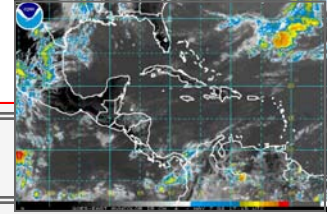




Prime Line

May 2008– Hurricane Issue.



Prime's Initial Preparations as Hurricane Season begins.....

With June 1st only weeks away Prime is starting to organize our "Hurricane Command Center" We will stock the command center with supplies that will be necessary both before and after a hurricane, such as, chain saws, axes, generators, winching devices for tree removal and chains as well as all necessary safety equipment. We will also have the generator powered up and ready as well as stocking our center with food and water so our office staff can be here to coordinate the work. We also have our Satellite phones which will not lose power, no matter what the weather conditions are .

Our pledge to you is to be ready on June 1st and responsible and alert for the entire season.

Hurricane preparedness week

History teaches that a lack of hurricane awareness and preparation are common threads among all major hurricane disasters. By knowing your vulnerability and what actions you should take, you can reduce the effects of a hurricane disaster.

Hurricane Preparedness Week during 2008 will be held May 25th -31st.

The goal of this Hurricane Preparedness Web site is to inform the public about the hurricane hazards and provide knowledge which can be used to take **ACTION**. This information can be used to save lives at work, home, while on the road, or on the water. The first and most important thing anyone should do when facing a hurricane threat is to use common sense.

Please visit the website at:

<http://www.nhc.noaa.gov/HAW2/english/intro.shtml>

Tropical Storm / Hurricane Names

Arthur, Bertha, Cristobal, Dolly, Edouard, Fay, Gustav, Hanna, Ike, Josephine, Kyle,

Laura, Marco, Nana, Omar, Paloma, Rene, Sally, Teddy, Vicky, Wilfred

Pre-Approval form for before the storm and after the storm

Hurricane Season will soon be here

NOW is the time to begin preparations!

About 10 days ago a "Hurricane Pre approval form" was sent out to our Board members in preparation for the 2009 Hurricane Season.

If you have not completed the form please do so immediately. Returning a signed pre-approval form will guarantee your place on our schedule. Please keep in mind that Associations that do not sign a pre-approval form and then call for these services when a Hurricane warning is issued will be scheduled, however, it will be on a first come, first serve basis. We will try to serve the needs of all of our clients but time and resources may be limited depending on the potential storm track. To guarantee that your property will be ready and to assure the most rapid response possible, we must have your authorization on file.

When a hurricane warning is issued, our crews will be available to help wherever necessary to fulfill our contractual obligations. We will also be available to offer billable non-contractual services such as the boarding up of clubhouse windows, removing tennis court nets as well as removing objects from around the property that can become dangerous projectiles.

Once the storm is over our labor will be on the road to our properties as quickly as possible, so they can start to clear the worst of the debris, insuring that your roads are accessible not only to your residents but to essential vehicles. The cost for services, either before or after the storm, will be \$48.00 per hour per crewmember which includes labor, equipment and insurance coverage. If heavy equipment or bucket trucks are necessary and if items need to be purchased such as plywood, dumpster costs, gasoline etc., additional charges will be necessary. If you wait until after a storm to try to arrange tree removal you take a chance on not being able to reach us due to downed electrical and phone lines.

Prime employees (crews) will also be responding on a priority basis, to all our sites. However; the damage from a serious storm/hurricane will undoubtedly require additional outside assistance.

Of course...if your site is lucky and does not experience any damage severe enough to warrant calling in a tree removal company, none will be called! Your Manager will survey the community prior to making any decisions

Please speak to your property manager if you did not receive the form. Once signed the pre-approval form can be given to your manager or mailed or faxed back to Prime at: 561-997-5684

From the Palm Beach County Disaster Recovery Coalition

Disaster Preparedness and Recovery

The best way to address disaster recovery is to better address preparedness – be prepared to recover. Although there are a number of organizations supporting the distribution of food, water, and ice, the importance of stocking your own supplies is imperative. Start now, and the additional costs of purchasing shelf-staple food, batteries, and bottled water, will not seem nearly as costly.

Identify if your home is in an evacuation zone, and have an evacuation plan. This plan should include letting family know where you will be.

If you choose not to evacuate secure your home. If you do not have shutters, get them. My Safe Florida Home has several mitigation programs to help defer costs if you are eligible, and live in a building with four or fewer units in the building.

