



Hurricane Preparedness Plan

**Worthington Country Club
Bonita Springs, Florida**

Revised May 2025

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I. INTRODUCTION

A. Basic Information

1. Worthington Country Club is a 320 acre community development.
2. The developer of Worthington Country Club is Arthur Rutenberg Homes Corp.
3. The total number of approved units at Worthington is 799 units. The housing types are single family detached and multi-family. The multi-family units are typical low-rise structures (under 6 stories).
4. If a Tropical Storm Watch, Tropical Storm Warning, Hurricane Watch, or Hurricane Warning is issued and potentially threatens the Southwest Florida area, the following Hurricane Preparedness Plan (HPP) will be implemented at Worthington Country Club
5. Upon the issuance of a Tropical Storm Watch, Tropical Storm Warning, Hurricane Watch, or Hurricane Warning for Worthington area, by Lee County Emergency Management, the General Manager at Worthington Country Club will assume the position of HPP Team Coordinator of Worthington Hurricane Preparedness Team for implementation of the Hurricane Preparedness Plan.
6. The Worthington Hurricane Preparedness Plan will be updated annually in the 2nd quarter of each year, as necessary.
7. The Worthington Country Club Community Association property contains no critical emergency or health maintenance facilities (nursing homes, fire stations, etc.).
8. Worthington utilities are public, except for sewer & water from Bonita Springs Utilities and irrigation water from Resource Conservation Systems, Inc., which are private companies. All Worthington's homeowners' and condominium associations are private. The major roadways, i.e., Bonita Grande and Bonita Beach Road will be under the control of the City of Bonita Springs. The interior roads will be part of the Master Associations along with the interior community roads.
9. Worthington Country Club recommends Germain Arena (11000 Everblades Parkway, Estero, FL 33928) as a Hurricane Shelter at for use by residents and employees in storms up to Category Two.

B. Definitions

Tropical Storm Watch:

Tropical Storm Watch conditions include winds of 39-73 miles per hour and a possible strike in a specific coastal area within 48 hours.

Tropical Storm Warning:

Tropical Storm Warning conditions include winds of 39-73 miles per hour, which are expected to strike a specific coastal area within 36 hours.

Hurricane Watch:

Hurricane Watch indicates that a hurricane is near enough that everybody in the area covered by the “WATCH” should listen for subsequent advisories and be ready to take precautionary measures. Watches are usually issued 24-36 hours in advance of a hurricane landfall. Hurricane Watch conditions mean a violent storm has originated over tropical water with sustained (constant) winds over 74 miles per hour.

Hurricane Warning:

A Hurricane Warning issued by the National Hurricane Center means that sustained winds of 74 miles per hour or higher associated with a hurricane is expected in a specific coastal area in 24 hours or less. All precautions should be taken immediately.

C. Responsible Person for Implementation of HPP

General Manager will be responsible for the implementation of Worthington’s Hurricane Preparedness Plan (HPP). Her cell number is 239-317-9495. Her work phone number is: 239-908-2900. Carol Ann will have an HPP Team. See attachment A for Hurricane Preparedness Plan Team.

D. Updating Hurricane Preparedness

The Hurricane Preparedness Plan will be updated annually. Residents will be introduced to the plan upon the purchase of their home. Flyers, brochures, seminars, etc., will be available to all residents at the clubhouses, gatehouses, and through seminars conducted by the Lee County Emergency Management. Employees will be oriented when they begin work and mock drills will be planned each year.

E. Letters/Communications to Owners

In Mid-March and again in Mid-April, The Presidents Counsel will instruct The Management Company (Cardinal) to send out a notice to all owners reminding them of the current hurricane shutter policy, as well as instructing owners who are leaving WCC to their summer residence to remove all patio furniture and potted plants from the lanai’s, balconies, and entrance areas. Notice will also instruct same owners to discard all perishable items from their refrigerator/freezers.

F. Owners Evacuating Due to a Tropical Storm / Hurricane

1. Owners/Residents who choose to evacuate due to a Tropical Storm or Hurricane should Note on their dwelling live that they are leaving WCC.
2. **If you are leaving WCC due to a storm and there is a COVID-19/INFLUENZA PANDEMIC, YOU MUST FOLLOW ANY AND ALL CURRENT RESTRICTIONS IN PLACE AT WCC UPON YOUR RETURN TO WORTHINGTON.**

II. HAZARD ANALYSIS

A. Hazards

Worthington is vulnerable to all-natural disasters known to this area, including, but not limited to, hurricanes, tornadoes, flooding, and fires. Hazardous material incidents from roadways include: US 41, I-75, Bonita Beach Road and Bonita Grande. Lee County stores and utilizes materials at the water plant, such as chlorine and ammonia and there are CO² storage tanks on the plant premises.

B. Site Specific Information

1. See attachment B for the area location map.
2. See attachment C for the street or site map.
3. Hurricane season is 6/1 to 11/30. A maximum of approximately 375-400 people are expected to reside at Worthington year-round. The number of actual year-round residents could be significantly less due to the difference in the expected demographics of Worthington from the County average.
4. A storm surge at Worthington with a Category 3 hurricane would cause flooding at 16.5' minus the ground elevation. A Category 4 hurricane would cause flooding at 23.2' minus the ground elevation. Wave action must also be considered when using Storm Surge.
5. Fixed facilities maintained by Worthington Country Club departmental entities include the Worthington Gatehouse, Golf Course, Golf Maintenance, Clubhouse, Activity Building, Administration Building and Cart Barn. These fixed facilities are vulnerable to Storm emergencies.
6. Worthington Golf Course and Golf Maintenance
 - a) 1 – 1,000-gallon gasoline storage tank above ground.
 - b) 1 – 1000-gallon diesel fuel storage tank above ground.
 - c) 4 – 2-gallon handheld gasoline fuel tanks.
 - d) 1 – 300-gallon tank and 1 – 50-gallon tank mounted on vehicles or trailers for a variety of herbicide, pesticide, and fungicide products.
 - e) A variety of individually bagged or containerized fertilizer, herbicide, pesticide, and fungicide products. Numbers of individually bagged items changes constantly. Nothing is unwrapped, stored in bulk, or stored without proper containers.

III. CONCEPT OF OPERATIONS

A. Management Structure

1. The person in charge during an emergency is the General Manager 239-908-2900 or cell 239-317-9495. The alternative is Golf Course Superintendent at phone number - cell (239) 405-5759. An additional alternative is Facilities Manager, cell (239) 872-5534.
2. All employees will assume responsibilities for their department's Hurricane Preparedness Plan. Attachments H-1 - H-5 are Club

Administration, Golf Operations, Golf Course and Golf Maintenance checklists for Worthington, in respective order.

B. Residential Preparedness Programs

Worthington does NOT have a Hurricane Preparedness shelter; the shelter Worthington residents can use is The Bonita Springs YMCA or Germain Arena. In the event Power has been lost for a several days, please see ATTACHMENT M “Clubhouse Use After the Storm.”

Worthington Clubhouse is the primary on-site station for information and direction for residents and staff during an impending weather emergency. The primary source of information will be radio, email, and other communication facilities, which will provide direct information on the weather event from Lee County Emergency Management and other government weather centers. All Worthington departments on site will monitor a weather app and will assist in the evacuation of employees.

IV. INFORMATION, TRAINING & EXERCISE

A. For Community Residents:

1. The residents of Worthington will be informed of weather emergencies through the use of weather radios in designated areas. Weather Emergency Seminars are provided annually by the Lee County Emergency Management Team. The Neighborhood Representative, of each community within Worthington along with the Administrative Staff, will be responsible for informing the residents about the time and location of the annual seminar. As appropriate, the Club’s email blast and website will include informative facts regarding hurricane awareness and other weather emergencies.
2. Residents will be informed, when they purchase their home, of the existence of a Hurricane Preparedness Plan, however, the ultimate weather safety responsibilities and decisions remain with each individual resident.

B. For Employees:

1. During initial training periods, designated employees will learn their responsibilities regarding weather emergencies. See Attachment E for a list of current employees.
2. Training of designated employees will be continued throughout their employment. Meetings will be held in each department for updates on the Hurricane Preparedness Plan and training sessions. Mock drills will be held each year to maintain the quality and accuracy of the Hurricane Preparedness Plan.

