

Brickell Ten CONDOMINIUM



A Newsletter for the Residents of the Brickell Ten Condominium Association

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BRICKELL TEN CONDOMINIUM HURRICANE PROCEDURES

Dear Residents:

We want to inform you of the Brickell Ten Condominium's emergency plan procedures in the event of a hurricane. We have the responsibility and a protocol to safeguard the residents, the employees, and the mechanical equipment during a storm, based on our knowledge and experience. The procedures are documented and communicated to the manager as a recommendation of what should be followed in each building as the most effective and conservative approach to protecting the building's systems under the effects of a storm.. This protocol has been specifically tailored to the building in cooperation with the Board of Directors, in as far as each building is to some degree different from others in terms of mechanical design and component variations. These variations are building specific and cannot be generalized to all properties.

HURRICANE WATCH:

At the time of a Hurricane Watch – a hurricane may threaten the area within 48 to 36 hours – we begin securing the building. The Staff on site will protect all common areas.

- Pool deck furniture and pool lounge chairs will be removed and stored in the garage on the corner of the handicap parking spots.
- Sandbags will be in place in front of entrance and exit common area doors. (Rooftop Doors, (2) Doors on Lobby/Ground level floor/ 5th Floor Doors.
- Pool and Spa water level will be brought down 6 inches.
- Some landscape will be protected with burlap if applicable.

HURRICANE WARNING

When a Hurricane Warning – hurricane force winds are expected to make landfall within 24 hours – has been issued and after all preparations have been completed, non-essential personnel, under the direction of the manager, will leave at the end of their shifts. Typically, a mandatory evacuation order is also announced at this time in all coastal areas. This mandatory evacuation creates a critical time frame in which the staff must execute the final mechanical protocols before the storm reaches the building.

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Hurricane Procedures (cont. from page 1)

Removal of Balcony Furniture: It is the responsibility of each unit owner to remove all balcony furniture within twenty-four (24) hours after a “Hurricane Watch” has been issued for our area. Building personnel will be busy securing the common areas and will not be available to assist owners to bring in furniture, close storm shutters, etc. Owners are urged to plan in advance in preparation for hurricane season. Unit Owners who have travel plans during the hurricane season must bring all patio furniture inside prior to leaving or should designate someone to remove the furniture within the specified time frame. Owners are required to leave a key in the management office for emergency purposes. Once a “Hurricane Watch” is issued, a locksmith may be called to open the front door of all unoccupied units with balcony furniture that have not left keys with management. The Unit Owner will be billed for all costs related to this locksmith service. Brickell Ten Condominium Association, Inc., or any of their directors or employees will not assume responsibility for removing furniture from balconies during hurricane preparations. Unit owners will be fully liable for all damage resulting from balcony furniture that is not removed accordingly.

Mandatory Evacuation Order :Evacuation orders are issued by Miami-Dade County Office of Emergency Management according to the guidelines of the National Hurricane Center and the County’s Evacuation Zone Map. (<http://www.miamidade.gov/hurricane/>). If a mandatory evacuation order is issued, Management will make



announcements (in both English/Spanish) over the building loudspeaker. Evacuation notices will also be sent via email and posted in the lobby area. The announcements will inform residents of the approximate time that the elevators and other building services will be shut down. Residents who decide not to abide by a mandatory evacuation order will be asked to inform the Management so that a list of residents that will remain in the building can be available in case of an emergency.

Remember that City’s emergency services (911, Police, Fire, and Fire Rescue) will not be available during a storm.

Staff Evacuation Order: We will not require or encourage any employee to remain on the property under an evacuation order. Any employee remaining at the property, at the request of the Board, after this shut down, is required to

accept the terms of and sign a waiver form provided by the Management. Board signature is also required on the waiver. Essential employees will return to the property as soon as physically possible after sustained winds have dropped below 45 mph and an all clear has been issued. All other employees are required to report back to the property at daybreak and when sustained winds have dropped below 35 mph.

Mechanical System: Elevators are to be parked on an upper floor of the building with the doors closed. (The highest possible floor is recommended by the elevator company). Maintenance will pull disconnect

With offices in Miami and Miami Beach, we are here to listen to your concerns and connect you to the services and resources you need from Miami-Dade County.

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@CommishEileen

Inside D5 Newsletter

Commissioner **Eileen Higgins**
District 5

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Hurricane Procedures (cont. from page 2)

switch in the machine room in the off position before power fails. **WHY:** In the event of a coastal surge, flooding will damage the elevators and fill the pits. If the elevators are running and the power is interrupted, residents may be stuck inside the cabs for long periods of time. Evidence has shown that many people suffer anxiety or heart attacks in these situations. Emergency crews may not be able to respond to 911 calls under hurricane conditions.

