



INTRODUCTION

CBYC has a comprehensive Hurricane Emergency Plan designed to protect the safety of all residents in the event of a hurricane emergency.

This plan outlines the responsibilities of each department to secure property and assist residents in apartments before, during, and after a hurricane. This plan has been approved by the Board of Directors and should be made a part of your Rules & Regulations.

Protecting the lives of a large number of people during a hurricane and its aftermath is an enormous task that can only be carried out with your help and cooperation.

This booklet describes CBYC's Hurricane Emergency Plan from the resident's perspective: how to prepare for a hurricane, how we will communicate with you, and what to expect when we put our Hurricane Plan into action.

Please take time to study this booklet before a hurricane hits. Being prepared will minimize the hazards and discomfort of a hurricane emergency.

HURRICANE TERMINOLOGY

How we implement our Hurricane Emergency Plan will depend on the type and intensity of the threatening storm. The following information will assist you in understanding the information you receive during a hurricane emergency.

HURRICANE – A tropical storm that exceeds 75 mph winds.

HURRICANE WATCH – A possibility that the hurricane may be a threat to our area.

HURRICANE WARNING - A hurricane that is expected to strike our area in 24 hours or less.

TROPICAL STORM – Counterclockwise circulation of clouds and winds 39 mph to 75 mph.

STORM SURGE – Wind-driven waves preceding a hurricane's landfall.

HURRICANE INTENSITY by Category

The chart identifies the expected storm surge heights and wind speeds that may be encountered from different hurricane intensities.

CATEGORY	STORM SURGE (feet)	WINDS (MPH)
1	Up to 4-5	74-95
2	Up to 6-8	96-110
3	Up to 9-12	111-130
4	Up to 13-	131-155
5	18 and up	above 155

HURRICANE PREPARATIONS BEFORE THE SEASON

June through November is "Hurricane Season". Our recent experience with Hurricanes Frances, Jeanne and Wilma indicates it is important to be prepared before a hurricane strikes. The following is a list of all preparations you need to make before hurricane season.

- Read this guide carefully
- Assemble your hurricane emergency kit (see list below)
- If you live on a 1st floor, choose a CBYC friend to stay with on a 2nd or 3rd floor. Tell your building representative where you will be going.
- Let your building representative know if you need assistance.
- If you have friends or family in a safe area, please make arrangements to be with them for the duration of the storm, and arrive at that safe location well before the highways become overloaded.

HURRICANE EMERGENCY KIT

These supplies should be packed and ready in the event CBYC is evacuated.

- Water-1 gallon per person per day is recommended.
- Have food for seven days in your apartment; food for three days to take with you if CBYC is evacuated.
- Ready to eat canned meat, fruits, and vegetables (with MANUAL can opener) and other high-energy foods such as peanut butter, crackers, and candy bars,
- Blanket, sheets, and pillow
- Flashlight and batteries
- Battery-operated radio
- Medication (30-day supply) including prescription and non-

- prescription drugs (aspirin, antacids, etc.)
- Paper Towels
- Toilet Tissue
- Ziploc freezer size bags
- Disinfectant
- Bug Spray
- Deodorizer
- Handi-Wipes
- Wet Wipes
- Important papers (insurance, health insurance cards, Medicare and Medicare Plus; addresses and phone numbers; titles to condo, property, cars and boats; bank books, checking and saving; securities; etc.)
- Cash (ATM's may not be working)

If you are going to someone else's condo or house, all items should be taken with you. Changes of clothing are recommended.

PREPARATIONS DURING A "HURRICANE WATCH"

Whenever a storm is brewing in the Atlantic, we are following its movement. If the National Weather Service places this area in a "Hurricane Watch" status, we will begin to make preliminary preparations. Residents should do the following:

- Check your "Hurricane Kit" for proper stocking. Acquire necessary items.
- Move all furniture and items inside off porches, balconies, and doorways that are not protected by hurricane shutters.
- Secure all hurricane shutters.
- Fill your car with gasoline.
- Clean and fill your bathtub with water, using a stopper to keep water in tub.
- Fill all available containers with water.
- Stay tuned to CBYC TV Channel 43 for up-to-date information on our hurricane emergency plans.
- IF YOU HAVE FRIENDS OR FAMILY IN A SAFE AREA, GO TO THEM. IF YOU ARE LEAVING THE COMMUNITY, IT IS CRITICAL THAT YOU COME TO THE OFFICE AND LET US KNOW WHERE YOU WILL BE.

PREPARATIONS DURING A "HURRICANE WARNING"

- Stay in your apartment.
- Stay tuned to CBYC TV Channel 43 for latest information.
- Disconnect all minor electrical appliances.

- Lay towels along the bottom of sliding glass doors to absorb water.
- Close all draperies.
- Turn refrigerator to coldest setting.
- Move items away from doors or windows to avoid water damage.
- Elevators will be turned off.
- If you are planning to leave the facility for the duration of the storm, do so now. Be sure you inform the Office and your Building Representative that you are leaving and where you are going.