C. Advisory Flags:

Worthington Community Gate Access staff will display at the gatehouse an advisory flag:

Maintenance Staff will display an advisory flag at the North Gate:

Worthington Storm Advisory Flags

Step 1	Yellow Flag	Watch	Tropical Storm Watch or Hurricane Watch
Step 2	Red Flag	Warning	Tropical Storm Warning or Hurricane Warning
Step 3	Blue Flag	Evacuation	Community should be evacuated.
Step 4	Green Flag	All Clear	No Storm Threat

V. ADDITIONAL INFORMATION

A. Roster of Community Residents

A roster of Community Residents for emergency contact will be created, maintained, and updated as appropriate by the neighborhood presidents.

B. Roster of Employees and Companies

Attachment E is a list of current employees. The list of employees will be updated on an annual basis, during the 2nd quarter. The names and telephone numbers of important emergency organizations are located on Attachment M.

Vendor lists, including utility companies, insurance companies and other service companies for the various departments of Worthington are found on Attachments N-1 through N-2. (Club Administration to Manage)

VI. HURRICANE WATCH ACTIONS

If a Hurricane Watch is issued and time allows, the following information and actions will be taken with Worthington HPP Management Team.

A. Hurricane Preparedness Plan Team Coordinator

1. Immediately upon receiving notification of a Hurricane Watch for Worthington area, the HPP Team Coordinator will contact and notify each member of the designated HPP Management Team to assemble at the Clubhouse for final review and direction to execute The Worthington HPP. Each HPP Area Manager should have already notified their staff to make preliminary preparations to implement the HPP.

2. The HPP Team Coordinator will go over any changes or questions that the HPP Area Managers might have. After this briefing, all HPP Area Managers will execute their Emergency Checklist and be prepared to leave the community.
3. The HPP Area Managers shall submit their Emergency Checklist tailored to specific circumstances to the HPP Team Coordinator.
4. The HPP Team Coordinator and HPP Area Managers will collect, secure, and maintain the necessary emergency supplies and equipment on-site.

B. Staff Release Criteria

1. Upon notification by Lee County Emergency Management, Weather Alert Radio, television, radio, or other means, that a hurricane is predicted to strike the Southwest Florida coastal area within 48 hours and this strike area encompasses Worthington property, Worthington HPP Team Coordinator shall notify all HPP Area Managers to release their non-essential staff from all job assignments and duties after storm preparations are completed. All Worthington staff will be directed to seek safe shelter.
2. Evacuation decisions are made by the local government based on the size, intensity, speed, and direction of a storm. A community's evacuation recommendation/order will depend on the characteristics of a storm: Worthington is comprised of Category 3 and Category 4 hurricane storm surge zone.
3. Worthington HPP Management Team and staff will continue to operate, as required, until storm sustained winds reach 30 mph. At this point, all Worthington employees will be released from their job assignments until further notice. Employees will be given a list of possible shelters in the immediate area (See Attachment A). Depending on the type of weather emergency, some of the shelters will not be open. Radio and television news sources will clarify the open shelters.
4. Using the above evacuation storm criteria, the HPP Team Coordinator may release the staff earlier than the 30 mph sustained winds constraint.
5. When sustained storm winds reach 40 mph, the Lee County Emergency Governmental Agencies, by procedure, will not respond to an emergency call because of personal and equipment safety reasons.

Bridges in Lee County will close in 40 mile-per-hour winds by procedure. Driving a vehicle becomes unsafe with sustained winds of 40 miles-per-hour.
6. Sustained winds are defined by official announcements from the National Weather Service or Lee County Emergency Management.

C. Access Control to Worthington Communities

1. Worthington Community Patrol team (Barefoot security) will continue to staff gatehouse entry point to Worthington (Until winds reach a velocity of 40 mph). At this point, all entry and exit gate arms (Front and North Gates) will be removed and gates will be placed in the open position by the Maintenance Manager and signage will be placed stating “Entrance by Residence only, Trespassers will be prosecuted.

D. Recall Action

1. Upon notification from Lee County Emergency Management to Worthington’s HPP Team Coordinator that it is safe to return to Worthington’s property, the HPP Team Coordinator will notify Worthington’s HPP Management Team by any means possible, i.e., telephone, cell phones, 2-way radio, etc., and convene a meeting at the Clubhouse to initiate the post-storm recovery phase.
2. Worthington Clubhouse will re-open to coordinate and prioritize cleanup and repairs with the HPP Area Managers and staff.
3. Once all HPP Area Managers are able to return to their areas, clean-up emphasis should be placed on allowing safe re-entry into buildings.
4. The HPP Team will assess each area of Worthington’s property and determine when it is feasible for Worthington’s employees to return to the property.
5. The areas of Worthington’s property found to be accessible for staff will be posted at the Clubhouse. The HPP Team will return to their areas of responsibility and will assist returning staff members with information and other assistance as needed. The HPP Team and staff members will work with the Lee County Emergency Management Office, the Red Cross, and other public safety personnel to assist with any clean-up activities that may be necessary.
6. HPP Area Managers will photograph Worthington (their areas) once a warning has been issued, and after weather conditions cause damage, for insurance purposes. All residents of Worthington should also document their home and contents with photographs. These photographs should be kept in a safe, dry area for their individual insurance needs.

VII. COMMAND CENTER

General Manager, (239) 908-2900 or cell (239) 317-9495. The alternative is golf Course Superintendent, and his phone number is (239) 340-0863 are Worthington Hurricane Preparedness Plan Team Managers, who will ensure implementation of

Worthington Hurricane Preparedness Plan from a command center, located at Worthington Clubhouse, 13500 Worthington Way, Bonita Springs, Florida, 34135.

A Storm Emergency Action Log will be maintained by the HPP Duty Supervisor of the Command Center. See Attachment O for the Storm Emergency Action Log.

In the event of sustained winds over 30 mph, all members of the command post staff will be dismissed to locate to a safe shelter. All staff should report to the public shelter prior to reaching sustained winds of 40 mph, otherwise driving conditions are unsafe.

Recall actions for Worthington's HPP Team and its staff will be coordinated from the command post, located at Worthington Clubhouse or Administration Building.

**COMMAND PRE AND POST TEAM
WORTHINGTON COUNTRY CLUB**

DEPARTMENT	NAME	PHONE	CELLULAR
Executive Office	Carol Ann Carney	908-2900	317-9495
Executive Office	Michelle Fildes	908-2902	
Executive Office	Mila Silva-Kanellopoulos	908-2903	
Executive Office	Flor Nieto	908-2906	
Executive Office	Lori Walker-Hughes	908.2904	
Executive Office	Debra Killingsworth	908-2905	
Executive Office	Adela Alfaro	495-2278	
Kitchen	Chef Cameron	495-5302	
Dining Room	Alicia Rollinson	908-2901	
Golf Operations	Matt Oakley	908-2913	634-1294
Golf Maintenance	David Forrey		405-5759
Maint. Supervisor	Alex Mason		872-5534

CHAIN OF COMMAND WORTHINGTON COUNTRY CLUB

Department supervisors will inform employees about the hurricane status and keep them updated.

Staff members must be accounted for to avoid anyone being left behind in the evacuation. If an employee with an assigned responsibility is unaccounted for or has left the property unexpectedly (i.e., to secure his or her family) the responsibilities will be as follows:

RESPONSIBILITY	PRIMARY
Ordering the evacuation	General Manager
Contact for local authorities	General Manager.
Accounting for staff members	Appropriate Department Heads
Evacuating safely	General Manager
Warning other employees	General Manager
Employee safety and security	Appropriate Department Heads
Monitoring radio/television	Head Pro/Golf Pro
Notifying Owners	Appropriate Department Heads

VIII. MANAGEMENT PLAN FOR STORM EMERGENCY UPDATES

This Worthington Hurricane Preparedness Plan is provided to all designated HPP Team Area Managers and appropriate staff within Worthington. Should any questions arise, please seek clarification immediately. **DO NOT WAIT** until a Tropical Storm Warning or Hurricane Warning is issued to ask questions or seek solutions. The success of the Preparedness Plan, and subsequently, the prevention of personal and property damage, depends upon the complete cooperation of every Worthington staff member. Each designated HPP Team Area Manager is expected to review their area of responsibility, select, and notify the number of individuals required to implement Worthington Hurricane Preparedness Plan, and be ready to execute it in a timely manner.

