



DISASTER RECOVERY PLANNING

VILLAGE AT RIVERWALK

Mitigation And Prevention

Preparedness Disaster Recovery
 Recovery
 Planning

Response

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Protection of the Cooperative as an Entity

The Gateway Group/Community Association Manager will maintain certain documents for the Cooperative. Such materials will be copied and backed up on computer sources for storage. Included in these documents are the following:

1. A current copy of the Declaration, Articles, By-Laws and Rules and Regulations.
2. Financial statements, records of maintenance fees, tax filings, and budgets.
3. The Cooperatives' incorporation date, incorporation number and federal ID number.
4. Addresses and telephone numbers of attorney and accountant.
5. A listing of bank accounts, certificates of deposit, and money market funds with identifying numbers.
6. A data base that contains information on residents.
7. Copies of minutes of meetings
8. Contact information for Board members
9. Insurance information.

Protection of Physical Property

Common Elements

The Community Association Manager will coordinate the following precautionary measures with the Maintenance Manager:

- Pool Facility

- Turn off electrical supply to heater
- Place furniture and equipment in storage or in pool as long as the filter system is off

- Turn off electrical circuits
- Water Systems
 - Turn off power to irrigation systems
 - Turn off power to pumps
 - Remove loose landscaping materials
- Put trash containers in enclosed areas and secure clubhouse and office area

The Community Association Manager will communicate with members of the Board, government officials, contractors and insurance adjustors as soon as practical regarding common areas. The Community Association Manager will strive to facilitate communication with the residents, providing there is power and phone service available.

What to do Before the Storm

1. Purchase all hurricane supplies, battery operated NOAA radio with auto alert.
2. Gather all necessary documents and supplies.
3. Make sure all phone numbers, including insurance companies, important agencies and relatives are with you in your hurricane kit.
4. Secure boats and vehicles.
5. Fill gas tanks.
6. Know your evacuation route and destination
7. Secure property by protecting windows and doors.
8. Bring in all lanai furniture and yard decorations, grills, and secure garbage cans.
9. Notify local officials of those with special needs.
10. Fill bathtubs and sinks for extra water to use for the toilet or washing.

11. Listen to radio or television reports.
12. Turn off and unplug electronics such as computers, microwaves and smaller appliances.
13. Follow the evacuation orders.
14. Cover furniture and computer equipment with plastic drop clothes, place furniture legs on wood blocks to prevent water damage and put computer hard drives (towers) on table off the floor.
15. Pack valuable knick knacks and store in plastic totes, remove items from walls and pack if possible.
16. Roll up all throw rugs.

Disaster Supply Kit for Residents - Prepare for three to seven days

Water - at least 1 gallon daily per person

Food - Nonperishable packaged or canned foods, juices, dry milk, snack foods.

Medicines and prescription drugs.

Non-electric can opener.

First Aid kit.

Wall telephone that is not digital

Cash - Banks or ATMs may not be open or available.

Battery operated radio or TV

Flashlights or lanterns

Extra batteries

Keys

Pet care items

Important Documents - place in a waterproof container. Zip lock freezer bags work well.

Disposable plates, utensils and cups

Blankets, pillows, etc.

Rain gear and sturdy shoes.

Toiletries, hygiene items, moisture wipes, sanitizing wipes, insect repellent.

Books and games

Ice and ice chest.

Matches

Non electric clock

Tool kit, trash bags.

Protect your Pets

In a hurricane, pets are subject to the same hazards as people and have many of the same needs. Remember, some public shelters do not permit pets and you may not be able to get back to your home for several days. The best plan is to identify a safer location that allows pets, a friend's home or a hotel. Keeping your pet with you is always the best plan when you have to evacuate. Check the Internet or AAA to help locate hotels that accept pets.

You should have a hurricane supply kit for your pet. Include non-perisheable food, water and medications. Have a familiar blanket or toy on hand. Keep a sturdy cage or carrier, leash, bowls and vaccination records.

What does Mandatory Evacuation Mean?

