



Hurricane Preparedness Guide

July 2012



Hurricane Katrina – August 2005

Del Webb Orlando Homeowners Association intends to be prepared in the event that a hurricane or other disaster strikes. The following pages contain information about the preparations our residents should take in the event a hurricane threatens or strikes our Community.

Important Phone Numbers

Polk County Emergency Management Division

863-534-5600

Access Residential Management

407-480-4200

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GETTING READY FOR THE HURRICANE

WHAT TO DO NOW:

- Educate yourself. Polk County Emergency Management Division has an excellent website that is full of great resources and knowledge. Readers are encouraged to familiarize themselves with the site and its contents.
[Polk County Emergency Preparedness Website](#)
- Prepare an Evacuation Plan.
- Be certain you have adequate insurance on your home and its contents.
 - Review your insurance coverage in detail with your agent.
 - Flood insurance is not something that is mandatory in our community but may be a wise investment.
 - Ask your insurance agent or company what you can do to reduce your chance of loss, such as installing hurricane shutters.
 - Photograph or videotape your home and contents for insurance purposes.
- Make copies of family and personal records.
- Do not assume that the local, State, or Federal governments will be able to provide for your needs. You must take steps to be self-sufficient.
- Be prepared: **make sure you have non-perishable food, clothing, medication, water and other supplies available for a week or more.** During an emergency or recovery operation, public agencies will be inundated with requests for assistance. Resources will be and should be directed to the most vulnerable and needy members of the greater community. Be prepared to help yourself!

WHEN A HURRICANE WATCH IS ISSUED:

- Keep tuned to a local radio or television station for the latest National Weather Service advisories, as well as special instructions from local government.
- Check battery-powered equipment. Your battery-operated radio could be your only source of information, and flashlights will be needed if utility services are interrupted. Buy extra batteries.
- Weather radios are inexpensive and readily available. These derive updates and alerts directly from the NOAA weather agency and can be particularly useful in a storm situation.
- Consider acquiring battery-powered hurricane lamps. Candles are generally not recommended.
- Keep your car fueled should evacuation become necessary. Also, service stations may be inoperable after the storm strikes.
- Store drinking water in clean bathtubs, jugs, and bottles as the water system may be contaminated or damaged by the storm.
- Obtain extra prescription medications and medical supplies.
- Many people board their windows or protect them with storm shutters. Windows are broken mainly from wind-driven debris. Wind pressure may break large windows, garage doors, and double entry doors. The taping of windows **does not** keep the glass from breaking; it merely keeps broken glass in a more confined area. If desired, install hurricane shutters/window boards on all unprotected windows. This may prevent tree limbs or debris from breaking windows.
- Secure outdoor objects that might become debris. Garbage cans, garden tools, garden ornaments, toys, signs, porch furniture, and a number of other harmless items become deadly missiles in hurricane winds.

MAKE A HURRICANE/DISASTER SUPPLY KIT

A suggested 72-hour survival kit is available on the Polk County website or by clicking this link: [72-hour Survival Kit](#)

Keep your disaster supply kit in a designated place and have it ready in case you need to leave your home quickly. Make sure all family members know where the kit is kept.

- Cash and Credit Cards
- ID and Driver's License
- Insurance policy, Name of Agent and Telephone Number
- Cell Phone


ITEMS TO CONSIDER FOR YOUR DISASTER SUPPLY KIT

- Inventory of household contents
- Copies of family and personal records including your insurance policies and the phone number of your insurance company and agent. Phone number(s) to report an insurance claim.
- Road maps with two alternative routes to your destination
- List of temporary housing locations to include phone numbers
- Change of clothing for a 2-day minimum (several days is advisable)
- Protective clothing & sturdy shoes
- Prescription medicines
- First Aid Kit and manual
- Whistle
- Fire Extinguisher (ABC Type). Be sure everyone knows how to use your fire extinguisher(s).
- Items for infants, such as formula, diapers, bottles, and pacifiers
- Bottled water and canned beverages. You should store at least one gallon of water per person per day. A normally active person needs at least one half gallon of water just for drinking.
 - Children, nursing mothers, and ill people need more water
 - Very hot temperatures can double the amount of water needed
 - A medical emergency might require additional water
- Kitchen accessories and cooking utensils, including a can opener
- A five (5) day supply of non-perishable food
- Matches and waterproof container
- Sanitation and hygiene items (moist towelettes and toilet paper)
- Flashlight and extra batteries
- Portable radio and extra batteries
- Blankets and pillows
- A family communications plan. Your family may not be together when an evacuation is ordered, so plan how you will contact one another. Have contact information documented for each family member and make sure you let out-of town family members know where you are going in the event of an evacuation
- If you have a pet, see **page 6** for a list of things to consider regarding your pet.

