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SANTA FE TRAIL RANCH COMMUNITY PREPAREDNESS HANDBOOK - April 2025

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COMMUNITY PREPAREDNESS COMMITTEE

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EMERGENCY PLAN PROCEDURES

Philosophy: The intent of the Community Preparedness Committee (CPC) is to empower all SFTR land and homeowners with the responsibility for their own personal safety during an emergency.

The purpose of this handbook is to provide ranch property owners with important information concerning emergencies that may occur on the Santa Fe Trail Ranch (SFTR) and the procedures you should follow regarding how these emergencies will be handled by the Property Owners Association (POA) Board, CPC, and residents.

Please read through this handbook so that you are familiar with its contents and keep it handy in the event an emergency should occur. Since information on and for our residents and board/committee members is constantly changing, the SFTR website will always contain the most up-to-date version of this handbook.

(Visit us at www.santafetrailranch.com)

COMMUNITY PREPAREDNESS COMMITTEE

The Community Preparedness Committee (CPC) is a formal group of SFTR residents acting with the authority of the POA Board of Directors to provide assistance in preparation for emergency situations on the ranch, update Preparedness-related content on the SFTR website. It also functions as a liaison to area emergency response agencies. We encourage all residents to sign up for Las Animas County Emergency Alerts that are sent via the county's Smart911 . Please go to the SFTR website – Community →for more information and to register ALL of your phones.

The Community Preparedness Committee Handbook was created and is maintained by the CPC to provide ranch property owners with important information concerning emergencies that may occur on the Santa Fe Trail Ranch (SFTR) and the procedures you should follow regarding how the emergencies will be handled by the POA Board, CPC, and residents. All property owners and residents are strongly encouraged to download, print, and read this document BEFORE any emergency occurs. Keep a hard copy of this document available in case online access is unavailable during an emergency.

TO REPORT A MEDICAL EMERGENCY – FIRE-SNOW-

OTHER EMERGENCY EVENTS

CALL 911

Then consider posting on SFTR private Facebook page. Pertinent ongoing information regarding a ranch emergency may be posted on the SFTR private Facebook Page or SFTR Website Alerts.

Additional information may be available on the Las Animas County Emergency page. You are encouraged to bookmark this page.

911

9-1-1 is the universal emergency reporting line, not an information phone line. It is for true emergencies when seconds count. Use 9-1-1 to save a life, to report a fire or to stop a crime. Tips for using 9-1-1 are: stay calm; call immediately; give full name; exact location; type of emergency and your contact phone number. DO NOT HANG UP until the “call taker” says to do so, not even if you have decided you dialed 9-1-1 in error.

SFTR PRIVATE FACEBOOK PAGE

The CPC will utilize the SFTR private Facebook page as a means of communicating accurate emergency information to the property owners in preparation for a real or perceived emergency as it becomes available. Ranch residents should understand that the official media for ranch communication is the SFTR Facebook Page or SFTR Website. Ranch residents should understand that the POA board does not use nextdoor.com for official business. Also, it is not to be used as a means to communicate with the CPC or responding authorities. An “All Clear” posting will be made on the SFTR private Facebook page and SFTR Website alert when normal utilization can resume.

PUBLIC RADIO ANNOUNCEMENTS

Monitor 1240 AM, 92.5 FM and 96.5 FM (Raton) for emergency announcements concerning the ranch. Only the sheriff and Fisher Peak Fire Dept. are authorized to place these announcements on the radio.

LOCAL EMERGENCY NUMBERS

911 Las Animas County/Trinidad Area Emergency Contact and Dispatcher

719-846-2211 Non-emergency Sheriff's Dept. number available 24/7

Add to your Emergency contacts: the current CPC Chairperson as noted on the SFTR Website

MEDICAL AND ACCIDENT EMERGENCY ACTION PLAN

Step 1: Call 911

Step 2: Warning: Emergency vehicles can easily get lost on the ranch. Have your action plan in place before an emergency happens and call the person(s) you have designated to help in a medical emergency. Those should most likely be your closest neighbor.

Step 3: Assure that someone has been designated to go to the main gate/guard shack to direct and/or escort emergency personnel to the needed area.

Step 4: Notify a board member if you need additional help. Add their numbers to your emergency contacts.

An AED unit with First Aid kit is located at the

Metro Operation Center (MOC) , 33712 Mountain View Dr.

Prepare by knowing CPR/First Aide! REMEMBER – THIS IS YOUR ACTION PLAN.

REPORTING A FIRE

Step 1: **Call 911**

Step 2: If the fire location is remote on the ranch, it is suggested you take a photo of the smoke or fire to show the responders on their arrival.

Step 3: Notify CPC Chairperson or any Board Member. That person can facilitate posting the alert on the SFTR website alerts section and SFTR Private Facebook Page.

Step 4: If this is a confirmed fire, the CPC Chairperson or designee can facilitate update on the SFTR website alerts and or SFTR Private Facebook Page so that residents will have information regarding this incident.

WILDLAND FIREFIGHTING EQUIPMENT

EVACUATION ACTION PLAN

Evacuation of a residence, part of the ranch, or the entire ranch will likely be the most serious and complicated event experienced by our residents. The reasons for evacuations are varied.

