EMERGENCY OPERATIONS PLAN – 2018

INTRODUCTION

This Emergency Operations Plan is a comprehensive action plan, initiated by the Board of Directors, to prepare the facilities and grounds for an impending emergency, and to assist owners and residents in protecting personal property and lives. This Plan is based on Florida Statute 718.1265 - Association emergency powers - with the full cooperation of the owners and residents, as well as the property management company – Becky Saylor Property Manager, LLC. 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 or other similar event.

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 the only source of advice as to what any individuals should do in preparation for, or in response to, a major storm or other emergency. There is considerable information available from other sources, and you need to consult your own financial, legal 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 rely solely upon this Plan in connection with these important life-safety decisions.

**HURRICANE AWARENESS**

All residents, whether they are owners, guests or tenants, 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 73 miles per hour.

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 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 38 - 73 mph.

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: Once a tropical storm's wind speed reaches 74 mph or greater, it is classified as a hurricane.

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.

The storm surge that accompanies a hurricane is a huge wall of water pushed inland by a hurricane and this is generally what causes the most destruction. The storm surge is blamed for an average of nine out of every 10 hurricane related fatalities. According to the hurricane center, the ocean surface under the storm's center is drawn upward like water in a giant straw forming a mound a foot higher than the ocean. As this mound nears the coast it can grow to become a storm surge 50 miles wide and 20 feet high.

Ten-foot high hurricane-generated waves on top of the storm surge can crash into coastal areas, which along most of the Gulf and Atlantic States are less than 10 feet above sea level. Water weighs about 1,700 pounds per cubic yard, so the storm surge and waves can demolish a building designed to withstand wind but not water.

Tornadoes spawned from a hurricane often touch down where the eye of the storm crosses the coast, or directly to the east, licking the land with deadly winds exceeding hurricane force. High winds and heavy rains can be expected about 50 miles to the east and 75 miles to the west of where a hurricane eye passes.

The eye of the hurricane is its center, a "hole in the clouds", and it is created by air being forced down in the middle by the low pressure and up around the eye-wall by the heat of the storm. Storm experts say that when the eye of the hurricane passes directly over an area, there could be minutes or even hours of calm and partly sunny skies before the wind and rain come again. There is danger for people who leave their homes when the eye passes over because the returning wind can be even stronger.

A hurricane rapidly loses its strength when it leaves the ocean's heat and meets friction over land, but it can carry torrential rain and wind for several days. With this knowledge, residents should determine their course of action BEFORE the storm is imminent.

When a "hurricane watch" is issued for West Central Florida, it does not mean that a hurricane will strike the area. It means that residents should prepare as there is a good chance the area will be hit with hurricane-force winds and rain within the next 24 to 36 hours. A hurricane watch is intended to provide people living on barrier islands and low­ lying areas with enough time to seek safety.

Coastal residents should decide, before an actual hurricane watch is issued, what they will do in the event a severe storm threatens their area. By the time weather officials can predict the actual strike-path of the storm, it could be too late for procrastinating coastal residents to flee from danger. The following web sites can provide up-to-the-minute information on hurricane forecasts & evacuation routes:

Pinellas County Emergency: [www.pinellascounty.org/emergency](http://www.pinellascounty.org/emergency) [incl. List of Public shelters]

National Hurricane Center: [www.nhc.noaa.gov](http://www.nhc.noaa.gov)

Office of Climate, Water & Weather: [www.nws.noaa.gov](http://www.nws.noaa.gov)

Federal Emergency Management [www.fema.gov](http://www.fema.gov)

Channel 8 (NBC): [www.tbo.com](http://www.tbo.com)

Tampa Bay News 9: [www.baynews9.com](http://www.baynews9.com)

**RESIDENTS' CHOICES OF ACTION BEFORE A HURICANE STRIKES**

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

1. Stay in your unit (a mandatory evacuation may be ordered, which you MUST obey);

2. Move inland to stay with a friend or relative;

3. Go to a public shelter;

4. Leave West Central Florida.

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

**WHAT TO DO IF YOU STAY IN YOUR UNIT**

(If a Mandatory Evacuation is Not Ordered)

1. Stay indoors.

2. Stay on the side of the unit AWAY from the wind. As the wind direction changes, move accordingly. The bathrooms may be the safest rooms during the storm.

