



KINGS POINT
DISASTER PLANNING COMMITTEE



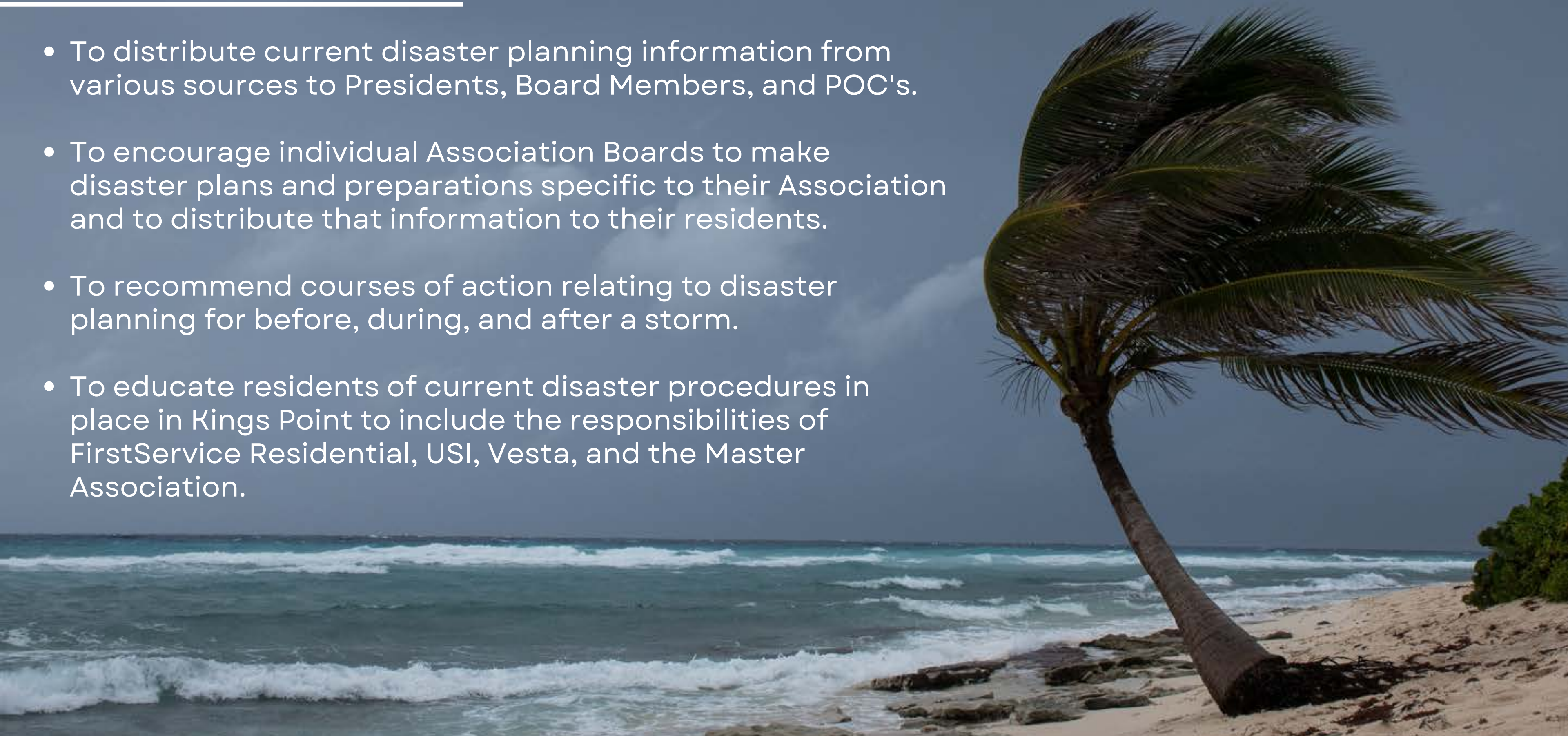
DISASTER PLANNING BOARD WORKSHOP

KINGS POINT / MAY 18, 2023 / VETERANS THEATER

www.kpmaster.com/disasterplanning

Purpose of this Workshop

- To distribute current disaster planning information from various sources to Presidents, Board Members, and POC's.
- To encourage individual Association Boards to make disaster plans and preparations specific to their Association and to distribute that information to their residents.
- To recommend courses of action relating to disaster planning for before, during, and after a storm.
- To educate residents of current disaster procedures in place in Kings Point to include the responsibilities of FirstService Residential, USI, Vesta, and the Master Association.



