

Residents' 2022 Hurricane Preparedness Handbook



**Prepared exclusively for the Residents
Managed By: Residential Mgmt. Concepts**

HURRICANE SEASON GUIDE - 2022

Dear Homeowner:

Enclosed is important information concerning Hurricane season preparedness. Please take time to read and keep for references.

Hurricane season is upon us once again, June 1, 2022 through November 30, 2022. Our area can come under threat at any time during this period. The information contained in this guide will assist you in preparing for a storm emergency and understand how the Association will prepare your building. This guide has also been prepared to assist you in taking precautions to protect your family and property.

The Board of Directors and Management Company would like to ensure that all residents receive as much information as possible to aid in the preparation for an upcoming storm season. During these months, special precautions need to be taken by everyone in the building.

The following links will aid you in those preparations and are updated on a yearly basis

<http://www.nhc.noaa.gov>

<http://www.fema.gov>

<http://www.floridadisaster.org>

<https://www.townofpalmbeach.com/list.aspx>

<https://www.fda.gov/Drugs/EmergencyPreparedness>

South Florida television stations and websites also include hurricane preparedness links. Local supermarkets will also provide guides to hurricane safety.

Please be aware of the following timeline:

Local TV stations begin tracking storms as they come off the west coast of Africa. This is approximately 10-14 days off the coast of east Florida. As a storm forms and gains strength, approximately a week out, the management company and all personnel will begin to secure the buildings and its common areas. Taking these early precautions will prepare the building, up until the time a Hurricane hits.

Please note that the buildings' emergency generator (if there is one) is for "life safety support systems" and DOES NOT provide power to individual units.

PLAN AHEAD PRIOR TO EVACUATION

Make arrangements in advance as to where you will stay during an evacuation. Plan now for a safe destination, mapping out your evacuation route either further inland or completely out of the anticipated hurricane strike zone. Do not wait to the last minute to begin packing. Have your packed clothing and personal belongings in your vehicle filled with gasoline.

****If you plan to leave town for any length of time during the season, BEFORE YOU GO: Implement as many precautions as possible in advance in addition to removing items that can melt from the freezer.**

Remove all patio furniture, plants and other loose outdoor objects, and secure all items outside that might become missiles during the storm causing injury and property damage. If this happens, owners will become liable; therefore, have a responsible person to secure

your unit for you. **In the event of a storm, do not rely on the Management Company/Property Manager to make preparations for your individual unit.** There will not be sufficient time to enter units to move balcony items when preparing for a storm. Place towels on window sills and at the bottom of all sliding doors. Purchase supplies you may need in the event of an emergency.

After the first tropical depression advisory, keep your radio or television tuned for all further messages from civil defense and national weather services.

PLAN TO EVACUATE

Before an evacuation order is issued by local authorities expecting **EVERYONE**, including residents, commercial entities, and staff to evacuate the building and leave the area; it is strongly recommended that you leave prior to the issuing of the order and avoid frustration and inconvenience. Remember, roads may be congested and causeway bridges may be up to facilitate marine traffic.

It is advised that the elderly and/or handicapped residents not wait for the official evacuation order, but leave as soon as they can or when the shelters open. If you are an elderly or handicapped resident and need assistance in an emergency, please make prior arrangements and notify management beforehand.

Hurricane shelters should be available as a last resort or as an evacuation alternative. It is possible these shelters may be crowded and uncomfortable, with no privacy, no electricity and little food. If you need any medical care or need electricity for life support equipment, please make arrangements with your doctor now on how to meet your needs. If you must seek public shelter, listen to radio and TV for announcements of which shelters will be open.

EVACUATION PROCEDURES

Once a call for evacuation has been issued, management and maintenance will complete the procedures to prepare the building for the storm and evacuation.

