



# Hurricane Planning Guide



# Be Prepared

As a coastal community in South Florida, the City of Boca Raton is vulnerable to the effects of tropical storms and hurricanes. The barrier island, as well as some inland areas, particularly those near canals may be flooded, and the entire City can experience the high winds associated with these events.

In addition, widespread power outages can be expected. Each and every household and business should develop a hurricane plan to meet their needs.

The information presented in this guide will help you to plan and answer specific questions on how to prepare yourself, your family and your property for a potential storm.



**Make a Plan**



**Build a Kit**



**Be Informed**



City of Boca Raton, Office of Emergency Management  
201 W. Palmetto Park Road  
Boca Raton, FL 33432



# Make an Emergency Plan

Use this checklist to be prepared!

- 1.** Hold a **family meeting** and get your children involved in the conversation.
- 2.** **Know Your Zone** - determine whether you live in an evacuation zone and where you will go when an evacuation order is given. Staying with family & friends outside the evacuation zone is your best option. Visit [www.ReadyPBC.com](http://www.ReadyPBC.com).
- 3.** **Take inventory** of your home possessions and video/photograph items of value. Review your insurance policies before hurricane season starts to ensure you have adequate coverage.
- 4.** **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. Seek professional expertise and assistance as necessary.
- 5.** Decide where you **will store or park your vehicle, boat, and/or RV**. Check your vehicle insurance policy and keep it with your homeowner's insurance policy.
- 6.** Decide what actions you will need to take to **protect your home and your property** such as shutters, a generator, or tree-trimming, etc.
- 7.** Discuss whether anything in your home has **special medical needs** and if so, make arrangements in advanced to accommodate those needs.
- 8.** Determine how you will **address your pet's needs** and make a plan in case you have to evacuate.
- 9.** Determine your family's food, water, and medical needs and **assemble your disaster supply kit**. A checklist of essential items is included in this guide.
- 10.** Let family or friends know what your **hurricane plan** is so they can check on you after the storm passes. Establish an out of town contact.



# Year-Round Preparedness

## 3 MONTHS BEFORE HURRICANE SEASON

- Make a Family Disaster Plan and practice it with family members.
- Locate your nearest Evacuation Shelter or make arrangements with family members or friends in other locations to evacuate in the event needed.
- Pre-register for a County Special Needs or County Pet-Friendly Shelter if applicable.
- Begin purchasing supplies for your Emergency Supply Kit a little at a time.  
*For example, every time you purchase groceries, purchase a gallon of water and some non-perishable food to store in your kit. For a complete list of items for your kit, see pages 7-8.*
- Inspect and perform maintenance on your window protection/shutters.

## 1 MONTH BEFORE HURRICANE SEASON

- Complete the assembly of your Family Disaster Supply Kit.
- Check with your doctor/pharmacy to determine how best to assure your prescriptions will last through the storm.
- Trim your trees and clean out your garages, carports, and storage areas. Trees should be cut back from buildings and powerlines.





## ONCE A STORM THREATENS OUR AREA

- Review your family plan and check your kit to make sure it is fully stocked.
- Know the disaster plan of your child's school or daycare.
- Follow the City on social media for updates.
- Store loose objects in your house.
- Use a video camera or phone to record the contents of your house for insurance purposes.
- Take pictures of important documents and store them safely in a waterproof container.
- Obtain cash.
- Establish an out-of-state contact to call in case of an emergency.
- Establish a safe room within your house.
- Prep and test generators if you have one.

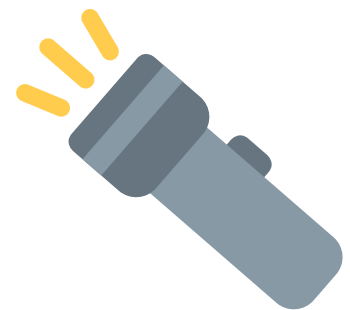


## DURING A HURRICANE WATCH

- Turn on the TV or radio and listen for continuing updates.
- Turn your refrigerator and freezer to the coldest setting.
- Freeze plastic jugs or cartons of water.
- Fill up drinking water containers.
- Fill bathtub with water to use to flush toilets in the event of power or water outages.
- Fuel up vehicles and propane tanks. Obtain fuel for generators.
- Put up shutters if you have them.
- Bring in outdoor furniture, wind chimes, flags, trash cans, grills, antennas, etc.

## DURING A HURRICANE WARNING OR LANDFALL

- Go to your safe room if conditions warrant.
- Keep battery-operated radio or TV on if the power goes out.
- Keep a flashlight with you.
- Stay away from and do not open doors or windows.
- Do not operate your grill or generator.
- Turn off utilities if told to do so by authorities.
- Unplug small appliances.



### ***If your home becomes damaged during the storm...***

- Stay away from windows and doors even if they are covered.
- Take refuge in a small, interior room, closet or hallway.
- Close all interior doors.
- Secure and brace external doors.
- Lie on the floor under a table or another sturdy object.