IX. AUTHORIZED PERSONNEL

A. The Worthington Hurricane Preparedness Plan Team

Prior to notification from Lee County Emergency Management to Worthington's HPP Team Coordinator that it is safe to return to Worthington property only Authorized Personnel will be allowed to enter the property. Authorized Personnel include all members of Worthington's HPP Team listed in Attachment A of this document. Anyone else attempting to enter the property must first be authorized by the HPP Team Coordinator or an HPP Area Manager.

Worthington's Hurricane Preparedness Plan Team members and designated staff are authorized personnel with unrestricted access to the property.

B. Governmental Agencies

Governmental agencies authorized to enter the property with unrestricted access **ONLY DURING A STATE OF EMERGENCY** are:

Lee County Sheriff's Department	Bonita Springs Fire Department
Lee County Emergency Medical Service	Fla. Div. of Emergency Mgmt.
Federal Emergency Management Agency (F.E.M.A.)	

C. Other Authorized Entry Access

Notification from Lee County Emergency Management to Worthington HPP Team Coordinator advising it is safe to return to Worthington property will enable the following individuals unrestricted entry:

Bonita Springs Utilities	Florida Power & Light
Propane Company	CenturyLink
Commercial Service	Worthington Employees
& Maintenance Contractors	Worthington Property Owners
Insurance Company Personnel	

D. News Media

News media will **NOT** be allowed access to the property without prior authorization from Worthington's HPP Team Coordinator.

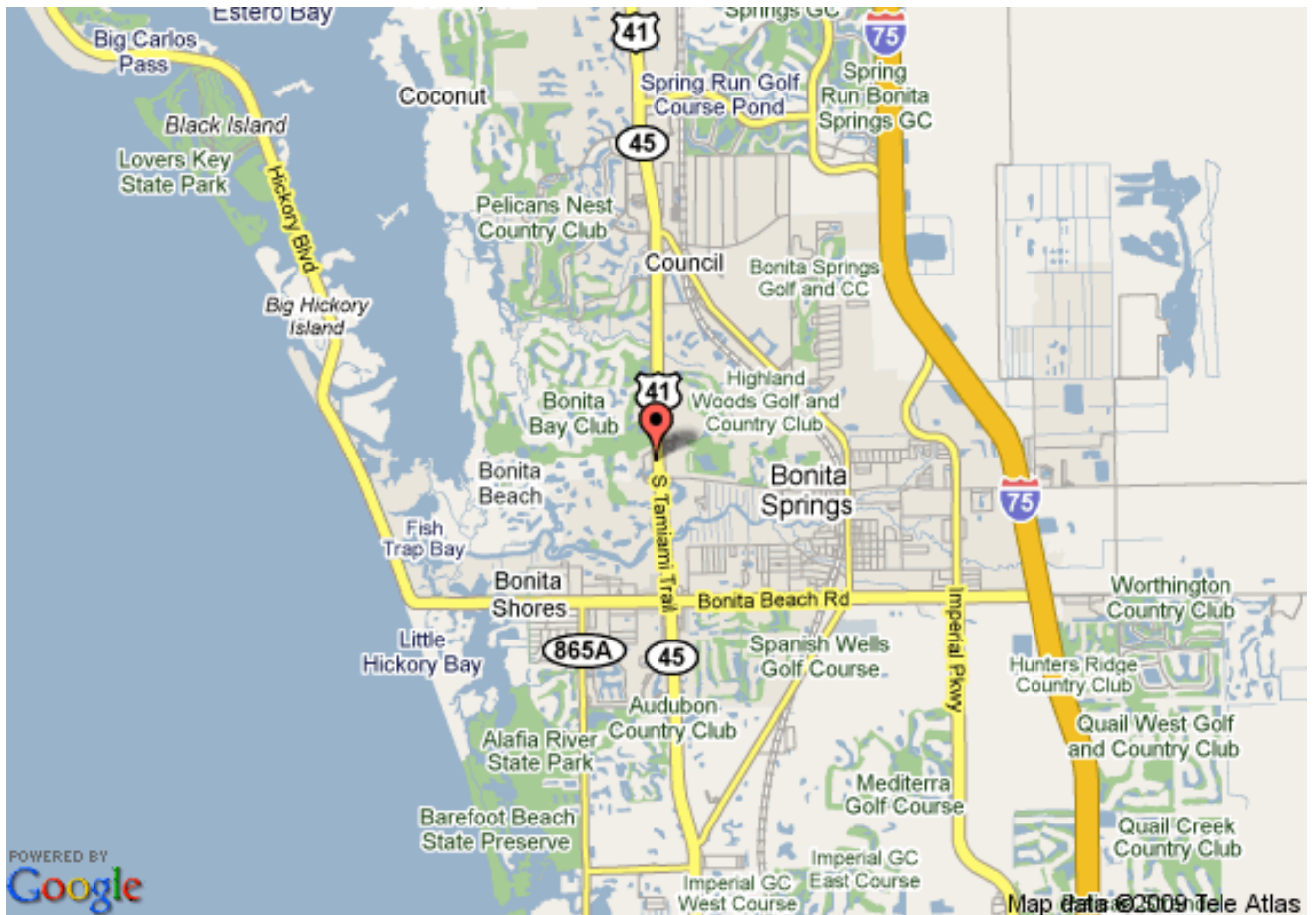
ATTACHMENT A

The Worthington Hurricane Preparedness Plan Team

POSITION	STAFF MEMBER	PHONE	RESPONSIBILITY
HPP Area Manager	General Manager, Worthington Country Club cacarney@Worthingtoncc.net	office 908-2900 mobile 317-9495	Assist HPP Team Coordinator with the execution of weather emergency procedures. Execute the Checklist for Worthington Country Club. Ensure entire staff is released from job assignments upon authorization from HPP Team Coordinator.
HPP Area Manager	Golf Course Superintendent, Worthington Country Club dforrey@Worthingtoncc.net	mobile 405-5759	Assist HPP Team Coordinator with the execution of weather emergency procedures. Execute the Checklist for Worthington Golf Maintenance facility, pump house and any on-site buildings. Ensure entire staff is released from job assignments upon authorization from HPP Team Coordinator.
HPP Area Manager	Facilities Maintenance Manager Worthington Country Club amason@worthingtoncc.net	mobile 872-5534	Assist HPP Team Coordinator with the execution of weather emergency procedures. Execute the Checklist for Worthington's Golf Shop and Cart Barn building, pool deck and activity building. Ensure entire staff is released from job assignments upon authorization from HPP Team Coordinator.

ATTACHMENT B

Area Location Map



ATTACHMENT C

Street or Site Map



ATTACHMENT D

HURRICANE PHASES

Phase 1 - Hurricane Watch 36-27 hours

A hurricane watch is issued approximately 36-27 hours prior to closest point approach. Appropriate implementation of the plan begins.

- A. Accounting department will make sure the following supplies will be on hand:
 - 1. Make sure sufficient storage boxes and plastic bags are available.
 - 2. Begin tracking procedure to support business interruption claims.
 - 3. Monitor storm status; keep staff updated on weather conditions.
 - 4. Check with departments for their immediate purchasing needs.

- B. Administrative Assistant will make certain that the following emergency supplies will be on hand, to be stored in administration wing of club, kitchen storage and Golf Shop:
 - 1. Portable radio with spare batteries
 - 2. First aid kits completely stocked in golf shop and kitchen area
 - 3. Two flashlights with extra batteries and bulbs
 - 4. Get additional towels and rags from club storage, plastic bags, mops from locker rooms
 - 5. Six rolls of masking tape on hand
 - 6. Digital camera or camcorder
 - 7. Bottled water
 - 9. Update employee computer disk and store in a safe place.

- C. Food & Beverage Manager will make certain that the following is completed:
 - 1. Adequate supply of canned goods, paper supplies, eating utensils, napkins, cups, etc.
 - 2. Loading dock is cleared of all equipment and properly secured.
 - 3. Ensure that the emergency supplies consist of at least the following:
 - a. 4 flashlights and backup batteries.
 - b. Water potable testing kit.
 - c. 2 first aid kits.

- D. Executive Chef
 - 1. Remove all food items from kitchen and storeroom low areas.
 - 2. Top off all propane tanks.
 - 3. Store all unnecessary electrical equipment in a safe place and elevate compressors where possible.

Phase 2 - Hurricane Warning 27-18 hours

A hurricane warning is issued approximately 27-18 hours before CPA. Plan implementation continues.

A. Accounting Department

1. Forward outstanding invoices, payroll forms, etc., to accounting office.
2. Ensure all work files have been backed up.
3. Print reports of all current work.
4. Print appropriate reports for.