SUGGESTIONS FOR PREPARING YOUR UNIT

- a) Close all shades, blinds drapes, etc.
- b) Secure hurricane shutters, if applicable
- c) Firmly close and lock all sliding glass doors
- d) Place all insurance information in water tight plastic bag
- e) Check stove and oven to be certain that they are turned off
- f) Check all faucets to determine that they are in closed position
- g) Move fragile objects and valuable possessions away from windows/doors
- h) Turn your air conditioning unit down to a colder temperature to keep your apartment cool as long as possible in the event you lose power.
- i) Turn your refrigerator up to the coldest temperature setting in order to preserve food for at least 4 hours longer if left unopened. In addition, a full freezer will keep the temperature for approximately 48 hours (24 hours if half full) if the door remains closed.
- j) Place folded towels or other absorbent material at bottom of your sliding doors and window sills.
- k) Clean bathtub with bleach and fill with water. Be sure to shut off faucet completely. You will use this non-potable water to fill your commode tank if necessary.

- l) Sign up to receive; general **Town** emergency alerts, the latest **Traffic** information about road construction, detours, bridge closures, and **Hurricane** related breaking news and direction in the event of a threatening Tropical Storm or Hurricane.
- m) Any resident who has not left a set of keys to their unit should do so immediately. **Management must have** emergency keys to each unit. Your unit will most likely be forcibly entered if no key is available incase of emergency. Re-securing your unit could be delayed if locksmiths are not available.

OUT OF TOWN OR ON VACATION

If you do not reside in the unit during the hurricane season, many of the precautions listed above should be taken prior to leaving the unit for any extended period. Remember to make arrangements ahead of time for someone to make emergency preparations on your behalf. Again, the building staff will not make these preparations for you.

Preliminary plans and precautions should be taken by all residents.

Precautionary activities and behavior when a hurricane strike

1. Keep windows closed
2. Listen to media reports for information
3. Use your telephone for emergencies only
4. Stay indoors and away from windows and doors
5. **UNDER NO CIRCUMSTANCES SHOULD YOU VENTURE OUT INTO THE STORM; EVEN IF IT SEEMS TO HAVE PASSED OVER THE PROPERTY.** The 'Eye' of the storm is normally calm and people mistake the sudden stillness for the storm having passed them by. The backside or 'dirty' side of the storm is sometimes more destructive. Stay indoors until you receive an "all clear" via the news media.

AFTER A HURRICANE

1. Check-in with family and friends by texting or using social media.
2. Inspect your home and contact your insurance agent if you have sustained damage
3. Photograph any damage to your property in order to assist in filing an insurance claim.
4. If you are not here when the storm strikes, please have a friend/relative available to inspect your unit. Association employees will be unable to do this for you.
5. Office and maintenance employees will return to the community within 24 hours after the all clear is announced.
6. Remain indoors until the official all clear is given. As a reminder, you may be required to present proof of local residency in order to reenter evacuation areas. Hurricane hotline, 954-828-8888 and listen to radio AM 1610 for important updates

Home Owners Insurance

Should you need to file individual insurance claims through your homeowner's insurance policy, the following information can help. Review your current policy every year before June 1, for deductibles, exclusions and especially if it provides for temporary living expenses or loss of use, which you may need if your unit becomes uninhabitable.

If your property value has increased or you have purchased expensive items such as computers, stereo equipment, etc., you may want to increase your coverage.

Your standard contents policy does not cover flood damage. You or your agent can obtain flood insurance by calling the **National Flood Insurance Program** at 800-638-6620; there

is a waiting period, so you must do this in advance of the hurricane threat. Therefore, make sure items outlined below as owner's responsibility are included in your policy.

Owners Insurance

Following is a summary of recommended personal insurance requirements. You should contact your agent for specifics. Unless the Association documents dictate otherwise, the unit owner must insure the following items within the interior of the unit.

- ✓ A/C compressors that service the individual unit
- ✓ Floor coverings, wall coverings, ceiling coverings
- ✓ Contents, artwork, jewelry, any personal property items
- ✓ Electrical fixtures, appliances, air conditioners or heating equip,
water heaters countertops, built in cabinets, window treatments, and water filters

Florida Statute 718.111 prohibits condominium Association coverage of floor covering, wall coverings or ceilings coverings under the Association insurance policy. These items must be insured by each unit owner.

Hurricane Policy

A hurricane is probably the most devastating and most potentially dangerous natural phenomenon we as South Florida oceanfront property owners will face. The fact we are members of an association dictates that certain standards of deportment be understood, accepted and followed. The cooperation of all Laurel Oaks owners and residents is therefore essential.