WHEN A HURRICANE WARNING IS ISSUED:

Hurricane Advisories and coordination of storm-related matters are typically handled by Polk County local government in conjunction with State officials and residents are advised to utilize their website for information:

[Polk County Emergency Preparedness Website](#)

It is the policy of the Polk County Emergency Management Division to recommend in-place shelter as the primary option during a disaster. For those unable to remain in place, especially those in mobile homes, the remaining choices should be considered in order of preference. Whichever of the following options is selected, it is advised that a  72-hour survival kit be assembled and ready, a course of action be planned, and that the plans be executed as soon as practicable before the disaster hits.

- Remember, if you stay, government officials, emergency responders, and aid agencies cannot and will not do everything for you. You must take responsibility for yourself, your family, your loved ones, pets, friends, and neighbors by being properly prepared ahead of time, acting responsibly and promptly, and following instructions.
- Move outdoor objects such as porch furniture, grill, garbage cans, hanging plants, etc., into garage or house.
- Store drinking water in clean containers and fill bathtubs with water should DWO water supply be contaminated.
- Park extra vehicle(s) in garage.
- Leave a message on your answering machine so relatives and friends know when you left and where you are going. Know answering machine codes so you can retrieve messages and change recording.
- If you have a swimming pool, cover the pump filter.
- Shut off water and electricity.
- Lock doors and windows before you leave.

PREPARATIONS AT THE MONTECITO CLUBHOUSE

When a Hurricane Warning is issued, the staff at the clubhouse will begin preparing the clubhouse for the storm. Typically, this will include many of the same preparations as you will be making on your own home but with a few additional considerations:

- Depending on the forecast strength of the storm, shade structures may need to be dismantled and stored
- Pool Furniture and any other loose items will be stored in the clubhouse where possible
- Tennis and Pickleball Courts will be prepared
- All outside amenities will be evaluated and likely closed in advance of the storm.
- As the storm draws nearer, staff will likely be dismissed so that they have an opportunity to prepare themselves and their families for the storm.
- Electronic systems will be shut down and wrapped/protected and the building will be closed.
- This can be frustrating for residents. Often the weather before the storm hits is glorious! Closing the building is however the right thing to do to allow staff members adequate time to prepare themselves and their families for the storm.
- Safety is our top priority.

HURRICANE SHELTERS

Not all public shelters are automatically activated for each emergency. They are opened as needed and are not pre-assigned by geographic area. During an emergency please monitor Polk County Government Television & other local television and radio stations for open shelter information. Have your 72-Hour survival kit ready to take with you. Weapons and alcoholic beverages are not allowed at any public shelter.

A complete list of hurricane shelters is available on the Polk County website or by clicking here: <http://www.polk-county.net/WorkArea/DownloadAsset.aspx?id=33674>

SPECIAL NEEDS SHELTERS:

Eligible persons desiring special needs sheltering should pre-register (PDF) with the Polk County Division of Emergency Management (863) 534-5600.

Polk County residents eligible, any age, who:

- 1. Activities of daily living are restricted by immobility that their basic needs must be met by others.*
- 2. Needs assistance with the administration of their medications.*
- 3. Requires dressing changes because of moderate/copious drainage (ulcers, fistulas)*
- 4. Needs assistance with ostomy management, indwelling catheters (n/g tube, colostomy bags, etc.).*
- 5. Requires daily assessment of medical condition by professional nursing personnel.(cardiac, diabetic).*
- 6. Cardiac or respiratory conditions requiring electrical medical equipment - oxygen 3 liters or less, apnea monitors, nebulizers etc.*
- 7. All others deemed necessary by triage nurse.*

Persons who require evaluation and possible health care facility placement:

- 1. Persons in sudden acute medical or emergency condition.*
- 2. Oxygen dependent persons requiring oxygen 4 liter flow and higher.*
- 3. Bedridden persons & persons requiring a hospital type bed who, for medical reasons, cannot use cots for emergency bedding & persons requiring Hoyer lift transfers.*
- 4. Persons require continuous air conditioning for medical reasons.*
- 5. Persons do not possess functional ambulation capability.*
- 6. High risk pregnancy within four weeks of estimated date of delivery or in active labor. Normal pregnancy should get instructions from their obstetrician.*

THE AMERICAN RED CROSS

The American Red Cross asks that evacuees seeking shelter bring the following items with them to the shelter:

1. Change of clothing (enough for several days)
2. Linens (pillows, blankets, sheets, and towels)
3. Any necessary prescription medications
4. Child's favorite toys or comfort item
5. Formula, diapers, and other supplies for your children
6. Food and water

RELOCATE OUT OF THE AREA

You may wish to travel out of harm's way. Be sure to bring a road map and make sure that your car is full of fuel. Stay away from major bodies of water. Make arrangements in advance if you can. If you decide to use this option, go early, traffic will be heavy if you leave at the last minute, and you may not make it to your destination.

