



EMERGENCY PREPAREDNESS PLAN

Oak Run at Pelican Sound

EMERGENCY PREPAREDNESS PLAN

Contents

- INTRODUCTION.....1**
- HURRICANES2**
 - HURRICANE AWARENESS 2
 - CHOICE OF ACTION BEFORE THE STORM..... 3
 - STAYING IN YOUR HOME 3
 - EVACUATION CHECKLIST 4
 - LEE & COLLIER COUNTY EMERGENCY SHELTERS.....5 & 6
 - GOVERNMENTAL EMERGENCY CONTACTS 6
 - AFTER THE STORM 7
- ASSOCIATION STAFF PLAN.....7**
 - EMERGENCY OPERATIONS 7 & 8
 - RESPONSIBILITIES..... 8

EMERGENCY PREPAREDNESS PLAN

Introduction

This Emergency Operations Plan is a comprehensive action plan, initiated by your Association's Management and Board of Directors, to prepare the facilities and grounds for an impending emergency. The Plan is designed to assist owners and residents in protecting personal property and lives. This Plan is based on the full cooperation of the owners, residents, and the Association Management Staff. Knowledge of potential risks and awareness of what to do in the event of an emergency situation will promote the ability of the community to deal with a hurricane, natural, or man-made disaster.

In the event of a natural or man-made disaster, view local broadcast television, check internet links and/or tune your battery-operated radio to a local station to obtain as much information as possible.

DISCLAIMER: Although the Association has attempted, in good faith, to provide owners and other residents with information to assist you in understanding some of the steps involved in planning for and reacting to an emergency situation; this Plan is not intended as advice as to what any individuals should do in preparation for, or in response to, a major storm or other emergency. The information contained in this Plan should not be considered exhaustive and there is considerable information available from other sources, and you need to consult your own financial, legal, medical, insurance, and other advisors to determine what actions you should take. The Association disclaims any responsibility for the actions which you may take in reliance on the information provided in this Plan, and advises you not to solely rely upon this Plan in connection with these important life-safety decisions. In no event shall the Association, its Board members, Community Association Manager(s), officer and employees be liable for any liability, loss, injury or risk (including, but not limited to, incidental and consequential damages, personal injury/ wrongful death, or damages) which is incurred or suffered as a direct or indirect result of the use of any of the material, advice, guidance or services in the Plan, whether based on warranty, contract, tort, or any other legal theory and whether or not the Association or any of its Board Members, Community Association Manager(s), officer or employees are advised of the possibility of such damages.

EMERGENCY PREPAREDNESS PLAN

Hurricanes

Hurricane Awareness

All residents, whether they are owners or guests, need to be aware of the hurricane season and what to do in the case of a hurricane.

Hurricane season is from June 1 through November 30. A hurricane is an intense low-pressure system, which rotates counterclockwise in the Northern Hemisphere and generates winds in excess of 74 miles per hour. There are three prominent types of tropical disturbance as outlined below:

- **Tropical Depression:** A disturbance with a clearly defined low-pressure area; highest wind speed is 38 mph.
- **Tropical Storm:** A distinct low-pressure area defined by a counterclockwise rotating circulation; winds of 39 – 73 mph.
- **Hurricane:** Once a tropical storm's wind speed reaches 74 mph or greater, it is classified as a hurricane.

Categories of Hurricanes

- **Category 1:** 74-95 mph winds
- **Category 2:** 96-110 mph winds
- **Category 3:** 111-130 mph winds
- **Category 4:** 131- 155 mph winds
- **Category 5:** over 155 mph winds

Warnings and Advisories

- **Tropical Storm Watch:** An alert for a specific area that a tropical storm may pose a threat within the next 36 hours.
- **Tropical Storm Warning:** An alert that tropical storm conditions, including sustained winds of 39 -73 mph, are expected in specific areas within 24 hours.
- **Hurricane Watch:** An alert for specific areas that hurricane conditions pose a threat to an area within the next 36 hours.
- **Hurricane Warning:** An alert that hurricane conditions are expected in a specific coastal area within 24 hours. All precautions should be completed immediately.
- **Evacuation Order:** Issued by local Emergency Operations Management, this order instructs residents in various predetermined evacuation levels to vacate the area.

EMERGENCY PREPAREDNESS PLAN

Choice of Action before the Storm

There are three primary choices of action when a hurricane threatens:

- Stay in your home (a mandatory evacuation may be ordered).
- Leave the area.
- Go to a public shelter (a list of shelters is included on page 8).

You should decide which of the above courses of action you will take **BEFORE** a hurricane threatens and inform family members.