Examples: A chemical spill on the nearby Interstate or railway, but a fire-driven evacuation is more likely.

PRE- PLANNING IS ESSENTIAL!!! All residents should give some prior thought and planning to the actions and possessions they will take should a planned or immediate evacuation occur.

(PLEASE VISIT SFTR WEBSITE →ARTICLES → FIRE SAFETY)

Additionally, it is recommended that residents be aware of alternate routes on the ranch that will take you to exit 6 bridge. Practicing alternative routes, from your normal daily routines, will help ensure safe departure in a stressful event. Please carry a ranch map in all vehicles.

Also please visit the local Red Cross website; www.redcross.org for copies of Your Family Disaster Plan, Your Family Disaster Supplies Kit (Go Bag list) and other informative pamphlets. These include a listing of emergency gear you should always carry in your car.

In addition, the Colorado State Forest Service has a multitude of information regarding FireWise information and other materials. Copies of that information can be found at www.colostate.edu/depts/csfs

Copy & print your personal evacuation check list found at the end of the document. It is the recommendation of this committee that you notify family & friends immediately if evacuation is necessary.

EVACUATION

An evacuation is an orderly action to vacate your residence and relocate to a safe area on the ranch or more likely, to leave the Santa Fe Trail Ranch. This action would result (a) when ordered by proper civil authority, or (b) when you determine that it is a proper action for your unique personal situation even though departure from the ranch has not been ordered. The CPC recommends that you evacuate early, before an official order is given, if possible. Unless otherwise directed by the proper civil authority,

ALL evacuations will be done through the main gate at Exit 6.

PROPER CIVIL AUTHORITY

Agencies such as the Las Animas County Sheriff's Department, Fisher's Peak Fire Protection District or FPPFD, and the State Police or Forest Service officials have statutory authority to order an evacuation. The person in charge is called the Incident Commander. Using the rural fire radio system, the Incident Commander communicates important information through their dispatcher.

Evacuation Situations and Procedures

EVACUATION ALERT

This specific alert condition will be declared by the POA Board through the Chairperson of the CPC when conditions progress to the point that evacuation is likely or when advised to do so by proper civil authority. At this time residents should seriously review and implement their personal pre-evacuation procedures, such as: Identify and pack possessions for relocation from SFTR; consider early evacuation especially if the relocation of animals make evacuation cumbersome; make temporary lodging plans as appropriate; and implement passive fire defense procedures for their property (for assistance, obtain a copy of Dealing with Wildfires... from the Red Cross, "Defensible Space" from FireWise or "Creating Wildfire-Defensible Zones from CO State). During an "evacuation alert," make your evacuation preparations and be alert for either an "evacuation

notice” or a “stand down.” It is possible that an evacuation alert may be canceled, if the conditions become less threatening, while remaining sensitive to the continuing possibility of an eventual evacuation.

EVACUATION NOTICE

This very specific “order” will be issued by proper civil authority through the Incident Commander. A communication attempt, if possible and practical, will be relayed to all residents utilizing the communication tools listed below:

Smart911 (you must be signed up in order to get the alerts) SFTR Web Site, SFTR Private Facebook page.

Monitor Public Radio 1240 AM, 92.5 FM and 96.5 FM (Raton) for alerts and notices about our ranch.

ROUTING PROCEDURES

If a full evacuation from the ranch is required, under most circumstances the departure will occur over the main entrance bridge at I-25 Exit 6.

CAUTION.... There are areas of the ranch's perimeter that appear to be a way off the ranch property. Please understand that none of these have been evaluated and agreements for use with adjacent property owners have not been negotiated.

NOTE: IF YOU CHOOSE TO USE A WAY OFF THE RANCH OTHER THAN AS DIRECTED, YOU RUN THE RISK OF PUTTING YOURSELF IN A WORSE POSITION WITH RESPECT TO THE HAZARD YOU ARE TRYING TO AVOID. IN ADDITION, YOU WILL BE TRESPASSING AND YOU COULD BE HELD PERSONALLY LIABLE TO ADJACENT PROPERTY OWNERS FOR YOUR ACTIONS.

EVACUATION SIGNAL

To indicate you have evacuated your premises, PLEASE, leave a physical symbol in the throat of your driveway or road leading to your residence. The symbol should either be an orange-red traffic cone, a red flag or a closed gate with red material secured to it. A ‘red flag’ evacuation symbol is easily made using a large can filled with rocks or sand, a stick and some sort of red material. This

obstruction is a signal to the CPC or emergency agencies that your residence has been evacuated and there will be no further effort to notify possible occupants of that residence.

THIS WILL SAVE EMERGENCY/FIRE PERSONNEL TIME that could be spent fighting the fire.

EVACUATION STAND DOWN

The termination of an emergency “evacuation alert” or “evacuation notice” condition is referred to as a “Stand down.” Return to normal and be vigilant. Monitoring the SFTR Web Page, SFTR Private Facebook Page or Las Animas County Emergency Website will establish whether it is safe to return to your property.

