

**April 1, 2024****MEMORANDUM****TO:** UF/FLREC Faculty and Staff**FROM:** Jack Rechcigl and Kim Moore**SUBJECT: HURRICANE PREPAREDNESS PLAN FOR 2024**

The following is the FLREC hurricane preparedness plan of action for 2024. Page 4 of this memo contains UF websites regarding suggested hurricane preparedness for offices and laboratories. The last page is the hurricane phone chain.

**Print this document and take it home with you, as you may not have access to the network to download when you need it. As long as the analog phone line is working, and Kim Moore or Javier Herrera have access to it, messages about the closure or opening of the center will be left on the answering machine at 954.424.6850.**

- 1) Hurricane Season Preparation:** Please check your areas **now** to decide what items should be thrown away **now**, and not just before the storm. File your work orders for help with heavy projects **now**, as the farm crew will not be available to help with trash removal right before a storm.
- 2) Storm Monitoring:** The latest storm updates are available from the National Hurricane Center website at [www.nhc.noaa.gov](http://www.nhc.noaa.gov) or load the free Maxtracker app on your cell phone <https://www.local10.com/news/download-the-free-max-tracker-hurricane-app>.
- 3) Decision to Install Storm Shutters:** In the main building (5001), teaching building (5002), research/teaching headhouse, hurricane house and graduate student houses, all window and door glass are now impact-resistant. We do still have shutters for front and west exterior doors for 5001, and they will likely be installed for a category 4 or higher storm to help prevent wind-driven rain from entering the buildings. Shutters are still necessary for the older support buildings (e.g., garage). The decision to install shutters will be made by the Center Director based on reports from the National Hurricane Center and Broward County. It is usually done at the time of a hurricane watch announcement (hurricane conditions are possible in our area within 36 hours). The following factors will be taken into account: 1) storm forecast predictions (timing, storm intensity, and landfall predictions), 2) timing of weekend (since shutters will not usually be installed over the weekend), and 3) availability of staff.
- 4) Storm Shutter Installation:** Fred Hirning will be in charge of shutter installation. He will ensure that battery-operated screwdrivers are charged and operational, appropriate washers and bolts are available, and shutters are easily accessible.