

Hurricane Preparedness Plan

For

Strathmore Riverside Villas

Prepared and approved by:
The Strathmore Riverside Villas
Board of Directors
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Table of Contents

	<u>Chapters</u>
Introduction	
Hurricanes.....	1
Unit Owners’ Responsibilities.....	2
Board of Directors / Property Management Responsibilities.....	3
Preparations for Club House / Office.....	4
Boat Owners’ Responsibilities.....	5
Appendix	
Hurricane Preparedness Checklist.....	A
Personal Generator Safety Tips.....	B
Disclaimer / Indemnification of Volunteers	

Introduction

Background: The state of Florida is no stranger to hurricanes. Living in Florida doesn't come without some risks associated with Mother Nature. The question is never just if our community, homes and families will be impacted by a hurricane event, but when that will happen and how can we prepare for and recover from that event. All villa owners should be aware of recent hurricane activity in the Sarasota area. Most are aware of the damage to villas, perimeter fencing and landscaping that occurred and the resulting out-of-pocket expenses incurred by those villa owners and the association.

General: This plan is prepared for the Strathmore Riverside Villas Association exclusively. It is designed for use at any time the Strathmore Riverside Villas Community is in the cone of the projected path of a named storm. The primary purpose of this plan is to ensure that Strathmore Riverside Villas common property and Villas survive in the event of a future hurricane while sustaining as little damage as possible. This plan details the areas of responsibility of the Strathmore Riverside Villas Association Board of Directors, Villa Owners, and Boat Owners for necessary actions needed to be taken before the storm, during the storm and after the storm. These responsibilities include preparedness that will lower or eliminate damage to Strathmore Riverside Villas common areas, property and villas. The responsibilities of the Strathmore Riverside Villas Board of Directors, Villa Owners and Boat Owners exists before, during and when recovering from a hurricane. To achieve this purpose requires a coordinated activity between all involved.

Hurricanes: General information regarding hurricanes is found in Chapter 1.

Villa Owners responsibilities: The specific villa owner responsibilities are found in Chapter 2.

BOD/Property Management: The specific responsibilities for the BOD/Property Management are found in Chapter 3.

Plan Conditions: This plan is written based on the following conditions;

- 1) A severe weather condition where no evacuation is ordered.
- 2) A hurricane condition where County or State has issued a mandatory evacuation.

Communications: There are many sources of general information available before, during, and after a hurricane. These include local and national TV news, the Internet, and newspapers. If no mandatory evacuation has been declared, information specific to Strathmore Riverside Villas can be obtained from our office prior to and after the hurricane has passed. Every effort will be made to provide accurate and up-to-date information concerning our community. When possible, this information may be communicated via e-mail, telephone or posted on the SRV website.

Hurricane Preparedness Plan
Strathmore Riverside Villas

Chapter 1

Hurricanes

Saffir/Simpson Hurricane Scale. The Saffir/Simpson Hurricane Scale is used by the National Weather Service to give public safety officials an assessment of the potential wind and storm surge damage from a hurricane. The scale categories are as follows:

Scale Number	Winds (mph)	Damage
1	74-95	Minimal
2	96-110	Moderate
3	111-130	Extensive
4	131-155	Extreme
5	155+	Catastrophic

Category 1 Hurricane: No Major damage to buildings except by the surge in coastal areas. Damage to unanchored mobile homes. Some damage to poorly constructed signs. Also, coastal flooding and minor pier damage. Note: *A mandatory evacuation of barrier islands will be issued for Category 1 storm.*

Category 2 Hurricane: Some damage to building roofs, doors and windows. Considerable damage to mobile homes. Flooding damages piers and small craft in unprotected moorings may break their moorings. Some trees blown down.

Category 3 Hurricane: Some structural damage to small residences and utility buildings. Large trees blown down. Mobile homes and poorly built signs destroyed. Flooding near the coast destroys smaller structures with larger structures damaged. Terrain may be flooded well inland.

Category 4 Hurricane: More extensive damage, certain wall failures with some complete roof structure failure on small residences. Major erosion of beach areas. Terrain may be flooded well inland.

