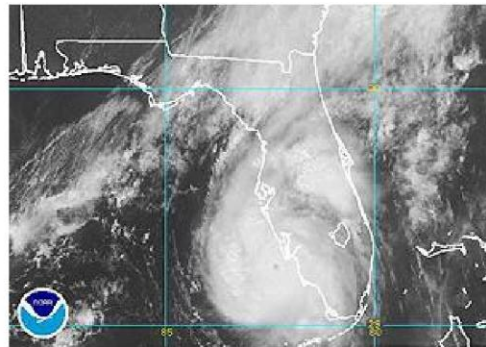


Country Club Estates Residents

Disaster Planning Guide For Florida's Peak Weather Season June 1 To November 30

Hurricane Charlie Photos, August 2004



ADOPTED

**This Guide was adopted by the CCE Board of Directors at the MAY 13, 2010 Board Meeting.
(Shortened to create guide for CCE Residents – complete version is available in the office)**

CCE contact information:

Phone: (941) 488-2111

Fax: (941) 483-4958

[E-mail: managercce@comcast.net](mailto:managercce@comcast.net)

www.ccevenice.com

CCE IS LOCATED IN ZONE C EVACUATION AREA

WEATHER TERMS USED FOR HURRICANE SEASON

Part of staying informed about weather conditions is by understanding the different terms used by weather forecasters. The following are some of those common terms. Please familiarize yourself with the meaning of these terms.

- Special Advisory – Information disseminated when there is a significant change in storm related weather conditions.
- Gale Warnings – Means sustained winds of 35 to 54 miles per hour.
- Hurricane Watch – There is a threat of hurricane conditions within 24 to 36 hours.
- Hurricane Warnings – A hurricane is expected to strike within 24 hours or less with sustaining winds of 74 miles per hour or more and dangerously high waters.

Hurricanes are classified into five (5) categories according to wind velocity:

Tropical Storm	39 – 73 mph
Category 1	74 – 95 mph
Category 2	96 – 110 mph
Category 3	111 – 130 mph
Category 4	131 – 155 mph
Category 5	156 + mph

The hurricane season lasts from June 1st to November 30th with August and September as the peak months.

Fujita scale --Tornados

The Fujita scale (F-scale) uses actual damage to determine a tornado's wind speed

F0 Gale Tornado

40-72 mph Some damage to chimneys. Tree branches broken off. Shallow rooted trees uprooted.

F1 Moderate Tornado

73-112 mph Peels surface off roofs. Mobile homes overturned. Moving autos pushed off roads.

F2 Significant Tornado

113-157 mph Considerable damage. Roofs torn off frame houses. Large trees snapped or uprooted. Light-object missiles generated.

F3 Severe Tornado

158-206 mph Severe damage. Roofs and some walls torn off well constructed homes. Trains overturned. Most trees in forests uprooted. Heavy cars lifted off ground.

F4 Devastating Tornado

207-260 mph Well-constructed houses leveled. Structures with weak foundations blown off some distance. Cars thrown and large missiles generated.

F5 Incredible Tornado

261-318 mph Strong frame houses lifted off foundations and disintegrated. Automobile-sized missiles fly through the air in excess of 100 mph. Trees debarked.

SHAREHOLDER'S - RESIDENT'S RESPONSIBILITIES SECTION

1. **NOTIFY THE ASSOCIATION'S MANAGER – OFFICE IF YOU INTEND TO STAY IN YOUR HOME DURING A HURRICANE, 10 days before the hurricane hits.**

There is nothing the Board of Directors can do to force an owner(s) to evacuate when an evacuation order has been issued. Please take all precautions to protect the people in your home from harm. Remember: —Personal property can be replaced, LIVES CANNOT!

