



Dear Shorewood Homeowner,

As you are all aware, Shorewood Hills experienced a gas outage during some of the coldest, snowiest days of January, 2015. Thanks to Hershhal Miller's leadership, Shorewood volunteers, and Semco Energy employees, the time- and labor-intensive protocol was carried out house to house.

Now that we've recovered and have reviewed the input from those who helped during this emergency, we'd like to improve our own community's emergency preparedness. In some instances, resolving this particular gas outage issue was made more difficult by the following:

1. Keys to some homes were unavailable, which slowed the timeliness and efficiency of restoring gas to those homes.
2. Some homes have multiple gas appliances, some of which were overlooked. These include second furnaces, additional gas heaters, second water heaters, and gas fireplaces.
3. Some homes have unique appliances requiring special lighting instructions. Semco was unaware of many of these and had to return to a home they had already serviced, which prolonged getting gas to another home.

Here are a few ways that we encourage you, the homeowner, to be prepared in the event of another gas outage or other unusual emergency:

1. Double check that the Property Manager has a key for your home.
2. Complete the attached Gas Appliance Inventory sheet which will be kept in the Property Manager's office and only used in an emergency.

Thank you for your cooperation in helping Shorewood to be more efficient and prepared in unexpected emergency situations.

Shorewood Hills Emergency Advisory Committee  
May 23, 2015

SHHA EMERGENCY PREPAREDNESS: GAS APPLIANCE INVENTORY

Homeowner name

Shorewood address

Contact phone

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The information you provide below will be kept in the Property Manager's office for use in an emergency. In the event of a gas outage, this will enable him to better assist Semco Energy in restoring service to affected homes.

1. Do you have a gas furnace? \_\_\_\_\_

2. Where is it located?

\_\_\_\_\_

3. If you have more than one gas furnace, where is it located in your home?

Second furnace location: \_\_\_\_\_

4. Please list additional gas appliances in your home and their location (stove, fireplace, water heater, etc.).

Appliance

Location

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

5. Do any of your gas appliances have special instructions?

\_\_\_\_\_  
\_\_\_\_\_

6. Are you a full-time resident in Shorewood? \_\_\_\_\_

7. Does our property manager have a key to your house? \_\_\_\_\_

Please return this form by September 1, 2015, to Shorewood Hills Homeowners Association, Box B, 12370 Tower Hill Road, Sawyer, MI, 49125, or place in the "Box B" folder in the Community House.