



# ***Pleasant Hill Lakes***

## ***MAY/JUNE 2020 NEWSLETTER***

### ***Corona Virus (COVID-19) Update***

The state of Florida is currently in the first phase of reopening and has issued specific requirements and guidelines to businesses and communities. The members of the Board of Directors have discussed the best course of action to reopen common areas and to conduct Association business based on these state requirements and guidelines and based on CDC recommendations. The Board has also received the advice of legal counsel and their insurance agent.

With this in mind, the Board of Directors has determined that the best course of action is to keep the common areas of the Association closed for the safety and wellbeing of the residents and for the financial protection of the Association.

Per the requirements and guidelines of the state during Phase I, the Association would be required to have staff onsite to properly clean the facilities on a daily basis, to ensure that all residents followed proper social distancing (at least 6 feet apart), and to limit visitors to groups of 10 people.

The Association does not have the resources to hire staff to enforce these requirements. In addition, from a liability perspective, if an individual who has used the common area facilities contracts COVID-19, the individual could file a lawsuit and claim the Association is at fault for failing to follow all of the proper guidelines. The Association's insurance policy does not cover claims related to viruses and bacteria. Therefore, this would expose the Association to liability and significant legal costs. These costs would then

Please direct all concerns to the management company. For ARB requests, please go to the Association's website, [www.pleasanthilllakes.com](http://www.pleasanthilllakes.com). Click on "Resident Services" then "Online Forms." Fill out and submit the form prior to making any exterior modifications to your home.

### **COMMUNITY MANAGER**

William Carey Webb, LCAM

[info@dwdpm.com](mailto:info@dwdpm.com)

407.251.2200 phone

800.759.1820 fax

DWD Professional Management, LLC

9419 Tradeport Drive

Orlando, FL 32827

### **Board of Directors**

**President:** Ed Siegenthaler

**Vice President:** Jeffrey Miller

**Secretary:** Peggy Wright

**Treasurer:** Robert Wroten

**Director:** Marco Erazo

### **Board of Directors' Meetings:**

Meetings are held on the second Wednesday of every month at **7:00 PM**. The June meeting to be held via teleconference. See page 2 for details.

impact assessments and would most likely require the annual dues to increase. While we have asked the Association's insurance agent to investigate possible insurance coverage for COVID-19 claims, this type of insurance coverage is not available at this time.

We understand it is frustrating to all of our residents not to have the benefit of the tennis court and playground areas while so many of us are at home. However, the Board of Directors has an obligation to do what is in the best interest for the community based upon the guidance of their professional advisors. The Board will reexamine opening the common areas once Phase II of the reopening begins.

Therefore, for the safety and well-being of our residents, we will continue to follow the procedures listed below:

**1) Office Visits – By Appointment Only:** **If you must stop by the management office in person, you will be required to make an appointment first so the staff can ensure proper social distancing.** We also ask that you wear a mask or covering over your nose and mouth while visiting the office. Please contact the office at 407-251-2200 to make an appointment if needed. We encourage all residents to use the online portal or to conduct business via phone or email when possible.

**2) Board Meetings:** The Board will continue to conduct all

business via telephone or video-conference until further notice. Please see the next article for details regarding how to participate via teleconference.

**3) Common Areas:** As previously discussed, the tennis court and playground areas will remain closed until further notice.

We appreciate your cooperation and understanding in this matter. We will continue to monitor the situation at the local, state, and federal level and will provide updates to you as needed. We encourage all of our residents to follow the recommendations from the Center for Disease Control (CDC) and the Florida Department of Health regarding COVID-19 in order to limit the spread of the disease and to keep your family and neighbors safe.

Please use the following links to the websites for the CDC and the Florida Department of Health.

**Center for Disease Control:**  
<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

**Florida Department of Health:**  
<http://www.floridahealth.gov/> or call the COVID-19 Hotline if you have questions at 866-779-6121.

If you have any questions or concerns, please contact our office by phone at 407-251-2200 or by email at [info@dwdpm.com](mailto:info@dwdpm.com).