The decision by local officials to order an evacuation is a touchy situation because meteorologists cannot accurately predict where a hurricane will strike until about 12 hours before landfall. Evacuation of West Central Florida coastal residents to safer inland areas could take more than 30 hours in a very serious storm situation.

Post-storm conditions should also be considered when deciding what course of action to take. Utilities will likely be interrupted for days after a hurricane strike. More than likely, there will be no telephones, electricity, water or sewer services. Other local services, such as fire and emergency medical services, will be overwhelmed and hampered by access problems. Elevators may not be operational.

Staying in Your Home

IF A MANDATORY EVACUATION IS NOT ORDERED

- Stay indoors until an "All Clear" signal is issued by local officials.
- Stay on the side of your home **AWAY** from the wind. As the wind direction changes, move accordingly. The utility room or bathrooms may be the safest rooms during the storm.
- Stay away from windows and glass doors.
- Don't go outside during the calm that accompanies the "eye" as it passes.
- Listen to the radio for information from official government sources.
- Use the telephone **ONLY** for emergencies.
- Conserve battery power.

ITEMS TO HAVE ON HAND

- Flashlights with extra batteries and bulbs.
- A battery-operated weather radio.
- Bottled beverages.
- Water.
- Canned food.
- A manual can opener.
- First-aid supplies.
- Medication(s).

PREPARATIONS BEFORE THE STORM

- Clean the bath-tub with bleach, rinse and fill it with water for drinking.
- Turn the refrigerator and freezer to the coldest settings.
- Deploy storm shutters and install extra supports and/or braces as needed.
- Make sure your automobile has a full tank of gasoline.
- Store all patio furniture, plants and outdoor items inside the unit. When caught in the wind, loose items can become lethal projectile.

EMERGENCY PREPAREDNESS PLAN

Evacuation Checklist

It is recommended for families to have a minimum of 5 days' worth of supplies in a hurricane survival kit, as well as other items for use at a shelter and/or upon return to your home. These are some recommended steps:

Step 1: Ensure your vehicle has a full tank of gasoline. Check tire pressure and inspect fluid levels.

Step 2: Obtain cash rolls of quarters and small bills for use in vending machines. Remember that most vendors will not accept checks or credit cards after a hurricane.

Step 3: Pack the following:

- Items that require no cooking.
- Items that are ready to eat.
- Include a can-opener and plastic or disposable utensils.
- Include toiletries and enough personal hygiene supplies for two weeks.
- Medications.

Step 4: Pack important documents and papers:

- Birth/Marriage Certificates.
- Passports/Visas.
- Wills and Power Of Attorney.
- Computer Disks with valuable information and/or System Disks.
- Video tape of household goods and of the interior/exterior of the house.
- Pet vaccination documentation.
- Personal phone/address book.

Step 5: Pack Clothing, Bedding, and Bathing Supplies:

- Pants, Shirts, Underwear, Socks, Etc.
- Pillows, Sheets, and Blankets.
- Towels and Face Cloths.

Step 6: Prepare your home:

- Turn your refrigerator and freezer to the coldest settings 24 hours BEFORE leaving. Remove perishable items and take them with you.
- Shut off the main breaker in your electrical panel.
- Shut off your water supply.
- Store all patio furniture, plants and outdoor items inside.
- Lock your doors and leave a spare key with someone you trust.

EMERGENCY PREPAREDNESS PLAN

Lee and Collier County Emergency Shelters & Governmental Emergency Contacts

Lee County; Know your evacuation zone (Evacuation routes, Shelters, & Hospitals):

<http://www.leegov.com/publicsafety/emergencymanagement/knowyourzone>

Collier County; Know your evacuation zone (Evacuation routes, Shelters, & Hospitals):

<https://www.colliercountyfl.gov/your-government/divisions-a-e/emergency-management/why-evacuate/-fsiteid-1>

Lee County Disaster Kits & Plans: <http://www.leegov.com/publicsafety/emergencymanagement>

Collier County Disaster Kits & Plans <https://www.colliercountyfl.gov/your-government/divisions-a-e/emergency-management/personal-disaster-plan-etc>

Lee County Website: <http://www.leegov.com/>

Phone: 239-533-2111

Lee County All Hazards Guide: <http://www.leegov.com/publicsafety/emergencymanagement/plan/ahg>

Collier County Website: <https://www.colliercountyfl.gov/>

Phone: 239-252-8999

Collier County All Hazards Guide: <https://www.colliercountyfl.gov/your-government/divisions-a-e/emergency-management/2015-collier-all-hazards-guide>

FEMA ready.gov information sheet: <https://www.ready.gov/>

Lee County Code Red Alert information: <https://www.leegov.com/publicsafety/LeeAlert/alertsignup>

Collier County Code Red Alert information: <https://www.naplesgov.com/citymanager/page/code-red>