## AFTER THE STORM

- Stay off the roads whenever possible.
- Never drive through flooded roadways.
- Do not visit disaster areas. Follow the City and its Police Department to stay updated on impacted areas around the community.
- If the power is out and traffic signals are dark, the intersection should be treated as a four-way stop. When it flashes yellow, drivers should proceed cautiously. When it flashes red, drivers should stop.
- Report any damage around your home or neighborhood such as downed trees or power lines through the MyBoca app or at <https://www.myboca.us/2061/Report-a-Concern-or-Compliment>.



*\*Please note, this is not to be used for any damage to your personal property.*

## REENTRY

- **Residents** - Have a valid ID with your current address, or proof of residence (lease/deed).
- **Businesses** - Have a valid picture ID, documents showing proof of ownership/rental, business tax license, and name of authorized individuals on business letterhead.
- Wear sturdy shoes and don't enter any structures if there is water around it.
- Do not enter an unsafe building or structure unless a city official has inspected it.
- Check gas, water, and electrical appliances for damage.
- If your residence/business was flooded, have a qualified electrician inspect the electrical system before turning the power back on.
- Use flashlights in the dark. Do not use candles.





# Hurricane Kit

## ESSENTIALS

- 1 gallon per person per day, minimum 7-day supply in a food-grade plastic container
- Additional water for sanitation or pets
- Battery-operated radio
- Flashlight/battery-operated lanterns
- Extra batteries
- Solar cellphone charger
- Food: 7-14 day supply non-perishable food that requires no preparation
- First aid kit
- Medications

## TOOLS & SUPPLIES

- Sunscreen
- Sunglasses
- Mosquito repellent
- Fire extinguisher
- Crowbar
- Paper, pencil
- Plastic sheeting
- Tarps (2)
- Matches in waterproof bag
- Rope
- Cash or traveler's check
- Nonelectric can opener
- Duct tape

## SANITATION

- Hand sanitizer
- Disinfectant
- Household chlorine bleach
- Soap, liquid detergent
- Personal hygiene items
- Feminine supplies
- Plastic bucket with tight lid
- Toilet paper, towelettes
- Plastic garbage bags



### HELPFUL TIP

Stock up on hurricane supplies during Florida's 2024 sales tax-free weeks:

- June 1 - 14
- August 24 - September 6

Details at [www.floridarevenue.com](http://www.floridarevenue.com)





# Hurricane Kit

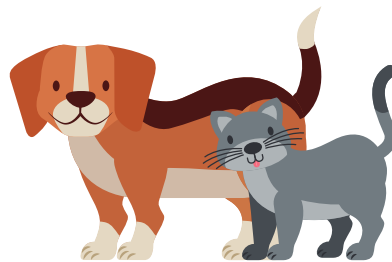
## IMPORTANT FAMILY DOCUMENTS

- Telephone numbers
- Record of bank accounts
- Family records, inventory of valuable goods
- Copy of will, insurance policies, deeds, and other important records
- Health insurance cards
- Passports and IDs



## FOR PETS

- Food
- Non-tippable food and water bowls
- Record of vaccinations
- Leash, harness, and carrier
- Extra litter



## FOR BABIES

- Formula
- Diapers
- Baby wipes
- Bottles
- Medication
- Powdered milk







# Evacuation

## KNOW YOUR ZONE

Know your evacuation zone and have a plan, especially if you live on the barrier island or in low-lying areas. View Palm Beach County's evacuation map: [www.ReadyPBC.com](http://www.ReadyPBC.com).



### IF YOU CAN STAY, SHELTER-IN-PLACE

If you live in a structurally sound home and are **NOT** located in a mandatory evacuation zone, **SHELTER IN PLACE** in your home and make sure you have a safe room that is stocked with your supplies. Be sure to also take the following actions:

- Finish putting up your shutters or plywood
- Leave your radio or TV on an emergency information station
- Move vehicles into a garage or next to a building; avoid trees and utility poles.
- Freeze water jugs.
- Turn refrigeration to lowest setting and lower AC.
- Place flashlights and batteries throughout the house.
- Secure all doors and windows and store awnings, folding furniture, trash cans and other loose outdoor items.
- Fill up your vehicle and bring extra gas, if possible.



### IF YOU MUST EVACUATE

Do not travel unless it is safe to do so. Move at a steady pace and ensure you leave with enough time to get to where you will weather the storm and take the following precautions:

- Evacuate tens of miles **NOT** hundreds.
- Notify your host home and family members that you are evacuating.
- Pack breakables in boxes and place them on the floor.
- Tape mirrors and windows if they cannot be secured otherwise.
- Shut off utilities and disconnect electricity, sewer, and water lines.
- Store awnings, folding furniture, trash cans, and other loose outdoor objects.
- Fill up your vehicle and bring extra gas, if possible.
- Secure all windows and doors.
- Take pets with you or have a plan for them if you are not.



