

# **HURRICANE PLANNING GUIDE**

## **For Boca Raton Residents**

Portions of Boca Raton are located on a barrier island with limited ingress and egress over drawbridges. Because of the system of canals which flow to the ocean, some inland areas of the City are also vulnerable to flooding. If you are in an evacuation zone or plan to leave the area, you should attempt to find shelter with friends or relatives outside the evacuation area. Public shelters are available if there is no other alternative.

Do not report to a shelter until that shelter's opening is announced through the media. Residents outside of evacuation zones and who are in reasonably good health are best served by staying home during the storm. They should have hurricane shutters or panels for all openings.

## ***You are your own first line of defense...***

If a hurricane strikes Boca Raton, you may not have utility and telephone services, emergency medical services, fire, and police assistance for some time if roads are clogged with debris and power lines are down. You are your own first line of defense, and it is important to be as prepared as possible. The following information is provided as a starting point for your own hurricane preparedness plan. For additional information on hurricane preparedness, please call the Fire-Rescue Services Department at 367-6718. By calling 393-7800 on a touch-tone telephone, you can also receive pre-recorded hurricane information or speak with a staff member. During a disaster, the City's Citizen Information Center may be activated at 416-3400. The City has a low power radio station at 1650 AM, which will broadcast local emergency information at the time of an event. You can learn how to protect yourself and help others during an emergency by enrolling in the City's Community Emergency Response Team (C.E.R.T.) program.

### **Important Telephone Numbers**

Police/Fire-Rescue Emergencies .....	911
Fire-Rescue Non-Emergency .....	367-6700
C.E.R.T. Information .....	367-6768
Boca Raton Citizen Information Center (only during an emergency) .....	416-3400
Police Non-Emergency .....	368-6201
Palm Beach County Division of Emergency Management .....	1-561-712-6400
Hurricane Information Line .....	393-7800
Evacuation Information (Select Option 3) .....	393-7800
American Red Cross .....	994-2060

## **THINGS TO DO NOW ...**

- ☐ Make a personal/family hurricane plan.
- ☐ Make an evacuation plan if you live in an evacuation zone:
  - Evacuation route
  - Transportation needs
  - Temporary shelter
  - Long term housing
- ☐ Find a "buddy" to share your plan if you are alone.
- ☐ Purchase hurricane supplies.
- ☐ Inventory your household items (photographs or video tapes may also be helpful) and store this record in plastic in a safe place.
- ☐ Review insurance needs and update as necessary.
- ☐ Compile important documents.
- ☐ Plan what to do with pets.
- ☐ Learn how to secure boat, pool, if pertinent.
- ☐ Stock and store medications, and, as necessary, obtain extra prescriptions, oxygen. (Diabetics should stock extra insulin, syringes, and test equipment.)
- ☐ Have your trees trimmed to lessen storm damage and aftermath debris.
- ☐ Inspect your hurricane panels, shutters, and fastening devices; obtain window coverings if not already available.
- ☐ If evacuating, prepare your "Hurricane Evacuation Supply Kit".
- ☐ Locate the water, electrical and gas shutoffs for your home.
- ☐ If necessary, determine eligibility for medical "critical care shelter" by calling the Palm Beach County Division of Emergency Management, 1-561-712-6400.
- ☐ Find out what your employer expects of you before and after a hurricane.

## **SUPPLIES TO PURCHASE/SET ASIDE AT BEGINNING OF HURRICANE SEASON ...**

- ☐ Battery operated radio and extra batteries.
- ☐ Flashlights and extra batteries.
- ☐ Manual can opener, disposable plates, utensils.
- ☐ Matches in waterproof container.
- ☐ Plastic storage containers.
- ☐ Water purification tablets, iodine or plain bleach to purify water.
- ☐ Sterno for cooking.
- ☐ Water and gas shutoff wrenches.
- ☐ Area maps.
- ☐ Sanitation items, such as:
  - Toilet paper, towelettes, soap, liquid detergent, infectant, plastic garbage bags, ties, plastic bucket with tight lid (for personal sanitation).
- ☐ Insect repellent, sunscreen.
- ☐ First aid kit, fire extinguisher.
- ☐ A 2-week supply of food and liquids:
  - Special dietary needs
  - Small containers of canned fruit, meats, vegetables and fish not requiring cooking
  - Crackers, dry cereal, granola bars
  - Canned or bottled juices
  - Nuts, peanut butter
  - 2 qts of water per person, per day for drinking
  - Dry milk
  - Baby food, as necessary
  - Pet food, as necessary
- ☐ Hygiene items which you will take if you evacuate:
  - soap
  - toothbrush, toothpaste
  - washcloth, towels, etc.
  - shampoo, deodorant
  - shaving kit
  - feminine items
  - infant items, as needed



