municipality	Ongoing	N/A
20	Provide education and outreach to residents regarding how to prevent the spread of invasive species, including quarantine procedures.	27	Education & Awareness	Invasive Species	High	Low	Municipal Budget	Municipality	Ongoing	N/A
21	Develop a neighborhood cleanup plan designed to remove discarded tires, trash and other	27	Education & Awareness	Invasive Species	High	Low	Municipal Budget	Municipality	Short-term	N/A

Notes:**Estimated Costs:**

- Where actual project costs have been reasonable estimated: Low = < \$10,000; Medium = \$10,000 to \$100,000; High = > \$100,000;
- Where actual project costs cannot reasonably be established at this time:
 - Low** = Possible to fund under existing budget. Project is part of, or can be part of an existing on-going program.
 - Medium** = Could budget for under existing work plan, but would require a reappropriation of the budget or a budget amendment, or the cost of the project would have to be spread over multiple years.
 - High** = Would require an increase in revenue via an alternative source (i.e., bonds, grants, fee increases) to implement. Existing funding levels are not adequate to cover the costs of the proposed project.

Potential Funding (FEMA HMA):

- **BRIC** = Building Resilient Infrastructure and Communities
- **FMA** = Flood Mitigation Assistance Grant Program
- **HMGP** = Hazard Mitigation Grant Program
- **HSGP** = Homeland Security Grant Program
- **EMPG** = Emergency Management Performance Grant

Implementation Schedule:

- **Short Term** = 1 to 5 years
- **Long Term** = 5 years or greater
- **DOF** = Depending on Funding

Applies to New and/or Existing Structures:

- **N/A** = Not Applicable