About the Kings Point Disaster Planning Committee

- Disaster Planning Committee was established in 2018
- Every year the committee conducts many meetings prior to kick off and gathers the most up to date information from all Hillsborough County emergency agencies.
- In 2020 the Master Association created the Kings Point Disaster Planning webpage (kpmaster.com/disasterplanning) where anyone may go to for a plethora of updated information to prepare for a disaster, especially Hurricanes.
- The committee itself is comprised of residents of Kings Point most with first-hand knowledge and experience with the emergency system here in Hillsborough County, and community leaders from the Master Association, The Federation, FirstService Residential, and Vesta.



The members of the 2023 Disaster Planning Committee are:

George Cordelli

Oversite Director (Master Board Director)

MaryAnn Meeker

(Former Member Emergency Squad) - Committee Chair

Mike Bardell

Chief SCC Emergency Squad

Shirley Bardell

Federation Director

Shawna Deiulio

Vesta (Master Association) General Manager - Committee Consultant

Steve Knott

FirstService Residential - General Manager - Committee Consultant

Glen Ziolkowski

USI - Consultant

Pete Doxsee

Vesta - Chief of Security - Committee Consultant

Additional Disaster Planning Committee Members

Shelia Houlihan (Emergency Squad)

Eileen Peco (Emergency Squad)

Liz Argott (KP Resident-Former Chair)

Amber Price (KP Resident)

Community Communications

Tiffany Decker (Master Association)

Eddie Jacobs (Vesta)



Key topics that we will cover:

- Why do Associations need an Emergency Plan
- What should be included in your Associations plan
- What are the Association Board's Emergency Powers
- What are the expectations:
 - For an Association Board
 - For residents
 - For FirstService Residential
 - For Vesta & Security
 - For the Master Association
- How Natural Storm Debris clean up works in Kings Point
 - Grounds Clean-Up (Federation)
 - In your Association
- Evacuation vs. Flood Zones
- Know your Zones
- Storm Surge - Know the Dangers
- Hurricane Watch vs. Warning
- Should I stay or should I go
- After the Storm
- Other Important Things to Know
- Resouces



Emergency Preparedness Plan:

Why do Associations need to have an emergency preparedness plan?

- It is part of the Association's duty to protect the well-being of their community and act in the best interest of their residents.
- To assist your Association and its residents in being prepared when the time comes.
- To help minimize health, safety, and monetary risks for the entire community.

What should be included in my Association's Emergency Plan?

- Chain of Command
- Site Plan
- Evacuation Plan
- Standard Procedures
- Insurance
- Community Photos
- Designated Meeting Place
- Essential Contact Details
- Debris Clean-Up
- Response Plan

If you would like individual assistance in developing your Association's Emergency Plan from the Disaster Planning Committee, please contact the Committee Chair, MaryAnn Meeker at mmeeke3@tampabay.rr.com to schedule an appointment.



Did you know?

Certain emergency situations may call for thorough preparation and a rapid response from an Association in order to safeguard the wellbeing of their residents. To this end, an Association's ordinary powers can sometimes be expanded during times of emergency. These expanded powers are typically referred to as "**emergency powers**" and can serve as a key source of guidance and leadership during crises.

Things To Note:

The authority of HOAs and COAs to enforce their rules and regulations is rooted in statutory authority in the Florida State Statutes, Chapter 718 (COAs) and Chapter 720 (HOAs) and are very similar. We have included some details in the guide, however if you specific information, please refer to the State Statute website.

Be aware that the emergency powers of a COA or HOA are limited and the extent of those powers are always dependent on its governing documents, state law, and the nature of an emergency. Associations Board must continue to fulfil their fiduciary duty to their Association, continuing to look out for the best interest of their Association along with the limitations of it's authority.

What Residents Should Expect from their Association Board?

- Communication with residents in advance of the storm
- FirstService Residential will provide a headcount checklist in the event of a storm.
- To be told to secure outdoor objects to protect property
 - Note the Association Board has the right to throw out any items that has failed to be secured.
- That damage will be addressed as soon as possible
- That Boards will be financially prudent in the recovery and/or restoration of property damage and in the potential assessments for losses.
- The Board will be responsible for Common Areas/Elements ONLY.
- The Board should review their documents and rules to determine procedures for hurricane shutters.