We wish all of our residents well during this difficult time. Take care, and stay safe.

## ***Board of Directors Meeting – Wednesday, June 10, 2020***

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The Board meeting scheduled for **Wednesday, June 10, 2020 at 7:00 PM** will be held via teleconference using [FreeConferenceCall.com](https://www.freeconferencecall.com). Please use the following phone number and access code to join the meeting if you would like to attend.

**Telephone Number:**  
(605) 475-4825

**Access Code:**  
296294

Teleconferencing will enable the Board to continue conducting the business of the Association while practicing safe social distancing practices.

## ***Hurricane Season***

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Hurricane season begins on Monday, June 1<sup>st</sup> and continues through the end of November. The National Oceanic and Atmospheric Administration is predicting a busy season this year with between 13 to 19 named storms (winds 39 mph or higher). Therefore, please take the time now to prepare your home and your family for hurricane season. Please see the pages below for additional information about hurricane preparedness provided by HIG Insurance.

**We also ask you to take this time to trim your trees and remove all dead branches.**

Trimming and pruning your trees will help eliminate damage to your property in the event of a hurricane or tropical storm this season.

## *Spring Garage Sale Postponed*

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Due to the concerns regarding COVID-19, **the Board has decided to cancel the Spring community garage sale originally scheduled for Saturday, April 11, 2020.** The Board has decided not to reschedule this garage sale. Therefore, the next garage sale will be held on **Saturday, October 10, 2020.**

## *New Owner Access Platform*

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We are thrilled to announce our new online owner access feature where you can login to manage your account and access community documents. With your Internet-enabled device, you will now be able to view your current account balance, check your payment history, view your open records and more!

To ensure your privacy, only homeowners whose email address is on file will receive a registration email. **If you have not already provided your email, please email your information to [info@dwdpm.com](mailto:info@dwdpm.com)** and include your community name, address within the community, and the email address you want on file. This extra step is designed for the

safety of your personal information because it allows us to verify each homeowner.

Once your email address has been opted into the system, you will receive an email to register. For security purposes, a return email will be sent to confirm you are the owner of that email account.

Please check your SPAM folder as it may be filtered automatically. After you click the link in the confirmation email, your account will be registered. You will then be able to log into your account using your email address and the password you created when you registered.

We encourage everyone to utilize the new on-line access platform at <https://one.topsoft.com/Account/Login?ReturnUrl=%2F> in order to review your account balance and obtain information. Please let us know if have not received your invitation to join the platform, and we will help you set-up your account.

## *Do Not Litter*

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The Board has noticed that people are littering along Pine Needle Trail. Please be considerate of your neighbors, and do not litter. We greatly appreciate your cooperation and assistance in this matter.

## *Speeding in the Community and Recent County Road Study*

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It has been noticed by the Board Members and many residents that some drivers do not observe the posted speed limit in the community. In addition, residents have reported that individuals on 4-wheelers are speeding throughout the community. Please be aware of the speed limit, and reduce your speed accordingly. Speeding endangers the safety of yourself, your passengers, and others within your community. The Sheriff's Department has stated they will send out deputies from time to time to enforce the speed limit. However, we also ask that residents contact the Osceola County Sheriff's Department when you notice individuals who are not following the law in regards to the speed limit or other driving laws. **Please use the following non-emergency number to report these issues: 407-348-2222.**

Recently, the Board submitted an application to Osceola County to evaluate the speeding within the community. The County then evaluated if the community was eligible for speed bumps along Pine Needle Trail. Unfortunately, the community only met 4 out of the 5 requirements to obtain these traffic calming devices. The Association must wait one year to resubmit their request for another study. However, if enough residents within the community

contact Osceola County Transportation & Transit to complain about the speeding within the community, the County may reconsider the Board's request and install the speed bumps. We encourage all residents concerned about speeding within the community to contact **Osceola County Transportation & Transit at 407-742-0552**.

Thank you for your cooperation with this safety concern.