HELP KEEP OUR RESIDENTS, PROPERTY AND ENVIRONMENT SAFE

Questions or comments? Please refer your issues to a Member of the CPC. SFTR Vehicle Stickers are available through a member of the POA Board.

SUGGESTED EVACUATION CHECKLIST

When you have been instructed to evacuate:

Immediately place cell phone on charge.

1. Remove combustible furniture from the deck, patio and areas surrounding the house. Make sure garden hoses are visible and attached to faucets, and/or your cistern is visible & available for drafting water.
2. Prop a ladder – in good condition – against the house in a readily visible place so firefighters may have access to your roof.
3. Shut off propane at the tank. Turn off all pilot lights.
4. Contact a friend or relative and communicate your evacuation plans.
5. Close all exterior vents, doors (including garage doors), and windows.
6. Open the fireplace damper, placing the screen over the hearth to prevent sparks & embers from entering the house.
7. Move combustible materials (especially curtains) and furniture to center of the room away from windows.
8. Move combustible yard furniture away from house or store in garage.
9. Close all interior doors.

10. Place previously identified valuable papers and mementos in car. Remember to bring cell phone or communication device and prescription medications. Plan to take what is necessary to be away for 72 hours.

DEPARTURE:

1. Wear long pants, long sleeve shirts or jackets (cotton or wool clothing preferred). Carry gloves and handkerchief/goggles to cover face. Bring drinking water. Evacuate all family members at the same time, including pets.
2. Leave the driveway clear for entry, movement and turnaround of emergency vehicles. Leave orange-red cone (or red material) at the driveway entrance. Turn the headlights on. Drive calmly. Be alert for fast moving emergency vehicles coming in the opposite direction.

SUGGESTED GO-BAG CONTENTS

PERSONAL ITEMS

- Fire Resistant Clothing-2 days worth of clothes
- Goggles
- Leather Gloves
- Long Sleeve Shirt & pants (100% Cotton or wool)
- Cotton Hat (ball cap or watch cap)
- Face Mask (N95)

HYGIENE & FIRST AID

- Eye Drops
- Extra eyeglasses or contact lenses
- Prescription medications
- First Aid Kit
- Toilet paper
- Feminine hygiene
- Wet wipes/diaper rash cream
- Garbage bags

EQUIPMENT

- Flashlight
- Headlamp with spare batteries
- Battery powered radio and extra batteries
- Matches in a waterproof container
- Cell phone, laptop & charger
- Whistle to signal for help

- Pocket knife
- Wool Blanket or down sleeping bag

FOOD & WATER

- Non-perishable food for 2 days
- Infant formula & bottles
- Paper cups, plates & utensils
- Paper towels
- Can Opener
- Water bottle
- Water: one gallon a day per person

PET SUPPLIES

- Food for 2 days
- Water: one gallon a day per pet
- Leashes
- Medications

EVACUATION ROUTE MAP

Map Marked with two possible Evacuation routes

- Always Have ready or in vehicle
- Emergency evacuation-suggested items to gather in time increments: (encouraged to personalize)
- Place list on door of home! Helps to focus during stressful events.



Go Bag.pdf

Emergency Evacuation-Items to Gather

No. Of Vehicles _____	Drivers _____	Trailers _____	Motorcycles _____
15-Minute warning		1-Hour Warning	
1. Wallet, Purse, Keys, Glasses			1. Take or Safeguard Guns & ammo
2. Cell Phone(s) & laptops, Chargers			2. Ice Cooler w/ice, food, drinks
3. Emergency cash, Credit Card			3. Genealogy records, files
4. Pets, carriers, leashes, meds			4. 3 days of food, special diet items
5. Clothes, shoes, hats for season			5. Gloves, dust mask for smoke
6. Hearing Aids, Medications			6. Paper Plates, cups, utensils
7. Flashlights, Extra Batteries			7. School Items, homework, pen, pencils, Books, calculator, paper
8. Keys, Safety Deposit Box			8. Licenses, vehicle titles, deeds
9. Checkbooks, Bills to pay,			9. Insurance, financial, medical data
10. _____			10. Personal Property list, photos, Appraisals, documentation
11. _____			11. _____
30-Minute Warning: (The above plus)		2-hour+ warning:	
1. Pillow, sleeping bags, blankets			1. Albums, photos, Home Videos
2. Address book, phone list			2. More Albums, photos, Home Videos
3. Jewelry & valuable personal possessions			3. Family photos on display, paintings
4. Personal hygiene Items			4. Military decorations, records, plaques
5. Other meds, supplements			5. Luggage (packed)
6. First Aide kit, Medical Items			6. Valuable Items (cameras)
7. Pet Food, Dishes, bedding, Litter			7. Heirlooms, art, collection
8. Children's Items, toys, books			8. Primary cosmetics
9. Battery radio, extra batteries			9. Journals, diaries, letters
10. Toilet Paper, hand wipes, soap			10. Secondary vehicles, RV
11. Clothing for 3 days, shoes			11. Camping Equipment, tent
12. Computer & monitor			12. _____
13. Gal. Jugs of drinking water			13. _____
14. _____			14. _____



Emergency Evacuation-Time Incre