2. The unit owner(s) & tenants are responsible for their own unit, including the purchase of Mobile Home insurance.
(Property Insurance, Flood Insurance & Wind Insurance). Although CCE may not be in a high-risk flood zone, CCE makes no statements for or against an individual resident's desire to purchase flood insurance for their own peace of mind.
3. The Shareholder(s), resident, tenants are responsible for all CCE financial bills per the governing documents, leases, or rental leases, just as if nothing had happened.—if the office gets damaged, alternate payment plans will be established by Manager.
4. Shareholder(s), lot renters & tenants are responsible for hurricane planning and or evacuation for all occupants including pets. *What would you do or where would you go if a hurricane was to hit the Venice Area?*
5. Shareholder(s), lot renters, guests, & tenants are responsible for their own (& pets) safety during a hurricane, **including evacuating the area** if there is an evacuation order from Sarasota County Emergency Management.

a. SAFETY INCLUDES following the suggested CCE Hurricane Emergency Guidelines:

- i. Close and secure your mobile home, EXHIBIT A to this document
- ii. Secure your boat in the CCE Lagoon, EXHIBIT A to this document
- iii. CCE recommended evacuation kit, EXHIBIT A to this document

6. Before the season begins, stock your home with food, water, **medicines**, and emergency supplies. See attached suggested list of items.
7. Team up with your neighbors. Work together on your hurricane/evacuation plan. Learn the safest route to leave Venice. Get a copy of the pre-season hurricane booklet from TV stations, American Red Cross or Sarasota County Emergency Authority.
8. Sarasota County offers Special Needs Assistance to residents who have no means of transportation or residents with medical or physical condition requiring special assistance. The resident MUST call and register for this help.
9. Volunteers and CCE offer some transportation by personal vehicles to shelter.
 - a. One suitcase per person is allowed.
 - b. No pets
 - c. Don't forget any medicine you may need for up to one week or more.

CCE OWNER - RESIDENT EMERGENCY PREPAREDNESS

“HURRICANE WATCH” PREPARATIONS

To secure home from possible damage when hurricane watch is announced:

1. Turn freezer and refrigerator to coldest setting. This will freeze and keep cold all food products.
2. Remove all loose articles, hanging plants, furniture, etc from porches and carports. This applies to all areas, screened unscreened or enclosed by vinyl.
3. Remove and store all loose plants and debris from yard (garden hoses, bird feeders, birdbaths, etc.)
4. Lower and lock all storm shutters or storm windows.
5. Close and lock all windows.
6. Board up all large unprotected windows.

It is also suggested at this stage of a Hurricane Watch that the following list be completed or checked off.

PREPARE FOR EVACUATION

1. Fill car with gas. Check oil, battery, radiator coolant, and all tire pressure (including spare).
2. Ensure that portable radio and flashlights have fresh batteries as well as extras.
2. Check first aid kit supplies.
3. Check prescription medications (have a CCE week supply) and personal care items.
4. Locate and store the following in a dry container (or bank safe deposit box):
 - a. Insurance policies and titles for house, car, boat, etc.
 - b. Mortgage papers
 - c. Important Papers: bank statements and books, checkbooks, credit cards, insurance policies, identification, title to home, car, boat, wills, copies of utility bills, etc.
 - d. Obtain cash from bank for evacuation purposes
 - e. Take your evacuation kit, listed below
 - f. If you are not evacuating to shelter, make reservations with a motel or hotel of your choice. Check by phone the availability of local public shelters if you are going to use them.

CCE RECOMMENDED HURRICANE EVACUATION KIT

1. See EXHIBIT A to this document.

HURRICANE WARNING AND EVACUATION PROCEDURES

NOTE: The hurricane watch has been upgraded to a Hurricane Warning. Those CCE residents who are disabled and/or handicapped who signed up for Sarasota County Evacuation Services will have already left the community. Their evacuation will begin early in the "watch" period and "warning period". If you are disabled/handicapped and have not signed up for this service already, call Emergency Management Infirm Registry now at (941) 861-5000 to register your name with them.

CCE residents who do not have a car or access to transportation from a relative, friend, or neighbor will meet at the clubhouse for volunteer group transportation. You must register with the office ahead of time; call 488-2111, at least ten (10) days before the event.

1. **Notify family or friends of your evacuation plans and destination (name of shelter or hotel/motel and phone number).**
2. **Eat something before evacuation to a public shelter. Bring with you a couple of sandwiches, cookies, etc. and a canned or bottled beverage (single serving size) as emergency rations will not be available immediately. Remember, no refrigeration is supplied.**
3. **Load survival kit into vehicle and leave.**
4. **Email or call CCE office if you intend on staying in your home during the event at least 2 weeks in advance.**

Hurricane Preparation for People with Special Needs (PSN)

Sarasota County Emergency Management maintains a Registry of People with Special Needs. If you are unable to respond independently to an emergency and have no other means of assistance, should you be required to evacuate your home, then you should register.