What is a mandatory evacuation? Technically it is a legally enforceable order [Section 252.46 (2), F.S.] put in place by the County Commission in consultation with city officials, in the form of a local state of emergency. It is important to note that emergency services like police, fire and ambulances are not available under a Mandatory Evacuation and if you choose to not evacuate, you do so at your own peril.

What to bring to a shelter

Hurricane shelters are provided for public use in the event of an evacuation becomes necessary and you have no other place to go.

Our Flood Zone zone area is Zone A - RED. Mandatory evacuation would call for evacuation of Zone A - RED.

Weapons, alcohol and smoking are not permitted in public shelters. Many also do not permit pets.

If you go to a public shelter, bring the following items:

Clothes, rain gear, toiletries and personal items. Blankets or sleeping bag and pillows. Identification and medications. Games, books or other forms of quiet entertainment. Non-perishable foods for snacks. Battery operated radio or television, along with extra batteries.

What to do DURING the storm - Residents

IT IS ALWAYS RECOMMENDED THAT YOU LEAVE THE AREA OR GO TO A DESIGNATED SHELTER DURING THE STORM.

If you stay at home during a hurricane, you should take the following precautions.

1. Stay away from windows or doors, even if they are covered.
2. As the storm approaches, move your family to an interior section of your home such as a hallway, bathroom or closet.
3. Close all interior doors and brace exterior doors if possible.
4. If the eye of the storm passes over, it will remain calm for a short period of time. REMAIN INDOORS. As soon as the eye passes over, winds will increase rapidly to hurricane force from the opposite direction.
5. Listen to local media for the most current information.

Residents with Special Needs

Here are some practical tips for those with special needs.

Register in Advance

A Registry of People with Special Needs is maintained by Sarasota County Emergency Management.

- If you are unable to respond independently to an emergency situation and have no other means of assistance, should you be required to evacuate your home, then you should register.
- **Contact Sarasota County Emergency Management, People with Special Needs Office at 941-861-5000 for help with the necessary forms and registration information.**

The information you provide is confidential and will be available only to Emergency Services personnel.

- General hurricane shelters can only provide first aid, not nursing care or medical assistance.
- Special needs shelters can provide limited medical care and oxygen, but if at all possible, a caregiver should accompany the special needs person to the shelter.
- Keep a list of your prescribed medications and include them in your disaster kits.
- Make sure that you have at least one to two weeks of medications both prescription and over-the-counter with you.
- If you require a special diet you will need to have your food with you.

Keep extra:

- wheelchair batteries
- have a manual wheelchair available for use
- have a walker for backup, if needed
- oxygen
- catheters
- medication
- food for guide or hearing-ear dogs or other items you might need
- Batteries, blankets, cash, medications, non-perishable foods, water and a weather radio.

It is important that those in our community with special needs be prepared for any disaster event. Parents and care providers need to project a calm demeanor during a disaster or emergency. Children and adults may sense your uneasiness and

become upset. Practice for and prepare to project a sense of calm and assurance. Be ready to evacuate. Have a plan for getting out of your home or building and ask friend or family for assistance, if necessary. Plan two evacuation routes. Some roads may be closed or blocked in a disaster. Create a self-help network of relatives, friends or co-workers to assist in an emergency. If you think you may need assistance in a disaster, discuss your disability with relatives, friends, and co-workers and ask for their help. Give a key to a neighbor or friend who may be able to assist you in a disaster situation. Register with the Sarasota County's People With Special Needs Registry if you need assistance. This will allow you to be located and assisted quickly in a disaster. Wearing a medical alert tag or bracelet to identify your disability will help in case of an emergency. If you have a severe speech, language, or hearing disability:

- When you dial 911, tap the space bar to indicate TDD call.
- Store a writing pad and pencils to communicate with others
- Keep a flashlight handy to signal whereabouts to other people and for illumination to aid in communication.
- Remind friends that you cannot completely hear warnings or emergency instructions. Ask them to be your source of emergency information as it comes over the radio.
- If you have a hearing ear dog or seeing eye dog, be aware that the dog may become confused or is disoriented in an emergency. Store extra food, water and supplies for your dog.
- Consider your pets. Plan for their needs in advance, particularly if sheltering is necessary. This will allow you to concentrate on the rest of the family as danger approaches.