Hurricane Preparedness Plan
Strathmore Riverside Villas

Category 5 Hurricane: Complete roof failure on many residences and industrial buildings. Some complete building failures with small utility buildings blown over or away. Flooding causes major damage to lower floors of structures near the shoreline. Massive evacuation of residential areas may be required.

Using this scale, a category 4 hurricane would have winds between 131 and 155 mph and, on the average, would usually be expected to cause 100 times the damage of the Category 1 storm. Depending on circumstances, less intense storms may still be strong enough to produce damage, particularly in low lying coastal areas that have not prepared in advance.

Tropical storm-force winds are strong enough to be dangerous to those caught in them. For this reason, emergency managers **plan on having their evacuations complete** and their personnel sheltered **before the onset of tropical storm-force winds, not just hurricane-force winds**. Debris such as signs, roofing material, and small items left outside become flying missiles in hurricanes. Extensive damage to trees, towers, water and underground utility lines (from uprooted trees), and fallen poles cause considerable disruption.

Preparations: Disaster prevention includes ensuring your Villa is as strong as possible against a storm. This includes having shutters that are up to or superior to the latest building code or installing Hurricane windows and removing items from outside your Villa that could become missiles. It also includes having necessary supplies on hand to weather the storm. (See “Hurricane Preparedness Checklist”, Appendix “A”, page 17) The suggestions provided here are only guides. You should use common sense in your personal disaster preparations.

1. Develop a primary and a backup plan. Since we live in an area that may be under an evacuation order during a named storm event, the cornerstone of these plans should be the location to which you will evacuate, the route to get there, and the timing for evacuation. Your primary plan should address the normal situation where you have a lot of warning time and you can evacuate to any place you choose. Your back up plan should be for those circumstances where warning time is minimal and you have to evacuate to a local area shelter or other local area location. Extra consideration is needed if you have pets that need to be evacuated. Make sure your planned evacuation location is a pet-friendly shelter.
2. People with a Disability or Special Need can register with Sarasota County for special assistance when a hurricane threatens the area. Please see Page #8 for additional information.
3. Create a disaster supply kit. There are certain items you need to have regardless of where you ride out a hurricane. The disaster supply kit is a useful tool when you evacuate as well as making you as safe as possible in your villa. Be sure to include a seven (7) day supply of medications, water and non-perishable food.
4. Secure your home.

Hurricane Preparedness Plan
Strathmore Riverside Villas

Hurricane watch and Hurricane warning

A hurricane watch issued for our part of the coast indicates the possibility that you could experience the onset of tropical storm force winds (39-73 mph) within 48 hours. This watch should trigger your family's disaster plan especially those actions that require leaving if you choose to evacuate and the closing or installation of Hurricane Storm shutters and moving loose or unsecured items into your villa or laundry rooms.

A hurricane warning that is issued for our part of the coast indicates that the onset of tropical storm force winds is expected within 36 hours or less. Once this warning has been issued and your decision is to evacuate, you should have already evacuated. If local shelters have not opened at this time, keep yourself informed as to when those shelters will open. Since many of our Sarasota County residences live on barrier islands and since many of these areas become mandatory evacuation zones, local shelters may fill quickly. If your plan is to go to a local shelter, plan to go as early as possible.

Damages from hurricanes generally result from wind or water damage. We are fortunate that the majority of our Strathmore Riverside Villas are well above mean high tide levels, but in a major storm the storm surge could cause flooding in our community as well as flooding from heavy rainfall. Often the direction from which the storm approaches or passes our area influences these storm surge levels. Caution is urged to follow official warnings and information to make your decision to evacuate or not.

During Hurricane Irma (Sept 2017) Sarasota recorded wind gust up to 78 mph. The storm came ashore near Naples as a Category 4 Hurricane with wind gusts between 130-142 mph. Rainfall in the Naples area exceeded 10 inches. Fortunately for Sarasota the storm went inland and passed on our East side, greatly reducing the impact of the storm on our area. Still, many Strathmore Riverside Villas had damaged roofs, fallen trees, fence damage and a storm surge of about 4 feet in our canal and marina. Strathmore Riverside Villas experienced almost 5 days without electrical power. Without power our sewage lift station stopped operating causing a backup of sewage in several villas and a request for all villas to stop or ration water use. Much food was lost in refrigerators and freezers, night time activities were reduced to what could be done by candle light or flashlight, there was no air conditioning and computer/internet use was down and cell phone chargers did not work. Communication slowed. It was noted that storm preparation by SRV owners and volunteers greatly reduced the damage that did occur.