Immediately before your evacuation departure, do the following:

- Have your departure vehicle fully fueled and loaded with needs for a minimum 7-day period. Include flashlight, water and snacks for the travel, plus prescriptions, valuables, the family pet, checkbook, cell phone with charger, etc.
- Move lawn and pool furniture indoors. Otherwise, they become windblown missiles.
- Move outside hanging plants to garage. They, too, become missiles.
- Move gas/barbecue grills to garage, and turn off gas at tank.
- Turn off gas at any outdoor propane tanks.
- Turn off the water at the shut-off valve, but first fill a bathtub with storage water.
- Make sure circuit breaker for hot water heater is off.
- Water inside plants. Feed your tropical fish.
- Take down flags that may be flying.
- Place tightly rolled towels at base of each outside door.
- Put up covers over windows, if available.
- Close and secure outside window shutters, if available.
- Disconnect power and cable to your television sets, although keep one set on to receive last minute news and instructions.
- Disconnect power and Internet input to your computers, printers, scanners, etc.
- Turn off all lights and disconnect all electrical plugs, such as lamps, radios (keep one on for late news), small kitchen appliances, etc. You may prefer to turn off power at all nonessential circuit breakers. Leave on air conditioner and refrigerator.
- Consider placing any valuables such as photographs or other family mementos that you cannot take with you in your dishwasher. Your dishwasher is waterproof and is generally protected by countertops and side cabinets. The contents will remain dry under most circumstances.
- Close all drapes, Venetian blinds, and interior doors.
- Check storage yard for any loose items that may become airborne. Put trash cans in garage.
- Take a walk around your property to insure all moveable items are now inside your garage.
- Notify relevant people locally, and at your intended evacuation destination, regarding your imminent departure.
- Lock all doors and windows.
- Consider moving valuable items to higher interior elevations in your home.
- Take this Guide with you.

WHAT DO I DO WITH MY HOUSEHOLD PETS?

- Contact the shelter to discuss your pets
- DO NOT leave pets behind in your home or yard
- Remember to take sturdy leashes and/or pet carriers with you
- Take pet bed and toys if space is available
- Take a current photo in the event of loss of a pet
- For birds, reptiles and small animals, seek specific literature or check with your veterinarian

WHILE YOU ARE GONE

You should expect that normal operations within DWO will be suspended during a hurricane or other natural disaster. We will attempt to communicate regularly with all homeowners and residents, via any and all means available.

DURING THE HURRICANE

TAKE COVER

- Remain indoors during the hurricane. Blowing debris can injure and kill. Travel is extremely dangerous. Be especially aware of the “eye” of the hurricane. If the storm center passes directly overhead, there will be a lull in the wind lasting for a few minutes to a half hour or more. At the other side of the “eye”, the winds will increase rapidly to hurricane force and will come from the opposite direction.

FLOODS

- The floods and flash floods brought by the torrential rains of a hurricane are dangerous killers. Even though hurricanes weaken rapidly as they move inland, the remnants of the storm can bring 6 to 12 inches of rainfall to the area it crosses. The resulting floods have caused great damage and loss of life.

WINDS

- The winds of a hurricane (74 miles per hour or more) can be very dangerous. For some structures, wind force is sufficient to cause destruction. Mobile homes are particularly vulnerable to hurricane winds that can spawn tornadoes, which contribute to incredible destruction. The greatest threat from hurricane winds is their cargo of debris—a deadly barrage of flying missiles such as lawn furniture, signs, roofing, trees, siding, etc.

If a hurricane hits, don't expect recovery to be quick or easy.

