



2024 Hurricane season begins June 1 and continues through November 30.

Before, during, and after a storm, management staff must focus on preparation and recovery plans for the Association's common elements and property. Residents are individually responsible for preparing themselves, their Unit, and their personal property for a natural disaster.

NOT IN RESIDENCE

If you will NOT be in residence during hurricane season, you should engage a reliable Unit Caretaker who will prepare your Unit in advance of an impending storm.

- Remove all furniture, BBQ, potted plants, equipment from your entry courtyard, lanai, side balcony, and loft balcony.
- Check that all windows and sliding glass doors are locked.
- Put down storm shutters.

IN RESIDENCE

If you are in residence when a storm is predicted, here is a "To Do" checklist:

- Keep checking your email for messages from Florida Sunset Management.
- Prepare your Disaster Supply Kit for **72 hours away**, see Appendix A
- Gather into watertight containers important personal documents and records.
- Fill your car's gas tank or fully charge your EV.
- Buy the batteries you may need.
- Be sure you have a car cell phone charger and an emergency auto kit.
- Be sure you have battery-powered lanterns and flashlights; do not use candles!
- Ideally, have a landline phone, i.e., a phone that does not need electricity.
- Inventory the contents of your Unit and garage; document the inventory with photos or video, especially valuables and insured personal property.

Past experience : By the time an official *Hurricane Watch* is issued, stores will already have shortages of bottled water, batteries, essential items. Hotels will be booked. Gas stations will have lines. **DON'T WAIT!**

Within 48 hours of projected landfall:

- Remove all furniture, BBQ, potted plants, equipment from your entry courtyard, lanai, side balcony, and loft balcony.
- Keep your cell phone, laptop, tablet, etc. fully charged.
- Be sure your Disaster Supply Kit is ready to go and equipped for 72 hours.
- Prepare to evacuate if the local municipality issues an Evacuation Order.

EVACUATION

If the local municipality issues an Evacuation Order, you must leave. Failure to obey an Evacuation Order is a violation of Florida law.

- All elevators will be shut down and locked on the 3rd floor.
- Water – turned off
- Gas – turned off
- Generators if applicable should be turned off to conserve fuel for use following the storm.
- All management staff will leave the property.

BEFORE YOU EVACUATE

- Throw out all perishable foods from your refrigerator and freezer.
- Shut off the refrigerator's ice maker.
- Unplug electrical appliances, electronic equipment, and lights.
- Turn off ceiling fans.
- Set the A/C and humidistat to levels recommended by your A/C service company.
- Lock all windows and doors.
- Close your hurricane shutters, blinds, and shades.
- Turn off the Unit's main water valve: look for the identifying tag attached to your main water valve. Typically, the main water valve is closest to the wall near the hot water heater.

RISKS TO SHELTERING-IN-PLACE

This means the association can be inundated with storm surge, i.e., water pushed onshore by strong winds and tides. Zone A will be evacuated for strong Tropical Storms and Category 1 Hurricanes.

- Once the municipality issues an Evacuation Order, **all Police, Fire, and other Emergency Personnel will be unable to respond to emergencies.** In fact, once sustained winds reach 40mph, fire and emergency vehicles will not respond to emergency calls due to the risk of their vehicles overturning.
- In the event the power goes out, you will have **no electricity** in your Unit and there will be **no emergency lighting** because the generators do not power your unit. With no power, there will be **no air conditioning** and **no refrigeration.**
- There will be little or **no water pressure.**
- There may be **no gas supply** to the property.
- **No elevators** will be working.
- There will be **no staff** on property.

RE-ENTRY AFTER EVACUATION

Once you are told it is OK to return to your association:

- Have handy a government-issued photo ID and proof of your address in case there are police checkpoints.
- Have a camera for photos of damage for insurance claims.
- Have flashlights handy.
- Wear hard sole shoes or waterproof boots.

RE-ENTRY TO YOUR UNIT

- Be aware of slippery external tile walkways and stairs.
- Be aware of slippery internal tile floors.
- Look for and be aware of damaged power lines, gas lines, awning frames, etc.
- **Natural Gas:** If you smell gas or hear a hissing sound, open windows and sliding doors and leave immediately. *Call 911 and notify the Property Manager.*
- Open windows and sliding doors. Let your Unit air out.
- If you see sparks or smell burning when you re-plug appliances and lights, immediately turn off the main circuit breaker and notify the Manager.
- Check that smoke and carbon monoxide detectors are working.

DRINKING WATER & FOOD SAFETY

Check with the County that local tap water is safe for drinking, cooking, cleaning, and bathing. Until tap water is declared safe, use bottled water or boil or disinfect water.

INSPECTING YOUR UNIT

- Document damage thoroughly with photos and keep a running list of all damaged items.
- Inspect windowsills and door thresholds for water intrusion.
- Inspect carpets for dampness.
- Inspect glass panels on windows and doors.
- Inspect areas around vents for evidence of water intrusion: stains, damp drywall, beginning of mildew/mold.
- Inspect walls and ceilings for dampness, water stains, sagging, buckling.
- Inspect around the HVAC and hot water systems for water.
- Check for low water pressure. Do not flush toilets until you are advised that sewage lines are intact and water pressure is restored.

If you see evidence of mold, contact the Manager immediately. All mold clean-ups must be done by a FL-licensed mold remediation company.

APPENDIX A SUGGESTIONS FOR A DISASTER SUPPLY KIT

A Disaster Supply Kit contains a **72-hour supply** of items in five basic categories, kept in watertight containers:

1. Water & Food
2. First Aid
3. Medications
4. Clothing – Rain gear, sturdy shoes, waterproof boots.
5. Important documents
6. Tools – manual can opener, utility knife, flashlights & extra batteries

Water & Food

One gallon of water per person per day.

Ready-to-eat canned fish, meats, fruits, vegetables, juice.

High energy snacks: peanut butter, protein bars, trail mix, dried fruits & nuts.

Crackers

First Aid

Bandages of different sizes, gauze, and adhesive tape

Scissors

Thermometer

Antiseptic, antibiotic ointment, soap, moistened towelettes

Aspirin/pain reliever

Mosquito repellent

Equipment

Face masks

Toilet paper & paper towels

Paper plates & cups; plastic forks, spoons, knives

Garbage bags

Extra prescription eyeglasses

Paper, pens, books, puzzles, cards, etc.

Important Documents

Driver's license, passport, health insurance cards

Homeowners insurance policy

Bank account numbers

Safety Deposit Box key

Car title & registration

Estate Plan