Make A Plan Now

You can do this ahead an emergency:

- Establish a personal support network.
 - This network of friends, family, and neighbors can assist in disaster preparations and getting you to a safe place.
- Post Emergency Instructions on the refrigerator.
- Include medication dosages, necessary equipment and emergency contacts.

Safety tips for People with Special Needs:

- Install fire safety devices in the home.

- Fire extinguishers
- Smoke alarms with a vibrating pad or flashing light.
- Install an alarm with strobe light outside the home to alert neighbors.
- Test alarms and extinguishers regularly and replace smoke alarm batteries every six months.
- Keep a flashlight, whistle, or bell handy to signal your whereabouts to others.

911 Use for Hearing Impaired Callers

Sarasota County 9-1-1 Communications Center is equipped with the TTY/TDD system.

Here are accepted abbreviations adopted to ensure accuracy.

- GA means 'go ahead'
- SK means 'stop keying'
- Q means 'question'
- xxx indicates a mistake

A call to 9-1-1 will always be responded with "9-1-1, what is your emergency Q GA?"

The TTY/TDD's are designed to follow a few simple rules.

- Punctuation is not used.
- Contractions are written as one word.
- Apostrophes are replaced with a single space.
- "Hang up now" indicates help is on the way.

CodeRED Notification System



Residents and Business and Property Owners

Sarasota County utilizes the CodeRED Notification System - an ultra high-speed telephone communication service - for emergency notifications.

This system allows us to send critical communications to all or targeted areas within the county in case of a situation that requires immediate action.

- This system is capable of dialing the entire county within minutes.
- It delivers a recorded message from Sarasota County describing the situation and any instructions for immediate or future action.

The message will play when answered by a live person or an answering machine and makes three attempts to connect to each number.

- If you opt in for text message and/or email alerts in the CodeRED database, those will also be sent.

Caller ID

The calling number will display 866-419-5000 for emergencies, 855-969-4636 for non-emergencies, and 800-566-9780 for weather warnings. To hear the last message delivered, simply dial the number back.

Privacy

Your contact information remains private and will only be used for critical communications.

Uses

This system will **ONLY** be used for PUBLIC HEALTH, SAFETY and WELLNESS purposes. Examples of times when the CodeRED system could be used:

- drinking water contamination,
- extended utility outages,
- evacuation notice and route,
- missing person,
- fires, floods, bomb threat, hostage situation, chemical spill or gas leak, and other incidents where rapid and accurate notification is essential for life safety.
- The opt-in weather warning service will automatically notify those registered of tornado, flash flood and severe thunderstorm voice alert warnings just minutes after an alert is issued by the National Weather Service.

Residents and business and property owners in Sarasota County are urged to register their contact information in CodeRED, which may include cell phone and other land-based numbers, so they may receive CodeRED calls and alerts for emergency events.

Hearing-impaired citizens

For those who are hearing-impaired, the sign-up form offers a TDD ONLY option for tone delivery of CodeRED messages. Messages delivered to phone numbers marked TDD will only be delivered in a TDD/TTY format.

Citizens without Internet access

For those without Internet access, computers are available at the Sarasota County Public Library and allow you to access the Sarasota County website to register.

If you need assistance with registration or at any time wish to be removed from the CodeRED system, call the Contact Center at 941-861-5000 or you may send your information by email to contactcenter@scgov.net.

What to do AFTER the storm - Residents

Be aware of any boil water notifications.

Inventory all damaged items and take photos of your damage.

Report any downed electrical wires or any wires that are sparking by calling 800-4-outage or 800-468-8243.

Dispose of any spoiled food products, wrapped tightly in a garbage bag and placed in your trash cans.

Call your key holder if you are out of the Village and ask them to assess your home for any damage, both inside and out.