*A hurricane watch indicates that a hurricane may threaten coastal and inland areas within the next 36 hours. This information will be broadcast by local news media.*

### **WHEN A HURRICANE WATCH IS ISSUED ...**

- ☐ Review personal/family plan with family, friends, or "buddy."
- ☐ If you are in an evacuation zone, collect documents and evacuation supplies, plan to leave as early as possible after orders are issued.
- ☐ If you do not drive and plan to leave, confirm transportation arrangements.
- ☐ Stay tuned to local radio and television stations for weather information (for example, WJNO 1290 AM or WIRK 107.9 FM and channels 5, 12 and 25.)
- ☐ Get cash, store valuables.
- ☐ Install shutters, panels, other protection devices..
- ☐ Bring outdoor furnishings indoors or secure properly.
- ☐ Fuel automobiles.
- ☐ Secure watercraft.

### **SUGGESTED ITEMS FOR EVACUATION KIT ...**

- ☐ Personal hygiene items.
- ☐ Important documents.
- ☐ Pillow, blanket.
- ☐ Books, games.
- ☐ Depending on where you are going, you may need beverage and food which does not require cooking.
- ☐ Maps.
- ☐ Extra set of clothing.
- ☐ Needed medications.
- ☐ Driver's license, other identification.
- ☐ Cash, traveler's checks.
- ☐ Personal items such as extra eyeglasses, hearing aid, etc.
- ☐ First Aid Kit.
- ☐ Battery operated radio.
- ☐ Flashlight.

### **INVENTORY OF IMPORTANT PAPERS**

- ☐ Insurance policies, inventories.
- ☐ Bank and savings accounts.
- ☐ Mortgages, ownership papers.
- ☐ List of phone numbers of family, friends, physician, pharmacy, caregiver, etc.
- ☐ Medical information, copy of prescriptions, health insurance, Medicare cards.

*A hurricane warning is issued when a hurricane is expected to make landfall within 24 hours. Final preparations should be made at this time.*

### **WHEN A HURRICANE WARNING IS ISSUED ...**

- ☐ Continue to monitor local media report.
- ☐ Fill tub, containers with water.
- ☐ Turn off the toggle switch on any automatic lawn sprinkler system.
- ☐ If you are in an evacuation zone and are told to evacuate:

**• Shut off water • Shut off gas • Shut off electricity except for refrigerator and freezer**  
**• Expect extreme delays on evacuation routes • Leave promptly (car should be packed early.)**

# Hurricane Evacuation Zone Information

Hurricane tidal surge studies were carried out by Palm Beach County, resulting in the current evacuation zones depicted on the map. Palm Beach County has implemented a 2-part evacuation plan. Plan A reflects a minor evacuation scenario and would be carried out for category 1 and 2 hurricanes. Plan B would be implemented for major hurricanes, which are those falling into categories 3, 4, or 5. These evacuation zones are shown on the following page.

The evacuation areas reflect a concern, supported by the study, for storm surge flooding within a block of the Intracoastal Waterway (including its finger canals) and the El Rio Canal. If you are unsure whether or not you live in a designated evacuation area, or what level evacuation zone your property is located in, there are several ways to find out, including:

1. The Boca Raton Website has a direct link to the Palm Beach County Surge Area Mapping System (SAMS) website. Once at the SAMS website, you can enter your address and obtain information regarding your evacuation zone status.

## To access SAMS directly through the Palm Beach County Website:

[www.pbcgov.com/pubsafety/eoc/SAMS.htm](http://www.pbcgov.com/pubsafety/eoc/SAMS.htm)

1. Click on Property Address
2. Enter Address in the designated area
3. Press the Search button
4. Read results and/or view map

## To access SAMS through the City website:

[www.ci.boca-raton.fl.us](http://www.ci.boca-raton.fl.us)

1. Select Public Safety
2. Select Hurricane Information
3. Select Surge Area Mapping Systems (SAMS)
4. Follow instructions 1-4, above

2. You can also view a City hurricane evacuation zone map by logging on to the above City website and selecting Public Safety, Hurricane Information, and Boca Raton Hurricane Evacuation Map.

