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Pottawatomie County, Oklahoma  
Hazard Mitigation Plan Update  
2021-2026

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## CHAPTER ONE: INTRODUCTION

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### 1.1 OVERVIEW OF PLANNING AREA

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Pottawatomie County is the tenth most populous county in Oklahoma, and has grown by 4.34% since 2010 according to the 2019 Census data. The county's population is approximately 72,671 residents. Pottawatomie County extends 793 square miles across central Oklahoma.

Based on 2019 census data, the populations of each jurisdiction within Pottawatomie County are:

The Town of Asher is estimated to have 412 residents.

The Town of Bethel Acres is estimated to have 3,193 residents.

The Town of Brooksville is estimated to have 60 residents.

The Town of Earlsboro is estimated to have 621 residents.

The Town of Johnson is estimated to have 256 residents.

The Town of Macomb is estimated to have 33 residents.

The City of Maud is estimated to have 1,061 residents.

The City of McLoud is estimated to have 4,743 residents.

The Town of Pink is estimated to have 2,181 residents.

The Town of St. Louis is estimated to have 161 residents.

The City of Shawnee is estimated to have 31,436 residents.

The City of Tecumseh is estimated to have 6,636 residents.

The Town of Tribbey is estimated to have 414 residents.

The Town of Wanette is estimated to have 359 residents.

Asher Public Schools (preK-12) has a student population of 275 and 35 staff and faculty.

Bethel Acres Public Schools (preK-12) has a student population of 1,175 and 160 staff and faculty.

Dale Public Schools (preK-12) has a student population of 760 and 65 staff and faculty.

Earlsboro Public Schools (K-12) has a student population of 272 and 30 staff and faculty.

Grove Public Schools (preK-8) has a student population of 500 and 60 staff and faculty.

Konawa Public Schools (K-12) has a student population of 538 and 81 staff and faculty.

Macomb Public Schools (preK-12) has a student population of 285 and 40 staff and faculty.

Maud Public Schools (prek-12) has a student population of 260 and 40 staff and faculty.

McLoud Public Schools (K-12) has a student population of 1,450 and 226 staff and faculty.

Meeker Public Schools (preK-12) has a student population of 700 and 100 staff and faculty.

North Rock Creek Public Schools (K-12) has a student population of 1,138 and 130 staff and faculty.

Pleasant Grove Public Schools (preK-8) has a student population of 203 and 31 staff and faculty.

Shawnee Public Schools (preK-12) has a student population of 3,400 and 500 staff and faculty.

South Rock Creek Public Schools (K-12) has a student population of 400 and 46 staff and faculty.

Tecumseh Public Schools (preK-12) has a student population of 1,910 and 290 staff and faculty.

Wanette Public Schools (K-12) has a student population of 140 and 26 staff and faculty.

## 1.2 PARTICIPATING JURISDICTIONS

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### (PRG, element A1, pg. 15)

The participating jurisdictions in this hazard mitigation plan update include:

- Pottawatomie County, unincorporated,
- The Town of Asher,
- The Town of Bethel Acres,
- The Town of Brooksville,
- The Town of Earlsboro,
- The Town of Johnson,
- The Town of Macomb,
- The City of Maud
- The City of McLoud,
- The Town of Pink,
- The Town of St. Louis,
- The City of Shawnee,
- The City of Tecumseh,
- The Town of Tribbey,
- The Town of Wanette; and
- The school districts of Asher, Bethel Acres, Dale, Earlsboro, Grove, Konawa, Macomb, Maud, McLoud, Meeker, North Rock Creek, Pleasant Grove, Shawnee, South Rock Creek, Tecumseh, and Wanette.

NOTE: Unless otherwise noted, “the planning area ” refers to all of the jurisdictions participating in this update. When referring to Pottawatomie County as an unincorporated area or government or geographic area, it will be specified.