## ***Garbage Collection Guidelines***

October 1<sup>st</sup>, 2019 marked the beginning of the new collection procedures for our community. Please remember to use your new garbage and recycling bins on the following days:

**Recycling and Yard Waste: Tuesday**

**Garbage and Bulk Items: Wednesday**

### **BELOW PLEASE FIND THE GUIDELINES FOR GARBAGE PICK-UP TAKEN FROM THE OSCEOLA COUNTY WEBSITE:**

Per County Ordinance, please DO NOT place your garbage curbside earlier than 6:00 p.m. the night before scheduled pick-up. Please remove promptly after collection. Garbage should be placed within 3 feet of your curb by 6:00 a.m. on your scheduled collection day. This will ensure timely service.

## **HOUSEHOLD GARBAGE COLLECTION**

All residents in unincorporated Osceola County will receive a once-a-week garbage collection. This does not include yard waste, hazardous waste, or construction and demolition materials.

- Garbage containers should be used for household garbage only, be no larger than 45 gallons with detachable lids, have two handles and not exceed 50 pounds.
- Should not be commingled with yard waste or recyclables.
- Place your container curbside, within three-feet from the curb.
- Container should be on the opposite side of the driveway from your mailbox to avoid any damage.

## **WHITE GOODS**

- Items include refrigerators, washing machines, hot water heaters, stoves and dishwashers.
- White goods must be Freon free prior to collection.
- Remove doors from appliances.

Contact Waste Management's Customer Service Department to schedule a collection.

## **CONSTRUCTION & DEMOLITION MATERIALS**

(lumber, bricks, glass, concrete etc.)

Collection of this material is not part of the Universal Solid Waste Program. For more information

on C&D disposal, please contact the Solid Waste Department.

## **SOLID WASTE HOLIDAY SCHEDULE**

Holidays may cause a change in your collection schedule. If your garbage is scheduled for collection on any of the following holidays, your collection will be rescheduled for the Saturday closest to the holiday.

- **New Year's Day**
- **Thanksgiving Day**
- **Christmas Day**

## **YARD WASTE COLLECTION**

Yard waste is collected every Tuesday. This includes grass clippings, tree branches, palm fronds, etc. (tied and bundled).

- We recommend using a garbage container for yard waste, no larger than 45 gallons.
- Place leaves, pine needles and yard clippings in bags/bundles/containers.
- Cut branches to four-foot lengths, no wider than four-inches in diameter and not over 50 pounds.
- Collection is limited to 10 bags/bundles/containers per yard waste collection day.

## **BULK ITEMS**

- Items include discarded furniture and household junk.
- Collection of these items will be on your regularly scheduled garbage collection day.



- **Large items are limited to three cubic yards. Additional charges may apply if three cubic yards is exceeded** [bold, underline and italics added for emphasis].
- **These items must be bundled (maximum of 10) or the items will not be picked up.**

### SINGLE STREAM RECYCLING TIPS

All your recyclables (paper, plastic, metal, and cardboard) go into your recycling cart.

- DO NOT mix garbage with recyclables.
- Place your cart curbside with the opening facing the street, within three-feet from the curb.
- Cart should be on the opposite side of the driveway from your mailbox to avoid any damage.
- Per County Ordinance, please DO NOT place your recycle cart curbside earlier than 6 P.M. the night before your scheduled collection.

### ACCEPTED RECYCLING MATERIALS

#### What You CAN Recycle:



#### Paper

Newspapers, junk mail, magazines, telephone books, catalogues, office paper and brown paper bags.

#### Plastic

Bleach, detergent, shampoo bottles and bottles with necks #1-7 (number is located on the base of a container).  
PLEASE RINSE.

#### Metal

Aluminum and aerosol cans, pie pans and steel food containers.  
PLEASE RINSE.

#### Cardboard

Food boxes, milk and juice containers and cardboard boxes.  
PLEASE FLATTEN CARDBOARD BOXES.