HVAC SYSTEM: Power to the air conditioning units that cool the common areas and cooling tower that cool the common areas units will be shut off. Most outdoor units are specifically designed to handle inclement weather and are resistant to things such as rain, wind, heat, cold, etc. However, they are not designed to be immersed in water and they don't seem to like heavy rains. **WHY:** The electrical components are sealed, and connections are made to block out moisture. The compressor and condenser are made of aluminum, copper, and other metals, and are made to handle regular rain but, rising water and heavy hurricane rain can short out electrical connections, not only creating a problem but a very dangerous one. Depending on availability one to several weeks of down time can be expected for repairs. The Board may wish to purchase extra components to be used for quicker replacement should they decide to leave the equipment running.

ELECTRICITY (FPL) IMPORTANT: MANAGEMENT / BUILDING STAFF does NOT shut off electricity to the building. City/FPL will shut off electricity at their discretion in an event of emergency.

EMERGENCY EXITS: Emergency EXITS and STAIRS will be accessible at all times. Please be aware that when Exiting building, door will automatically lock and you will not be able to re-enter through the same door. Emergency exits lead you to the East or West side of the building.

Garage Gates: All gates will remain closed. Residents can use their FOBs to enter or exit in case of an emergency. We want to avoid the gates from damaging while operating during high winds, so we ask residents to use them IF you have an emergency

and need to leave the property.

Bicycles & Motorcycles: We encourage all residents who have bicycles and motorcycles in the garage place a locking mechanism for safety. The Association is not responsible for any damages nor theft.

HO-6 INSURANCE (Unit Owner Insurance)

- **HO-6** If you own a unit and share things like a roof, staircases and common grounds with other owners, you will need to purchase a condo unit owners insurance policy (also known as an HO-6 policy). An HO-6 policy is designed to work "together" with your association's master policy and provide coverage for anything that is not covered in that master policy. Keep in mind that you are typically responsible for covering the interior of the unit, plus the things you own. Think about it this way: the association covers the roof but you are responsible for the ceiling. It's important that you fully understand your coverage responsibilities in order to prevent an unpleasant surprise if you ever experience a loss.
- **What is Covered in HO-6?** Additions & Alterations / Loss of use / Personal Property / Personal Liability / Loss Assessment
- **What You need to know?** Aside from protecting your personal property and liability, your policy should cover items like flooring, wall covering and, fixtures. Make sure

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Hurricane Procedures (cont. from page 3)

to read your association’s governing documents as they will outline owner versus association responsibilities

- **When might you need insurance?** Someone falls on your property and claims you are responsible for medical bills/ Your pet bites someone and you are found responsible for damages caused / You need a lawyer to defend you in the case of being sued / Personal items are stolen from your home/ You accidentally cause damage to the units surrounding your own.

HO-4 Insurance (Renter’s Insurance)

- **HO-4** If you rent a unit or a house you might have not given insurance much thought. We are here to remind you that although you don’t own your home, you do have a lot of things inside it that protects you and your family in the case of accidentally hurting another person or damaging your things. Don’t wait until you are in a tough spot to think about insurance.
- **What is Covered in HO-4?** Personal Property/ Personal Liability /Additional Living Expenses
- **What you need to know ?** Your landlord’s insurance does not protect you or your belongings /You are probably underestimating how much it would cost

to replace everything you own /Renters insurance is usually affordable and very easy to obtain.

- **When might you need insurance?** Someone falls on your property and claims you are responsible for medical bills /Your pet bites someone and you are found responsible for damages caused /You need a lawyer to defend you in the case of being sued /Personal items are stolen from your home / You accidentally cause damage to the units surrounding the one you rent.

Disaster Preparedness Animal Supplies Checklist / Hurricane Season is June 1 – November 30 PREPARE YOUR PET’S DISASTER KIT TODAY!

- Food Two-week supply
- Manual Can Opener Water Two-week supply
- Bowls For food & water that attach to cage
- Portable Carrier / Crate Large enough for pet to stand & turn around in. Each pet in separate crate.
- Cat Litter & Litter Box Litter Scooper
- Cleaning Supplies Paper Towels Disinfectant Plastic Trash Bags Hand sanitizer “Quick Bath” wipes Plastic poop bags
- Identification Collar, Tag & Leash Microchip (Registered with national database Roller Bandages Scissors Gauze Antibiotic Ointment Medications Medical records (stored in a water[1]proof container or plastic bag.

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