3. Stay away from windows and glass doors.

4. Don't go outside during the calm that accompanies the "eye" as it passes.

5. Listen to the radio for information from official government sources.

6. Use the telephone ONLY for emergencies.

7. Conserve battery power.

8. Stay inside until an “ALL Clear” signal is issued by local officials.

**SOME ITEMS TO HAVE ON-HAND IF YOU STAY**

1. Flashlights with extra batteries and bulbs, candles.

2. A battery-operated weather radio.

3. Bottled beverages.

4. Water.

5. Canned food.

6. A manual can opener.

7. First-aid supplies.

**SOME PREPARATIONS FOR YOUR UNIT IF YOU STAY**

1. Clean the bath-tub with bleach, rinse and fill it with water for drinking.

2. Turn the refrigerator and freezer to the coldest settings.

3. Deploy storm shutters and install extra supports and/or braces as needed.

4. Make sure your automobile has a full tank of fuel.

5. Store all patio & balcony furniture, plants and outdoor items inside the unit.

**SOME PREPARATIONS IF YOU CHOOSE TO EVACUATE OR GO TO A PUBLIC SHELTER**

1. Turn your refrigerator and freezer to the coldest settings BEFORE leaving.

 Remove perishable items and take them with you.

2. Shut off the main breaker in your electrical panel [or outside by the meter].

3. Shut off your water supply [again, either inside or outside your unit].

4. Store all patio furniture, plants, and outdoor items inside.

5. Make sure your automobile has a full tank of fuel.

6. Lock your doors and leave a spare key with someone you trust [hopefully, the Association already has a spare key for emergencies].

7. It is recommended that you make a photographic record of your property and personal belongings and keep it in a safe place for insurance purposes.

**SOME ITEMS YOU SHOULD BRING TO A PUBLIC SHELTER**

1. Valuable documents and identification tags.

2. Non-perishable food to last you and your family at least 24 hours. (Suggestions: canned meat or fish, cheese, ready-to-eat soups, peanut butter, dry cereals, bread, crackers, canned beverages, pet food if you are taking your pet with you to a pet-friendly shelter, etc.).

3. Drinking water for 24 hours (2 gallons per person) in plastic containers.

4. Manually operated can and bottle openers.

5. Eating utensils.

6. First aid supplies, medicines, and special items such as baby formula and diapers. If items require refrigeration, take a small cooler.

7. Blankets, pillows, sleeping bags, cots or lounge chairs to sleep on.

8. Battery-operated radio, flashlight, and extra batteries.

9. Extra clothes.

10. Personal hygiene items.

11. Toys for children, card games and books.

12. Plastic trash bags.

13. Pets can be accommodated only in specific shelters and you must pre-register to take them. Check the Pinellas County Emergency web site or call 727/464 3800 before taking your pet.

14. If you have special medical needs, you also must pre-register. Check the Pinellas County Emergency web site or call 727/464-3800 to make arrangements.

**SOME ACTIONS TO TAKE AFTER THE STORM PASSES**

1. As soon as access is available and all danger has passed, the Association directors & officers will report to the property as soon as is reasonable, in light of existing circumstances, to assess damages and take corrective action.

2. An inspection of the common property shall be made, necessary maintenance noted, and common area repairs shall commence by order of the Board. Photographic documentation of the damage should be taken prior to beginning recovery efforts.

3. Listen to the public radio, television, or NOAA weather radio stations for public safety status and details on returning to Sand Key Island.

4. Keep abreast of road conditions through the media; wait until an area is declared "safe" before entering.

5. 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.

6. 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.

7. Stay away from moving water.

8. Do not allow children to play in flooded areas.

9. If someone needs to be rescued, first call professionals [911] with the appropriate equipment to help, then provide assistance without putting your own life in jeopardy. Many people have been killed or injured trying to rescue others in flooded areas.

10. Stay away from standing water. It may be electrically charged due to downed power lines or broken underground cables.

11. Have professionals check your gas, water, and electrical lines and appliances for damage.

12. Use a flashlight for emergency lighting; never use candles or other open flames indoors.

13. Use tap water for drinking and cooking ONLY when local officials have declared it to be safe.

14. Use the telephone only for emergency calls.

**EMERGENCY OPERATIONS PLAN**

Under the direction of your association’s Board of Directors, a pre-designated Committee will secure the property. The Committee chairperson [president or designated replacement] will organize the members and volunteers. If a storm threatens, a pre-storm meeting of the Committee should be held to organize everyone as to their duties. One person should be designated to 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.