If you have certain medical problems, you may want to register with the Special Care Program. This program allows people who are pre-registered, to be sheltered in a facility that provides auxiliary power and health care staff. If you are on electrical life supports, require refrigeration for insulin, are bedridden and require custodial care, are too immobile or have a chronic stable illness, you should register today. Space at this shelter is limited and prioritized by need, but you must be registered.

For further information on this program, call 712-6400 and ask for the Special Needs Coordinator.

Alternatives to applying for this program would be to:

1. Make arrangements with your oxygen vendor for an adequate supply of portable oxygen cylinders in the event you lose power.
2. Speak with your physician to see if you can buy insulin that does not require refrigeration.

Most importantly, prepare your safe room – a bathroom or interior closet – and stock your supplies.

Create a registry of your building/community residents, and identify captains from each building to check on neighbors in that building, both pre and post disaster, and report back to a community chief.

Establish teams of volunteers who are willing to be trained in disaster response for the county Community Emergency Response Teams (CERT) program. The training lasts for four weeks, requiring six hours per week. Ensuring you have properly trained volunteers will eliminate potential injury or even death.

PRIME CONNECT

PROVIDING COMMUNICATION, BEFORE, DURING AND AFTER A STORM

The two most important factors of effective Property Management are Information and Communication. We have implemented an innovative means of maintaining your Resident's and Association **information**..... "**Prime Connect**". This database allows us to easily retrieve, edit and update information specific to your Residents' based on the needs of your community. Our staff is able to effectively **communicate** with you, the Board, as well as the residents, keeping you on apprised of all ongoing projects and improvements, as well as any areas of concern.

COMMUNICATION.....

- "Resident Alert" gives us the ability to communicate instantly with you using a computer generated phone call, providing updates regarding emergency events that impact your community.
- "Mass Communication" - allows us to instantly contact as many or as few individuals, at one time via e-mail.
- Board members and residents can instantly contact the Manager via the Community Website. The website is updated several times a day after a storm providing information to residents and families who are out of town.
- Work orders can be submitted on-line through the Community Website

Prime Management Boca Raton Switchboard

561-997-4045

Emergency Calls

evenings, weekends, and holidays

561-997-4047

Jupiter Phone:

561- 747-5505

Emergency Calls

evenings, weekends, and holidays

561-936-4603

Emergency Phone Numbers

- Emergency Mgmt. 561 712-6400
- TDD (Hearing Impaired) 561 712-6343
- Red Cross 561 833-7711
- Sheriff 561 688-3000
- Sheriff (Boca) 561 995-2800
- Sheriff (Delray) 561 274-1075
- Building Dept. 561 233-5100
- Animal Control 561 233-1200
- Victim Services 561 355-2418

Insurance Hot Lines

- Florida Dept. of Financial Svcs
800 342-2762
- State Farm 800 732-5246
- Allstate 800 547-8676
- Citizens 800 636-8511
- Nationwide 800 421-3535
- USAA (Military) 800 531-8222

VOLUNTEERS NEEDED TO HELP OUR COMMUNITY IN THE EVENT OF A DISASTER

United Way of Palm Beach County is the lead agency for “Emergency Support Function 15 Volunteers and Donations” in Palm Beach County’s Comprehensive Emergency Management Plan. That means should a hurricane or other disaster hit Palm Beach County, United Way would coordinate volunteers and donations to assist the County in recovery efforts.

Part of United Way’s Disaster Volunteer Management includes Operation Step Up – Volunteer Reception Center, or VRCs. The VRCs would open within 72 hours of a disaster and would serve as a central location for the coordination of volunteers assisting in the relief efforts.

United Way of Palm Beach County recruits volunteers year-round who would help staff VRCs, especially those volunteers 55 years of age or older. United Way provides VRC operations training including the roles of VRC volunteer staff.

If you would like to volunteer, please contact [Daryl Houston](#) via e-mail or call (561) 375-6621

Here’s how a VRC would work:

In an instance of disaster, United Way of Palm Beach County would open a VRC and would call registered VRC volunteers to help staff the VRC. Next, the County, other governments and agencies would inform United Way where they need assistance. Then, United Way’s VRC would coordinate volunteers and send them to the areas in need.

Do not wait to buy your supplies:

Legislators working on the budget have agreed to skip the state's annual sales tax holiday for hurricane supplies this year, a spokeswoman for the Senate said.