#### PLEASE DO NOT INCLUDE:

- Glass
- Recyclables in bags
- Plastic shopping bags
- Garbage and food waste
- Yard Waste grass clippings, branches & brush
- Clothes and linens
- Unnumbered plastics toothbrushes, toys, hoses,
- Plastic or metal clothes hangers
- Disposable cups or flatware
- Construction debris bricks, wood, cement
- Paint or Spray paint
- Hard, reusable plastic bottles
- Polystyrene cups, food trays and packing materials
- Needles or medical waste
- Garden hoses
- Glass mirrors, windows, broken glass, etc.

- Shredded papers
- Propane tanks, helium tanks, portable gas tanks
- Chemical/combustible and corrosive containers
- Cable wires, steel cables, chains, barb-wires
- Ropes

If you have any questions or concerns regarding the new company or the new collection procedures, please contact Advanced Disposal at [www.AdvancedDisposal.com/OscolaCounty](http://www.AdvancedDisposal.com/OscolaCounty).

### Monthly Property Inspections

The community management company is tasked by the Board of Directors each month to complete an inspection of all properties within the community. Below is a list of some of the violations that they will be on the look-out for during these inspections:

- 1) Lawns that need maintenance or full replacement (weeds, dead spots, irrigation issues, etc.).
- 2) Houses that may need pressure washing or painting. Please be aware if the paint looks faded over 50% of the visible structure, if the concrete blocks are showing through the paint over 10% of the visible structure, or if there are settling cracks throughout the home that require

caulking, then we will ask for the homeowner to re-paint the house.

- 3) Roofs that need pressure washing, repair, or replacement
- 4) Fences in need of cleaning and/or repair.
- 5) Driveways that may need repairs or pressure washing
- 6) Commercial vehicles, recreational vehicles, boats, or trailers in driveways
- 7) Vehicles parked on the grass

The community management company's staff members will inspect each property from the road in a vehicle, and they will take pictures of any violations. They will not go onto your property to complete their inspection. Please be kind to the inspectors when they are completing their monthly inspections. The staff members will always identify themselves when approached if you have questions. **However, please do not approach them in a hostile or negative manner.** They are there to complete a job as directed by the Board of Directors and to help the community.

If the inspectors find any problems with the exterior of your home, the management company will send you a letter notifying you of the violation along with a picture from the inspection of your property. If you receive a violation letter, please feel free to contact the management

company via email or by phone if you have any questions or if you need more time to correct the area of concern. The management company will work with you to make the needed improvements. Communication is very important so we can work together to maintain and improve our property values.

Please be aware that after three violation letters, the Board has the option to send the file to the Association's attorney for further action. Once the file is at the attorney, this may lead to attorney's fees and costs. Therefore, please address any violation concerns as soon as possible in order to avoid legal action. Thank you for your cooperation in this matter.

### ***Tree and Stump Removal***

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The Board would like to remind residents who remove trees from their property that the tree stumps must also be removed.

### ***Please Park in the Driveway***

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It has been noticed that many guests and residents have been parking their cars on the roadway or on the grass. This is not allowed per the Governing Documents. Please park all vehicles in your driveway. Thank you.

### ***You Have Access***

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The Deed of Restrictions for Pleasant Hill Lakes is available to all homeowners through the Internet. Please sign into:  
[www.pleasanthilllakes.com](http://www.pleasanthilllakes.com).

There you will find documents for the Pleasant Hill Lakes Homeowners' Association. These documents are used by the Board of Directors to govern the Association.

- Welcome letter from our Management Company – DWD Professional Management
- Declarations of Covenants, Conditions and Restrictions
- By-Laws of Pleasant Hill Lakes
- Architectural Review Committee

### ***Drainage Swales and Flooding Issues***

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If the drainage swale in front of your home is not draining properly, or if the swale is full of dirt and/or weeds, please call Osceola County's Road and Bridge Department at 407-742-7500 to report the issue. We have contacted the County already for several drainage problems in the community. The Road and Bridge Department has been working on the problem for the last couple of weeks. If you are experiencing a similar problem with drainage, please feel free to contact the management office for additional information.

### ***House Numbers***

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Please be aware that the Architectural Review Guidelines, Section 5.11 states that, "House numbers not less than 4" high with contrasting colors be affixed to the residential unit in full view from the street."