WHAT SHOULD THE BOARD EXPECT FROM THEIR RESIDENTS?

- Attention to advance communication regarding the storm
- Self-accountability for whereabouts so Board can perform a “headcount”
- Cooperation when asked to secure outdoor objects to protect property
- To help report damage after the storm to the Board/POC’s
- To evaluate loss assessment insurance coverage to minimize financial burdens
- To secure their Unit interiors and Limited Common Elements
 - Take pictures of unit interiors and keep for post storm claims
 - Take pictures of unit exteriors and keep for post storm claims

WHAT TO EXPECT FROM FIRSTSERVICE RESIDENTIAL?

FirstService's goal is to protect the lives and health of residents and the employees of Kings Point and protect and minimize damage to residents' property in the event of an emergency.

Priorities

1. To evacuate and account for all employees.
2. To assemble the company's Emergency Response Team.
3. Prevent further property damage through mobilizing vendors to begin repairs and estimates when safe to do so.
4. File any applicable reports with the Federation of Kings Point.

Emergency Response Procedure

1. Assess the situation, number, and types of hazards expected.
2. Protect residents, employees, contractors, equipment, vital records and other assets.
3. Coordinate with the insurance company on any possible claims.
4. Get the community back up and running.



Miscellaneous

1. Financial – FSR Emergency Loan Fund – available to bridge gaps for repairs while waiting for insurance.
2. FEMA – FSR will assist in FEMA aid applications if applicable

What to expect from Vesta and Security?

In the event of a Natural disaster, Vesta will close and secure the Land Trust properties including pools, clubhouses, and recreation areas as directed by the federation board. Gate House security will remain in place until winds reach 35mph, and/or the Hillsborough County Sheriff's office directs closure of this operation. After the event has ended, representatives of Vesta and other local authorities will assess damages to the Trust properties and in partnership with the Federation Board will open the amenities when it is safe to do so.





What to expect From the Master Association?



- The Master Association's goal is to help minimize safety and monetary risks for the entire community with regards to infrastructure and roadways.
- Conduct regular inspections of our roads, bridges, drainage structures and landscaping to identify and mitigate any potential safety hazards in advance of a storm.
- Provide designated staging areas throughout the property for the Section Landscapers and restoration vendors to use for landscape and construction debris
- Provide designated staging areas for FEMA, if applicable.
- Assist local officials and FEMA as needed
- Once a watch is issued, a visual inspection of the property will take place.
 - Any fallen branches or debris will be picked up
 - Loose articles and debris will be removed from lake outfalls
 - Obstructions will be cleared from storm drains along Master roadways
 - The irrigation yard will be secured and all pumps and controllers will be turned off
- Have a manager onsite as soon as it safe to do so after the storm to assess damage and coordinate clean-up
- Contracted with Russell Landscaping for priority landscaping services after the storm
- Contracted with Global Engineering for priority service with our drainage infrastructure

Clean-Up

How will Natural Storm Debris Clean Up be handled in your Association?

Grounds Clean Up Fund:

The Federation budgets \$50,000 yearly for the clean-up of Associations natural debris due to a named storm and \$50,000 for landscape replacement/clean-up contingency, for a total of \$100,000. Fund is not replenished after each event during the same budget year i.e. multiple hurricanes.

Clean Up Responsibilities:

The Federation contracts separately for hurricane clean up services from the four landscapers, DTE, Artistree, Brightview and Russell's. The \$100,000 is used to pay for the debris clean up. Clean up costs in excess may be billed back to the Association.

Downed Trees & Limbs:

The cost of tree service following a hurricane is solely borne by the Association. In the event of widespread tree damage, priority will be given first to access, safety, and structure damage mitigation. Associations may be asked to adopt an Emergency Spending policy granting FSR access to and power to expend funds on behalf of the Association for these purposes.

Associations should consider delegating authority to FirstService Residential's Specialists to authorize Brown's Tree Service to remove critical downed branches/trees from their Association.



Section 1



Section 2



Section 3



Section 4



All Sections

How will Artificial Storm Debris Clean Up be handled in your Association?