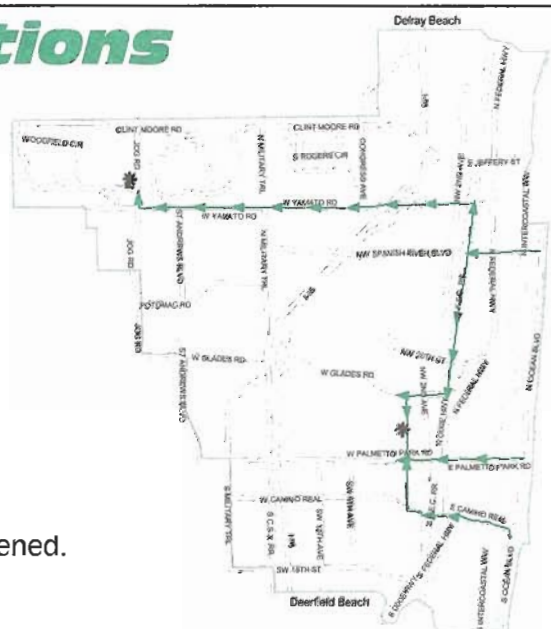
3. Call 393-7800, the Boca Raton Hurricane Information Line, and select Option 3, Evacuation Information. This number has a mailbox where you can leave your name, address, and phone number. You will then be contacted with the requested information. When a hurricane warning is in effect for Boca Raton, call 416-3400 to receive an immediate response.