For reference purposes, the following definitions will be used:

Hurricane: An intense, rotation tropical weather system with sustained winds of 74 mph or greater.

Hurricane Watch: Designates that a hurricane constitutes an appreciable threat to an area within about 36 hours. Hurricane preparations should be underway.

Hurricane Warning: Hurricane conditions are expected in the warning area within 24 hours. All preparations should be complete, and if evacuation, you should be on your way to a safe place.

Storm Surge: A mound of ocean water up to 20 feet high that could come ashore with a hurricane. Evacuation zones are identified by the likelihood of being flooded by this rising water. Most hurricane related deaths are from surge flooding. Storm surge flooding can occur over 100 miles of coastline and may extend inland several miles.

Hurricanes are classified as:

- Category 1 with winds of 74 to 95 mph
- Category 2 with winds of 96 to 110 mph
- Category 3 with winds of 111 to 130 mph
- Category 4 with winds of 131 to 155 mph
- Category 5 with winds of 156 mph and over

Whenever evacuation of the building has been advised or ordered by a government agency having jurisdiction in the matter, the Board shall take action to protect Association property. This action may include but is not limited to termination of water, air

conditioning, utility services, plumbing and elevator operation, as well as any other service or operation systems of the building as the Board deems reasonably necessary or desirable to minimize actual or potential damages to Association property.

Be Prepared! List of Necessities

NON-PERISHABLE FOODS:

Powdered drinks
Peanut Butter & Jelly
Instant Coffee & Tea
Canned soups & Milk
Cereal bars & Crackers
Cookies, Candy & Dried fruit
Canned meats, fruits & vegetables
Bread or health bars in moisture proof packaging
Bottled Water (For at least 7 days, 1 gal per person)

COOKING Needs:

Plastic bags
Ice chest & Ice
Manual can opener
Napkins & paper towels
Aluminum foil & Plastic wrap
Disposable plates, cups & eating utensils

EQUIPMENT & TOOLS:

CASH

Camera
Whistle
Fire Extinguisher
Sturdy trash bags
Mosquito repellent
Masking & Duct Tape
Waterproof containers
Glass enclosed candles
Keys (home, vehicle, boat)
Battery powered radio and/or TV
Bleach or water purification tablets
Hammer, wrench, screwdriver, nails
Supplies for those with special needs
Extra batteries, including hearing aids
Cleaning supplies (unscented bleach) & gloves
Flashlights, battery powered lanterns, & batteries
First Aid Kit, including Aspirin, Antibiotic Cream & Bandages
Cell phone and charger (Automobile & portable charger if available)
*** If candles must be used, use memorial type, encased in glass, only and always within your view. A broken window and sudden gust of wind could create a serious fire hazard.**

PERSONAL SUPPLIES:

Changes of clothing
Umbrellas & Rain wear
Extra glasses or contacts

Shampoo, detergent, and soap
Blankets, pillow, and sleeping bags
Prescriptions (One-three months supply)
Personal hygiene items (Toilet paper, wipes)
Nonprescription (over the counter) pain relievers, stomach and allergy medications

IMPORTANT DOCUMENTS:

Insurance docs
Medical history
Birth Certificate
Proof of residence
Photo Identification
(Place inside zip-lock bag)
Photocopies of prescriptions
Back up discs for your home computer files

IMPORTANT TELEPHONE NUMBERS

Power Outage FPL.....1-800-468-8243
American Red Cross.....994-2060
Police Non-Emergency.....368-6201
Hurricane Information Line.....416-3400
Fire-Rescue Non-Emergency.982-4000
Police/Fire-Rescue EMERGENCIES.....911
Evacuation Information (option #3)393-7800
PBC Division-severe medical emergency (Before Storm)1-561-712-6400

Please keep this information in an easily accessible location. Should you have any questions regarding this information, please email the Community Manager at: trobenson@rmcflorida.com or contact **RESIDENTIAL MGMT. CONCEPTS - After Hours Emergency (954) 426-0151**

This information is being provided to you as a resource to help you prepare for a hurricane. It is not to be constructed as a substitute for you own good judgment. For up-to-date information, listen to local television and radio broadcasts and avail yourself of information provided by government agencies and the National Weather Service.

Thank you for your cooperation.