REENTRY:

WHEN IT IS SAFE FOR YOU TO RETURN TO REVIEW

- Evacuees could be kept out of their neighborhoods for several days—maybe even a week, so emergency workers can assess damages. Any residents who stay can expect to be without power, phone, and water for several days or weeks.
- If you stay, government officials, emergency responders, and aid agencies cannot and will not be able to do everything for you. You must take responsibility for yourself, your family, your loved ones, pets, friends, and neighbors by being properly prepared ahead of time, acting responsibly and promptly, and following instructions.
- State and Federal disaster assistance will seldom completely compensate you for all your losses. In many cases, the assistance will come in the form of a low-interest loan.
- All the important information you will need prior to and during a hurricane will be available from newspapers, radio, television, and weather alert monitors. Do not call 911 for information.
- When you are allowed back into your home, it will take time for relief assistance to start, for all utilities to be turned on, and for life to return to normal. Be patient.
- After a storm, be wary of strangers who want to sell you something or do work on your property. Hurricanes bring out con artists and crooks. Follow the recommendations of your insurance company.

To obtain current information on storm damage, road conditions, and reentry instructions, continue to monitor the Polk County Emergency Management Division website [Polk County Emergency Management Division Website](#)

GENERAL GUIDELINES FOR SAFETY AND CLEANUP

UPON RETURNING TO YOUR HOMES

Returning home can be both physically and mentally challenging. Disasters can be dangerous even after they are over. Take the time to be cautious with food, sanitation, and especially electricity. Use a battery-powered flashlight to inspect a damaged home. (The flashlight should be turned on outside before entering—the battery may produce a spark that could ignite leaking gas, if present.)

CLEANUP

- Begin cleanup of your property as soon as possible.
- Contact your insurance companies.
- If you must throw away valuables, take photographs of them for insurance purposes.
- Take pictures of exterior damage to structure and trees.
- If air conditioning is not available, open all doors and windows in the house to dry and ventilate.

FOOD AND WATER

- Avoid opening the refrigerator door unnecessarily.
- **Do not** drink untreated water from taps until officials give the all clear.
- **Do not** eat fresh food or use spices or utensils that have been contaminated by floodwaters.
- Eat the food most likely to spoil in your refrigerator first.
- If you suspect that food has spoiled, do not eat it.
- Conserve water used to cook with and for washing utensils. In a large cook pot, cook canned goods in their cans by opening them, removing the label, and placing them in 2 inches of gently boiling water. Use oven mitts to avoid burning hands when lifting cans from water. Reuse that water for another meal, but don't drink it.
- Disinfect water if that is the only source of drinking water available and boil for 5 minutes. Add 16 drops (1/4 teaspoon) of liquid chlorine bleach to a gallon, providing that the bleach contains hypochlorite as its only ingredient. Let the water stand, unopened, for one hour before drinking. Boil water from toilet (tank only) or bath for 5 minutes before using.

GENERAL SAFETY

- After floodwaters, wear rubber gloves when cleaning to avoid infection from sewage and other contaminants.
- Wear thick-soled shoes or sneakers at all times to avoid injury or possible infections from floodwaters.
- **Do not** smoke or light matches outdoors until you determine that there are no gas leaks in the area.
 - **If you smell gas:**
Immediately open windows and doors.
Turn off the main gas valve.
Leave the house.
Report the leak to Security.
Do not start your car.
- Be careful when walking around outdoors, and watch out for downed power lines, debris, animals, snakes, and insects.
- Check any structure before entering. If you are not sure that it's safe, **do not** go in.

ELECTRICITY

If you arrive home and the power is off:

- **Do not** turn on or touch electrical outlets or panel boxes if you are standing in water or if you are wet.
- **Do not** call the power company to report outages. Keep the lines clear so that emergency personnel can get through.
- If not already OFF, flip the main circuit breaker to the OFF position, and do the same with all other breakers in the box.
- Be sure that the main electrical connection to your house is not damaged. (This connection is located near the meter). If it is pulled away or damaged, an electrical repairman will have to fix it before the power company will reconnect.

- If you have not already done so, unplug any appliances that use motors, such as computers, TVs, refrigerators, VCRs, washers, dryers, hair dryers, etc. If there is something wrong with the power supply, they could be seriously damaged when power returns.
- **Do not** connect portable generators directly into the panel box — use extension cords plugged into the generator.

When you know the power has been restored:

- Flip the main breaker to the ON position.
- Then start flipping other circuits ON, one at a time. Start with the single breakers, which carry a lighter load. If the breaker stays in the ON position, it should be OK. (If it flips back to OFF, leave it there, because you'll need an electrician to fix it.)
- Next, turn on the breakers that are hooked together, which supply power to large appliances, such as heating, air conditioning, refrigeration, etc. Don't plug in any appliance yet. Go ahead and turn on the lights.
- Once the lights are on, try to determine if they are as bright as they used to be. If they seem dimmer, there could be a faulty connection in the negative (or ground) wiring in the house. This reduced power is what could destroy machines with motors. If the lights seem too dim, IMMEDIATELY FLIP THE MAIN CIRCUIT TO OFF.
- If your lights seem as bright as usual, turn OFF the circuits for the large appliances, plug them in, and then flip the switch ON again. If the breakers stay in the ON position, your electricity is probably okay.
- Report all loose wires or exposed wires to the Power Company or contact a qualified electrician

SANITATION

- Dispose of all spoiled food in a sanitary manner.
- Check to see if sewage lines are broken before using your toilet. If they are, do not flush your toilet. To test for damaged lines, run clear water at each fixture for 5 minutes to assure adequate drainage.