- **Register in advance.**
- Contact Sarasota County Emergency Management, People with Special Needs Office at 941.861.5000 for the necessary forms and registration information.
- The information you provide is *confidential* and will be available only to Emergency Services personnel.
- Generally, 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 possible, a caregiver should accompany the special needs person to the shelter.

NOTICE OF MANDATORY EVACUATION

The local police or sheriff will notify you of MANDATORY EVACUATION. **ONCE THE MANDATORY EVACUATION ORDER IS GIVEN, DO NOT ATTEMPT TO STAY IN YOUR HOME, AND “RIDE IT OUT”.** Remember those images on television in 2004 of some of the victims of Hurricane Charley, Frances, Ivan, Jeanne, Katrina, and Wilma who decided to “ride it out”.

SHELTER AND EVACUATION ROUTE INFORMATION – 861-4636

NO SMOKING, ALCOHOLIC BEVERAGES, WEAPONS OR PETS ALLOWED IN PUBLIC SHELTERS.

If you have any questions, call your local civil defense or emergency management office – 861-5300.

INFORMATION AVAILABLE DURING EVENT

If you live in a mobile home or recreational vehicle, you must evacuate no matter which zone you live in. These structures are extremely vulnerable to hurricane winds. Listen to your local radio and TV stations for announcements and shelter openings.

Access Sarasota television programming provides continuous coverage and is [webcast](#) live. Not every shelter will be open – watch TV for shelter openings.

Sarasota AM Radio

WAMR*1320
WENG*1530

Sarasota FM Radio

WCTQ*106.5	WSRZ*107.9
WKZM*104.3	WHPT*102.5
WYNE*105.9	
NOAA Weather Radio162.4	

*Stations with emergency power

Shelters: may or may not be open -

To shelter your pet, you must provide proof of updated license and vaccinations, and contain your pet in an appropriate pet carrier. If you are unable to comply with these requirements, then you must make other arrangements to shelter your pet. Pet shelters are limited to Dogs and Cats only. No Exceptions.

IMPORTANT: These directions do not reflect emergency road closures or hazards. Be prepared to find an alternate route. Drive Safely.

No.	Shelter Name	Address	Phone	Capacity	Pet Allowed
44	Ashton Elementary School	5101 Ashton Rd.	941.361.6440	1477	No
57	Booker High School	3201 N Orange Ave.	941.355.2967	1420	Yes
52	Booker Middle School	2250 Myrtle St.	941.359.5824	2428	Yes
46	Brookside Middle School	3636 S Shade Ave.	941.361.6472	500	Yes
53	Cranberry Elementary School	2775 Shalimat Ter.	941.480.3400		No
59	Emma Booker Elementary School	2350 Martin Luther King Jr Way	941.361.6480	550	No
69	Garden Elementary	700 Center Rd.	941.493.1979	750	No
60	Gulf Gate Elementary School	6500 Lockwood Ridge Rd.	941.361.6449	826	No
50	Lakeview Elementary School	7299 Proctor Rd.	941.361.6571	1100	No
54	Laurel Middle School	1900 E Laurel Rd.	941.486.2171	584	Yes
45	North Port Glenallen Elementary School	7050 Glenallen Blvd.	941.426.9517	1100	No
51	North Port Heron Creek	6501 W Price Blvd.			Yes
61	North Port High School	6400 W Price Blvd.	941.924.1365	5000	Yes
41	Pineview School	501 Old Venice Rd.	941.486.2001	500	Yes
43	Sarasota High School	1000 S School Ave	941.955.0181	3483	No
49	Sarasota Middle School	4826 Ashton Rd.	941.361.6464	2466	Yes
42	Taylor Ranch Elementary School	2500 Taylor Ranch Rd.	941.486.2000	1650	No
55	The Tabernacle	4141 DeSoto Rd.	941.355.8858	300	No
40	Tuttle Elementary School	925 N Brink Ave.	941.361.6433	780	No
47	Venice Area Middle School	1900 Center Rd.	941.486.2100	800	Yes

Shelter opening may vary with each emergency.