Cutting the program, usually held in late May, will save the state an estimated \$12 million in this tight budget year.

ESSENTIAL SUPPLIES

Food and water

Store enough for at least 3 days. Foods that are nonperishable, need no refrigeration, little cooking and no water, compact and lightweight.. 1 gallon of water per person per day

- Canned meats, fruits, veggies., Staples like sugar, salt, pepper
- High energy foods like peanut butter, jelly, crackers, trail mix, granola bars
- Special needs food for infants, elderly, special diets
- Vitamins
- Instant coffee, tea, hard candy

First Aid

- Sterile adhesive bandages and gauze pads and adhesive tape, antiseptic
- Scissors , tweezers and needle
- moistened towelettes
- thermometer
- tongue blades
- petroleum jelly or lubricant
- safety pins
- cleansing soap
- latex gloves
- Sunscreen

Prescription/Non-prescription Drugs

- special prescriptions, or special needs medications
- aspirin and/or nonaspirin pain reliever
- anti-diarrhea medication
- antacid
- syrup of Ipecac (to induce vomiting if advised by Poison Control Center)
- medicine dropper

Tools and Supplies

- plastic and paper eating supplies, can opener, knives, aluminum foil, storage containers
- sanitary supplies (toilet paper, feminine supplies, disinfectant, plastic bags)
- baby supplies (diapers, formula)
- special needs supplies for anyone with a special condition
- contact lenses, extra glasses, sunglasses
- extra clothes, shoes, and bedding supplies
- battery-operated radio, flashlight, matches, candles
- cash
- fire extinguisher ,Pliers, tape, compass, paper, pencil, shut off wrench, whistle
- plastic sheeting
- map of area

Before the Storm-The Property Manager's Responsibility

Our next property manager meeting will address Hurricane preparation from the Property manager prospective. All of our Managers will receive a memo and forms that they must complete to update their sites hurricane/emergency action plan. They must be aware of any contractual obligations such as boarding up guard or club houses. Any time consuming requirements must be arranged prior to the storm to insure adequate manpower. They must also list of necessary site preparations for each association including clubhouse, pool areas, gatehouse, elevators, tennis courts, etc. Our Senior management and other key personnel are on 24 hour stand-by and will have trucks at home so they can travel as soon as the all clear is given.

Other important pre planning strategies :

Name and Phone number of insurance agent, and policy number for each association has been updated in the Association database.

List all current and anticipated construction that will take place during the hurricane season. Be sure to include corresponding contractor names and phone numbers. Notify all contractors to "button up" all projects on the properties. Also notify them of any needs that you may have to secure areas on the property

Updated list of site personnel which will include home phone numbers, beeper numbers, cell phone numbers, and radio call numbers. Communicate with your personnel regarding all preparations that need to be taken

If association is in a coastal flood zone requiring evacuation, attach evacuation procedures.

Before the Storm- the Homeowners Responsibility

None of us "regulars" in South Florida need to be reminded of the significance of June 1st as the start of Hurricane Season. However, ALL of us have the responsibility to **be prepared** when the season begins and to continue to **be prepared** throughout the season. Past hurricanes remind us that help may not be on the way within 48 hours. We have the obligation ourselves to do what we can to be self sufficient before and after a storm or other major emergency.

What does **being prepared** mean in concrete terms? It means having 2 gallons of water per person per day for up to 7 days and 1 gallon of water per day per pet. It means having non-perishable food that we enjoy eating for at least a week. It means having flashlights, radios, TVs, and batteries to run our "toys." It means talking to health care providers to have adequate medications and health supplies on hand. It means having a written emergency plan that we have practiced and shared with others. It means knowing who we will call in town and out of town to let them know we are safe and where we will be. And it means lots of other things depending on our individual decisions.

NOW is the time to **be prepared**. Don't put off your hurricane plans until there is a storm on the radar. Supplies will be available at a minimum and prices may be high. Before June 1, write your emergency plan and share it with others. Start by June 1 to gather your food and water and rotate your supplies monthly throughout the season. Purchase batteries, flashlights, and other accessories. Keep your car at least half full of gas. Don't let hurricanes catch you unaware. **Be prepared!**

This message courtesy of the Area Agency on Aging Palm Beach/Treasure Coast Inc.,