## Public Shelter Locations & Evacuation Routes

### \*SHELTERS

1. **BIBLETOWN**  
470 N.W. 4th Avenue
2. **OMNI MIDDLE SCHOOL**  
5775 Jog Road

**NOTE:** Do not proceed to a shelter until it is officially opened.  
Listen to media for announcements.

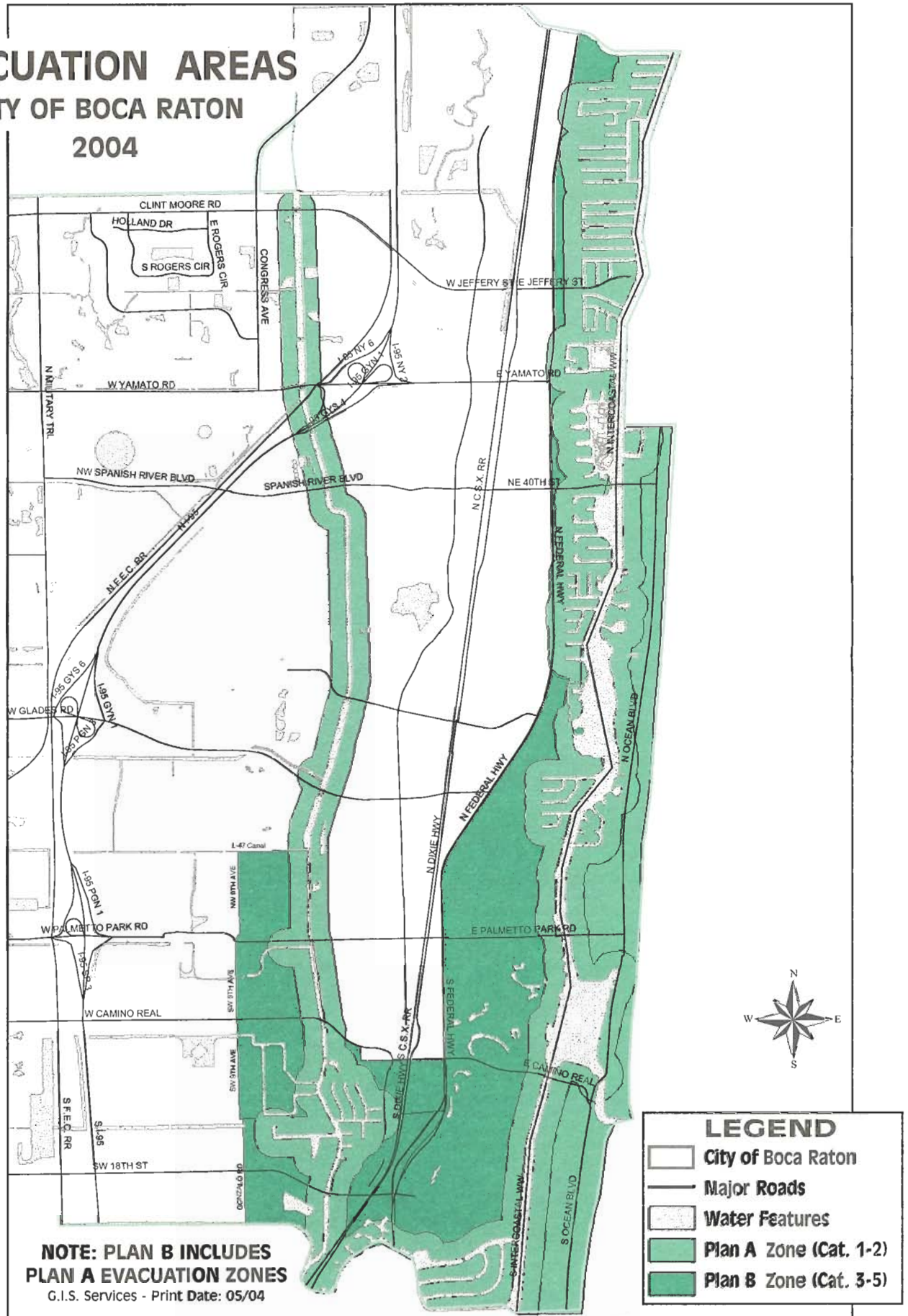




# EVACUATION AREAS

## CITY OF BOCA RATON

### 2004



*The recovery period begins immediately after the hurricane passes, and may continue for a long period of time, depending on the severity of the storm and the amount of damage.*

### **AFTER THE STORM ...**

- ☐ Remain where you are until the official "All Clear" notification is given by local emergency management officials.
- ☐ Use your battery operated radio at home to monitor conditions and receive the latest instructions.
- ☐ If you are returning home following the hurricane, be aware that travel times will be long and roadways may be hazardous.
- ☐ Assess immediate family needs.
- ☐ Assess immediate hazards and conditions in your area.
- ☐ Assess damage to house and property, recording and photographing as possible.
- ☐ Observe directives regarding disposal of garbage and storm debris.
- ☐ Observe safety measures such as the following:
  - Use gas and charcoal grills outdoors only, as they can cause fires and produce deadly carbon monoxide gas.
  - After power is restored, leave the main circuit breaker off until water has receded. Do not turn on appliances which are damp or wet. Leave air conditioner off until power has stabilized.
  - Use extreme care with chain saws and generators.
  - Avoid downed wires and debris which can cause injury.
  - Follow boil water directives, purify as necessary, and use only uncontaminated water for drinking, brushing teeth, and cleaning contact lenses.
  - Check food for spoilage.
- ☐ Make immediate repairs which are feasible.
- ☐ Coordinate with insurance agents, city officials for permanent repairs.
- ☐ Assist others, when and where possible.

### **WHILE YOU PREPARE, THE CITY WILL BE PREPARING ...**

During the hurricane season, the City actively monitors weather reports. When there is a serious hurricane threat, the City Manager meets with key personnel, and may activate the City's Emergency Operations Center which serves as the nerve center of planning and decision making immediately before, during, and after a hurricane. City staff are called in to perform hurricane-related activities such as securing City buildings and property, assisting with evacuation procedures, assisting at public shelters, and responding to citizen inquiries. After a hurricane, the City will work with County, State and Federal agencies in addressing human needs, damage assessment, and long-term recovery issues.



# Hurricane Shutters or Panels: Safety Tips

## INSTALLATION

1. Develop a "buddy" system with a neighbor, relative, or friend. The work goes faster and it is safer. Better yet, develop a team effort with neighbors before hurricane season. Everyone pitches in to do one house, then moves to the next one, etc.
2. Always wear gloves when you store, install or remove shutters – metal and plastic shutters can have sharp burrs that can cut, and plywood can have splinters.
3. Make sure any battery-operated tools have enough charged batteries.
4. Be aware of basic, back injury prevention techniques.
  - a. When working with another person, lift, walk, and lower the load together. Let one person call the shots and direct the lift.
  - b. With high loads, get as close to the load as you can. Slide the load toward you, and let your arms and legs, not your back, do the work.
  - c. Get a firm footing, bend your knees, and tighten your stomach muscles.
  - d. Keep your back upright whether lifting or putting down the load. Avoid twisting.
5. If you are using a ladder during the installation of shutters or panels, the following safety ensures will help prevent injury:
  - a. Make sure your ladder is safe, in good condition, clean of dirt or grease or oil, and is structurally sound.
  - b. Use the right size ladder for the job. Never climb higher than the second step below the top of a step ladder, and do not use the top three rungs of a straight ladder.