Cleveland, Oklahoma, Lincoln, Okfuskee, Seminole, McClain, and Pontotoc Counties will participate as stakeholders. The school districts of Harrah, Prague, and Strother were included in the previous HMP, as they extend into Pottawatomie County. However, upon further inquiry with respective school administrators, no infrastructure for these school districts lies within the geographic boundary of Pottawatomie County.

The Gordon Cooper Technology Center will also participate as a stakeholder. As a state agency, it is included under the Oklahoma State Hazard Mitigation Plan and will not be profiled in this hazard mitigation plan.

The Pottawatomie County Multi-Hazard Mitigation Plan Update 2021-2026 (hereafter the PHMP) is completed in compliance with the Robert T. Stafford Disaster Relief and Emergency Assistance Act. This plan is updated every five years with FEMA to remain eligible for grant funding applications connected to the Hazard Mitigation Grant Program and also enhance eligibility for other grant opportunities within FEMA programs.

## CHAPTER TWO: PLANNING PROCESS

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### 2.1 OVERVIEW OF PLANNING PROCESS

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The City of Shawnee/Pottawatomie County emergency manager held hazard mitigation planning meetings with the All Hazard Working Group (AHWG) who initiated the planning process in 2019. The meetings occurred as follows:

Date	Location
June 11, 2019	Gordon Cooper Training Center
September 10, 2019	Gordon Cooper Training Center
October 29, 2019	AHWG review comments due

Changes in personnel in February 2020 and the changes to operational routines due to the pandemic in April 2020 caused the previous hazard mitigation plan to lapse in August 2020. The interim emergency manager held two meetings between April 2020 and September 2020.

The PHMP planning process began in earnest in late October 2020. The City of Shawnee and the Pottawatomie County commissioners hired L.E. Marshall Consulting (hereafter, the planner) to expedite the update process.

The planner created a community survey and shared between all jurisdictions to solicit public input. The survey was available online for the duration of the planning process, from November 2020 to April 2021, to maximize the opportunity to receive feedback from the community. The results of this survey are detailed in Section 2.4.

The planner met individually with the participating jurisdictions between November 2020 and March 2021. The superintendents for each school and the planner had their meetings via phone to compensate for the varied schedules and visitor restrictions due to COVID. After the phone conferences, the planner sent the PHMP content to the superintendents for feedback and verification of the information. The superintendents gave their feedback and verified the information.

The planner met with each municipality between November 2020 and March 2021. These meetings included city officials and personnel. Discussions regarding the needs and capabilities of each community were discussed at length and the information gathered at each meeting was incorporated into the PHMP. Follow-up phone calls and emails provided any additional data as needed.

The planner scheduled a county-wide meeting for April 22, 2021 to solicit and incorporate final feedback from the planning team and address any questions. Upon incorporating feedback from this meeting, the participants agreed to accept the final draft. The planner submitted it for review with the Oklahoma Department of Emergency Management (ODEM).

## 2.2 PLANNING COMMITTEE MEMBERS

The following table lists the planning committee team members, their titles, jurisdictions, and their contribution to the planning process. Primary points of contact are noted by an asterisk (\*).