Charlotte County **DOES NOT** have any shelter spaces available for **Category 3 or stronger storms**. **Public shelters should be used as a LAST RESORT ONLY.** Listen to the news to tell you when the public shelters will be open and where they are located. **Do not expect to be comfortable during your stay in a public shelter.**

Hospitals

Facility	Address	Zip Code	MUNI	Phone
Doctors Hospital of Sarasota	5731 Bee Ridge Road	34233	SARA	941-371-1029
Englewood Community Hospital	700 Medical Blvd	34223	ENWD	941-475-4179
Sarasota Memorial Hospital	1700 S Tamiami Trail	34239	SARA	941-917-7984
Venice Regional Medical Center	540 The Rialto	34285	VEN	941-485-5603

HURRICANE INFORMATION

1. Sarasota County Emergency Operations Center www.sarasotaeoc.net
2. Emergency Management Charlotte County www.charlottecountyfl.com/emerg.htm

Emergency Numbers

- **Sarasota County Department of Emergency Management Call Center:** 941-861-5000
- **Deaf Communication Center for TDD Messages:** 941-861-1833
- **Special needs registration:** 941-861-5000

911 CALLS

During actual hurricane operations, restrict calls to your emergency management office to those that are absolutely necessary (emergency assistance or information). Local TV and radio stations should be monitored to obtain current hurricane status and general evacuation information. Do not call 911 for hurricane information.

911 is for emergencies only. CCE has been informed that emergency vehicle stop responding to calls when winds reach 35 to 40 mph. As soon as the winds pass, emergency vehicle will resume operation.

IT IS IMPORTANT TO OBTAIN A COPY OF THE SPECIAL HURRICANE INSERTS IN OUR LOCAL NEWSPAPERS AND WATCH LOCAL TV NEWS.

ABC 7 News (Cable Channel 7) publishes, annually, an excellent Hurricane Survival Guide at the beginning of hurricane season which is June 1st through Nov. 30th. This is information for Sarasota county residents.

PETS

Make arrangements for your pets, boarding, veterinary hospital, with a friend or just leave at home.

1. Make sure vaccination shots are update prior to hurricane hitting.
2. County registration is up to date.

If you plan to leave your pet(s) in your home.

1. Survey your home and determine the safest location away from windows.
2. Provide access to high areas such as counter-tops in the event of flooding.
3. Plan for feeding by leaving dry-type foods that are relatively unpalatable to prevent overeating.
4. Leave water in bathtubs or other sturdy containers that will not spill.
5. Birds require special food dispensers that will allow them to eat daily.
6. Never leave your pets outside during a storm.
7. Never leave a cat with a dog even if the CCEo are normally friends.

Your pet disaster supplies kit should include:

- Medications.
- Medical records (stored in a waterproof container).
- Leashes, harnesses
- Carriers to transport pets.
- Current photo of your pet.
- Dry food, enough for several days.
- Potable water, depending on the size of the animal use similar guidelines as for humans.
- Bowls. Pet beds and comfort items, if easily transportable.

THE AFTERMATH OF THE HURRICANE

- Do not attempt to return to your home until authorities say it is safe to do so. This is extremely important.
- Make the CCE office aware when you do return to your home, email or call.
- Be aware of downed or loose power lines. Report them to the power company, police or fire department.
- Enter your home with caution. Open windows and doors to ventilate or dry out your home. Do not use candles or open flames indoors. Use a flashlight to inspect for damage.
- If your home has gas, check for gas leaks. If you smell or hear a blowing or hissing noise quickly leave the building and leave the doors open. Call the gas company.
- Look for electrical system damage. If you see sparks or frayed wires, turn off electricity at the main fuse box. If you have to step in water to reach the electric box, contact an electrician for advice.
- Check for sewage and water line damage. If you suspect damage, call CCE office. Do not drink or prepare food with tap water until you have been notified that it is safe to do so.
- Take photos of any damage, both the house and its contents for any insurance claims.
- Contact your insurance agent
- Within hours of any disaster, the affected community will be besieged by companies and individuals looking for work and/or offering disaster recovery services. This group will consist of qualified professionals, ranging from public adjusters to companies specializing in disaster recovery –the larger of these companies will arrive decked out in color coordinated uniforms, large debris removing equipment and even helicopters. Interspersed among the new arrivals will be the CON MEN and PROFITEERS who prey upon the misfortune of others. While it is very tempting to sign the first contract stuck in your face, when confronted with what initially will appear to be an insurmountable task of reconstruction, experience has shown that these quick solutions are formulas for disaster of a greater magnitude than those already suffered. No greater application exists for the old adage that “Haste makes waste” in these situations. **The best advice is to just say NO and stick to your disaster plan, which, hopefully, will include a plan that anticipates the five (5) phases of reconstruction.**
- Project planning/scheduling
- Construction bidding
- Contract negotiation
- Construction/rehabilitation
- Project completion/close out
- These are intervening steps you should take which may require contracts of short duration and for specific purposes.
- Even these contracts should be reviewed to insure that proper precautions are taken.