There are some homes in the community that do not have house numbers. In the event there is an emergency where first responders must find your home quickly, these

numbers may save your life. Thank you for your cooperation with this very important matter.

## *Architectural Changes (Exterior Modifications)*

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It has come to our attention that some homeowners are not familiar with the steps of the Architectural Review process. That is quite understandable. We would like to take this opportunity to help anyone in our community better understand this process.

If you are going to make any changes to the front of your property, including landscaping changes, or if you intend to make any structural changes to your property (i.e., room additions, pools, screen enclosures), then you will need to fill out the Architectural Review Committee (ARC) application.

These applications will always be available on your community's website and they are included in the monthly newsletter (please see the form below). Please follow the instructions on the form and submit all of the required documents for your requested change. When you are submitting an application to the ARC remember to include:

1. Two (2) copies of the property survey that show the location of the proposed changed, alteration, renovation or addition.
2. Two (2) drawings of your plan(s).

3. Two (2) copies of color samples, if applicable.

If information is emailed, then one (1) copy of the information is enough, but it needs to be **legible** or it will be rejected.

Please note that applications submitted by fax or without two (2) copies of the survey, drawing, or color sample will be considered incomplete. If an application is incomplete, it will not be processed and will be returned to you.

If you have any questions, please call us at 407-251-2200, and we will be happy to assist you. Also note that management does NOT approve or deny any of these requests. We collect the applications and then submit them to the community's Architectural Review Committee (ARC). The ARC is a group of volunteer homeowners who review the applications and approve or deny the applications based on your community's written criteria (the architectural guidelines). Per Florida Statutes, this process may take up to 30 days.

As soon as the Committee makes a decision, we will mail you the letter of approval or denial. Please make sure you do not proceed with any improvements until you have heard from the Committee. If you make any improvements without the approval of the Committee, you may need to remove and re-install these improvements. I hope this helps everyone understand the Architectural Review process a little better. If this still leaves you with any questions, please feel free to contact our office.

## *Septic Tanks*

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Please be aware that septic tanks may not be emptied in to the drainage swales or drainage ditches of the community. If your septic tank is not working properly, you must contact a septic service company to help with your issues. Anyone seen emptying their tanks in to a drainage structure will be reported to the Osceola County Environmental Protection Services. Finally, if you need to replace your septic tank, please complete an Architectural Review Change application before you proceed with this project. In addition, once you replace your septic tank/drain field area, you will need to add new sod to the area per your architectural guidelines. Please see the application below for your convenience. Thank you for your cooperation with this matter. If you have any questions or concerns, please contact the management office.

## *Dogs Must Be Leashed*

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Per Section 7.16 of the Community's governing documents, animals are not allowed to roam free at any time. There are several dogs that have been observed running freely through the community. Please be aware that this is also not allowed per Osceola County Ordinances. Please keep your pets on a leash while walking them through the neighborhood. If you see a pet in the community without a leash, please contact Animal Control at 407-742-8000. Thank you.

# Community Services

## Phone Numbers

**Emergency:**

Fire, Police, Medical Emergency:	<b>911</b>
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**Law Enforcement:**

Kissimmee Police (Non- Emergency):	407-847-0176
St. Cloud Police (Non- Emergency):	407-891-6700
Osceola County Sheriff's Dept. (Non- Emergency):	407-348-2222

**Utilities:**

Kissimmee:	407-933-7777
Toho Water:	407-944-5000

**Chamber of Commerce:**

Kissimmee:	407-847-3174
St. Cloud:	407-892-3671

**Miscellaneous:**

Disaster Services Agency:	407-742-9000
Osceola County Health Department:	407-343-2000
Florida Poison Information Center:	800-222-1222
Osceola County Library:	407-742-8888
Social Security Administration:	800-772-1213
Voters' Registration:	407-742-6000
Osceola County Animal Services	407-742-8000



**PLEASANT HILL LAKES HOMEOWNERS' ASSOCIATION, INC.**

MAIL OR EMAIL FORM TO: 9419 Tradeport Drive, Orlando, FL 32827

PHONE: 407-251-2200 FAX: 800-759-1820 EMAIL: [info@dwdpm.com](mailto:info@dwdpm.com)**ARCHITECTURAL REVIEW BOARD (ARB) APPLICATION**

Owner Name: \_\_\_\_\_ Tenant Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone(s) Home: \_\_\_\_\_ Work \_\_\_\_\_ E-mail: \_\_\_\_\_

In Accordance with the Declaration of Covenants, Conditions and Restrictions and the Association's Rule and Regulations, installation must conform to this approval and the Association's guidelines.