### Planning Committee Team Members

Name	Title	Jurisdiction	Contribution to Planning Process
Rachelle Erickson*	Emergency Manager	City of Shawnee	Contributor-City of Shawnee; provided jurisdictional information and coordinated obtaining specific department information
Mason Wilson	Police Chief	City of Shawnee	Contributor-City of Shawnee
Rod Taylor	Police Department	City of Shawnee	Contributor-City of Shawnee
Brad Schmidt	Public Works	City of Shawnee	Contributor-City of Shawnee
Rebecca Blaine	City planner	City of Shawnee	Contributor-City of Shawnee
Seth Barkhimer	City engineer	City of Shawnee	Contributor-City of Shawnee
Brandi Nowakowski	City attorney	City of Shawnee	Contributor-City of Shawnee
Jonny Conover*	Emergency Manager	Town of Bethel Acres	Contributor-Town of Bethel Acres; provided perspective for hazards and capabilities
Martin Lewis*	Superintendent	Bethel Acres PS	Contributor-Bethel Acres Public Schools provided perspective for hazards and capabilities
Melissa Dennis	County Commissioner	District 1	Contributor-Pottawatomie Co. Commissioners
Randy Thomas	County Commissioner	District 2	Contributor-Pottawatomie Co. Commissioners
Eddie Stackhouse	County Commissioner	District 3	Contributor-Pottawatomie Co. Commissioners
Chad Larman*	Emergency Manager	Pottawatomie County	Contributor-Pottawatomie County Emergency Management; provided information on hazards and capabilities
Terry Grissom*	Superintendent	Asher PS	Contributor-Asher Public Schools; provided information on hazards and capabilities
Kye Wilkins*	Superintendent	Dale PS	Contributor-Dale Public Schools provided information on hazards and capabilities
Mark Maloy*	Superintendent	Earlsboro PS	Contributor-Earlsboro Public Schools; provided information on hazards and capabilities
Mark Bolan*	Superintendent	Grove PS	Contributor-Grove Public Schools; provided information on hazards and capabilities



Name	Title	Jurisdiction	Contribution to Planning Process
Corey Ellis*	Superintendent	Konawa PS	Contributor-Konawa Public Schools; provided information on hazards and capabilities
Matt Riggs*	Superintendent	Macomb PS	Contributor-Macomb Public Schools; provided information on hazards and capabilities
Cindy White*	Superintendent	Maud PS	Contributor-Maud Public Schools; provided information on hazards and capabilities
Rhonda Hockenbury*	Assistant Superintendent	McLoud PS	Contributor-McLoud Public Schools; provided information on hazards and capabilities
Jeff Pruitt*	Superintendent	Meeker PS	Contributor-Meeker Public Schools; provided information on hazards and capabilities
Blake Moody*	Superintendent	North Rock Creek PS	Contributor-North Rock Creek Public Schools; provided information on hazards and capabilities
Scott Roper*	Superintendent	Pleasant Grove PS	Contributor-Pleasant Grove Public Schools; provided information on hazards and capabilities
Brent Houston*	Safety Officer	Shawnee PS	Contributor-Shawnee Public Schools; provided information on hazards and capabilities
Mike Crawford*	Superintendent	South Rock Creek PS	Contributor-South Rock Creek Public Schools; provided information on hazards and capabilities
Tom Wilsey*	Superintendent	Tecumseh PS	Contributor-Tecumseh Public Schools; provided information on hazards and capabilities
Sylvia McNeely*	Superintendent	Wanette PS	Contributor-Wanette Public Schools; provided information on hazards and capabilities
David Zeller*	City Clerk/Treasurer, Emergency Manager	City of Maud	Contributor-City of Maud; provided information on hazards and capabilities
Cathy Condit	Administrative Assistant	City of Tecumseh	Contributor-City of Tecumseh
Rhett Banks*	Fire Chief	City of Tecumseh	Contributor-City of Tecumseh; provided information on hazards and capabilities
Walter Rose	Building Inspector, IT, Floodplain Administrator	City of Tecumseh	Contributor-City of Tecumseh
Jimmy Stokes	City Manager	City of Tecumseh	Contributor-City of Tecumseh
Lonnie Murray*	Town Clerk	Town of Earlsboro	Contributor-Town of Earlsboro; provided information on hazards and capabilities