Chapter 2

Owners' Responsibilities

General: This chapter outlines the specific responsibilities the villa owners have in regard to Strathmore Riverside Villas. **It is not the responsibility of Strathmore Riverside Villas Association, nor its maintenance staff, to do hurricane preparedness for you.**

****Please note that the Villa owner may be responsible for any damage caused by objects that are left outside and become airborne resulting in damage to another Villa or common elements****

Seasonal Residents:

- All villa owners or their occupants who plan to be absent during the hurricane season **MUST** prepare their Villa prior to their departure by completing the required list for hurricane preparedness and by designating a responsible firm or individual to care for their Villa should a hurricane threaten the Villa or should the Villa suffer hurricane damage. The Villa owner **MUST** furnish the Association with the name(s) of such firm or individual and their contact information. All outside contractors engaged by an SRV Villa owner **MUST** comply with SRV's Rules and Regulations. (see: Reference Page #9, item (*3*))
- Notify the SRV Office with your date of departure and date of expected return.
- Close and/or install all Hurricane Shutters, if you have them.
- Move all loose outside items into your Villa or Laundry room. (see: Reference Page #9, item (*1*)).
- Items include:
 - BBQ grills (Propane tanks should be empty before storing inside) (see: Reference Page #9, item (*2*))
 - Potted or hanging plants
 - Garden hoses
 - Outside furniture
 - Door mats
 - Decorative wall hangings or artwork that is not permanently anchored.
 - Flags
 - Any items that could become a flying missile during a hurricane

Hurricane Preparedness Plan
Strathmore Riverside Villas

- It is suggested that prior to leaving your villa for the hurricane season you:
 - Empty all refrigerators and freezers prior to leaving.
 - Shut off your ice maker.
 - Unplug non-essential electrical appliances and devices.
 - Turn off your Water Heater
 - Shut off the water supply to your villa.
 - Arrange for a friend, neighbor or responsible person to periodically come and run water down your drains and flush your toilets.

Year Round Residents:

- Residents that live in Strathmore Riverside Villas year round will have several options and decisions to make when a hurricane is approaching our area. The decision to stay and 'hunker down' or evacuate is a personal decision and one that should not be taken lightly. The decision to evacuate must be made early enough to allow time to reach your chosen evacuation location. Waiting too long to leave may make it impossible to leave at all. However the preparations required needed to secure your villa and our community are basically the same whether you decide to stay or leave. It is important to not wait to the last minute to make these preparations as the approaching storm may arrive sooner than predicted. If you are evacuating, you are required to complete this list before leaving.
- Close and/or install all Hurricane Shutters, if you have them.
- Move all loose outside items into your Villa or Laundry room. (see: Reference Page #9, item (*1*))
- Items include:
 - BBQ grills (Propane tanks should be empty before storing inside) (see: Reference Page #9, item (*2*))
 - Potted or hanging plants
 - Garden hoses
 - Outside furniture
 - Door mats
 - Decorative wall hangings or artwork that is not permanently anchored.
 - Flags
 - Any items that could become a flying missile during a hurricane

Hurricane Preparedness Plan
Strathmore Riverside Villas

- Prepare a typical basic hurricane kit that includes a 3-7 day supply of:
 - Water
 - Non-perishable food, including pet food
 - Ice
 - Medications
 - Flashlights, lanterns, candles, spare batteries
 - Battery radio
 - Cash
 - Important papers including insurance information and personal identification.
 - First Aid supplies

- In case of last minute evacuation it is suggested that you prepare a Hurricane “Go-Bag” of essential items that can be grab quickly as you leave your villa.

Remember: Emergency supply inventories available at retail outlets run low or become out of stock as a storm nears. Prepare early.

A more comprehensive Hurricane Preparedness Checklist for hurricane preparation or a “Go-Bag” can be found in **Appendix A** of this document.