Assess & Report

Board's & POC's, when safe to do so, canvass the Association and assess damage done to structures. Log all damage no matter how big or small on the FSR damage report form. Return the form to your FSR CAM ASAP. **DON'T discard materials, but make sure they are in an area that won't cause further damage if possible.**

Insurance Process

Your FSR CAM may view the property damage with you and determine if a claim is worth filing. The deductible is 5% of the value of the structure so damage must be significant to be filed. Significant property damage will first need to be inspected by an insurance claims field adjuster. Your CAM will work with you and the adjuster (if applicable) on claims, material removal, and repairs.

Unit Owner HO-6

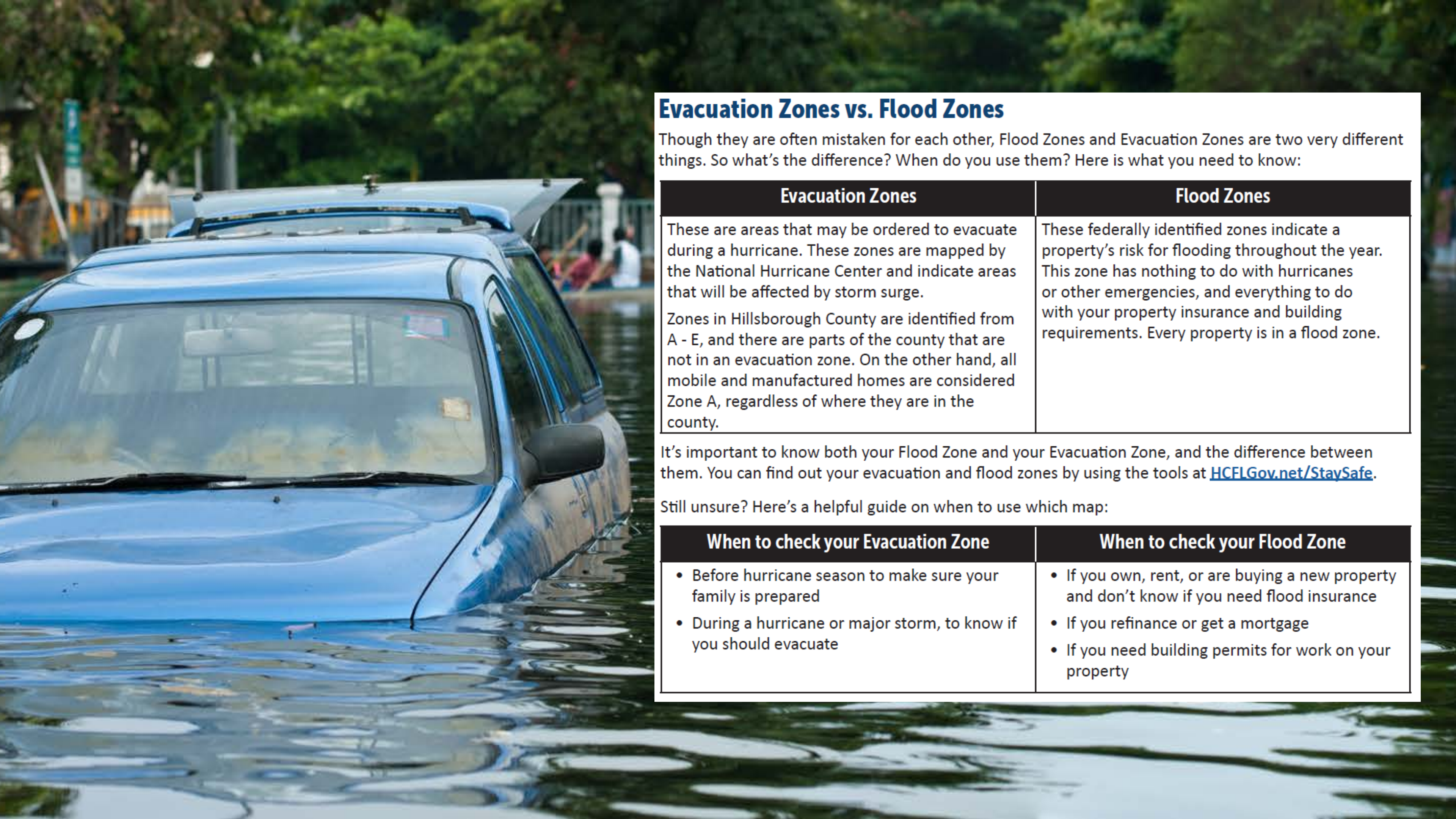
Each unit owner is required by statute to have a minimum of \$2,000 in loss assessment coverage in their HO-6 policy. (But unit owners aren't required to be insured). Unit owner coverage may be significantly under-insured due to a) choice and/or b) newly appraised higher building values. Unit owners can consult with their agent, and the Board and FSR has the building values to determine assessment maximums.