OTHER

- Take a break from the cleanup now and then, and try to conserve your energy.
- On your return, consider stopping and purchasing items you may find in short supply when you get here. For example, cleaning supplies, box fans, dehumidifiers, water, and food.

KNOW THE DIFFERENCE:

HURRICANE WATCH:

Hurricane is possible within 36 hours. (Hurricane shutters may be installed.)

HURRICANE WARNING:

Hurricane is expected within 24 hours.

VOLUNTARY EVACUATION:

Evacuation is recommended, but not required.

MANDATORY EVACUATION:

Is ordered by the Governor.

All emergency services (ambulance and fire) will cease. 911 will not be answered.

PLANS FOR ARCHITECTURAL REVIEW COMMITTEE GUIDELINES

In case of a major disaster, the Architectural Review Committee (ARC) will adopt procedures to expedite project review and approval, thus facilitating tree removals, repairs, and rebuilding while maintaining our general standards and guidelines. As always, the ARC intends to work closely and cooperatively with each homeowner to ensure our safe and secure living environment.

RECOVERY PLAN

- a) No approval is required to remove trees that are uprooted, trees that have fallen across structures, or trees that have fallen on the ground.
- b) Upon receipt of a written application stating “No Changes”, ARC will issue a permit to repair damage to a structure that restores it to the previously existing condition. Please complete the appropriate form, available at The Montecito or via the website.
- c) ARC approval is required for minor changes or modifications from previously existing conditions (such as window/door changes). Submit plans to the Community Manager’s Office.
- d) ARC approval is required for repainting or re-roofing your house with the same color (if acceptable). Submit repainting or re-roofing form (available in the Community Manager’s Office).
- e) ARC approval is required for rebuilding with proposed exterior changes and/or additions or changes required by current applicable building codes, ordinances, rules, regulations, or guidelines. All applicable ARC review procedures apply.
- f) ARC meetings schedule: Depending on damages sustained, the Board may vary the normal meeting schedule for a period of time.

- g) **No applications for new construction will be reviewed until applications for damaged homes have been processed.**
- h) All rebuilding approvals will be subject to the Polk County's permitting process. The County will inspect all severely damaged properties and issue a status card depending on their damage assessment. Structures damaged in excess of 50% will likely have to rebuild using the current County building codes,

TEMPORARY HOUSING GUIDELINES

DWO wants to expedite the repair and reconstruction of damaged housing caused by a disaster. Residents are urged to familiarize themselves with the temporary housing market in the area, such as condos, motels, or time-shares. Review your insurance to ensure you have adequate coverage for alternate living expenses.

DEBRIS REMOVAL GUIDELINES

Following a major storm, a significant amount of landscape debris may be strewn about our properties. It is the responsibility of each Property Owner to clear his/her property and bring the debris to a designated disposal site either at DWO or provided by the County. DWO and/or Polk County, or its designated contractor, will remove **only** landscape debris from road right-of-way for disposal.

The following guidelines apply for debris removal:

- a. Place landscape debris that has fallen onto the road right-of-way in piles along the roadside. Keep it off the paved surface.
- b. Individual homeowners are responsible for moving all other debris and segregating it as follows:
 - a. Raw Garbage (*Do NOT mix household garbage with other disaster debris.*)
 - b. Yard Waste from your private property (*i.e., vegetative debris such as limbs, leaves, brush, tree trunks, etc.*)
 - c. Construction/Building Debris (*i.e., shingles, boards, PVC pipe, siding, metal, carpeting, non-wood building material, treated lumber, etc.*)
 - d. White Goods (*i.e., appliances, air conditioners, ice makers, etc.*)
 - e. Household Hazardous Waste (*i.e., bleach, gasoline, pool chemicals, cleaning supplies, motor oil, paint, etc.*)
Direct all questions regarding hazardous waste verify
- f. **NOTE:** As soon as available, the location of debris removal drop off stations and an anticipated timeline for roadway clearing may be obtained *from the clubhouse*
- c. Do not pile debris over water meters or fire hydrants.