I hereby request consent to make the following changes, alteration, renovations and /or additions to my property.

( ) Fence ( ) Swimming Pool ( ) Lawn Ornament ( ) Screen Enclosure ( ) Landscaping

( ) Patio ( ) Exterior Color ( ) Lawn Replacement ( ) Other \_\_\_\_\_

Description: \_\_\_\_\_

Attach two (2) copies of the property survey that shows the locations of the proposed change, alteration, renovation or addition.

Attach two (2) drawings of your plan(s).

Attach two (2) color samples, if applicable.

**NOTE: Applications submitted by fax or without two (2) copies of the survey, drawing, or color sample will be considered incomplete. If an application is incomplete, it will not be processed and will be returned to you.** I hereby understand and agree to the following conditions.

1. No work will begin until written approval is received from the Association. You have 60 days from the approval date to complete the work. If not, then you must reapply for ARB approval.
2. All work will be done expeditiously once commenced and will be done in a professional manner by a licensed contractor or myself.
3. All work will be performed timely and in a manner that will minimize interference and inconvenience to other residents.
4. I assume all liability and will be responsible for any and all damages to other lots and/or common area, which may result from performance of this work.
5. I will be responsible for the conduct of all persons, agents, contractors, subcontractors and employees who are connected with this work.
6. I am responsible for complying with all applicable federal, state and local laws, codes, regulations and requirements in connection with this work. I will obtain any necessary governmental permits and approval for the work.
7. Upon receipt DWD Professional Management, LLC will forward the ARB Application to the Association. A decision by the Association may take up to 30 days. I will be notified in writing when the application is either approved or denied.

ALL HOMEOWNERS ARE RESPONSIBLE FOR FOLLOWING THE RULES AND GUIDELINES OF THE ASSOCIATION WHEN MAKING ANY EXTERIOR MODIFICATIONS.

Signature of Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_

**DO Not Write Below This Line**

This Application is hereby: ( ) Approved ( ) Denied

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date Received \_\_\_\_\_ Mailed to Assoc. \_\_\_\_\_ Mailed to Owner \_\_\_\_\_

# SYMPTOMS OF CORONAVIRUS DISEASE 2019

**Patients with COVID-19 have experienced mild to severe respiratory illness.**

**Symptoms\* can include**

**FEVER**



**COUGH**



**\*Symptoms may appear 2-14 days after exposure.**

**SHORTNESS OF BREATH**



**Seek medical advice if you develop symptoms, and have been in close contact with a person known to have COVID-19 or if you live in or have recently been in an area with ongoing spread of COVID-19.**



CS.PT.15527-A March 20, 2020, 12:58PM

**[cdc.gov/COVID19-symptoms](https://cdc.gov/COVID19-symptoms)**

## HURRICANE PREPAREDNESS PLAN



# Supply Kit Checklist

### Water

- ☐ One gallon of drinking water per person per day for at least three to seven days
- ☐ One gallon of water for each person per day for cooking and personal hygiene
- ☐ Don't forget water for your pets!