Accounts Receivable	Payroll
Accounts Payable	Travel Agents and Hotels
General Ledger	
5. Copies of all advance deposit checks.
6. All cash on hand will be counted. Keep a cash reserve to be used for petty cash needs and as a start-up fund after the storm. Deposit all other cash in the bank.
7. Clear all desks and floors of paper, reports, and other loose objects.
8. Lock all desks and overhead bins.
9. Cover all computers and telephones with plastic and elevate where Possible.
10. Place keys to desks in a safe place.

B. Administrative Assistant

1. Secure all office equipment, unplug copier, log out of all personal Computers and shut off.
2. Run tape backup and take all backup tapes home.
3. Determine what personal affairs your team members need to take care of.

C. Maintenance Manager will be responsible for the following:

1. Secure and store pool furniture in the cart barn.
2. Check mechanical room on restaurant roof and secure area.
3. Secure the swimming pool and Spa
 - a. Equipment: put hooks, skimmer, and life rings into pool; secure awnings over pumps; turn off pumps at main breakers.
 - b. Call Pool Company, to obtain extra chlorine for pool.
 - c. Security: lock all restrooms, gates, and outside doors.

D. Golf Operations staff will be responsible for the following:

1. Bring in all movable signage from clubhouse and cart barn areas.
2. Move merchandise away from exterior windows.
3. Clear the cart staging area of bag racks, trash receptacles, towel racks and items stored in club storage and brace club storage door.
4. Move golf bags in club storage to highest rack possible.
5. Turn off all circuit breakers to golf carts.
6. Windscreens: remove top and side cable ties, roll and tie with twine.
7. Power and water: turn off main breaker and water valve.
8. Put all maintenance equipment into outdoor bathrooms.
9. Security: lock all gates and power panels.
10. Make sure that two-way radios are fully charged.

11. Check inventory to ensure that you have the following items:
 - a. First aid kit
 - b. 6-8 sets of foul weather gear
 - c. 4 flashlights with backup batteries
- E. Food and Beverage Manager/Executive Chef will be responsible for the following:
 1. Clear dining room of dishes, glassware and secure in kitchen.
 2. Shut off valves for gas to the kitchen.
 3. Secure dumpster.
 4. Bring screened patio furniture inside dining room, bring lanai umbrellas into break room
 5. Move liquor from all outlets to liquor storeroom and lock storeroom.

Phase 3 - After the Storm

A. General Manager

1. Notify insurance company of damages.
2. Note any damage and take photographs of any damage before repair work begins.
3. When safe, call in employees where and when needed; begin necessary repairs.
4. Circuit breakers should be checked for damage before turning on.

B. Golf Operations Staff

1. If you notice any damage, make sure it is documented and pictures are taken.
2. Move furniture back and return merchandise to shelves after area is broom swept and cleared of all debris.
3. Replace waste receptacles, golf bag storage racks and free-standing signs.
4. Remove bracing from golf bag storage doors.

C. Food and Beverage Operation

1. If you notice any damage, make sure it is documented and pictures are taken.
2. Check frozen and refrigerated food for spoilage. Make sure to take pictures and list all damage/losses.
3. Move all furniture and equipment back in place.
4. If mud or sewage is evident on chairs, tables, etc., move items outside and rinse them with fresh water.

D. Administrative Assistant

1. Evaluate the office equipment, note any damage, and take pictures before moving it back into place.
2. If carpeting is wet in clubhouse and the insurance company has authorized cleaning, call Paul at Eazy Clean (437-3637) to have carpets professionally dried to avoid mildew.
3. Make a list of all repairs to be made and begin calling for service technicians, etc.

ATTACHMENT H-1

*Operation executed at Hurricane Watch or the direction of the HPP Team Coordinator.

Worthington Country Club Emergency Checklist

Individual	Area of Responsibility
General Manager	Worthington Country Club and Grounds
Director of Golf Course and Grounds	Golf Course and Golf Course Maintenance Buildings & Grounds
Director of Golf Operations/Head Golf Professional	Golf Shop, Locker Rooms, and Cart Barn
Director of Golf Course and Grounds & Maintenance Supervisor	Tennis Courts & Pool Area & Bocce
Food & Beverage Manager/Executive Chef	Dining Room Areas, Pub, Kitchen and Loading Area, Cabana
General Manager Mila Silva-Kanellopoulos Accountant Administrative Office Staff	Administration Area
Guardhouse	Gate Access

Step	Operation Performed
1	Each department will photograph their areas at the first warning of the hurricane season of each year. The photographs will be put in a waterproof box for safekeeping in the Admin office.
2	Purchase or rent equipment and supplies for hurricane preparedness. (See attached supply list.)
3	Test generator each week.
	Golf Course & Golf Course Maintenance Buildings
1	See Attachment for details.
	Cabana
1	Remove all perishable food to the Clubhouse kitchen refrigerators/freezers.
2	Remove and lock up all liquor, beer, and wine
3	Unplug and cover all equipment with plastic.
4	Stack all pool furniture and umbrellas in the covered eating area
5	Lock and secure all windows, doors, coolers, and cabinets
6	Lower all Hurricane Screens and turn off Power and Water
	Activity Building/Locker Rooms
1	Unplug all equipment and computers
2	Lock all Doors and cupboards
3	Dump all trash receptacles

4	Turn off power and water
	Tennis & Bocce Furniture
1	Place all Bocce furniture in the GCM bldg. and Tennis furniture (to include Shoe Cleans, brushes, etc..) in the Cart Barn
	Golf Shop Area Including Cart Barn, Driving Range Area, Putting Green Area, Golf Learning Center
1	Remove all retail inventory and place in the stock room.
2	Unplug computers and wrap in plastic. Secure with tape.
3	Place all golf carts inside cart barn.
4	Move all trash receptacles into bag room.
5	Move portable scoreboard and event sign into bag room.
6	Move all bags in club storage to top racks.
7	Lock all doors and cupboards.
8	Make sure driving range and putting green are clear of debris.
9	Lock and secure all doors and windows in cart barn.
10	Turn off water and power in all of the above areas.
	Pub, Dining Room Areas, Restrooms, Kitchen Area
1	Place all liquor bottles in liquor room.
2	All perishable food should be taken to the kitchen area.
3	Remove place settings, silverware, condiments, and any other debris from tables. Place in kitchen area.
4	Clear wait station of debris. Put everything in cupboards.
5	All racks, carts or portable items must be stored in dry storage area.
6	Shut off valves for gas to kitchen.
7	Check mechanical room on restaurant mezzanine and secure area.
8	Secure dumpster. (Arrange to be emptied before storm.)
9	Fill all containers with potable water.
10	Place all perishable food in the freezer.
11	Loading dock should be cleared of all equipment and properly secured.
12	Have box and canned foods on hand – paper products also.
13	Turn off power and water supplies to the kitchen
	Administration Office
1	Unplug all equipment, i.e., phones, computers, printers, postage machine, copiers, fax machine, etc.
2	Wrap all equipment in plastic and secure with tape.
3	Have emergency phone numbers available to EPP Team.
4	Fill waterproof box with pictures from each department
5	Count and secure all petty cash funds.

ATTACHMENT H-1A

**WORTHINGTON COUNTRY CLUB SUPPLY LIST
HURRICANE PREPAREDNESS PLAN
ATTACHMENT
Maint. Manager to Handle.**

Quantity	Item
1	Weather Radios
1	First Aid Kits
	Sterile adhesive bandages in assorted sizes. Sunscreen
	2" sterile gauze pads 4" sterile gauze pads
	Hypoallergenic adhesive tape Triangular bandages
	2" sterile roller bandages (3 rolls) 2 pair Latex gloves
	3" sterile roller bandages (3 rolls) Cleansing agent/soap
	Scissors Tweezers
	Needle Moistened towelettes
	Antiseptic Thermometer
	Tongue Blades (2) Assorted sizes safety pins
	Tube of petroleum jelly
8	Flashlights
20	Pkgs. Batteries (Weather Radios and Flashlights)
50	Large Heavy-Duty Plastic Bags Visquine- 2 rolls 2 mil
6	Rolls Duct Tape 1 roll 4 mil
1	50' Rope
1	Waterproof Box
2	12' Ladders
2	Power Drills
50	Large Zip Ties
6	Boxes of Disks
1	Shut-off wrench to turn off gas and water.
2	Utility Knives
2	Boxes Matches
1	Bug spray
	Water – One gallon per person, per day
	Tarps

ATTACHMENT H-2

WORTHINGTON COUNTRY CLUB HURRICANE PREPAREDNESS PLAN PROCEDURES

- GOAL:** It is our goal at Worthington Country Club to secure all structures and equipment to the best of our abilities in anticipation of a severe storm or hurricane.
- POLICY:** It is the policy of Worthington Country Club to have all personnel who are not on vacation, out due to illness, or on leave of absence, present to help complete these actions. All of the procedures in this document will be completed 36 to 48 hours before the expected arrival of the hurricane. This should provide sufficient time for all employees to secure their own homes and evacuate if necessary.
- TRAINING:** The Worthington Country Club Management Team will attend a hurricane meeting 4 to 5 days prior to the expected arrival of the storm. Then hold a general planning meeting for staff. The meeting will provide a timetable and delegate responsibilities.

