

## Prepare your property

**Hurricane Preparedness Considerations for Community Associations** There are several hurricane preparedness guides available online. We have included one here for your convenience. Please review this information to assist with preparing before a storm and recovery after the storm. <https://www.stateofflorida.com/articles/hurricane-preparedness-guide/> Check here for latest National Oceanic and Atmospheric Administration (NOAA) storm location and forecast. [https://www.nhc.noaa.gov/refresh/graphics\\_at2+shtml/150210.shtml?cone#contents](https://www.nhc.noaa.gov/refresh/graphics_at2+shtml/150210.shtml?cone#contents)

### Evacuation Orders:

- Our neighbors in Southwest Florida have learned from Hurricane Ian the importance of following mandatory and voluntary evacuation orders when issued. If an evacuation order applies to you due to high winds, flooding potential or storm surge-evacuate! Your property can recover after a storm. There is no recovery from storm-related fatalities.
- Travel is more difficult the longer a decision to evacuate is made. Leave as soon as possible to avoid long delays and place your family at risk.

### Riding Out the Storm:

- Everyone in the projected path of a storm does not need to evacuate. If you decide to stay in your home, please consider the following:
- Be a good neighbor and assist others in need, especially those who may not be able to respond to emergencies on their own.
- Use large containers and bathtubs to store water. This is helpful if public utilities are disrupted. About one gallon/day per person for cleaning and flushing toilets.
- If flooding is anticipated, turn off electricity at the main breaker. Figure out where this is and how to do this in advance.
- Generators must stay outside for your safety. Injury or death could result.
- Make sure you have towels or absorbent materials ready to soak up water that may come in through windows or doors.
- Identify an emergency exit and escape plan if necessary.

### Please make sure your owner record contact information is current:

- Update your cell phone number and email addresses if there have been changes.
- Ensure your emergency contact information is current if you cannot be reached.
- Does management or your neighbor have access to your unit in case of emergency?

**Property Common Elements:** Your management team and board would appreciate your help with common element storm preparation. These tasks may include...

- Place lightweight trash containers in enclosed areas
- Move outdoor furniture and equipment into restrooms, club houses or lobbies

- Secure external doors and roof access points.
- Secure loose landscaping materials
- Check that storm shutters are closed in units or those who cannot close their own
- Turn off gas supply to heaters and grills
- Turn off power to irrigation systems
- Move resting elevators from the bottom floor

**Owner's Responsibilities:** Keep in mind that there is a point where association responsibilities end and owner responsibilities begin. Owners are responsible for...

- Floor, wall, and ceiling covering
- Electrical fixtures
- Appliances
- Air conditioning or heating equipment
- Water heater
- Water filters
- Built-in cabinets and countertops
- Window treatments, including curtains, drapes, blinds and hardware.

**Other Considerations:**

- Don't panic, stay calm.
- Don't forget about your pets.
- Take videos and/or pictures throughout your residence. They might be helpful for insurance claims later.
- Protect important documents in a safe location.
- Backup any electronic data on a portable device in case of damage to your computer.

**Communication with the Association:** Ability to communicate may become limited during and after the storm. Phone calls may not be answered during or immediately after the storm. Management will rely primarily on email communication to reach larger groups of people with consistent messages.

- We know you are concerned about your property. We are too. The primary focus will be on individual safety and issues affecting the buildings and infrastructure. Please be patient.