Federation Insurance Deductible Fund:

Does not apply to hurricane deductibles.

Your Service Providers





Evacuation Zones vs. Flood Zones

Though they are often mistaken for each other, Flood Zones and Evacuation Zones are two very different things. So what’s the difference? When do you use them? Here is what you need to know:

Evacuation Zones	Flood Zones
<p>These are areas that may be ordered to evacuate during a hurricane. These zones are mapped by the National Hurricane Center and indicate areas that will be affected by storm surge.</p> <p>Zones in Hillsborough County are identified from A - E, and there are parts of the county that are not in an evacuation zone. On the other hand, all mobile and manufactured homes are considered Zone A, regardless of where they are in the county.</p>	<p>These federally identified zones indicate a property’s risk for flooding throughout the year. This zone has nothing to do with hurricanes or other emergencies, and everything to do with your property insurance and building requirements. Every property is in a flood zone.</p>

It’s important to know both your Flood Zone and your Evacuation Zone, and the difference between them. You can find out your evacuation and flood zones by using the tools at [HCF LGov.net/StaySafe](https://www.hcflgov.net/StaySafe).

Still unsure? Here’s a helpful guide on when to use which map:

When to check your Evacuation Zone	When to check your Flood Zone
<ul style="list-style-type: none">• Before hurricane season to make sure your family is prepared• During a hurricane or major storm, to know if you should evacuate	<ul style="list-style-type: none">• If you own, rent, or are buying a new property and don’t know if you need flood insurance• If you refinance or get a mortgage• If you need building permits for work on your property