THE FOLLOWING CHECKLISTS WILL BE COMPLETED BY EACH DEPARTMENT HEAD

TO DO: **Hurricane Watch**

- ✓ Worthington Country Club Management Team will have meeting.
- ✓ See Golf Maintenance Plan – 3 to 5 Days Prior to Hurricane.
- ✓ Use Checklist below.

- _____ Plan initial meeting.
- _____ Delegate responsibilities by handing out Emergency Preparedness Plan.
- _____ Gather supplies.
- _____ Use Golf Maintenance Checklist for this area.

Hurricane Warning

- ✓ Previously listed supplies will be purchased.
- ✓ All departments will have pictures taken and stored in the waterproof box located at the Administration Area.
- ✓ See Golf Maintenance Plan – 36 to 24 Hours Prior to Hurricane

- _____ Cellular phone numbers of Worthington Country Club Management Team will be given to the team.
- _____ Have all pictures, petty cash, matches, phone numbers, and disks placed in the waterproof box in the Administration Area.
- _____ All retail merchandise will be placed in stock room.

- _____ Computers, printers, postage machines, fax machines, and all other equipment will be unplugged, bagged, and taped to secure.
- _____ Remove all outside items and place in designated areas. (Patio furniture, windscreen, tennis court nets, Tennis and Bocce canopies and store indoors.
- _____ All food should be taken to the kitchen area.
- _____ All perishable food to the freezer or refrigerator.
- _____ All tables, counters, bar, shelves, loading dock, kitchen counters etc., free of debris. Place items in cabinets or storage areas.
- _____ All movable racks, tables, chairs etc., placed in storage area or up against the walls.
- _____ Turn power, gas, and water off in all areas.
- _____ Test generator.

ATTACHMENT H-3

WORTHINGTON COUNTRY CLUB HURRICANE PREPAREDNESS PLAN PREPARATION

When a hurricane warning is announced by the weather bureau via local television, the following events shall occur:

- A. The Club/General Manager (or designee during absence) will order the Worthington Hurricane Plan into effect.
- B. After completion of sub-paragraph "B" above, all remaining items in the hurricane preparation document shall be accomplished.

Worthington Hurricane Preparation

- A. Administration, Facilities Maintenance and Housekeeping
 - Review plan and ensure phone list is accurate.
 - Develop checklists.
 - Develop master list of who are the last to leave and first to return.
- B. Accounting Department will make sure of the following:
 - Review plan and review department telephone list.
 - Develop checklists.
 - Determine number of personnel needed to accomplish goals of each phase.
 - Determine the people who are last to leave and first to return.
 - Prepare a specific list of supplies, then purchase and store as appropriate.
- C. Food and Beverage Department will make sure of the following:
 - Review plan and review department telephone list.
 - Develop checklist.
 - Determine number of personnel needed to accomplish the goals of each phase.
 - Prepare a specific list of supplies, then purchase and store as appropriate.
- D. Golf and Golf Course Maintenance will make sure of the following:
 - Review plan and review department telephone list.
 - Develop checklists.
 - Determine number of personnel needed to accomplish goals of each phase.
 - Determine the people who are last to leave and first to return.
 - Prepare a specific list of supplies, then purchase and store as appropriate.

*Operation executed at hurricane watch or at the direction of the HPP team coordinator.

Worthington Golf Operations Emergency Check List

I. Phase II - Hurricane Warning

A. Dir. Of Golf/Head Golf Professional will be responsible for the following:

1. Bring all trash receptacles into bag room.
2. Move merchandise onto counter.
3. Move fixtures into the bag room.
4. Move portable scoreboard and event sign into bag room.
5. Move all bags in club storage to top racks.
6. Lock all comfort station doors and cupboards.
7. Turn off all circuit breakers to golf carts.
8. Backup handicap computer and turn off.
9. Log out of all personal computers and turn off.

B. Inform all employees, members, etc. to leave club and go to their designated shelter. If unable to leave, set up in bag room.

II. Phase III - After the storm

A. Dir. Of Golf/Head Golf Professional/Golf Professional

1. If you notice any damage, make sure it is documented and pictures are taken.
2. Move fixtures back and return merchandise to displays after the floor has been swept, dried, and cleaned of all debris.
3. Replace waste receptacles.
4. Return golf bags to proper racks and scoreboard and information board to designated areas.
5. Unlock comfort stations and clean cupboards and counters of debris.
6. Clean cart storage area of all debris, dry floor, and turn on breakers to carts.

Attachment H-5

*Operation executed at Hurricane Watch or the direction of the HPP Team Coordinator.

Worthington Golf Course & Golf Maintenance Emergency Checklist

Individual	Area of Responsibility
Golf Course Superintendent	Golf Course & Golf Maintenance Emergency Preparedness Plan Area Manager
Assistant Golf Course Superintendent	Golf Course
Irrigation Technician	Golf Course
Mechanic	Golf Maintenance

OPERATION PERFORMED	
Step	All Golf Course & Golf Maintenance Staff
1	Purchased equipment on hand: flashlights, batteries, candles, tape, extra chains and locks, extra pruning items, rakes, shovels, etc.
2	Order two each of the following items: rental chain saws, spare generators, water pumps, and hand pumps for gas and diesel.
3	Photograph equipment.
4	Fill fertilizer tanks with water if empty. Ensure these tanks are labeled "NOT FOR HUMAN CONSUMPTION".
Golf Maintenance Building	
1	Fuel tanks will be topped off: 1000 gallons gas; 1000 gallons diesel and make hand pumps available. Ensure fuel tank tie-downs are secure. Provide security measures to prevent hazardous leaks/spills.
2	Fill all gas and diesel containers. Provide security measures to prevent hazardous leaks/spills.
3	Top off all vehicles with appropriate fuel.
4	Disconnect and pack all computer equipment in plastic lawn bags and store centrally.
5	Fill every available cooler and water container with potable water.
6	Move all outside loose equipment located around shop inside.
7	Photograph building.
Golf Course	
1	Remove all regulation flags/cups and all practice facility flags/cups and then store in shop.
2	Remove all coolers from golf course and fill with ice, then store in shop.
3	Remove all tee markers and store in shop.
4	Re-secure all radio antennas.
5	All newly planted trees will be secured.
6	Make sure all drainage inlets are in good working order.
7	Photograph golf course.

	Pump Houses
	Electricity is on
1	Check to see if lift gate is in closed position. (aqua range side)
2	If life gate is open, to close it turn selector switch to local and push button labeled "CLOSE"
3	Open Pump control box (by generator)
4	Turn selector dial to "HAND" position
5	Visually inspect pump and discharge pipe for malfunctions
6	Pump will run in hand position until it is manually turned off
	Electricity is off (generator is running)
1	Check to see if lift gate is in closed position (Aqua range)
2	Follow above closure procedures
3	Open pump control box (by generator)
4	Turn selector dial to "HAND" position
5	Visually inspect pump and discharge pipe for malfunctions
6	Pump will run in hand position until it is manually turned off
NOTE	The "auto" mode on selector dial is used in conjunction with the float switches
	Combination for locks
	All Staff
1	Secure all exterior doors and windows.
2	Leave property for safe shelter.
3	All Golf Course and Golf Maintenance employees will remain home until contacted to return to work after storm passage.

WORTHINGTON GOLF COURSE MAINTENANCE

HURRICANE PREPARATION

GOAL: It is our goal at Worthington Golf Maintenance to secure all structures and equipment to the best of our abilities in anticipation of a hurricane. These actions are grouped into a sequence of levels based on hours remaining before the anticipated arrival of the storm into our immediate area. The levels are overlapping due to the unpredictability of hurricanes.

