

## **WINDMILL VILLAGE HURRICANE PREPAREDNESS PLAN**

Official hurricane season is here and it is imperative we are prepared. Windmill Village is located in an evacuation zone which means that if a mandatory evacuation is ordered any residents who remain in their units **DO SO AT THEIR OWN RISK!** There will be **NO** police, fire or other emergency services available. The management company will remove its personnel once the buildings are secured.

***KEEP IN MIND; FIRST AND FOREMOST, YOU AND YOUR FAMILY ARE MORE IMPORTANT THAN ANY OF YOUR BELONGINGS!!***

### **WHAT TO DO NOW:**

- \* Plan your evacuation
  1. Friends/family
  2. Hotel
  3. Emergency Shelter, if applicable
  4. Special Needs Shelter, if applicable
- \* Each Unit Owner who plans to be absent from his/her unit during the hurricane season must prepare their unit prior to his departure by:
  1. Removing all furniture, plants and other objects from his/her terrace, porch and/or decks.
  2. Designate a responsible firm or individual to care for his/her unit should the unit suffer Hurricane damage, and furnish the Manager with the name of such firm or individual.

### **HURRICANE WATCH: (24 TO 36 hours until storm)**

- \* Purchase necessary supplies.
- \* Assemble supplies you will need during the evacuation. (Clothes, medicine, food, water, etc.)
- \* Put important papers in water proof container. Place in safe room or with evacuation supplies.
- \* Locate and copy your insurance policy. Keep with you the phone number of your insurance agent or insurance company.
- \* Insure that you have a re-entry pass to get back onto the island or a utility bill that shows the address on the island.
- \* Give Association your contact information.
- \* Fill gas tank in your car(s).
- \* Have sufficient cash.

### **HURRICANE WARNING: (24 hours to storm)**

- \* Remove ALL items remaining outside unit (i.e. chairs, tables, etc.)
- \* Place tape over door keyholes/windows, etc to keep sand out.
- \* Close and lock shutters.
- \* Turn off water and turn electric off to the hot water heater.
- \* Turn off air conditioning.
- \* Turn off all circuit breakers except for air conditioning and refrigerator.
- \* Set refrigerator and freezer at coldest setting.
- \* Place "survival kit" in car you are taking.
- \* Shut off hot water heater at the circuit breaker box.
- \* Evacuate early and during daylight hours.

## **AFTER STORM:**

- \* Remain vigilant and stay safe after a hurricane has passed.
- \* Continue listening to a NOAA Weather radio or the local news for the latest updates.
- \* Drive only if necessary and avoid flooded roads and washed out bridges.
- \* Return to unit after all clear is given by local authorities.
- \* Be aware of danger, i.e., fallen electric wires, downed trees, broken glass, etc.
- \* Do not turn on electric if there is standing water in your unit.
- \* Inspect your unit for damage. Make arrangements necessary to safely secure your unit.
- \* Report damage to Property Manager and your insurance company.
- \* Avoid packaged foods that have come in contact with floodwater.
- \* Throw out frozen food unless it still has ice crystals on it and you can cook it immediately.
- \* Avoid opening the refrigerator.
- \* **DO NOT USE CANDLES.** Use flashlights and battery powered lanterns.
- \* Advise your family that you are OK.

## **STAYING IN YOUR UNIT AFTER AN EVACUATION ORDER IS GIVEN:**

### ***THE BOARD OF DIRECTORS STRONGLY URGES YOU TO COMPLY WITH EVACUATION ORDERS!***

- \* Neither the Board of Directors nor the Management Company will be responsible for your safety or for any incident to any owner, tenant or guest while under the evacuation order.
- \* Follow applicable suggestions given for Hurricane Watch, Warning and After the Storm.
- \* Meet with others who choose to remain at Windmill Village to formulate safety plan.
- \* If electric power is lost, turn off all the individual breakers except one which controls a lamp. leave the lamp turned on so that you will know when power is restored.
- \* Use flashlights **NOT CANDLES!**
- \* The Hurricane Center recommends avoiding the top floors of a unit.
- \* Stay in an interior room away from windows.
- \* Sewage may back up. Use restraint in flushing toilets and putting water down the drains.
- \* Fill bathtubs/sink with water for flushing if necessary.

***This is a general list of suggested preparations. Each person may have different expectations or needs. Performing all the items above does not guarantee that you will not sustain damage, but should greatly reduce your chances.***