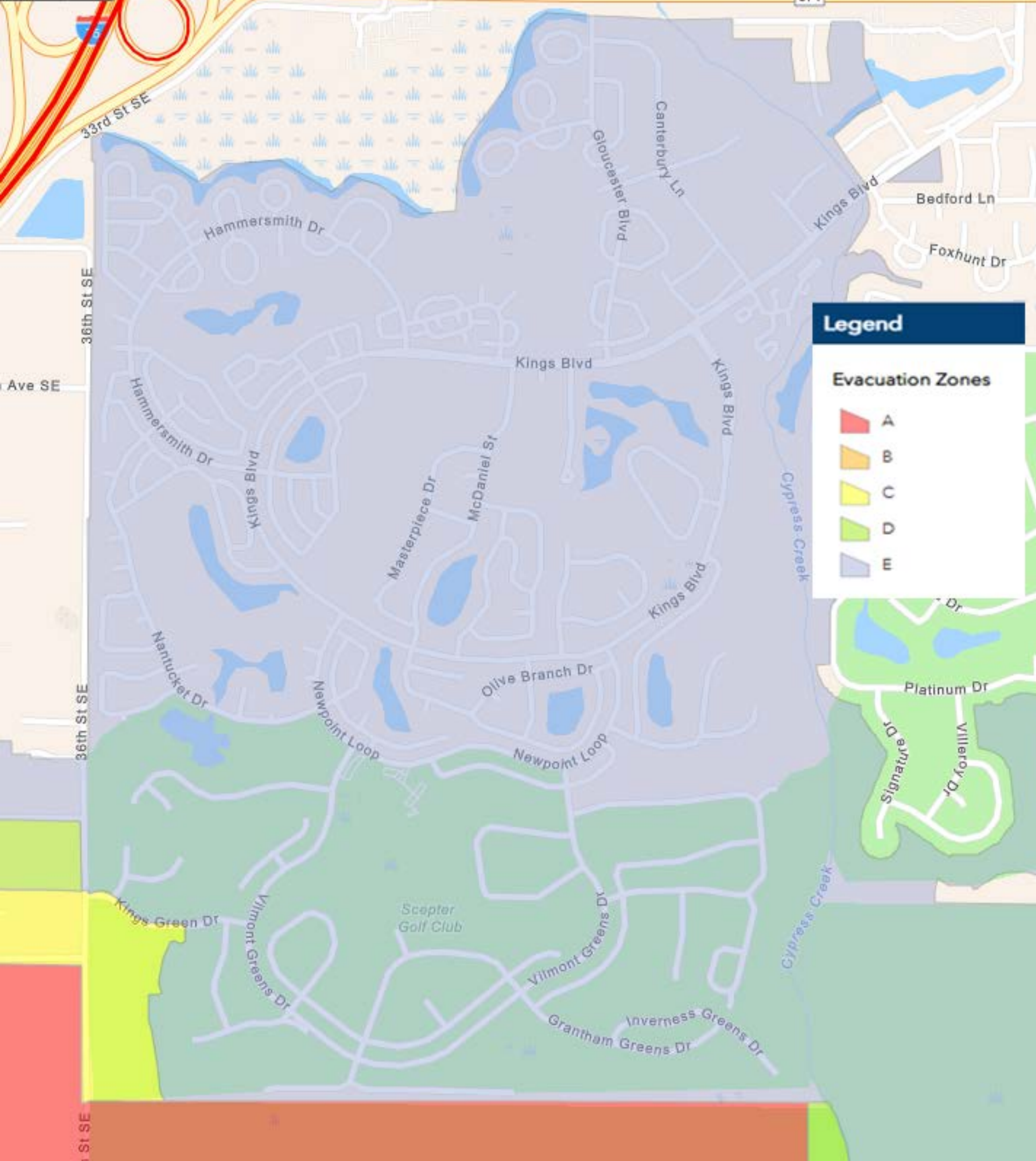
Know Your Evacuation Zone

In an emergency, local officials will order evacuations using zones to keep your family safe. These zones highlight areas most at risk of impacts from hurricanes, tropical storms, and other hazards.

Hillsborough County Evacuation Zone Map (2023) – Kings Point

A small portion of Kings Point is in Evacuation Zone D (Winds at 131 to 155 MPH with potential tide heights to 31'). With that said, a majority of Kings Point is in Evacuation Zone E (Winds at 156 with potential tide heights to 38').

For detailed maps for your specific location, visit www.hillsboroughcounty.org and search for Evacuation Map



Know Your Flood Zone

Hillsborough County Flood Zone Map (2023) – Kings Point

Moderate to Low-Risk Areas

Zone X - Floodplain area with a 0.2% (or 1 in 500 chance) or less annual chance of flooding. Includes areas of moderate flood hazard, such as base floodplains and shallow flooding areas, and minimal flood hazard, which may still have ponding and local drainage problems.

High Risk Areas (Special Flood Hazard Area)

Zone A - 100-year floodplain, areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas, no base flood elevations are shown.

Zone AE - 100-year floodplain, the base floodplain where base flood elevations are provided.

**For detailed maps for your specific location,
visit www.hillsboroughcounty.org and
search for Flood Map**



HURRICANE WATCH

A Hurricane Watch is issued when **hurricane force winds are possible within 48 hours.**

Prepare by boarding up windows and moving loose items indoors. Have an emergency supply kit ready.

Hurricane Possible.

HURRICANE WARNING

A Hurricane Warning is issued when **hurricane force winds are expected within 36 hours.**

Seek shelter in a sturdy structure or evacuate if ordered.

Hurricane Expected!

Saffir-Simpson Hurricane Wind Scale

Category 1



Winds

119-153 kph
74-95 mph

Minimal Damage

Category 2



Winds

154-177 kph
96-110 mph

Moderate Damage

Category 3

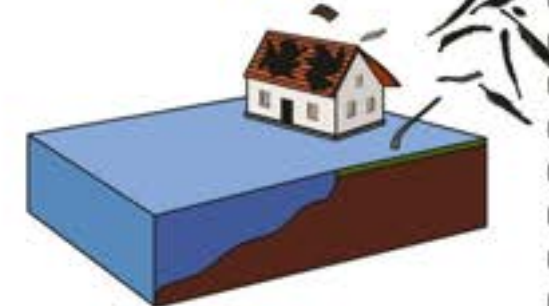


Winds

178-208 kph
111-129 mph

Extensive Damage

Category 4

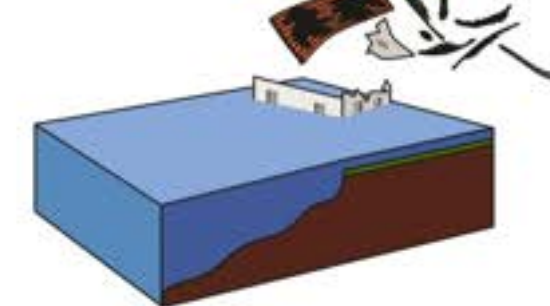


Winds

209-251 kph
130-156 mph

Extreme Damage

Category 5



Winds

252 kph and more
157 mph and more

Catastrophic Damage

Should I Stay or Should I Go?