POLICY: It is the policy of Worthington Golf Maintenance to have all personnel who are not on vacation, out due to illness, or on leave of absence, present to help complete these actions. All of the procedures in this document will be completed 24 hours prior to the expected arrival of the hurricane. This should provide sufficient time for all employees to secure their own homes and evacuate if necessary.

TRAINING: All managers will attend a hurricane meeting 3-5 days prior to the expected arrival of the storm. They will then hold a general planning meeting for the G.C.M. employees, establish team leaders, review plans and time tables and delegate responsibilities to the team leaders.

RESPONSIBILITY:

3-5 Days Prior To The Hurricane

Head Mechanic's Responsibility:

- Top off fuel storage tanks, receive extra 20 yard organic dumpsters if necessary, and reserve generators and pumps if necessary.

Assistant Superintendent's Responsibility:

- Research the possibility or necessity of having our chemicals and fertilizers picked up, tagged, and transported to an inland warehouse.
- Purchase sand, greens mix, chemicals, tape, rope, chains etc., for preparation and clean up.

Head Mechanic's Responsibility:

- Check all chain saws, mud pumps, chipper, and all other tools to be used for cleaning up, and to make sure they are fueled, sharpened and ready to go.

2-4 Days Prior To The Hurricane

Crew's Responsibility:

- Police the maintenance facility and surrounding area.
- All areas should be cleaned and secured. Any items not being used in preparation for the hurricane should either be stored or discarded.

Crew's Responsibility:

- Trim trees and move or secure all plants.

3 Days - 36 Hours Prior To Hurricane

Crew's Responsibility:

- Top off all vehicle fuel tanks and gas cans and keep them full.
- It is everyone's responsibility to mow everything and keep up with the mowing as long as possible.

Head Mechanic and Two Helpers Responsibility:

- Remove all tee signs, trash cans, ball washers and directional signs.

Team A Responsibility

- Police course and bring in loose objects such as flags, tee markers, putting green markers and traffic blocks, etc. Store these in the golf course vehicle maintenance area.

Irrigation Department's Responsibility Along with the Blue Team (B Team):

- Make sure that all drains and culverts are unclogged and unobstructed, throughout each course and the maintenance facility.
- Secure each pump station and remove face plates. Then secure weather station.

Team B Responsibility:

- Filling the sand trailers and parking them in vehicle maintenance area.
- Make sure that all vents in all buildings are closed.
- Gently roll a piece of equipment against each roll up door and secure the parking brake.
- Remove all canvas awnings and overhangs and store all safety mirrors.

Mechanic's Responsibility:

- Move all vulnerable items from lower shelves and floor to upper shelves and cabinets. This is to be done throughout the maintenance facility.
- Have Safety Kleen remove their drums including the waste filter drum.
- Keep the dumpsters emptied as they fill during preparation, make sure that they are empty at the end of preparation.

IPM Specialist's Responsibility:

- Should make sure that the recovery system is empty.

36-24 Hours Prior To The Hurricane

Irrigation Department's Responsibility:

- Shut off power to all pump houses.
- Be sure power is off to all satellites and lock and secure all satellite boxes.
- Continue to clean all drains on the golf course and around the maintenance facility.
- Make sure that all programming has been backed up on diskettes.

A Team's Responsibility:

- Police the golf course to be sure all areas have been mowed and that everything is secure.

B Team's Responsibility:

- Install all shutters on golf maintenance office building.
- Police the facility to make sure that everything is secure.
- Check to see that all roll-up doors have a heavy vehicle lightly pressed against them.
- Secure all gates in the open position.

Mechanic's Responsibility:

- Cover the fuel lock pedestal, secure cover well.
- Bring in fuel island signs and fire extinguisher after all fueling operations have been completed.
- Remove and store satellite dish.
- Be sure waste oil spout is capped tightly.

Assistant Mechanic's Responsibility:

- When all preparation is completed, line up all the utility trailers.
- Turn them over and chain them together at the north end of the parking lot.

Crew's Responsibility:

- Check that all equipment including gas cans are fully fueled.

All crews should make one final check in all areas.

Assistant Superintendent's Responsibility:

- Turn off and disconnect power to all computer monitors, keyboards, and central processing units. Raise equipment at least 3 feet off the floor and cover with plastic or custom covers and secure with duct tape.

Superintendent's Responsibility:

- Unplug all office equipment and wrap in plastic bags.
- Back up all computers on CD disc or disc.
- Place all computer equipment on tables in Crew Room and secure in plastic bags.
- Unplug computers from wall. DO NOT disconnect computer pieces from each other.
- Make sure all computers are at least 3 feet off the floor.

Superintendent's Responsibility:

- The Superintendent will then dismiss the crews, and with the help of the assistants they will close, lock, and check all doors in all buildings. When all is secure, shut off water and power to maintenance facility.

Final Checklist

Mechanic

- ☐ Top off fuel storage tanks
- ☐ Purchase preparation materials (sand, rope, chains, etc...)
- ☐ Reserve extra dumpsters
- ☐ Reserve generators, and mud pumps
- ☐ Move vulnerable items from floor and lower shelves
- ☐ Make sure dumpsters are empty
- ☐ Have Saftey Kleen drums removed
- ☐ Cover and secure fuel lock pedestal
- ☐ Bring in fuel island signs and fire extinguisher
- ☐ Remove and store satellite dish

“A” Team

- ☐ Police each course and bring in loose objects (flags, tee markers, traffic blocks, etc.)
- ☐ Be sure that all mowing has been completed.

“B” Team

- ☐ Fill sand trailers and park in vehicle maintenance area.
- ☐ Close all vents in all buildings.
- ☐ Make sure a piece of equipment has been rolled against each door.
- ☐ Remove outdoor canvas and safety mirrors.
- ☐ Secure all gates in the open position.

Irrigation Department

- ☐ Make sure all drains, and culverts are unobstructed.
- ☐ Secure pump and weather stations remove face plates.
- ☐ Back up computer programming on diskette
- ☐ Shut off power to pumps and satellites.
- ☐ Lock and secure all satellite boxes.

Assistant Mechanic

- ☐ Bring in all tee signs, ball washers and directional signs.
- ☐ Be sure that the waste oil spout is closed tightly.
- ☐ Secure utility trailers.

Crew

- ☐ Check all clean up tools (chain saws, mud pumps, chipper, etc...).
- ☐ Trim trees and secure all plants.
- ☐ Be sure all equipment is full of fuel, including gas cans.

IPM Specialist

- ☐ Be sure Re-instate recovery system is empty.

All Crews

- _____ Secure maintenance facility, store or discard any items not needed in preparation or clean up.
- _____ Top off vehicle fuel tanks and gas cans.

Superintendent and Assistant

- _____ Take back-up thumb drives or external hard drives.
- _____ All computer hardware is wrapped.
- _____ Research the possibility of having chemicals and fertilizers stored off site.
- _____ Make final check in all areas.
- _____ Dismiss crew.
- _____ When all is secure, shut off all water and power to maintenance facility.
- _____ Close, lock and check all doors in all buildings.