Make a copy of this Plan available to guests who may be using your unit.

In the event of a natural disaster (hurricane. tornado, etc.) or a man-made disaster (war, chemical spill, etc.), tune your radio to a local station.

If an evacuation of the coastal areas of Pinellas County or the barrier islands is ordered, you may need to use a public shelter. These are listed on the Pinellas County web site or you may call 727/464-3800 for details (TDD: 727/464-4431). A list of currently available shelters is also attached to this Plan. Before going to a shelter, take all steps noted earlier in this Plan and amend it as you feel warranted. Evacuation routes can be found in the Information Section of the local telephone book.

Be aware that your Association may do the following if a disaster threatens:

1. Main electrical breakers to all outside lighting may be turned off.

2. Main water valves may be turned off.

It should be noted that owners are expected to secure their own property. Neither your Association nor the Property Manager will be able to provide this service. Owners can insure the safety of themselves and their personal property by installing hurricane shutters, hurricane-resistive glass, or other protective devices.

It is advisable that all owners have a key to their unit (both the door knob and dead bolt, if applicable) on file with the condo Association. This will allow for access to your unit, if needed, to assess any damage after an emergency.

**RESPONSIBILITIES IN THE EVENT OF A HURRICANE OR OTHER DISASTER**

Individual safety is of greater importance than the need to safeguard property. Association directors, assistant officers and other volunteers 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 RESPONSIBILITIES**

1. Make all reasonable efforts to safeguard association records including banking information, insurance policies, owner rosters, post-event contact information, etc. [Note: these are kept off-site with the property manager].

2. Keep cell-phones charged and ready.

3. Organize emergency response team [available directors and assistant officers] as to their duties; schedule a pre-storm meeting.

4. Make sure the Association has an up to date “Head” Sheet of current residents [owners, tenants and guests] as well as a copy of the Associations' insurance policies.

5. Ensure that local law enforcement agencies have received notification permitting Association directors and volunteers access to the property after the storm.

6. Make sure all pool furniture and umbrellas are properly secured.

7. Make sure all other Association property is properly secured.

8. Make sure pool pump and equipment are powered off.

9. Make sure any pool heaters are turned off and the gas supply is turned off.

10. Make sure kayaks & boats in the mangroves are secured [ALL should be inside the owners’ units].

11. Move as many cars as possible to higher ground.

12. Make sure that emergency contractors are on "stand-by" for service after the storm.

13. Make sure all directors and assistant officers are aware that they are responsible to return to the property as soon as possible to assess damage and begin clean-up after the storm.

14. Make sure that the Association’s Board members and assistant officers have cell-phone numbers for contacting each other and all persons in residence at BSG I & II.

15. Contact Board members & the property manager as soon as possible after the storm to report on damage and begin repairs.

**EMERGENCY RESPONSE TEAM LIST - 2018**

Permanent Resident Board Members

Suzy [& Leo] Sorice-BS1, Unit 205, cell # 330-716-5185 suzanne.sorice@gmail.com

Paul [& Andrea] Cortissoz – BS1, Unit 216 cell #914-882-7292 pcortissoz@gmail.com

Seasonal Resident Board Members

Tony Trusevych [& Sue Kehrer] -BS2,Unit 102-Phone #727-259-1945, cell #416-587-4186 trusevych@rogers.com

Ed Jesteadt [& Bonnie Frick-Jesteadt] -BS2-Unit 208-Phone #727-596-8146, cell #207-491-3441 ed.justed01@gmail.com

Martha DeMedeiros {& Andrew Clayton] -BS1,Unit 117-Phone #727-533-566, cell #416-420-2052 marthadc@rogers.com

Assistant Officers

Cynthia & Gerny Bellof-BS2,Unit 215-Phone #727-596-9755, cell# 727-421-1273 cbellof@aol.com

Bob Ridall-BS2, & Mary Lou McCabe-Unit 202-Phone #727-741-0456 rridall@aol.com; marylmccabe@aol.com

John [& Connie] Mizak – BSG-I-104 – Phone 727.804.5116; jmizak@phoenixeng.us

John & Cheryl Hinko – BSG-II-216; J-219.670.3307; C- 219.616.8377; johnhinko@wincup.com, cheryl.hinko@ultradent.com

**Emergency Response Team RESPONSIBILITIES**

1. Post Notices of mandatory hurricane evacuation, if issued.

2. Secure all loose items on common property; canvass the entire property for situations that may require special attention.