Also Hurricane Preparedness lists can be found on the Internet. Suggested sites:

<http://www.nhc.noaa.gov/prepare/ready.php> (National Hurricane Center)

<http://www.redcross.org/get-help/how-to-prepare-for-emergencies/types-of-emergencies/hurricane> (American Red Cross)

American Red Cross Helpline: 1-800-733-2727

FEMA Helpline: 1-800-621-FEMA (1-800-621-3362)

People with a Disability or Special Need can register with Sarasota County for special assistance when a hurricane threatens the area. The below web site provides this information, or you may call the Special Needs office at: 941-861-5000.

<https://www.scgov.net/government/emergency-services/emergency-management/people-with-special-needs>

Reference Page

(*1*) - Per our SRV Rules and Regulations (Nov. 2017), Page 17, Section VII, Paragraph P:

Seasonal owners, who will not be in residence during the hurricane season, MUST remove and store, within their villas, ALL items which potentially can become “flying missiles” during a hurricane. This includes, but is not limited to, BBQ grills, hanging and potted plants, furniture and other loose items in the keyhole and around the villa. Please note that all propane tanks MUST be emptied before storing. Please refer to Section VII of these Rules for additional information on storing propane tanks.

Any items deemed by the Board of Directors to be a hazard during a hurricane emergency will be removed and confiscated. Deposition is at the Board’s discretion.

(*2*) – Per our SRV Rules and Regulations (Nov. 2017), Page 16, Section VII, Paragraph F:

*Seasonal owners, who are not here during the hurricane season, MUST **empty propane/gas tanks** and store them in the Recycle/Waste Room. Cooking units should be stored inside the Utility Room. All such items must be prepared and stored properly before the owner leaves SRV for the season.*

CAUTION “Empty” propane tanks still have a small amount of propane in them and are hazardous if stored in a closed area such as the Utility Room. The Trash Room provides better ventilation (louvered doors) for empty propane tanks.

Contractors:

- Contractors hired to assist with hurricane preparedness must meet and comply with SRV’s Rules and Regulations. (*3*)

(*3*) - Per our SRV Rules and Regulations (Nov. 2017), Page 11, Section VI, Paragraph C:

Since all of the villas of SRV, and the common elements of SRV, are the responsibility of the Association, ALL contractors doing work in SRV either internally or externally, shall notify the SRV office and supply the SRV office with a Certificate of Insurance with minimum liability coverage of \$500,000 bodily injury and property damage and coverage for workers compensation.

Chapter 3

Board of Directors **Property Management Company Responsibilities**

General: This chapter outlines the specific responsibilities that the Board of Directors and Property Management Company have in regard to the Strathmore Riverside Villas. At all times, the primary responsibility of the Board of Directors is protecting the Association property, through upkeep, maintenance and improvements, the safety and security of our residents and keeping lines of communications open to our villa owners. Under normal circumstances, the Board of Directors are guided by our SRV Declaration of Condominium, Bylaws, SRV Rules and Regulations and Florida Statutes, and execute these responsibilities through monthly meetings, input from our Villa owners, Board motions and votes, and coordination with our Property Management team.

In cases of emergency the Board of Directors may exercise 'Emergency Board Powers' as authorized by Florida Statutes as amended from time to time, and our SRV By-Laws, sections 8, 8.1, 8.2, 8.3 and 8.4. (see: Page #12 – SRV Amended Bylaws)

Before the storm: The Board of Directors, prior to Hurricane Season each year or an approaching storm, will:

- a. Prepare and keep updated a Strathmore Riverside Villas 'Hurricane Preparedness Plan' and make this plan available to all villa owners.
- b. Coordinate with the SRV Maintenance and Office Staff to prepare SRV Association common property for the impending storm.
- c. Designate a Chain of Command within the Board of Directors based on which Board members are in residence during the emergency.
- d. Send out a notification to our villa owners, once a storm warning has been issued for the SRV area, to inform them of the storm warning and to encourage storm preparation, as outlined in Chapter 2 – "Owner's Responsibilities", using emails and/or our SRV One-Call phone system.
- e. Enforce the "Owners Responsibilities" in Chapter 2 of this Hurricane Preparedness Plan, to insure that, Villa owners have properly prepared their villas for a Hurricane event.
- f. Cancel and reschedule any association meetings affected by the storm.
- g. At the appropriate time unlock, open and secure the back gate to make an additional exit/entrance available.