ATTACHMENT - E

Worthington Country Club Staff

ADMINISTRATION

Carney, Carol Ann
Silva Kanellopoulos, Mila
Alfaro, Adela
Fildes, Michelle
Killingsworth, Debra
Mason, Alex
Nieto, Flor
Walker-Hughes, Lori

FOOD AND BEVERAGE

Cowan, Cheryl
DiForca, Talia
Doege, Erica
Estrada, Sergio
Flores, Josue
Hanzalik, William R
Hurtado Betancur, Daniel A
Mata, Lizett
Parrazales, Ernesto
Rodriguez, Joel
Rodriguez, Jose
Rollinson, Alicia
Sweet, Marcus
West, Kaitlyn

JANITORIAL/HOUSEKEEPING

Alfaro Hernandez, Julio
Del Valle, Esther
Quiroz Segura, Maria Socorro
Salazars, Maricela

KITCHEN

Cucul Sacul, Gloria R
Espinosa Espinoza, Arsenio
Haughton, Rushane
Hord, Cameron
Martinez, Sheila
Mozeau, Julio
Nelson, Maxime
Polisca, Jeef
Radenkovic, Aleksandar
Ramirez, Andres
Rus, Vasile
Salvato, Jennifer
Sarabia, Reina M

PRO SHOP

Comilla, Jordan A
Cornette, Richard
Cox, James (Andy)
Gabbett, Jacob
Kovach, William
Lozado, Felix
Mac Lennan, Douglas
Manna, Jack
Navin, Richard
Oakley, Matt
Pahl, Dennis
Rockenstyre, Paul M
Rogers, Robert
Sabol, Anthony
Senior, Darrell
Sibiga, Martin L.
Torresani, Federico

GOLF COURSE

MAINTENANCE

Bautista Vargas, Juan G
Caraballo Maldonado, Moises
Cordero, Miguel
Diaz Domingo, Norma
Domingo, Asly M
Forrey, David
Garcia Ramirez, Pedro B
Jose Antonio, Juana
Jose Ventura, Basilica
Jose Ventura, Maricela
Lopez Baltazar, Eduardo A
Montalvo, David
Murillo Hernandez, Francisco J
Nava, Aaron
Ramirez, Noelia
Ramos, Francisco
Reyes Colon, Arnaldo A
Ruiz, Mauriel
Sanchez, Alan
Vargas Arcos, Casimiro
Villatoro Sorto, Jorge

HOA OFFICE

Joel Bianchi
Jordan Earl

RECOVERY PLAN

Mobile and landline phone numbers will be given to each employee. They will be instructed to call these numbers after the storm has passed and they have secured their home and family from any further danger. When employees call these numbers, they will be instructed when it is safe to return to work.

ATTACHMENT F

Worthington

Emergency Contact List

American Red Cross	239-278-3401
Bonita Community Health Center	239-468-8500
Bonita Springs Fire Department (Bonita Grande)	239-949-6200
Bonita Springs Fire Department (Old 41).....	239-992-3320
Collier County Emergency Management.....	311
EMERGENCY Fire or Medical.....	911
Florida Highway Patrol.....	239-278-7100
Florida Marine Patrol (Florida Fish & Wildlife)	239-332-6971
Fort Myers Police Department (Non-Emergency).....	239-321-7700
Gulf Coast Humane Society.....	239-332-0364
Gulf Coast Hospital	239-343-2000
Lee County Animal Services	239-533-7387
Lee County Health Department	239-332-9501
Lee County Public Safety.....	239-533-3911 x3
Lee County Sheriff – (Bonita Springs/Estero Non-Emergency)	239-477-1840
Lee County Sheriff – (Fort Myers Non-Emergency).....	239-477-1000
Lee County Sheriff - Marine Patrol	239-964-2400
Lee County Storm Hotline (when activated)	211
Lee Memorial Hospital	239-343-2000
Lee Memorial Health Park.....	239-343-5000
North Collier Hospital	239-436-5000
The Salvation Army, Fort Myers	239-278-1551
US Coast Guard	239-463-5754
United Way (landline only)	239-433-2000

Attachment N-1
Worthington Vendor List

Bonita Springs Utilities	239-992-0711 239-992-0549 (after hours emergency)
F.P.L. Trouble/Customer Service & Repairs:	239-262-1322
Repairs	800-226-3545
F.P.L substation	239-334-7754
Century Link (Telephone)	Repair: 611
Customer Service:	800-339-1811
P. O. Box 30784	
Tampa, FL 33630-3784	
Comcast Business	
Master Internet help desk	800-741-4141
Cummins	
Master Assoc. Generator Repairs	239-337-1211
<i>DIRECTV/Celerity Fiber</i>	
<i>Customer Service:</i>	<u>888.926.5965</u>
<i>Bulk DirecTV Support</i>	888-926-5965
<i>Quantum Fiber Support</i>	
<i>Bulk Internet 24/7 help desk</i>	833-926-1269
Eazy Clean (Carpet & Water Restoration)	
Paul Connolly	239-437-3637
Electric	
Hogue Electric	239-992-3939
Marks Electric	239-595-0369
Fire Alarm Monitoring & Sprinklers	
Cintas	239-243-9094
24/7	239-693-8722
Five County Insurance	239-939-1400
Mike Dannenhauer	
1614 Colonial Blvd.	
Ft. Myers, FL 33907	
Gatehouse	
Phone	239-948-5344
Fax	239-949-8257

Gate Repairs	
Advanced Gate and Doors	239-289-4441
HOA OFFICE	
HOA Manager	239-948-4788
HOA Assistant	239-495-0244
HOA After Hours Emergency	239-446-6427
Interlink	239-444-6505
PO BOX 110924	
Naples, FL 34108	
JONAS	800-352-6647
Pest Management	239-994-5656
Plumbing	
P & E Plumbing	239-262-7619
Franzese Plumbing	239-574-4121
Pools	
Nassau (Master)	239-643-0990
The Pool Shop (Community)	239-947-4444
Tri-City Pools (Cavendish)	239-481-4122
Softtrim (Master Telephone)	239-449-4444
Spectrum A/C & Refrigeration	239-543-2722
Waste Management	239-334-1224
Lee Co. Hazardous Waste	239-533-8000

Food & Beverage Vendor List

Chef Tech	239-913-8561
Cheney Brothers	800-432-1341
Ferrel Gas/Propane	239-774-5454
NuCo2	800-472-2855

ATTACHMENT N-2**Worthington
Golf Operations and Golf Course Vendor List**

Evans Oil 239-334-0151

Chemicals & Fertilizer

Southeast Turf 239-267-0156

Harrell's 800-282-8007

Pro Plus Products 863-375-2487

Omnia Specialties 559-931-3332

Club Car 706-863-3000

Greenco Horticultural 239-595-8653

M.R.I. Undewater Specialist 239-984-5241

Ramirez Landscaping

Juan Ramirez 239-503-5174

OFFICE 239-676-7327

Show Turf 888-846-8873

Solitude Lake Management 800-432-4302

Thompson Gas 239-992-7942

Westco Turf 239-377-6777

M.V.P. Workforce 239-498-0514

ATTACHMENT G

The Worthington Weather Emergency Action Log

Date	Time	Action or Remarks

ATTACHMENT H

Radio Frequencies

On Property:

AM Frequency	Radio Station	Location
770	WWCN	Fort Myers
1240	WINK	Fort Myers
1270	WNOG	Naples
1410	WMYR	Fort Myers
1350	WCRM	Fort Myers

FM Frequency	Radio Station	Location
90.1	WGCU	Fort Myers
93.5	WFSX	Naples
92.5	WINK	Fort Myers
95.3	WOLZ	Fort Myers
96.1	WRXX	Bonita Springs
96.9	WINK	Fort Myers
99.3	WWCN	Fort Myers
101.1	WAVV	Naples
101.1	WWGR	Fort Myers
103.9	WXKB	Naples
107.1	WCKT	Fort Myers
162.475	NOAA (WXK83)	Fort Myers

International Airport of Southwest Florida at Fort Myers – 530 kHz (fixed Information Station)

City of Fort Myers Beach – 1640 kHz (fixed Classic Information Station)

ATTACHMENT I

YEAR 2025

LEE COUNTY EMERGENCY PUBLIC SHELTERS *

- | | |
|--|---|
| 1. Alico Arena, San Carlos
12181 FGCU Lake Pkwy. East | 17. Littleton Elementary, N. Ft. Myers
700 Hutto Road |
| 2. Alva Elementary/Middle School
17500 Church Street | 18. Mariner High School, Cape Coral
701 Chiquita Blvd. |
| 3. Bonita Springs YMCA
27200 Kent Road | 19. Mariner Middle School, Cape Coral
425 Chiquita Blvd. |
| 4. Colonial Elementary, Ft. Myers
3800 Schoolhouse Road East | 20. Mirror Lakes Elementary, Lehigh
525 Charwood Avenue South |
| 5. Diplomat Elementary, Cape Coral
1115 NE 16 th Terrace | 21. N. Ft. Myers Academy of the Arts
1856 Arts Way |
| 6. Diplomat Middle, Cape Coral
1039 NE 16 th Terrace | 22. Oak Hammock Middle, Tice
5321 Tice Street |
| 7. Dunbar High School, Ft. Myers
3800 E. Edison Avenue | 23. Riverdale High School
2600 Buckingham Road |
| 8. East Lee Co. High, Lehigh Acres
715 Thomas - Sherwin Ave. | 24. Royal Palm Exceptional Center
3050 Indian Street, Ft. Myers |
| 9. Estero Community Park Rec. Cntr.
9200 Corkscrew Palm Blvd. | 25. Deleted |
| 10. Estero High School
21900 River Ranch Road | 26. South Fort Myers High School
14020 Plantation Blvd., Ft. Myers |
| 11. Hertz Arena, Estero
11000 Everblades Parkway | 27. Deleted |
| 12. Harns Marsh, Lehigh Acres
1800 Unice Ave. North | 28. Three Oaks Elementary, San Carlos
19600 Cypress View Drive |
| 13. Island Coast High School, Cape Coral
2125 De Navarra Pkwy. | 29. Three Oaks Middle, San Carlos
18500 Three Oaks Parkway |
| 14. J.C. English Elementary, N. Ft.
Myers, 120 Pine Island Road | 30. Deleted |
| 15. Lee Middle School, Ft. Myers
1333 Marsh Avenue | 31. Varsity Lakes Middle, Lehigh Acres
801 Gunnery Road North |
| 16. Lehigh Senior High School
901 Gunnery Road North | 32. Veterans Park Academy, Lehigh Acres
49 Homestead Road South |