- c. Never use a metal ladder near power lines. Do not use power tools while on a metal ladder – battery-operated tools are OK.
- d. Make sure the ladder is secure on the ground. The bottom of a straight ladder should be as far from the wall as 1/4 of the vertical height it rests on. For example, where the ladder comes to rest against a wall at the 12 foot high point, the bottom of the ladder should be 3 feet away from the wall. Ladder work is best done by two people... one person can secure the ladder and hand tools to the person on the ladder. Never have more than one person on a ladder at the same time.

## REMOVAL

1. Use the same buddy system of team effort to remove shutters.
2. Reverse the installation process and make sure shutters are stored in the right numerical order.
3. If your shutters are the type that bolt in, squirt a little spray lubricant, such as WD-40, into each bolt hole before you replace the bolts. Use the type of lubricant that has a tube extender with the spray can to avoid making a mess. Each hole gets a very small squirt.
4. When you are done, review the process and determine what went right, what went wrong, and what needs to be changed.

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***Develop a "Buddy" System with neighbors ...***

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## Planning for Seniors and Special Needs Individuals

Preplanning for your special needs is the key to ensuring your safety and well being before, during and after a hurricane. Notifying friends and family of hurricane plans, developing a "buddy system", and working out transportation arrangements can be critical for seniors and those with special needs and should be done well in advance of an emergency. Arrange for assistance with your hurricane shutters or panels, as necessary.

Make sure that you have the medications and provisions you will need following a storm. Your hurricane supplies should include any special dietary items, as well as extra medicine, oxygen, and diabetic supplies, if needed. If you are leaving your home, be sure to list the style and serial numbers of any medical devices such as pacemakers. Carry your medical insurance and medicare cards, and take a list of doctor and pharmacy

names and numbers with you.

If you plan on using a public shelter, make sure you bring the supplies that you will need for several days, and batteries for any hearing aids, or wheel-chairs. Label walkers or canes with your name. In case you need oxygen or have other equipment that depends on electricity, be aware that not all shelters have generators. Also, generators can fail during a storm. Your caregiver must accompany you to a shelter if you require assistance to carry out basic daily activities. Pets are not allowed in public shelters, but you may bring bona fide service animals, such as guide dogs. If your medical condition is severe, contact the Palm Beach County Division of Emergency Management at 1-561-712-6400 to determine if you are eligible for the County's critical care shelter.

# ***Coping with Children's Reactions During and After a Hurricane ...***

Hurricanes, like other disasters, interrupt the normal flow of our daily lives. Children, in particular, depend on a predictable sequence of events each day and can become especially anxious and fearful during "problem times". Some of the following behaviors may surface after a disaster:

## **1. Fear and anxiety**

Children may become worried that they will be injured, separated from their families, or left alone.

### ***What parents can do ...***

Understand the genuine fear that the child is expressing. Let him or her talk about these feelings. Be reassuring, especially about the family staying together. Include your child(ren), as much as possible, in activities which return your family to its normal routine.

## **2. Becoming inactive after the event has passed**

Sometimes, lethargy sets in after the "excitement" of the event has passed.

### ***What parents can do ....***

Parents should continue deliberate activities to

return the family to normal, remaining firm but supportive. As their ages permit, involve children in the recovery activities rather than leaving them elsewhere while these activities take place. This will also reduce children's fears of being left alone.

## **3. Bedtime problems**

Children may refuse to sleep by themselves or may experience difficulty in falling asleep. They may awaken frequently at night or have nightmares.

### ***What parents can do ...***

Parents should discuss these issues with their children and arrange, if necessary, for temporary changes in sleeping times or arrangements. Ideally, such changes should not continue past 3-4 days, and a firm deadline should be established. A night light or leaving the door ajar may also help.

In general, parents should remember that their own fears and uncertainties are passed on to their children. The key is a combination of flexibility, reassurance, and firmness. If the child's emotional problems persist or worsen, it may be necessary to get professional help.