<b>Name</b>	<b>Title</b>	<b>Jurisdiction</b>	<b>Contribution to Planning Process</b>
Candy Griffin	Police Chief	Town of Earlsboro	Contributor-City of Earlsboro
Teresa Tecumseh	City Clerk	City of Wanette	Contributor-City of Wanette
Nathan Gregory*	Mayor/Emergency Manager	City of Wanette	Contributor-City of Wanette; provided information on hazards and capabilities
Russell Grubbs	Water/Wastewater	City of Wanette	Contributor-City of Wanette
Scott Reynolds*	Grant writer	Town of Tribbey	Contributor-Town of Tribbey; provided information on hazards and capabilities
Mark Rodman	Fire Chief/Emergency Manager	Town of Tribbey	Contributor-Town of Tribbey
Buck Day	City Manager	City of McLoud	Contributor-City of McLoud
Cody Roe*	Director of Operations/Emergency Manager	City of McLoud	Contributor-City of McLoud; provided information on hazards and capabilities
Charles Carthen	Mayor	Town of Brooksville	Contributor-Town of Brooksville
James Sumlin*	Fire Chief/Emergency Manager	Town of Brooksville	Contributor-Town of Brooksville; provided information on hazards and capabilities
Tammy Perez*	Town Clerk	Town of Macomb	Contributor-Town of Macomb; provided information on hazards and capabilities
Zelda Goodnight*	Treasurer	Town of St. Louis	Contributor-Town of St. Louis; provided information on hazards and capabilities
Cara Branson	Clerk/Treasurer	Town of Johnson	Contributor-Town of Johnson
Ed Wood*	Councilman	Town of Johnson	Contributor-Town of Johnson; provided information on hazards and capabilities
Lisa Van Liew*	Mayor	Town of Pink	Contributor-Town of Pink; provided information on hazards and capabilities
Tommy Gregg*	Fire Chief, Police Chief, Emergency Manager	Town of Asher	Contributor-Town of Asher; provided information on hazards and capabilities
Jason Johnston	Public Works Director	Town of Asher	Contributor-Town of Asher
Wes Cudwell	Mayor	Town of Asher	Contributor-Town of Asher
Sheila Blythe	City Clerk	Town of Asher	Contributor-Town of Asher

## 2.3 OTHER STAKEHOLDERS

This section lists all organizations and agencies contacted and how they were contacted.

### Neighboring Communities, Businesses, and Non-Profit Agencies Contacted

Name and Title	Agency Represented	How Agency Was Contacted
George Mauldin, Director of Safety & EM	Cleveland County	Phone
David Barnes, Director of Emergency Management	Oklahoma County	Phone
Wendi Marci, Director of Emergency Management	Lincoln County	Phone
Jim Bo Copeland, Director of Emergency Management	Okfuskee County/City of Okemah	Phone
Von Wilcotz, Director of Emergency Management	Seminole County	Phone
Ron Johnson, Director of Emergency Management	McClain County	Phone
Chad Letlier, Director of Emergency Management	Pontotoc County	Phone
Paul Blessington, Superintendent	Harrah Public Schools	Phone
Colby Johnson, Superintendent	Strother Public Schools	Phone
Dr. Valerie Feltman, Superintendent	Prague Public Schools	Phone
Brett Byrum, Director of Operations	Gordon Cooper Technology Center	Phone

### State and Federal Agencies Contacted

Name	Title	Agency Represented	How Agency Was Consulted	Contributions to Plan
Matthew Rollins	Hazard Mitigation Officer	OK Dept. of Emergency Management	Phone	Reviewer, consultant
Aaron Milligan	Environmental Programs Manager	OWRB	Email	Severe Repetitive Loss data
Adam Milligan	Engineer	Bureau of Reclamation	Phone	Lake Thunderbird EAP
Shawn Fleming	District Conservationist	NRCS-Pottawatomie County	Phone	Salt Creek Sites 13, 14, 15 EAP
Dr. Jake Walters	State Geologist	Oklahoma Geological Society	Phone, Email	Information regarding earthquakes
Matt Skinner	Public Information Manager	Oklahoma Corporation Commission	Phone, Email	Information regarding earthquake and disposal wells

## 2.4 PUBLIC INVOLVEMENT

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Throughout this process, public involvement was solicited through one (1) online survey.

The plan developer created a brief survey that anyone within the planning area could take online. Each municipality could utilize the survey by adding the link to their city's utility bills and/or social media sites. The schools could also share the link with faculty and students.

The purpose of the survey was to learn which natural hazards are experienced by residents. The survey was available online from November 2020 to April 2021 and had five hundred seventeen (517) responses.