CONCLUSION

Hopefully you will never need to use the information contained in this document. But if you do, it may save your life and minimize the damage to your property and belongings. The Disaster Preparedness Plan was prepared for you and your CCE neighbors by the Country Club Estates Cooperative Board of Directors.

Sources of information:

Charlotte County Emergency Management & Sarasota County Emergency Management

CCE contact information:

Phone: (941) 488-2111

Fax: (941) 483-4958

E-mail: managercce@comcast.net

Website: www.ccevenice.com

SOURCES OF HELP

SOURCES OF HELP Emergency Medical Service	911
Police Department --VENICE	911 or 882-7544
Fire Department	911
American Red Cross They have a hurricane guide also.	379-9300 Sarasota
SARASOTA COUNTY	http://www.scgov.net/emergencyservices/allhazards.asp
Administrator	861-5111
Animal Control	861-9500
Building Department, South County	861-3280
Emergency Information	861-4636
Emergency Management	379-9300
Health Department	861-2823
Information Desk	861-5000
Medical Examiner	361-6909
Special Needs Evacuation pre-register before hurricane hits land	861-5000 call for application OR CCE office
Charlotte Regional Medical Center	941-639-3131
CDC – Disease Control	404-639-3311 800-311-3435
Doctors Hospital of Sarasota	941-342-1100
Englewood Community Hospital	475-6571
Fawcett Hospital	941-629-1181
FEMA-Federal Emergency Management Agency	904-487-4915 (Tallahassee)
Florida – Emergency Management Dept.	850-413-9969
Florida Insurance Hotline	800-227-8676
Florida Marine Patrol	800-432-3355
Highway Patrol	800-483-5912
Insurance Florida Dept. Hurricane Hotline	800-528-7094
Missing Children	888-356-4774
National Weather Service	800-282-5584
Parent Help Line	800-352-5683
Peace River Regional Hospital	941-625-4122
Poison Control	800-222-1222
Sarasota Memorial Hospital	941-917-9000
Venice Regional Medical	941-485-7711
Venice Regional Medical – Walk in Clinic	941-483-7263
FPL	917-0708
Comcast Cable	1-800-266-2278
Venice Chamber of Commerce	488-2236
Venice Police	486-2444

**HURRICANE PREPAREDNESS
SUGGESTED PACKING FOR EVACUATION**

Exhibit A

Fill gas tank on car (pumps won't work if no electricity)

Cash (credit cards won't be accepted if no electricity) CASH WILL BE KING

Current maps of Venice and Sarasota with evacuation routes and shelters clearly marked

Check Book

Cell Phone/Phone Numbers and Addresses

Flashlight and extra batteries

Battery operated radio and extra batteries (earphones)

Watch or small battery operated clock

All medication for at least a week

Toilet articles/cosmetics

Razor/toothbrush and paste

First aid kit

Toilet paper/Kleenex

Soap

Wash cloth and towels/Pre-moistened towelettes

Change of clothes and underwear

Jacket (Shelters can be cool)

Raincoat or umbrella

Sleeping bag

Air mattress or cot

Pillow

Blanket if you don't have sleeping bags

Folding chair

Games, cards/books (to pass the time)

Water (several gallons)

Canned foods such as chicken, spam, tuna, beans, etc.