Hurricane Preparedness Plan
Strathmore Riverside Villas

Coordination: The Board will coordinate with the Property Management Company to insure that the Property Management Company's agent shall promptly investigate and report to the Insurance Committee with respect to all accidents or claims for damages relating to the operation and maintenance of the Common Areas/Common Facilities, including any damage or destruction thereof, and shall cooperate with and make such claims and reports as are required by the insurance company in connection therewith.

After the storm:

- a. Re-open lines of communications and information to our villa owners as soon as practical after the storm and establish a central location to disseminate this information to our residents. Preferably this will be the SRV Clubhouse, unless damage or utility outages make this not feasible. An alternate, temporary location will be established, if possible, when the clubhouse cannot be used.
- b. Inspect SRV for damage.
- c. Contact vendors for Hurricane clean-up of entrances, exits and roads to make them passable and to return common property to standard conditions.
- d. Coordinate with our Insurance Broker(s) for Association property that has been damaged or destroyed.
- e. Based upon advice of emergency management officials or upon advice of licensed professionals retained by the board, determine any portion of the SRV property unavailable for entry or occupancy by unit owners, family members, tenants, guests, agents, or invitees to protect the health, safety, or welfare of such person(s).
- f. Mitigate further damage to Association property or common elements, including taking action for the removal of debris, protect against weather conditions, prevent or mitigate the spread of mold or mildew, disconnect utilities, or have a professional, licensed contractor to disconnect utilities, that present an unsafe, dangerous condition or that could cause additional damage.

Mandatory Evacuation: If or when the State of Florida or the County of Sarasota issues a Mandatory Evacuation for the Strathmore Riverside Villas property, the SRV Board of Directors strongly urges each resident to evacuate to a safe area, shelter or pre-planned location. Any resident/owner who fails or refuses to evacuate does so at their own risk. The Association shall be immune from liability or injury to persons or property arising from such failure or refusal.

Amended and restated By-laws of Strathmore Riverside Villas Association

8. **Emergency Board Powers.** In the event of any “emergency”, the Board of Directors may exercise the emergency powers described in this section, and any other emergency powers authorized by Sections 617.0207, and 617.0303, Florida Statutes as amended from time to time. These emergency Bylaws shall supersede any inconsistent or contrary provisions of the Bylaws during the period of the emergency. For purposes of this Section only, an “emergency” exists only during a period of time that the Condominium, or the immediate geographic area in which the Condominium is located is subject to:

- (1) A state of emergency declared by local civil or law enforcement authorities;
- (2) A hurricane warning;
- (3) A partial or complete evacuation order;
- (4) Federal or State “disaster area” status; or
- (5) A catastrophic occurrence, whether natural or manmade, which seriously damages or threatens to seriously damage the physical existence of the Condominium, such as an earthquake, tidal wave, fire, hurricane, tornado, War, civil unrest or act of terrorism.

An “emergency” also exists for purposes of this section during the time when a quorum of the Board cannot readily be assembled because of the occurrence of a catastrophic event, such as a hurricane, earthquake, act of terrorism, or other similar event. A determination by any two (2) directors or by the President, that an emergency exists shall have presumptive quality.

- 8.1 **Officers.** The Board may name as assistant officers persons who are not directors, which assistant officers shall have the same authority as the executive officers to whom they are assistant during the period of the emergency, to accommodate the incapacity of any officer of the Association.
- 8.2 **Office.** During an emergency, the Board may relocate the principal office or designate alternative principal offices or authorize the officers to do so.
- 8.3 **Meetings.** During any emergency the Board may hold meetings with notice given only to those Directors with whom it is practicable to communicate, and the notice may be given in any practicable manner, including publication or radio. The director or directors in attendance at such a meeting shall constitute a quorum. Corporate action taken in good faith during an emergency under this section to further the ordinary affairs of the Association shall bind the Association and shall have the rebuttable presumption of being reasonable and necessary.
- 8.4 **Liability.** Any officer, director, or employee of the Association acting with a reasonable belief that his actions are lawful in accordance with these emergency Bylaws shall incur no liability for doing so, except in the case of the willful misconduct.