The results of this survey were incorporated into the PHMP to demonstrate that over the past seven (7) years the most commonly experienced natural hazards were Winter Storm, High Winds, and Hail.

This insight into residents' experience will be used to assist the prioritization of the Action Items and guide jurisdictional discussions on prioritizing future projects that will best mitigate these hazards.

The results of this survey revealed that Winter Storm and High Winds have had a more widespread effect upon residents than the other hazards profiled in this PHMP over the past seven years. These results also show that vulnerabilities associated with Winter Storms were consistent with the experiences residents experienced with the Winter Storm of October 26-28, 2020 and the extreme cold temperatures that occurred in February 14-16, 2021. These details will be expounded upon under the "Vulnerability and Impact" section of Winter Storm in this PHMP.

The planning team believed, based on the zip codes provided, the responses were representative of the experiences of most Pottawatomie County residents. Soliciting public input via online survey proved to be a very new method of gaining insight within the planning area and provided a starting point for more consistent and rigorous solicitation of public involvement.

The following pages details the results of the Pottawatomie County Hazard Mitigation Survey.

### Question 1

Question 1 of the county survey asked, “In the last seven (7) years, which natural hazards have directly impacted you personally? Please select all that apply.”

Hazard	Total respondents
Winter Storm	412
High Wind	300
Hail	230
Flooding	124
Tornado	116
Lightning	110
Extreme Heat	104
Drought	51
Earthquake	26
Wildfire	19
Dam Failure	0

Winter storms were the most commonly experienced hazard with High Wind and Hail following as second and third most commonly experienced hazards. A few respondents added more specific information such as, “Ice,” or “fallen branches.”

### Question 2

Question 2 asked, “What concerns you most about these disasters?” As shown, most chose “Property Damage” as the highest concern.

Property damage	Loss of Life	Loss of property/ homelessness	Concern community is unprepared to deal with cleanup	Inconvenience	Lack of personal preparedness
388	245	239	199	147	97

Additional concerns included a lack of communication by utility companies to customers during power outages, no community shelter within the community, and a concern for knowing emergency plans during major outages.

### Question 3

Question 3 asked, “Do you frequently deal with any natural disasters not listed in Question 1?”

Four hundred eighty-six (486) said “No” and twenty-nine (29) said “Yes.”

### Question 4

Question 4 asked “Do you feel prepared to deal with natural disasters?”

Not at all prepared	Somewhat prepared	Yes, I am prepared
60	379	80

**Question 5**

Question 5 asked, “Would you attend preparedness related meetings if or when they become available?”

Yes	No	I would consider it.
138	69	322

**Question 6**

Question 6 asked, “What is your zip code?” All zip codes provided were within Pottawatomie County and provided a good sample of the entire county.

Zip Code	Number of Respondents
74873	214
74804	102
74801	95
74878	47
74851	15
74852	7
74854	5
74840	5

## 2.5 PLANS, DOCUMENTS, AND LITERATURE REVIEWED

### 2.5.1 LITERATURE AND RESOURCES REVIEWED

To ensure a basic understanding of natural hazards within the planning area, the following tables list the articles, plans, studies, and reports referenced and/or used in research for this HMP.