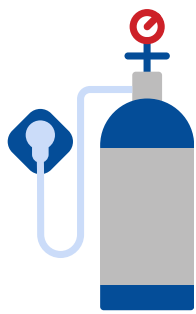
# Evacuation



## SHELTERS

There are **15 Hurricane Evacuation Risk Shelters** for the general population in Palm Beach County.

These shelters are a refuge of last resort; a place to go if you can't stay anywhere else. For more information and to find the closest open shelter visit: <https://discover.pbcgov.org/publicsafety/dem/Pages/Shelters.aspx>



## SPECIAL NEEDS SHELTER

Palm Beach County County operates Special Needs Shelters with certain criteria and that pre registration is required. Special Needs Shelters to provide for citizens with certain medical problems during a major hurricane. These facilities have auxiliary power and are located in a central area, with medical supervision from physicians and nurses.

Admittance to these facilities is restricted to the following:

- Dependence on electric medical devices
- Dependence on supplemental oxygen
- Certain chronic but stable illnesses that require observation or caregivers
- Progressive Alzheimer's or Dementia
- Take your pets with you or have a plan for them if you are not

Pre-registration is required. To register please visit:

<https://discover.pbcgov.org/publicsafety/dem/Pages/Special-Needs.aspx>



## PET SHELTER

There is **ONE** Pet Friendly Shelter in Palm Beach County. Owners and family members may **NOT** stay at the shelter with their pets.

### LOCATION:

Inside the West Boynton Recreational Center  
6000 Northtree Blvd., Lake Worth, FL 33463

The Pet Shelter is **ONLY** available to Palm Beach County residents who reside in a mandatory evacuation zone, in a mobile home, or in sub-standard housing.

Pre-registration is required. To register please visit:

<https://discover.pbcgov.org/publicsafety/animalcare/Pages/Hurricane.aspx>

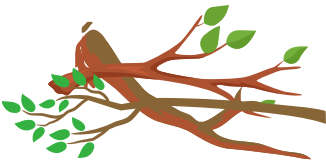


# After the Storm



## WHAT TO DO NEXT

- Continue to monitor conditions and receive the latest instructions via local radio, TV and 1650 AM, including re- entry and curfews.
- Avoid unnecessary road travel to allow emergency work to be completed.
- 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 the disposal of garbage and storm debris.
- Make immediate repairs that are feasible.
- Coordinate with insurance agents and city officials for permanent repairs.
- Assist others, when and where possible.
- For specific concerns, call the City's Citizen Information Center at 561-982-4900.



## PROTECT YOURSELF

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 that are damp or wet.
- Leave air conditioner off until power has stabilized.
- Use extreme care with chainsaws and generators. Be aware of carbon monoxide that may come from your own or a neighbor's generator, especially with nearby open windows.
- 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.





# Important Resources



## CLICKABLE

For more information and resources visit our website

[www.myboca.us/BePrepared](http://www.myboca.us/BePrepared)

Follow us on social media for updates

### City of Boca Raton

Facebook - [www.facebook.com/BocaRatonCity](http://www.facebook.com/BocaRatonCity)

Twitter - [www.twitter.com/CityBocaRaton](http://www.twitter.com/CityBocaRaton)

Nextdoor - [www.nextdoor.com/agency/city-of-boca-raton](http://www.nextdoor.com/agency/city-of-boca-raton)

### Boca Raton Police Services

Facebook - [www.facebook.com/BocaPolice](http://www.facebook.com/BocaPolice)

X (Twitter) - [www.twitter.com/BocaPolice](http://www.twitter.com/BocaPolice)

Nextdoor - [www.nextdoor.com/agency/boca-raton/boca-raton-police-services](http://www.nextdoor.com/agency/boca-raton/boca-raton-police-services)

Sign up for alerts and stay informed!



[www.myboca.us/AlertBoca](http://www.myboca.us/AlertBoca)

OR from your phone, text **AlertBoca** (no space) to 38276






## EASY REFERENCE

- [Click](#) the graphic below to print a [PDF](#) or print this page
- Screenshot this page to save to your phone
- A magnet version is available at City Hall, community centers and City libraries.


CITY OF  
Boca Raton



**FOLLOW US ON SOCIAL MEDIA**

@citybocaraton  
@bocapolice

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**SIGN UP FOR ALERTS**  
[www.MyBoca.us/ALERTS](http://www.MyBoca.us/ALERTS)



Police/Fire Emergencies **911**

Boca Raton Citizen Information Center **561-982-4900**  
*(during an emergency)*

Fire Rescue *(non-emergency)* **561-982-4000**

Police *(non-emergency)* **561-368-6201**

FEMA **1-800-621-3362**

PB County Emergency Management **561-712-6400**

Florida Power & Light **1-800-468-8243**

During an emergency tune in to BocaTV on:

Channel 20 (Comcast)  
Channel 99 (AT&T Uverse)  
Channel 395 (Hotwire)

Radio **1650AM**

City Website [www.MyBoca.us](http://www.MyBoca.us)