Chapter 4

Club House - Office Preparation

General: Whenever a named storm is approaching the SRV area, the Board of Directors will instruct the SRV maintenance staff and office staff to prepare the Clubhouse for the impending storm. A call for volunteers may go out to residents to assist with these preparations. Protecting our community's common property should be everyone's concern. Assistance from any or all residents that have the time and feel they can be helpful would be appreciated. Please be mindful that although your help will be valuable, your first responsibility will be to prepare your villa and store your outside loose items per Chapter 2 – Owner's Responsibilities.

Before the storm: The responsibility for preparation of our Clubhouse/Office areas will fall upon the SRV maintenance and office staff as directed by the Board of Directors. All volunteers will work under the direction of the maintenance or office staff, depending on which duties they are asked to assist. Preparations will include:

- a. Move all pool area furniture (chaise lounges, chairs, tables, umbrellas, waste receptacles, pool cleaning equipment, BBQ gas grill) into the club house. (Propane tanks should be empty before storing inside) (See: Reference Page #9, item (*2*))
- b. Move clubhouse tables and chairs to make room for the storage of the outside pool furniture.
- c. Take down and store the wall clock and thermometer.
- d. Take down the flag and properly store.
- e. Complete a walk-around inspection of the pool area to ensure all loose items have been removed and stored.
- f. Back up all data on office computers. Back up files should be stored in a secure location.
- g. Before leaving office for the last time before the storm, make sure all computer and electronic equipment are off the floor, stored on desk or counter tops, and wrapped in plastic.
- h. Unplug non-essential electric appliances and devices.
- i. Close all interior doors.
- j. Lock all file cabinets, desks, storage cabinets, office doors and exterior doors.
- k. Forward the Office phone to a designated representative chosen by the Board.
- l. Close and lock office window shutter.

Hurricane Preparedness Plan
Strathmore Riverside Villas

During the storm: The clubhouse and office area is **NOT** a shelter area. The clubhouse building does not meet standards to make this a safe refuge during a hurricane. The clubhouse will be locked and all residents are asked not to come to the clubhouse during the storm.

After the storm: Reopening the clubhouse will be a priority to provide a central location for residents to gather information concerning damage, clean up, insurance claims, utility conditions, the wellbeing of our community, and general communications. The Board of Directors and maintenance staff will make the determination if the clubhouse is fit for habitation and open as soon as practical, or provide a temporary alternate office location. Restoring the office and clubhouse area to standard condition will commence when conditions permit.

- a. The Board of Directors and maintenance staff will conduct an inspection of the clubhouse, office area, pool and pool area for damage and safety conditions and make a determination of when the clubhouse, office, pool and pool area will be opened to residents. The Board of Directors may seek guidance of professional experts when making these decisions. It is feasible not all areas will open at the same time.
- b. Restore water supply to clubhouse.
- c. The flag will be restored and raised.
- d. The pool furniture and BBQ gas grill will be restored.
- e. The wall clock and thermometer will be restored.
- f. The clubhouse tables and chairs will be restored.
- g. Office staff will restore the computer and electronic equipment and will run checks that all systems are operating properly. Normal office business cannot commence until all systems are deemed operational. Computer and/or technology professionals may be required to restore all office functions. Please show patience while these checks are being run.

Chapter 5

Boat Owners' Responsibilities

General: SRV boat owners are solely responsible for the care and maintenance of their vessel at all times, even when not in residence at SRV. The owner must provide the SRV office with contact information when away from SRV, as well as, leave a boat key with the SRV office. This is especially important when leaving your boat in the water at the SRV slips during hurricane season. Boat owners that leave their boats in the water during times when they are not in residence, should have a designated individual or service company to care for and look after their boat. **It is not the responsibility of Strathmore Riverside Villas association, nor its maintenance staff, to care for your boat or do hurricane preparedness for you.**

"The time for taking all measures for a ship's safety is while still able to do so. Nothing is more dangerous than for a seaman to be grudging in taking precautions lest they turn out to have been unnecessary. Safety at sea for a thousand years has depended on exactly the opposite philosophy."