The most critical decision you can make during a hurricane is whether to shelter in place or evacuate. Having a plan means knowing when you safely stay and when it's time to go.

If You Shelter in Place:

- Develop a personal disaster plan
- Stay alert to storm advisories
- Purchase a NOAA weather radio
- Consider purchasing a two-way radio from the KP Radio Club
- Keep a Disaster Supply Kit ready
- Have enough food and water for at least 3 days
- Protect your valuable documents
- Bring in loose yard objects
- If you do not have hurricane resistant windows, consider boarding them up
- Get cash as ATMs and banks could be closed for days
- Fill your car with gas
- Have a plan for your pets
- DO NOT use candles or open flames as a light source
- Once the storm hits, get to an interior room with no windows
- Notify your Association, friends and family of your plans
- LISTEN TO YOUR LOCAL OFFICIALS

If You Plan to Evacuate:

- Develop a personal disaster plan
- Stay alert to storm advisories
- Map out your route in advance. DO NOT get on the road without a place to go.
- If you are booking a hotel, do so before you leave
- Going to a shelter should be the last resort.
- Once shelters are opened, Evacuation assistance is available with HART: gohart.org
- Fill your car with gasoline. Prepare for long lines and outages
- Get cash as ATMs and banks could be closed for several days
- Have a plan for your pets
- Bring your disaster supply kit with you
- Secure your important documents and valuables and bring them with you
- Secure your home before leaving
- Notify your Association, friends and family of your plans
- LISTEN TO YOUR LOCAL OFFICIALS

An Evacuation Order means that life-threatening conditions are possible in your area soon. This should be taken seriously. You will not be ordered to evacuate unless there is a real threat to your well-being, or you might become stranded where help could not reach you. Don't second guess government and emergency officials. When you are told to evacuate, do so immediately. Your safety, and the safety of others, depends on following instructions.

After the Storm

It could be weeks before roads are safe and opened. It could also be weeks before grocery stores and other basic services are restored. Stay informed. Wait until local authorities say it is safe to return or venture out on the roads.

- If you evacuated, enter your home with caution
- Don't drive in flooded areas
- Open windows and doors to ventilate and dry your home
- Turn off the power to your house if it is flooded. Wait for an electrician to check your home before restoring power
- Keep away from flooded and debris laden areas
- Don't touch any tree or object in contact with or near power line
- DO call the police or TECO immediately to report hazards such as downed power lines
- DO NOT call to report interruptions in electric, water or phone services. Utilities have a plan for complete restoration of service as soon as possible.
- Check food for spoilage after power is restored. If in doubt, throw it out
- While the power is out, do not use candles.
- Beware of snakes, insects and other animals driven to higher ground by floodwater
- Keep portable gasoline equipment and gas grills at least 20' from any window, door or vent
- If you use a portable generator, read and follow all instructions and use safely outside far away from opened windows.
- Use a battery operated or battery backup CO detector any time you use a generator or anything else that burns fuel.



Other Important Things to Know

LIFT STATIONS

Due to power outages, lift stations that are used to convey sewage to wastewater treatment plants may not work or have only limited operations. Over use of toilet flushing or water going down drains may cause lift stations to overflow and backup into your home.

Because of reduced pressures and limited operations of lift stations, water conservation is a must! Remember, just because power has been restored to your home, it does not mean that power has been restored to all lift stations and water and wastewater treatment plants within your neighborhood.

- Limit the amount of toilet flushing
- Abstain from running dishwashers and clothes washers.
- Limit the amount of water used during a shower.

USING SANDBAGS

Enough sandbags in the right spot can mean the difference between dry floors and waterlogged carpets. If a storm threatens, the County will announce sand bag distribution as various sites.