Agency/Document	Relevant Information Incorporated into Plan
Empowering Emergency Managers by Amber Larson	Awareness of potential weaknesses in county plans
SCIPP Simple Planning Tool by SCIPP NOAA RISA	Weather related data
A Guide to F-Scale Damage Assessment by U.S. Dept. of Commerce, NOAA, NWS	Context and general information for how F-Scale is assessed
Comprehensive Fault Database and Interpretive Fault Map of Oklahoma by Stephen Marsh and Austin Holland.	Provides comprehensive earthquake data and explanations of how the data was compiled and how it can be used.
Seismicity and tectonic Relationships of the Nemaha Uplift in Oklahoma-Part III by Kenneth V. Luza and James E Lawson, Jr.	Provided context for better understanding why Pottawatomie Co. does not have as many earthquakes as neighboring counties; provided context for why Oklahoma has as many earthquakes as it does
Nemaha Strike-Slip Fault Zone by William McBee, Jr.	Provides a clearer description of the geology underlying Oklahoma.
Oklahoma Drought Management Plan prepared by the Oklahoma Drought Management Team	Provided context regarding drought management in Oklahoma
Changing Fire Regimes and Management Strategies by Southern Climate Impacts Planning Program by Darrian Bertrand (SCIPP)	Provided a general overview of the threshold conditions that allow for burn days in Nebraska, Oklahoma, Kansas, and Texas
2018 One-Year Seismic Hazard Forecast for the Central and Eastern United States from Induced and Natural Earthquakes by Mark D. Petersen, et. Al	Provided explanations of how seismicity within Oklahoma has changed in since 2015 and detailed explanations of the causes of Oklahoma earthquakes
“Geomorphologic and Hydrologic Assessment of Erosion Hazards at the Norman Municipal Landfill, Canadian River Floodplain, Central Oklahoma” by Jennifer A. Curtis and John W. Whitney	Provided context into local, historical events within Pottawatomie County
“Geologic Hazards in Oklahoma” by Kenneth V. Luza and Kenneth S. Johnson	Provided context into local, historical events within Pottawatomie County
Drought and Its Impact on Agricultural Water Resources in OK-Khand, Taghvaeian, Ajaz	Overview of drought in Oklahoma
Vaisala Annual Lightning Reports 2009-2018 and 2019	Provides data regarding lightning strikes
Second Atoka Pipeline Project (A Public Utility Water Pipeline Project) Habitat Conservation Plan	Provides information on the Atoka Waterline that supplies water to areas of central Oklahoma

### 2.5.2 PLANS REVIEWED

The following plans were reviewed and provided essential details pertaining to the planning area.

Plan Title	Relevant Information Incorporated into Plan
Oklahoma State Hazard Mitigation Plan Update, 2019	General guidance specific to Oklahoma
City of Oklahoma City Hazard Mitigation Plan Update 2017	General information regarding hazards that overlap with their jurisdiction
Oklahoma Drought Management Plan	Overview of the state’s action plan for dealing with widespread drought
Canton Lake EAP	Information relevant to Pottawatomie County being in the inundation area of Canton Lake breach area
Granada Lake EAP	Information relevant to Granada Lake Dam in Shawnee, OK
N. Deer Creek 1M (Wes Watkins) EAP 2018	Information relevant to Wes Watkins Reservoir
Salt Creek 13, 14, 15 EAP 2019	Information relevant to the Salt Creek Water Shed area, specifically sites 13, 14, and 15
Twin Lakes Dam EAP 2020	Information relevant to the Twin Lakes Dam, Shawnee, OK
Oklahoma Comprehensive Water Plan Executive Report	Information relevant to water supplies and sources

### 2.5.3 ADDITIONAL INFORMATION INCORPORATED INTO PLAN

The homeowners’ association completed a draft of the Granada Lake EAP during the development of this PHMP and the inundation available within the EAP was incorporated into the Dam Failure hazard profile of this PHMP.

Each jurisdiction provided specific information which is included under the corresponding hazard profiles.



## 2.6 CONTINUED PUBLIC INVOLVEMENT

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The Pottawatomie County HMP planning team determined from this update experience that individual meetings with the participating jurisdictions is the best way to involve the public in future HM planning efforts, gain insight into each community's needs, and incorporate hazard mitigation goals into each community's long-term planning. At minimum, one annual meeting will be conducted with the participating jurisdictions with the sole purpose of discussing hazard mitigation needs and actions.

The online survey provided widespread feedback across the county. The planning team discussed future use of online surveys prior to each HMP update, and the planning team will determine at that time if an online survey would be appropriate. The planner has already begun discussing with leaders of each participating jurisdiction how to incorporate hazard mitigation projects into regularly occurring meetings, such as school board meetings, city/town council meetings, Local Emergency Planning Committee (LEPC) meetings, and fire chiefs' meetings. At the planning meeting on April 22, 2021, several superintendents confirmed that adding hazard mitigation items to the monthly agenda would be a good starting point for making hazard mitigation project discussions more accessible to the public.