-Admiral Chester W. Nimitz-

Per the SRV 'Boat Slip Lease' agreement, boat owners are additionally solely responsible for installing their own mooring and tie-up facilities (i.e.: cleats, lines, etc,) and maintaining same at owner's expense. Although the SRV marina appears to be a protected harbor it is still vulnerable to high winds, extremes in high and low tides, and storm surge during a hurricane. Boats must be moored to weather these adverse conditions when left in the water during a storm. Owners should expect and plan to monitor their boat and moorings and make necessary adjustments during changing storm conditions.

Hurricane Preparations:

- Make sure mooring/dock lines are in good condition, properly sized, and adjusted to allow for extremes in high or low tides, high winds and storm surge. Additional lines and chafe protectors may be necessary.
- Bimini Tops are securely stored.
- Store seat cushions.
- Remove or store all loose items that could become flying missiles or lost overboard.
- Make sure batteries are charged and automated bilge pump is operating properly.
- Insure boat covers are securely fastened.

Additional information on Preparing Boats for Hurricanes may found online or at:
<http://www.boatus.com/hurricanes/HurricaneWarning.pdf>

Hurricane Preparedness Plan
Strathmore Riverside Villas

Association Disclaimer: Strathmore Riverside Villas Association will not be responsible for losses sustained by boat owner or for damage caused to boat by fire, theft, storm, wake, vandalism or any other reason. Strathmore Riverside Villas Association shall not be responsible for theft of boat or any personal property therein.

Appendix "A"
HURRICANE PREPAREDNESS CHECKLIST

BEFORE A HURRICANE

Stock your emergency kit and "Go-Bag" with:

EMERGENCY COMMUNICATION

- Important contact information for family, doctors, work, school, etc. including phone numbers and email addresses
- Cellular phones, extra battery, and chargers for electrical equipment.
- AM/FM battery operated radio or NOAA weather radio with extra batteries.
- _____

MEDICAL NEEDS

- Medications for at least one week and copies of prescriptions
- Extra eyeglasses/contact lenses
- First aid kit
- _____

IMPORTANT DOCUMENTS (IN WATERPROOF PORTABLE CONTAINER)

- Photo ID (driver's license/passport)
- Cash, credit cards and check book
- Personal records (birth certificates, marriage certificate)
- Medical records
- Extra car/house keys
- Financial information and records
- Property records (insurance policies, deed or lease)
- List of family members and phone numbers to call in emergency
- Photos or videos of personal property
- _____

TOOLS & SAFETY ITEMS

- Flashlight and extra batteries
- Multi-purpose tool
- Matches or lighter
- Whistle

Hurricane Preparedness Plan
Strathmore Riverside Villas

- Manual can opener
- Duct tape
- Plastic garbage bags
- Pencil and paper
- Make sure automobile fuel tanks are filled.

FOOD/SUPPLIES

- At least a seven day supply of water and non-perishable food
- Plastic cups, plates, plastic silverware and tins
- Pet food, supplies and extra water

HYGIENE & SANITATION

- Soap/disinfectant/sanitizer
- Paper towels/moist towelettes
- Toilet paper
- Toothpaste and toothbrush

PROTECTIVE GEAR & CLOTHING

- Extra warm clothes and rain gear
- Sturdy shoes
- Air Mattress, blankets or sleeping bags, pillows
- Folding Chairs

COMFORT & PRICELESS ITEMS

- Books, magazines, puzzles
- Photo albums
- Jewelry
- Valuables/collectibles
- Laptops and computers

PROTENTALLY DANGEROUS ITEMS

Hurricane Preparedness Plan
Strathmore Riverside Villas

- Gasoline storage for use in your automobile, generator or boat. Gasoline and other fuels should be stored in approved containers that are properly designed and marked for their contents. Gasoline or other fuels should be stored outside in a well ventilated area away from heat or ignition sources.

