



The Chalet of San Marco

520 South Collier Blvd.

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CHALET HURRICANE IRMA UPDATE AND ADVISORY

DATE: September 6, 2017

MEMO TO: ALL CHALET OWNERS

FROM: Patrick Romzek, Chalet Board President
Rich Cassata, Chalet Manager

SUBJECT: Hurricane Irma Preparation

Chalet Owners:

We wanted to update you on the Chalet preparation for Hurricane Irma. We also wanted to share our advice regarding this potentially catastrophic storm.

Recent Storm Update:

The latest information we have is that Hurricane Irma will make landfall as a very powerful category 4 hurricane sometime on Sunday. There are several potential paths for the storm making landfall in South Florida. Our latest guidance from the national weather service indicates "If Irma's center tracks toward the center of the current forecast path this weekend, an intense eyewall strike on South Florida would occur, with potentially devastating, destructive winds, in addition to life-threatening storm surge flooding and torrential rainfall."

Marco Island Preparation:

The City of Marco Island issued a voluntary evacuation order yesterday. Quoting from the Marco Island website it is recommended "that residents and visitors utilize the additional time to evacuate in advance of significant traffic delays as well as major damage to property. Collier County has issued a similar recommendation."

We have been told that the City of Marco Island plans to issue a mandatory evacuation order this evening.

Chalet Preparation for the Storm:

The Chalet management is implementing our emergency and hurricane preparation procedures. We are doing everything we can to protect the people and property of the Chalet.



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Preparation for the anticipated Hurricane began on Tuesday and we have followed our disaster plan diligently. Specifically, our plan includes the following:

1. Closed shutters of unoccupied units and secured the furniture on the balconies for units where the shutters are not already closed.
2. Diesel and Propane Tanks were filled.
3. Removal and storage of the pool, tennis court, and garage items.
4. We will be closing all common area shutters on the east side and the door panels on all glass entrances.
5. The Chalet office records, copiers, and computers were moved to the third-floor storage room. Cathy provided employees a re-entry letters.
6. The pool level will be lowered to prepare for potential heavy rain, flooding and / or storm surge. Pool pumps will be turned off.
7. The elevator cars will be moved to the sixth-floor and turned off.
8. Electric, domestic water pumps, cooling tower pumps and fans will be turned off.
9. The emergency generator will not be run during the storm and will be checked for contamination by water before firing-up after the storm passes.
10. The Fire Panel will remain on battery backup.
11. It is highly likely that we will not have any staff onsite after Friday evening. The staff will be closely monitoring the situation and will return as soon as it is safe for them to do so.
12. A list of residence that will not be evacuating the Chalet will be posted on the front window for emergency purposes. We cannot add to this list once it is posted.
13. We are highly recommending that no Visitors or Guests be allowed into your unit while we are in this state of emergency. We cannot guarantee their safety and it is very likely the water and power will be off.

Chalet Plan Once the Storm Passes

We have a plan for restoration of services once the storm passes.

1. Upon passing of the storm, The Chalet staff will conduct a thorough search of all areas for damage before returning electrical power and water to the building. Each unit will also be investigated for damage with calls to those owners affected by the storm.
2. We have been in touch with Brian Burns our agent for Wells Fargo Insurance and their Tampa staff's assistance in post recovery operations.
3. We will begin normal recovery first and restoring service to the building as a priority. If we have water entry into the building or units, we will be unable to address is until power is restored.



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Our Recommendations:

1. If you have the ability to leave and seek shelter in a safe location, we encourage you to do so. As the current City of Marco Island advisory states: “By leaving early, Marco Island citizens can avoid what is expected to be a large scale evacuation of southwest Florida. The City recommends that that residents and visitors utilize the additional time to evacuate in advance of significant traffic delays as well as major damage to property.”

The City of Marco Island statement can be found at the following link:

<http://www.cityofmarcoisland.com/index.aspx?recordid=1208&page=22>

Important Note: If you are planning to stay in your unit through the storm, please ensure Cathy is has your information so we can post your name on the list on the front window.

2. We strongly recommend you not allow visitors or guest in your unit. We cannot guarantee the safety of your guests, there will be no power or water. The elevators will not be operational. Depending on the severity of the storm, EMS service may also be impacted. Other Marco island businesses are recommending the Marriott for overnight guests unable to leave the island.

Important Note: If you have guests in your unit through the storm please ensure they understand the secession of services and make sure we have their information to post on the list on the front window.

3. Look for additional updates. We will keep you posted on developments at the Chalet as the situation evolves. We will post all updates on our web site and also send via email.

This appears to be an unprecedented storm. We hope and pray that the impact is minimal but have done all we can to prepare for this emergency. Rest assured the entire Chalet Staff will be doing everything possible to protect your property at The Chalet. For those staying through the storm, be safe.

Warm regards,

Pat and Rich