SAFETY TIPS FOR GENERATOR USE

Use a portable generator only when necessary, and only to power essential equipment. Never use a generator indoors, including homes, garages, basements and crawl spaces. Opening windows or using fans will NOT prevent Carbon Monoxide build up in your home. Follow the instructions that came with your generator and locate the unit outdoors away from doors, windows and vents that could allow CO to come indoors. Protect yourself and your neighbors by positioning the generator with the muffler facing the street side.

Hurricane Shelters

When disasters occur, the county provides safe refuge in three types of temporary emergency shelters: General Population Shelters, Pet Friendly Shelters, and Special Needs Shelters. Keep in mind, a shelter will not be a pleasant place. Oftentimes, they can be crowded, noisy, boring, short-staffed and have very little privacy. Shelters should be used only if you're ordered to evacuate and have nowhere else to go.

General Population Emergency Shelters

- Evacuation shelters will not have cots, blankets or food for residents.
- Bring water, food, bedding, medications for a few days.
- If you have specific comfort needs (i.e. special dietary or snacks), plan to get those items ahead of time.
- Don't bring alcoholic beverages, illegal drugs, weapons

Pet Friendly Emergency Shelters

Hillsborough County offers eight (8) pet friendly shelters. To shelter your pet in case of emergency you must bring:

- Proof of current rabies vaccination and license for dogs and cats.
- Pet must be on a leash or in a carrier.
- A crate large enough for your pet to stand up.
- Bring all pet supplies to include: crate, food, water, litter, treats, medicines
- You are responsible for the care of your pet while in the shelter

If you are unable to meet these requirements, please make other arrangements to shelter your pet.

Pet Friendly Emergency Shelters

The County provides special needs shelters for residents whose medical condition may require the use of electrical equipment, oxygen, dialysis, or individuals with physical, cognitive, or medical conditions that may require assistance from medical professionals. Although special needs shelters provide more care than a general shelter, they DO NOT provide continuous bedside nursing, only assistance with daily functions and medical monitoring. It is important to note that it is highly recommended you pre-register for the Special Needs Shelter Program before hurricane season. Register online at hillsboroughcounty.org or call the health department at 813-307-8063. Cohabitation of pets and owners is not permitted.

Hillsborough County Alerts



A graphic with a teal background and a wavy top edge. At the top, the URL **HillsboroughCounty.org/HCFLAlert** is written in yellow. Below it, a central smartphone is shown with five lines radiating from it to five circular icons. The icons are: a warning triangle for 'Public Health/Safety Warnings', a person with a backpack for 'Evacuation Notices', a cloud with rain for 'Severe Weather', a road with a barrier for 'Major Road Closures', and a lightning bolt for 'Major Service Interruptions'. On the left, there is a circular logo for Hillsborough County Florida (EST. 1834) and the 'HCFL alert' logo. On the right, the text 'Sign Up Today!' is written in large, light blue letters, and the phone number '(813) 272-6602' is written in yellow at the bottom right.

HillsboroughCounty.org/HCFLAlert

Sign Up Today!

(813) 272-6602

Hillsborough County Florida

HCFL alert

Public Health/Safety Warnings

Evacuation Notices

Severe Weather

Major Road Closures

Major Service Interruptions

KP Disaster Radio Service

Disaster Radio Service

Fire, Flood, Hurricane, Accident, Tornado

COMMUNICATIONS OUT!

Landlines, Cell Phones and the Internet will not work!



With the FRS Handheld Two-Way Radio you can still get help!



DISASTER RADIO SERVICE (DRS)

- Low cost emergency communications serving the Kings Point and Sun City Center communities
- Handheld two-way radio (\$15 each)
- No license needed, easy to use
- Radio practice is held every Wednesday morning @ 9 am by the Kings Point Amateur Radio Club

To acquire the FRS Handheld Radio

- Contact the Kings Point Amateur Radio Club located in the North Clubhouse on the east end of the building
- Visit DRS.KPARC.org for more information on the program

1900 Clubhouse Drive Sun City Center, FL 33573

www.kparc.org

RESOURCES

All important Lists, Forms, and documents to help aid an Association in forming there own Disaster Plan can be located in the back of the guide pages 19 though 32.

The documents included are:

- Important Phone Numbers
- Association Emergency Plan Template
- Association Emergency Contact Form Template
- Association Emergency Plan Check List
- Disaster Supply Kit Check List
- Shelter Forms
- Poster for Association Bulletin Board

www.kpmaster.com/disasterplanning



Thank you for joining us today.