### Ice

- ☐ Freeze water in zip-type freezer bags and two-liter soda jugs
- ☐ Fill coolers with ice. Ice can be used to preserve food once the power goes out

### Food

- ☐ Non-perishable packaged or canned food to last at least three to seven days
- ☐ Ready-to-eat canned meats, fruits and vegetables:
  - Canned or boxed juice
  - Canned or boxed milk
  - Cereal
  - Soup
  - Peanut butter and jelly, granola bars, trail mix
  - Instant coffee or tea
  - Dried fruits and nuts
  - Bread, crackers and cookies
  - Raw Vegetables
  - Fresh fruit
  - Special food for babies and the elderly

### For The Home

- ☐ Cooler for ice and food storage
- ☐ Flashlights with extra batteries or hand-crank flashlights
- ☐ Battery or solar powered lanterns
- ☐ Battery powered NOAA
- ☐ Weather radio with extra batteries or hand-crank radio
- ☐ Car charger for mobile phone
- ☐ Battery operated digital TV with car charger adapter
- ☐ Grill with extra propane, charcoal, or sterno (Outdoor Use Only)
- ☐ Matches in waterproof container or butane starter for grill
- ☐ Paper plates/bowls/cups, plastic eating utensils, napkins, paper towels, moist towelettes
- ☐ Manual can opener and bottle opener
- ☐ Cleaning supplies
- ☐ Non-scented liquid household chlorine bleach or water purification tablets
- ☐ Work gloves
- ☐ Duct tape
- ☐ Heavy-duty outdoor extension cords
- ☐ Waterproof tarps
- ☐ Plastic sheeting
- ☐ Rope
- ☐ Basic tool kit
- ☐ Corded phone

- ☐ Smoke detectors
- ☐ Carbon-monoxide detectors
- ☐ Two-way radio if power, terrestrial telephone and cell towers fail
- ☐ Fire extinguisher
- ☐ Waterproof container or resealable plastic bag to store important papers like insurance, medical, bank, or Social Security documents/numbers
- ☐ Cash (without power, credit cards are unusable)
- ☐ First Aid Kit
- ☐ Two weeks supply of prescription drugs
- ☐ Two weeks supply of vitamins
- ☐ Over the counter pain reliever
- ☐ Antibacterial hand soap
- ☐ Toilet paper
- ☐ Plastic garbage bags
- ☐ Mosquito repellent
- ☐ Sunscreen
- ☐ Toiletries/Hygiene items

### Health Essentials

- ☐ Documentation, license
- ☐ Non-perishable food
- ☐ Medications
- ☐ Water





## Your First Aid Kit

*A first aid kit should be kept in the home and each automobile and should include:*

- ☐ Sterile adhesive bandages
- ☐ Sterile gauze pads
- ☐ Hypoallergenic adhesive tape
- ☐ Triangular bandages (3)
- ☐ Sterile roller bandages, antibiotic ointment, scissors, tweezers, needle, moistened towelettes, antiseptic, thermometer, tongue blades (2)
- ☐ Tube of petroleum jelly or other lubricant
- ☐ Assorted sizes of safety pins
- ☐ Cleansing agent/soap
- ☐ Latex gloves (2 pairs)
- ☐ Sunscreen
- ☐ Bug repellent
- ☐ Aspirin or non-aspirin pain reliever, anti-diarrhea medication, antacid
- ☐ Bottled water and other fluids





# Hurricane Family Preparedness

- ☐ Hold a family meeting
- ☐ Discuss the hazards of hurricanes. Encourage children to talk about their fears and explain some of the things you'll be doing to keep everyone safe. Start a written list of things you'll need to take care of and encourage everyone in the family to contribute their ideas.
- ☐ Discuss whether you'll need to evacuate
- ☐ Determine whether you live in an evacuation zone and, if so, where you will go if an evacuation order is given. Going to a family or friend's house or hotel outside the evacuation area is your best choice. If you choose to go out of town, do so well in advance of the storm. Since shelters provide for only basic needs, this should be your choice of last resort.
- ☐ Ensure your assets are protected
- ☐ Inventory your home possessions and videotape or photograph items of value. Review your insurance policies to ensure you have adequate coverage.
- ☐ Assess your home for vulnerable areas
- ☐ Do a walk-through of your home and property to evaluate your roof, windows, garage door, landscaping, etc. and determine what actions you will take.
- ☐ Make a plan to protect your vehicles
- ☐ Decide where you will store or park your vehicle, boat or RV. Check your vehicle insurance policy and keep it in the same safe place as your homeowner's policy.
- ☐ Secure your home
- ☐ Decide what actions you will need to take to protect your home and your property (shutters, generator, trim trees), and to keep as comfortable as possible during recovery.
- ☐ Discuss whether anyone in your home is elderly or has special needs and, if so, make arrangements in advance to accommodate those needs.