EMERGENCY PREPAREDNESS PLAN

The mission of Emergency Management is implemented through the Disaster Preparedness Program for:

- Natural and man-made disasters
- People with Special Needs Program
- Public Education Program
- K-9 Search and Rescue Program

This agency is charged with the development and maintenance of a Comprehensive Emergency Management Plan, the purpose of which is to:

- reduce the vulnerability of people and communities of Sarasota County to loss of life, injury or damage and loss of property resulting from natural, technological or man-made emergencies such as acts of terrorism or major special events, catastrophes or hostile military or paramilitary action;
- prepare for prompt and efficient response and recovery activities to protect lives and property affected by emergencies;
- respond to emergencies using all systems, applicable laws, plans and resources necessary to preserve the health, safety and welfare of persons affected by the emergency;
- recover from emergencies by providing for the rapid and orderly implementation of restoration and rehabilitation programs for persons and property affected by emergencies;
- assist in anticipation, recognition, appraisal, prevention and mitigation of emergencies that may be caused or aggravated by inadequate planning for, and regulation of, public and private facilities and land use;
- establish the concepts under which the Sarasota County Government will operate in response to disasters through integration; define the responsibilities of elected and appointed local government officials and department heads.
- define the emergency roles and functions of city and county departments and agencies;
- provide local guidelines based upon the Rule of Law as it pertains to disaster response; provide and coordinate appropriate and available mutual aid response to other disaster-impacted jurisdictions, if requested through the State Emergency Operations Center, in accordance with the Statewide Mutual Aid Agreement.

EMERGENCY PREPAREDNESS PLAN

After the Storm

- Listen to the public radio, television, or NOAA weather radio stations.
- Keep abreast of road conditions through the media; wait until an area is declared “safe” before entering.
- Do NOT attempt to drive across flowing water; as little as 6 inches of water may cause you to lose control of your vehicle; water two feet deep will carry away most cars. If you see water flowing across a roadway, TURN AROUND AND GO THE OTHER WAY. Many people have been killed or injured driving through flooded roadways or around barricades; roads are closed for your protection.
- Stay away from moving water.
- Do not allow children, especially under age 13, to play in flooded areas; they often drown or are injured in areas appearing safe.
- If someone needs to be rescued, call professionals with the appropriate equipment to help.
- Many people have been killed or injured trying to rescue others in flooded areas.
- Stay away from standing water. It may be electrically charged due to downed power lines or broken underground cables.
- Have professionals check your water, and electrical lines and appliances for damage.
- Use a flashlight for emergency lighting; never use candles or other open flames indoors.
- Use tap water for drinking and cooking ONLY when local officials have declared it to be safe.
- Use the telephone only for emergency calls.

Association Staff Plan

Emergency Operations

Under the direction of your association’s Board of Directors, the Association Manager shall have full power and authority to implement emergency post-event contracts for:

- Emergency services.
- Security from vandalism.
- Removal of debris.
- Engineering or other professional services needed for emergency recovery.

As soon as access is available and all danger has passed, management staff will report to the property to assess damages and take corrective action.

An inspection of the common property shall be conducted, necessary maintenance noted, and common area repairs shall commence by order of the Board in cooperation with management. Photographic documentation of the damage will be taken prior to beginning recovery efforts.

EMERGENCY PREPAREDNESS PLAN

All reasonable efforts will be made to safeguard the association's records, including post-event contact information.

It should be noted that owners are expected to secure their own property. Neither your Association nor Management will be able to provide this service. Owners can ensure the safety of themselves and their personal property by installing hurricane shutters, hurricane-resistive glass, or other protective devices. Out-of-town owners should make arrangements with local vendors for the installation of these items.

Responsibilities

Individual safety is of greater importance than the need to safeguard property. Management and vendor staff should not endanger the safety of themselves or their families. If possible, hurricane preparations are to be performed sufficiently in advance of a threatening storm to allow personnel to attend to the needs of their own property and families.

ASSOCIATION MANAGER RESPONSIBILITIES

- Make all reasonable efforts to safeguard association records including banking information, insurance policies, owner rosters, post-event contact information, etc. These should be kept off-site with the manager.
- Keep cell-phones charged and ready.
- Organize contractors as to their duties; schedule a pre-storm meeting.
- Make sure all association managers have an "Emergency Book" for all their properties with them personally as well a copy of the Associations' insurance policies.
- Ensure that local law enforcement agencies have received notification permitting management staff access to the property after the storm.
- Make sure all other Association property is properly secured.
- Make sure that emergency contractors are on "stand-by" for service after the storm.
- Make sure that the Association's Board members have cell-phone numbers for contacting management staff.
- Contact Board members as soon as possible after the storm to report on damage and begin repairs.