Moving forward, the planning team concluded it would be more advantageous for the Pottawatomie County emergency management (PCEM) director and primary jurisdictional contacts for the PHMP planning team to proactively present information regarding the HMP updates, action items, and mitigation discussions. By utilizing regular meetings, hazard mitigation items could be more frequently brought before the respective governing bodies where due process can be executed. These regularly scheduled meetings provide the opportunity to present Hazard Mitigation projects, thoroughly examine bond issues for hazard mitigation projects, and prompt discussions with the public. These meetings are public meetings and members of the community are continually invited to participate.

## 2.7 PLAN MONITORING, EVALUATING, AND UPDATING

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### MONITORING THE PLAN

The PCEM director will be the designated personnel who will monitor *all aspects* of the Pottawatomie County HMP update process. He/she will be responsible for:

- Contacting participating jurisdictions every six months or after significant natural hazard events as they occur;
- Documenting any damages that might have occurred;
- Documenting if any jurisdictions encountered any implementation problems as action projects were initiated.

These findings will be compiled in an annual assessment that the PCEM director provides to and reviews with each jurisdiction at an annual countywide meeting. The PCEM director will meet individually with any jurisdiction that could not attend the annual meeting.

### EVALUATING THE PLAN

The documentation of the annual assessment will help the PCEM director and jurisdictions evaluate the effectiveness of the mitigation actions. The PCEM director and jurisdictions will use these objectives for evaluating the findings of the annual assessment. The evaluation objectives will determine:

- If any magnitudes of risk have changed;
- If current resources are appropriate for implementing the mitigation projects;
- If any problems were encountered in the implementation of any projects;
- If there are changes in prioritization per the social, economic, and political conditions;
- If coordinating agencies' participation was effective (if a factor);
- If mitigation actions and outcomes occurred as expected:
  - Was the intended purpose of the original mitigation action met?
  - Was the mitigation action met in the proposed timeline?
  - Did the listed agencies participate and follow through on any commitments?
  - Did the mitigation action stay within the proposed budget?

This evaluation will be prepared, along with the annual assessment, by the PCEM director. This evaluation will be presented to participating jurisdictions' governing councils and boards at the same time as the annual assessment. Any member of these boards and any members of the community can and will be encouraged to offer input on any of the information as it relates to prioritizing the hazard mitigation action items.

### UPDATING THE PLAN

The PCEM director will be responsible for adding the findings of the annual assessment and evaluation to the HMP each June-July in connection with the county's fiscal year. The PCEM director will conduct an annual meeting with the Planning Team each August and distribute the annual assessment and evaluation to all Planning Team members. Any changes to the action items will be submitted as addendums to FEMA if needed between formal updates.

The PCEM director will be responsible for initiating the planning meetings with Pottawatomie County Planning Team at a minimum of 18 months prior the PHMP expiration date in preparation for the standard five-year update for submission to OEM and FEMA. By the PCEM director conducting annual hazard mitigation planning meetings and making the annual updates ensures continuity of the PHMP so there is no lapse of any grant funding and eligibility. Once the Pottawatomie County Planning Team has finalized it, then the PHMP will be submitted to OEM and FEMA for approval.

This process of monitoring, evaluating, and updating occurs concurrently with the regular schedule of public meetings, such as school board meetings, city/town council meetings, Local Emergency Planning Committee (LEPC) meetings, the monthly Pottawatomie County emergency managers' meetings, and fire chiefs' meetings. Any hazard mitigation related discussions, ideas, or projects that are included as agenda items will be integrated into the annual assessment and evaluation conducted by the PCEM director.

This will ensure that Action Items will be regularly discussed among the jurisdictions, changes to prioritization are documented, and appropriate budgets for hazard mitigation projects are presented to the respective governing bodies.