- _____

Appendix “B”

Safety Tips for Personal Generator Use

Portable Generators can supply a reliable power source in emergency situations when your normal electrical power supply is interrupted. However there are risks and considerations for proper use of these useful tools such as Carbon Monoxide Poisoning, Electrical Hazards, Noise and Fire Risks. When obtaining a Portable Generator a determination must be made for the size and power output needed to run the electrical appliances required. If you plan on using an emergency generator make sure you read and follow the manufactures’ guidelines and fully understand the proper operating procedures.

Hurricane Preparedness Plan
Strathmore Riverside Villas



Carbon Monoxide Poisoning: Portable Generators are internal combustion engines used to generate electricity. Engines emit carbon monoxide (CO) which is a colorless, odorless toxic gas. Many people have died from CO poisoning because their generator was not adequately ventilated.

- Never use a generator inside your villa, carport or other enclosed areas. Fatal fumes can build up.
- Only use your generator outdoors, away from open windows, vents, or doors.
- Make sure a generator has 3 to 4 feet of clear space on all sides and above it to ensure adequate ventilation.
- Use a battery-powered carbon monoxide detector in the area you're running a generator.
- If you or others show symptoms of CO poisoning – dizziness, headaches, nausea, or tiredness – get to fresh air immediately and seek medical attention.

Electrical Hazards:

- Generators produce powerful voltage – Never operate under wet conditions. Take precautions to protect your generator from wet or rainy conditions.
- Never attach a generator directly to the villa's electrical system unless a qualified electrician has properly installed the generator with a transfer switch.
- Never try to power the villa by plugging the generator into a wall outlet, a practice known as "backfeeding." This extremely dangerous practice presents an electrocution risk to utility workers and neighbors served by the same utility transformer.

Hurricane Preparedness Plan
Strathmore Riverside Villas

- Always plug electrical appliances directly into the generator. Use only manufacturers' supplied cords or heavy-duty, outdoor rated extension cords that are grounded (3-pronged plug) and are properly rated and in good condition.

Fire Risks: Generators become hot while running and remain hot for long periods after they are stopped. Generator fuels (gasoline, kerosene, etc.) can ignite when spilled on hot engine parts.

- Before refueling, shut down the generator and allow it to cool.
- Gasoline and other generator fuels should be stored and transported in approved containers that are properly designed and marked for their contents, and vented.
- Never store fuel for your generator inside your villa or laundry room. Storage of gasoline, or other fuels, should always be outside. The fumes from the gas tanks are flammable and could ignite. Do not store fuel near gas grills.
- Never smoke while around fuel containers or while refueling your generator.

Noise and Vibration: Generator engines vibrate and create noise. Some generators are 'quieter' than others. Most generators will have a noise rating, measured in decibels (dB or dba). Sarasota County has a noise ordinance for daytime and night time noise. Check your noise output rating to confirm you are compliant.

- Keep portable generators as far away as possible from living areas and neighbors.
- Hearing protection may be needed around generators.

Disclaimer

This Strathmore Riverside Villas' Hurricane Preparedness Plan has been adopted by your Board of Directors as a tool to assist the members and residents of the Strathmore Riverside Villas. The Owner's Responsibilities for storm preparations of units and personal belongings are expected to be followed by all owners and residents, whether in residence or away. The adoption and creation of this plan by the Board of Directors of the Strathmore Riverside Villas is

Hurricane Preparedness Plan
Strathmore Riverside Villas

not in any way intended to create any liability for Strathmore Riverside Villas, its officers, directors or employees. Each individual owner or resident should use his or her best judgement in an emergency situation. Any time an individual has a doubt as to the appropriate action to be taken, he or she should consult the Sarasota County Department of Emergency Services or the Sarasota County Sheriff's Department.

BOARD INDEMNIFICATION OF VOLUNTEERS:

The Board of Directors of SRV will indemnify and hold harmless any resident who volunteers to assist SRV officers, staff or employees engaged in emergency hurricane preparation efforts from any claim asserted arising from their good faith efforts on behalf of the community. This includes but is not limited to, providing and paying legal counsel, all costs associated with any claim and paying any and all damages that might be assessed in any action brought arising from such volunteered efforts associated with emergency hurricane preparation.