What to do after the storm - Board and Management

Once any Mandatory Evacuation is lifted and the roads are open:

Survey safety of residents and damage to property.

Set up Damage Control Center in the Clubhouse if needed.

Maintain communication with residents - we have a Facebook page and communications will be posted there so everyone in and out of the Village can access the information.

Contact insurance company regarding any damages to common areas.

Coordinate with FEMA regarding any debris removal needs, expected dates for pickup and communicate to residents.

Establish communication with residents regarding routine hours of Management.

Generator Safety

Portable generators are a great benefit to home owners after hurricanes when the power goes off. They can be used to provide power to refrigerators, freezers, lights and other appliances. However, home owners should be aware of the following guidelines for safely connecting and operating a portable generator.

NEVER use a generator indoors or in an attached garage. Generators should be operated in a well-ventilated, dry area, away from air intakes into the home.

Do not connect your generator directly into your homes wiring. It can be deadly to you and others as it can "backfeed" onto the power lines connected to your home.

Do not overload the generator. It should be used to power essential equipment and used when necessary. Prioritize your needs.

Make sure your generator is properly grounded in order to prevent electrical shock. Consult the manufacturer's manual for correct grounding procedures.

Carefully read all instructions to your portable generator's owner manual.

Keep children away from portable generators at all times.

Avoid getting burned, as many generator parts are hot enough to burn you during operation.

Never attempt to refuel a generator while it is running.

Turn off all equipment powered by the generator before shutting it down.

Important Phone Numbers

EMERGENCY - 911 (during a hurricane, do not fuse unless it is life threatening. 211 has also been set up during emergencies and can help with emergency questions.

Sarasota County Emergency Management - 941-861-5000

Sarasota County Sheriff's Office - 941-316-1201

American Red Cross - 941-379-9300

North Port Utilities - 941-429-7122

Florida Power and Light - 941-639-1106

Florida Poison Information Center - 800-222-1222

Florida Department of Elder Affairs - 813-631-5314

FEMA Florida - 800-621-3362

Waste Management - 941-493-4100

Village at Riverwalk Office - 941-429-1431

Village at Riverwalk website - www.villageatriverwalk.net

What is a Hurricane?

A hurricane is a violent storm originating over tropical waters with sustained (constant) winds over 74 mph. The winds, as in tropical depressions and tropical storms, blow in a counterclockwise direction around the center. Diameter of these storms can range anywhere from 100 to 1,000 miles.

The real hazard which can occur with hurricanes include torrential rains, storm surge, tornadoes, and high winds. Each of these have the potential to cause severe injuries and fatalities.

Hurricanes are rated on the Saffier-Simpson scale as follows:

Category	Wind Speed	Damage
1	74-95 mph	Minimal
2	96-110 mph	Moderate
3	111-130 mph	Extensive
4	131-155 mph	Extreme
5	More than 155 mph	Catastrophic

*** It should be noted that Category 5 storms are rare, but have occurred along the Gulf Coast.

You should know the following terms:

Advisory: Advisory messages are issued by the national Hurricane Center, giving information on all tropical depressions, tropical storms, and hurricanes.

Tropical Storm Watch: A tropical storm is similar, but smaller than a hurricane. Winds associated with these storms are less than 74 mph, but can still cause widespread damage and flooding. Tropical storm watches are made for specific coastal areas where tropical storm conditions pose possible threats within 48 hours.

Tropical Storm Warning: This warning means that tropical storm conditions, including possible sustained winds of 39-73 mph are expected in specific coastal areas within 36 hours.

Hurricane Watch: These watches are made for specific coastal areas. These are NOT warnings. These watches mean that a hurricane is close enough for everyone to listen to advisories and be prepared to take precautionary measures. Watches are usually issued 48 hours prior to landfall.

Hurricane Warning: This warning means that a hurricane is close enough to a specific coastal area that precautionary measures must be taken immediately. These warnings are usually issued 36 hours prior to landfall. However, if the hurricane's path is unusual, it may only be a few hours before landfall before the warning is issued.