EMERGENCY SHELTERS-South Area: Boynton Beach, Delray Beach, Boca Raton

Boynton Beach Community High 4975 Park Ridge Blvd., Boynton Beach

Christa McAuliffe Middle 6500 Le Chalet Drive, Boynton Beach

Carver Community Middle 101 Barwick Road, Delray Beach

Omni Middle School 5775 Jog Road, Boca Raton

Odyssey Middle 6161 Woolbright Rd., Boynton Beach

Olympic Heights High 20101 Lyons Road, Boca Raton

West Boca Raton Community High 12811 Glades Road, Boca Raton

Boca Raton Community High 1501 NW 15th Court, Boca Raton

Bibletown Community Church 407 NW 4th Avenue, Boca Raton

Atlantic Community High 2455 West Atlantic Avenue, Delray Beach

What Supplies to Bring to the Shelter

- First aid kit
- Medicine, prescriptions
- Baby food and diapers
- Games, books, music players with headphones
- Toiletries
- Battery-powered radio and cell phone
- Flashlights
- Extra Batteries
- Blanket or sleeping bag
- Identification
- Copies of important papers (Insurance policies)

Saffir-Simpson Hurricane Scale

Category	Pressure mb	Winds mph	Surge ft
Depression	--	<39	--
T. Storm	--	39-73	--
Hurricane 1	> 980	74-95	4-5
Hurricane 2	965-980	96-110	6-8
Hurricane 3	945-965	111-130	9-12
Hurricane 4	920-945	131-155	13-18
Hurricane 5	< 920	> 155	> 18

The Saffir-Simpson Hurricane Scale is a 1-5 rating based on the hurricane's intensity. This is used to give an estimate of the potential property damage and flooding expected along the coast from a hurricane landfall. Wind speed is the determining factor in the scale, as storm surge values are highly dependent on the slope of the continental shelf in the landfall region. For reference, **Tropical Depression (TD)** wind is less than 39 mph and **Tropical Storm (TS)** wind speed is 39-73 mph

Category 1 - No real damage to building structures. Damage primarily to unanchored mobile homes, shrubbery, and trees. Some damage to poorly constructed signs.

Category 2 - Some roofing material, door, and window damage of buildings. Considerable damage to shrubbery and trees with some trees blown down. Considerable damage to mobile homes, poorly constructed signs, and piers.

Category 3 - Some structural damage to small residences and utility buildings with a minor amount of curtainwall failures. Damage to shrubbery and trees with foliage blown off trees and large trees blown down. Mobile homes and poorly constructed signs are destroyed.

Category 4 - More extensive curtainwall failures with some complete roof structure failures on small residences. Shrubs, trees, and all signs are blown down. Complete destruction of mobile homes. Extensive damage to doors and windows.

Category 5 - Complete roof failure on many residences and industrial buildings. Some complete building failures with small utility buildings blown over or away. All shrubs, trees, and signs blown down. Complete destruction of mobile homes. Severe and extensive window and door damage.

TOP 10 REASONS TO SAFEGUARD YOUR HOME AGAINST HURRICANES

Increases your home value. Building features that increase your home's hurricane resistance also increase its market value.

Reduces the likelihood that you will need to evacuate (unless ordered to do so by the authorities). Homes built or can withstand winds of up to 130 mph, a Category 3 storm.

Improves your overall hurricane recovery time.

Reduces the amount and extent of damage to your home from wind storms.

Reduces your out-of-pocket expenses after a storm.

Reduces the likelihood of an insurance claim.

Prevents injury to your family from wind-borne debris.

Can lower your insurance premium. By law, all licensed insurance companies must offer discounts on premiums for hurricane-strengthening features.

Helps prevent damage to neighboring homes.

Ensures your home meets statewide building codes for hurricane-resistance

The **My Safe Florida Home Program** is accepting new applications for free wind inspections. You can apply for a free inspection online or over the phone on our My Safe Florida Home helpline at 1-866-513-6734.

In order to offer free wind inspections statewide, the program has partnered with [wind inspection firms](#) across the state. These inspection firms are required to undergo mandatory training in mitigation techniques and the My Safe Florida Home program. Each wind inspector is also required to pass a background check that includes fingerprinting and drug testing.

If you are not eligible for the My Safe Florida Home program, but would like to schedule your own wind inspection and pay the \$150 fee yourself, you can contact one of our wind inspection firms directly. For [contact information please go to:](#)
<http://www.mysafefloridahome.com/InspectionFirmList.asp>

If you have any questions, please feel free to contact our My Safe Florida Home specialists at the number above.