

LAS PALMAS CONDOMINIUMS
BOARD OF DIRECTORS
HURRICANE/STORM PREPAREDNESS PLAN

Annually

- Review insurance policies to make sure coverage is within 90% (wind/fire) and 80% (flood) of replacement cost to avoid penalties
- Identify a preferred storm restoration company and any other contractors that may be needed and make sure they can respond as necessary
- Identify two or three Board members as “restoration points of contact” to coordinate insurance adjuster and contractor services
- Review reserves on hand and other financial plans to cover storm costs of initial sand removal and dry-in work to prevent a delay due to receipt of insurance monies

When a Storm is Imminent

- Complex Manager will secure pool chairs and other items located in common areas
- Restoration Points of Contact will determine any other protection steps needed to reduce damages
- Owners should cover windows if you so choose and make sure refrigerators are emptied

After the Storm Passes- Board Restoration Points of Contact will

- Check the property for damage and secure units
- Arrange for the dry-in (roof/window) repairs to begin ASAP
- Send out a damage report to all owners
- Coordinate a meeting of adjusters and restoration contractor at the condo site and request an advance payment from the adjusters
- Arrange for a written scope of work by the restoration contractor for Board review prior to submission to the insurance adjusters
- Coordinate restoration work
- Make regular progress reports to owners

RESPONSIBILITIES OF OWNERS

- Have a plan in place to secure your unit
- Make arrangements beforehand to have your windows covered if you so choose
- Be sure to empty your refrigerator when a storm is imminent