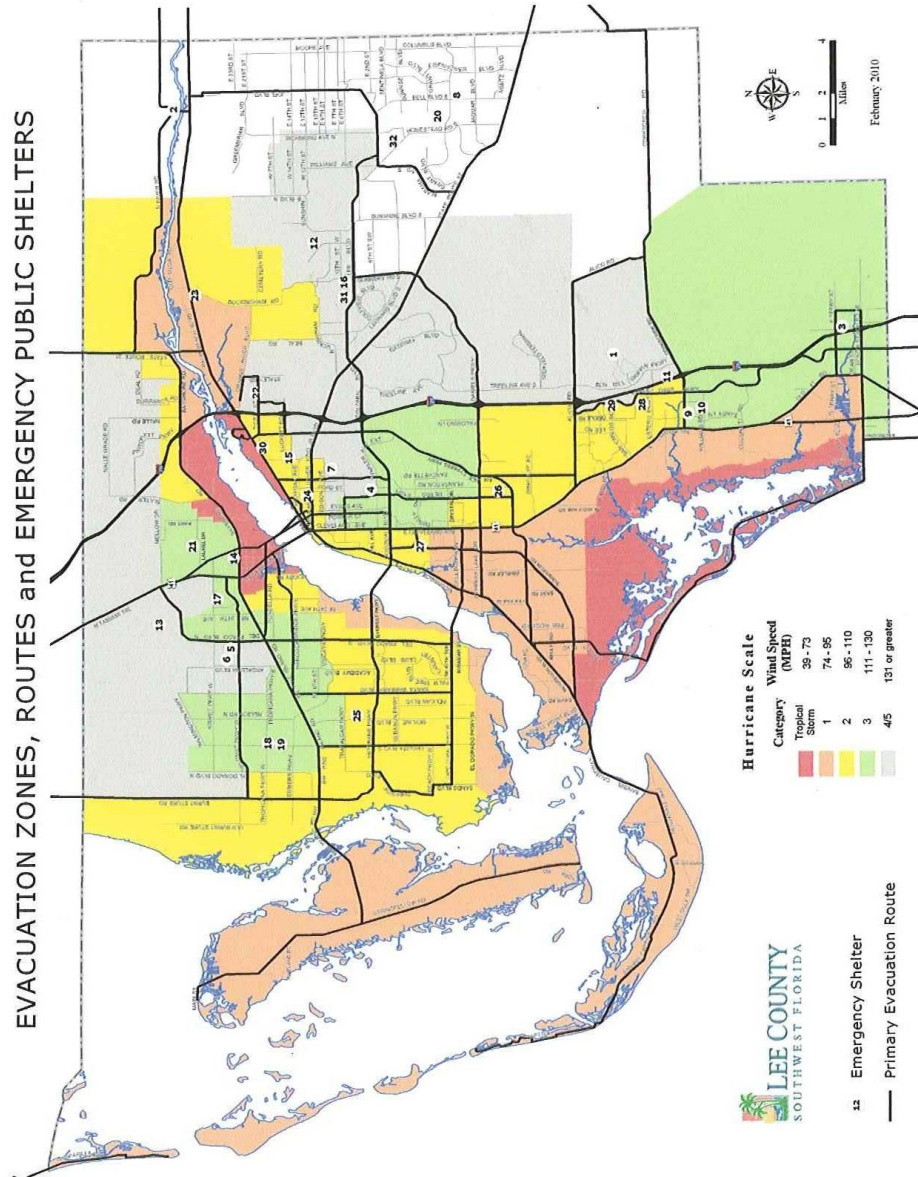
* Designated in cooperation with the
Lee County School District, the
American Red Cross and Lee County

ATTACHMENT J**Southwest Florida Evacuation Routes**

WHERE TO EVACUATE - Based on Direction and Strength of Storm						
	Category 3			Category 4/5		Category 5
AREA or REGION	LANDFALL S.W. Florida	LANDFALL Tampa Bay	LANDFALL Big Bend	CROSSING South Side of Region	CROSSING North Side of Region	PARALLEL West Side of Region
Charlotte	Early: Ocala & North Late: East Coast	Early & Late: East Coast or S.E.	Evacuate in County	Early: Ocala Late: Stay	Evacuate in County	Early & Late: East Coast
Lee	Early: Orlando Late: East after order issued	Early & Late: Evacuate to East Coast	Evacuate in County (if needed) Stay off I-75	Early: Orlando Late: Stay after order issued	Evacuate in County. Stay off I-75	Early & Late: East Coast
Collier	Early & Late: Broward	Evacuate in County	Evacuate in County (if needed) Stay off I-75	Early: Orlando Late: Stay after order issued	Evacuate in County. Stay off I-75	Early & Late: East Coast

ATTACHMENT K

Southwest Florida Evacuation Route Map



ATTACHMENT L

LESSONS LEARNED:

ATTACHMENT M

CLUBHOUSE USE AFTER THE STORM

The Clubhouse is now equipped with a generator. In the event there is community wide power outages, the Clubhouse ONCE it is DEEMED SAFE by the General Manager, will be used on a temporary / limited basis, as a comfort station, for relief of heat, for recharging telephones, laptops and will be utilized for any WCC resident(s) who require medical equipment to be charged or plugged in on a consistent basis.

The clubhouse hours will be from 7:00 a.m. – 10:00 p.m. There will be NO sleeping overnight in the clubhouse. (exceptions may be made by the General Manager, based on medical needs).

During the time, the clubhouse is being used as a comfort station, drinking of Alcoholic Beverages in the clubhouse is PROHIBITED.

ABSOLUTELY NO ANIMALS ALLOWED UNLESS PREAPPROVED.

ATTACHMENT N

RESIDENT REMINDERS / HELPFUL TIPS

If you are leaving WCC due to a storm:

- Let your home watch know.
- Remove all outdoor furniture and potted plants.
- Discard all perishables.
- Update your Dwelling Live to note that you have left WCC.

It is mandatory that all outdoor furniture and potted plants are pulled in by the member(s) before they leave otherwise, they must get their home watch or hire somebody to accomplish this.

If you are leaving WCC due to a storm and there is a *COVID-19/INFLUENZA PANDEMIC*:

- If you EVACUATED due to a *PANDEMIC*, **YOU MUST FOLLOW ANY AND ALL CURRENT RESTRICTIONS IN PLACE AT WCC UPON YOUR RETURN TO WORTHINGTON.**

Road Management

During emergency conditions:

Based on what we have learned and experienced from the previous year(s) catastrophic events, management of all the roadways within Worthington Country Club will become imperative.

As our roadways become hazardous and create extremely unsafe conditions, driving speeds, LESS THAN 5 MILES AN HOUR, NO WAKE ZONES AND road closures or any other necessary action will fall to the jurisdiction of the General Manager and or the President of the Master Board. Depending on communication availability, decisions may be invoked without notification.

Create a “Phone Tree”

3-5 days prior to a storm, Create a “Phone Tree.”

Before a storm you may be stressed and wonder how to do all the things necessary to prepare. One of the things you may want to consider is to prepare your Family and Friends who are not here in SW Florida.

An easy suggestion is to pick one family member to be in charge of your phone tree. You can give that person a list of people to contact to inform them you are safe. You may not have access to a home phone, cell phone or the internet for several hours or days. As

soon as possible, you can make one phone call to your contact person who will then notify the people on your phone tree that you are all safe,