3. Place all pool and patio furniture in a secure and safe location [umbrellas can go in bathrooms; furniture either lashed together or placed in the pool.

4. Turn off all electrical supply at the main breaker for systems not required or necessary for running the complex including:

a) Any pool pumps

b) Exterior lights

5. Turn off all gas devices, such as pool heaters.

6. Turn off the main water supply line to each building including the sprinkler system.

7. Any flags are to be removed from the flagpoles.

8. Anchor down other loose articles in and around the buildings, if any.

9. Offer assistance to those residents that may be in need of help and assist with any evacuation procedures.

Each response team member is responsible for completing their assignments BEFORE he or she leaves the property and is to notify the president or the designated leader when they do leave the property.

Each response team member MUST be prepared to return to work once the authorities have provided an "All Clear" notice.

Each response team member MUST have his or her Beach Re-entry Pass to allow them access back to the beach after the hurricane.

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. THERE IS CONSIDERABLE INFORMATION AVAILABLE FROM OTHER SOURCES, AND YOU NEED TO CONSULT YOUR OWN FINANCIAL, LEGAL 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 SOLEY RELY UPON THIS PLAN IN CONNECTION WITH THESE IMPORTANT LIFE SAFETY DECISIONS.

PINELLAS COUNTY EMERGENCY SHELTERS

Name Address City

1. Tarpon Springs Middle School 501 N Florida Ave Tarpon Springs

2. Brooker Creek Elementary School 3130 Forelock Rd. Tarpon Springs

3. East Lake High School 1300 Silver Eagle Dr. Tarpon Springs

4. Carwise Middle School 3301 Bentley Dr. Palm Harbor

5. Palm Harbor University High School 1900 Omaha St. Palm Harbor

6. Palm Harbor Middle School 1800 Tampa Rd. Palm Harbor

7. Safety Harbor Middle School 901 1st Ave N. Safety Harbor

8. Dunedin Middle School\*\* 70 Patricia Ave. Dunedin

9. McMullen Booth Elementary School 3025 Union St. Clearwater

10. Kennedy Middle School 1660 Palmetto St. Clearwater

11. Ross Norton Recreation Center 1426 Martin Luther King Jr. Ave Clearwater

12. Oak Grove Middle School\*\* 1370 S. Belcher Rd. Clearwater

13. Largo High School 410 Missouri Ave. Largo

14. Bauder Elementary School 12755 86th Ave N. Seminole

15. Pinellas Park High School 6305 118th Ave N. Pinellas Park

16. Lealman Middle School 4900 28th St. N. St. Petersburg

17. John Sexton Elementary School 1997 54th Ave N. St. Petersburg

18. Northside Baptist Church 6000 36th Ave N. St. Petersburg

19. St. Petersburg High School 2501 5th Ave N. St. Petersburg

20. Thurgood Marshall Middle School l901 22nd Ave S. St. Petersburg

21. Gibbs High School 850 34th Street S. St. Petersburg

22. Gulfport Elementary School 2014 52nd Street S. St. Petersburg

23. Campbell Park Elementary School 1051 7th Ave. S. St. Petersburg

24. Jamerson Elementary School 1200 37th St. S. St. Petersburg

25. Sanderlin Elementary School 2350 22nd Ave. S. St. Petersburg

26. Fairmount Park Elementary School 575 41st Street S. St. Petersburg

27. John Hopkins Middle School\*\* 701 16th Street S. St. Petersburg

\*\*Special Needs Hurricane Shelters:

Check the Pinellas County web site or call 727/464-3800 for details (TDD: 727/464-4431).

Pet Friendly Hurricane Shelters:

You must preregister for pet shelters through Animal Control.

Name Address City

Dunedin Middle School 70 Patricia Avenue Dunedin

Oak Grove Middle School 1370 S. Belcher Rd Clearwater

Thurgood Marshall Middle School 3901 22 Ave. S. St. Petersburg

 CHECK THE Pinellas COUNTY EMERGENCY WEB SITE FOR UPDATES