# Hurricane Family Preparedness

- ☐ Determine how you will address your pet's needs and make a plan for your pet in case you have to evacuate. If appropriate, plan for large animals such as horses
- ☐ Gather your supplies
- ☐ Determine your family's food, water and medical needs and assemble your hurricane kit according to those needs (see sidebar for essential items to include)
- ☐ Notify others of your plan
- ☐ Let family or friends know what your hurricane plan is so they can check on you in the aftermath of the storm. Establish an out-of-town contact
- ☐ Plan ahead for the possibility of becoming separated from your family and friends, whether it is a personal emergency or a larger-scale disaster
- ☐ Start by designating a single, out-of-town contact that your family or household members can call, e-mail or text message should a disaster occur. If local phone service is overwhelmed, it may be easier to call outside the area. Your contact should be aware that they are your family's designated contact
- ☐ All of your loved ones should agree to call the out-of-town contact to report their whereabouts and welfare
- ☐ Regular contact with your designated person will help to keep everyone informed. After initial contact and depending on the circumstances, you might set a specific check-in time
- ☐ When telephone lines are busy, e-mails or text messages may go through when calls cannot
- ☐ Create an emergency contact list; include phone numbers and e-mail addresses for your designated out-of-town contact, loved ones, neighbors and other emergency numbers such as police, fire and your physician
- ☐ Make copies of the list for every family member and print a copy to keep by the phone and with your emergency supplies
- ☐ Make sure to secure outside structures and get all outside items and bring everything inside including patio chairs, grills potted plants and balcony items

## May and June 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>May</i>					<b>1</b> May Day	<b>2</b>
<b>3</b>	<b>4</b>	<b>5</b> Trash Pick-Up Cinco de Mayo	<b>6</b> Recyclables/ Yard Waste/Bulk Items Pick-Up	<b>7</b>	<b>8</b>	<b>9</b>
<b>10</b> Mother's Day	<b>11</b>	<b>12</b> Trash Pick-Up	<b>13</b> Recyclables/ Yard Waste/Bulk Items Pick-Up Board of Directors' Meeting 7:00 PM via Teleconference	<b>14</b>	<b>15</b>	<b>16</b>
<b>17</b>	<b>18</b>	<b>19</b> Trash Pick-Up	<b>20</b> Recyclables/ Yard Waste/Bulk Items Pick-Up	<b>21</b>	<b>22</b>	<b>23</b>
<b>24</b>	<b>25</b> Memorial Day	<b>26</b> Trash Pick-Up	<b>27</b> Recyclables/ Yard Waste/Bulk Items Pick-Up	<b>28</b>	<b>29</b>	<b>30</b>
<b>31</b>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>June</i>	<b>1</b>	<b>2</b> Trash Pick-Up	<b>3</b> Recyclables/ Yard Waste/Bulk Items Pick-Up	<b>4</b>	<b>5</b>	<b>6</b> D-Day
<b>7</b>	<b>8</b>	<b>9</b> Trash Pick-Up	<b>10</b> Recyclables/ Yard Waste/Bulk Items Pick-Up Board of Directors' Meeting 7:00 PM via Teleconference	<b>11</b>	<b>12</b>	<b>13</b>
<b>14</b> Flag Day	<b>15</b>	<b>16</b> Trash Pick-Up	<b>17</b> Recyclables/ Yard Waste/Bulk Items Pick-Up	<b>18</b>	<b>19</b>	<b>20</b>
<b>21</b> Father's Day	<b>22</b>	<b>23</b> Trash Pick-Up	<b>24</b> Recyclables/ Yard Waste/Bulk Items Pick-Up Summer Solstice	<b>25</b>	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b> Trash Pick-Up				