Breakfast bars, crackers, munchies

Can opener (not electric)

Paper plates, cups, and paper towels

Plastic forks, knives, spoons/scissors

At end of hurricane season, use the food and water and replace it before the next hurricane season.

Have a safe deposit box in a bank to store your important papers, pictures of you home and jewelry. Have copies ready to take with you. Take the safe deposit box key with you. Take your laptop computer. Back it up before disconnecting.

Have a bag ready in your closet or car during the hurricane season with as many things packed as possible. Keep a list in your bag of other items that you must take with you, and a list of things that you consider important to you, that you want to take with you.

Residents must be prepared for an evacuation before the hurricane season begins. Give some thought to the items that you want to pack and then act on it. Make your lists, and get your emergency bag packed before the season begins. Be Prepared!!!!!!

HURRICANE SUGGESTION

Put a bowl of ice cubes in your refrigerator's freezer. After your return 3-4 days if the cubes are still cubes your food did not defrost. If your bowl is one big ice cube or the ice has melted and then the freezer came back on and froze your food but it is no longer any good.

Turn your refrigerator and freezer on high before so food freezes very hard. Open door as little as possible.

Storing boats on lift while you are not here!!!!

Exhibit A

1. Secure your boat to the cradle of your lift so that if the water comes up extremely high, the boat will lift the cradle and the boat as one. When the water recedes, the boat will settle back where it belongs on the cradle.
2. Make sure that all of the lines that are holding your cover on are in very good shape. If one breaks it is just a matter of time that the rest will follow.
3. Raise the boat high enough so that the cradle is even with the pier.

Storing your boat in the water while you are not here! Secure your boat using two long spring lines that extend from the bow to the stern. The first spring line should be secured to the pier at the stern and the other end to the bow of the boat. The other spring line should be affixed to the pier at the bow and tied to the stern of the boat. This will keep the boat from moving forward and aft in the slip.

- Make your dock lines as long as possible. If you tie the stern of the boat from the opposite side of the boat, away from the pier, it will let the boat ride up and down a lot further than being tied to the pier side of the stern.
- It would be wise to use double lines while you are gone for the Summer season.

MANDATORY EVACUATION SUGGESTED HOME CLOSING

If ordered to evacuate OBEY IMMEDIATELY

Do not enter an evacuated area until local officials have issued an all-clear

Alert CCE office if you are going to stay in your unit during the event

Remove pictures and mirrors from walls

Unplug all electrical appliances or pull main switch

Turn off water

Turn off water heater

Turn off AC

Put down awnings/install storm panels (this should be done during the warning stage)

Put all outside items into shed or home (this should be done during the warning stage)

Close windows tightly

Fill car with gas

Get extra money including a roll of quarters

If you have pets find a pet shelter

Bring: Your previously packed emergency bag, plus other items on your list.

Federal Emergency Management Agency (FEMA)

www.FEMA.gov

Information pertaining to everything from property protection measures through post-flood recovery.

On-line flood hazard map

www.esri.com/hazards

- 1) Type in "Venice" then select "FL"
- 2) Select the type of map "Flood Hazard Areas"
- 3) Click on "Make" select "Online Hazard Maps"
- 4) Click on "Make the Map!"

River Conditions

<http://www.nws.noaa.gov/oh/hic/>

Provides current river depths and warning of potential flooding.

Floodplain Facts

www.swfwmd.state.fl.us

Southwest Florida Water Management District (SWFWMD) reports and publications pertaining to our area. Don't miss this important brochure filled with interesting facts!

Flood Insurance Information

www.fema.gov/business/nfip/

Venice is currently rated as a Class 7 NFIP participating community which qualifies residents whose property lies within a Special Flood Hazard Area (SFHA) for a 15% reduction in flood insurance premiums.

National Flood Proofing Committee – US Army Corps of Engineers

<http://www.usace.army.mil/Pages/Default.aspx>

A wealth of information and brochures for steps you can take to protect your home and property.

For news and weather regarding a possible storm event in Venice:

National Weather Service

www.nws.noaa.gov

Hurricane Prediction and Awareness

www.nhc.noaa.gov

Institute for Business & Home Safety

<http://www.disastersafety.org/>