THE HURRICANE EMERGENCY "ACTION PLANS"

CBYC's Hurricane Emergency Plan calls for three different "Action Plans" depending upon the intensity of the storm and the prediction of flooding.

Based on information from the National Weather Service, the Board of Directors will make the decision to implement one of the "Action Plans" approximately 24 hours prior to expected landfall. CBYC TV channel 43 will keep you informed of the decision to implement one of the hurricane plans.

PLAN "A" – "BATTEN DOWN THE HATCHES"

Plan "A" will be implemented if we expect a category "1" storm to strike with no flooding expected. You may remain in your units; however, if you are not going to be in your unit, you must report your whereabouts to your building representative and the office.

DURING THE STORM

1. Stay inside your apartment or that of a friend if you have relocated.
2. Keep tuned to CBYC TV Channel 43 for information.
3. When the electricity is out, use your flashlights. DO NOT use candles, sterno, charcoal, or any open flame.
4. Stay away from windows and sliding glass doors.
5. If you need assistance, call your building representative.
6. After the storm, Channel 43 will provide you with information.

PLAN "B" – "VERTICAL EVACUATION"

In the event a Category 2 or 3 storm is expected to strike, we may encounter significant flooding, and we will be evacuating all vulnerable areas.

During Plan "B", the CBYC Office will be moved to a 2nd or 3rd floor office.

During Plan "B"- "Vertical Evacuation", residents on the following areas must evacuate (go to a friend's Unit). - 1st Floor

We understand this means the 2nd and 3rd floors will be crowded, but this is a necessary inconvenience to all residents. So that you may be comfortable, we encourage you to ask a CBYC friend if you can join them in their apartment. Building representatives will be asking you where you will be.

Apartments on the 2nd and 3rd floors with hurricane shutters may be occupied during the storm. Residents in apartments without shutters should evacuate.

DURING THE STORM

1. Stay in your apartment unless an order is given to move.
2. When the electricity is out, use your flashlights. DO NOT use candles, Sterno, charcoal, or any open flame.
3. Stay away from windows and sliding glass doors.
4. If you need assistance, call your building representative.

PLAN "C" - "TOTAL EVACUATION"

Plan "C" calls for total evacuation or the removal of all residents and staff from CBYC to an approved shelter. This is an enormous task requiring the removal of a large number of people and your cooperation will be critical. In the event of a strengthening Class "3", Class "4" or a Class "5" hurricane, all CBYC residents and staff will be evacuating. We would like you to go with family or friends who are in a safe area; all remaining residents will be going to an Emergency Shelter, which will not be comfortable or private. You will have to provide for your own personal effects.

CBYC is in a MANDATORY EVACUATION AREA. Once the Emergency Management Office has given the evacuation order, CBYC will begin the evacuation process. Residents who elect to remain at CBYC will be asked to complete and sign a waiver indicating that they understand the Evacuation Order and release CBYC from any LIABILITY. Remaining residents will not have any staff support until we are able to return to the facilities.

CBYC will not provide transportation. If you are driving, please check to see if you can provide transportation for others.

PREPARATIONS FOR EVACUATION

1. Secure your apartment as described in "Preparations During a Hurricane Warning" section.
2. Inform family and close friends that you will be evacuating Circle Bay and cannot be reached until after the storm.

3. Pack **ONLY** the following items to take with you to the hurricane shelter:

---One change of comfortable clothing

---Three days supply of food

---Three gallons of water in a collapsible water jug= 3 days for 1 person

---A thirty day supply of all medications

---Flashlight and batteries

---Important papers

---Toiletries

---Blanket/sheets/pillows

4. Since we are in a flood zone, we ask that you drive yourself and others if at all possible. A car left in CBYC may be damaged from floodwaters.

BOATS AT CBYC DOCKS

Each boat owner must plan for the safety of his or her own boat. **PLAN AHEAD!**

Owners of boats up to 25 feet should consider having their boat hauled and stored. If that is the way you plan to go, you should make reservations well in advance with the storage yard.

Larger boats must tie off for safety. Remember you must have your vessel **AWAY** from the pilings and docks. This is mandatory because with extreme high water pounding, the boat will be badly damaged. Four lines, of at least 100' each and of appropriate size for the vessel, should be secured to available shore anchors, palm trees, etc. with chafing gear such as hoses, tape, cloth, to protect every place that a line will rub either the boat, dock, seawall or even other lines. Two or three hours of rubbing in a pounding sea will cut through the best of lines.

Also remember that **YOU** are responsible for any damage caused by your boat if it breaks loose. If you plan to be away from CBYC during this time, be sure you have made arrangements for someone else to take care of your boat.

The Dockmaster and his/her assistants are responsible for the Hurricane preparations for CBYC boats and docks. All boat owners should work with these people in preparing their boat during any emergency including hurricanes.

AFTER THE STORM PASSES

The Clubhouse is equipped with an emergency generator that will allow residents to be out of the heat, hot showers by the pool, and a working kitchen. See CBYC TV Channel 43 for information on use.