

## **Saint Marks Yacht Club Hurricane Preparedness Plan**

June, 2008

The purpose of this plan is to provide a checklist to the SMYC Storm team for the quick and efficient preparation of the Club for an imminent storm. Upon the notification by the Commodore or his designee, the Storm Team will assemble at the Club, divide up the task and expeditiously as possible secure the clubhouse, pool, docks, grounds and utilities. The following checklist is intended as a guide. Discretion and common sense will dictate the action to be taken.

### **1. Docks**

- Remove loose items such as carts, grills, trash cans and stored boating gear. Store under the club house. Tie to pilings as needed.
- Collect trash and debris and deposit in dumpster.
- Assist Dock Master as requested to secure boats.
- Secure stored canoes, dinghies as necessary to prevent them from floating off.
- Close and fasten locker doors as needed.

### **2. Pool**

- Place outdoor furniture and pool equipment in the pool.
- Umbrellas can be secured to the fence or stowed in the tower.
- Grills should be taken under the club house and secured to a piling, or taken upstairs if small.
- Empty trash in dumpster and secure can.

### **3. Summer Kitchen**

- Try to move washer and dryer upstairs if time and manpower allow.
- Empty out freezer, and try to move it upstairs, otherwise block it up as best possible and tie down.
- Remove everything loose stowed in the kitchen enclosure. Move it upstairs, trash it or otherwise secure it.

### **4. Grounds**

- Empty all trash cans, secure cans to prevent floating away.
- Open gate and block open.
- Remove gate actuator, secure to fence as high as possible.
- Secure anything that may float, (dinghy rack, lumber) to trees.

### **5. Clubhouse**

- Remove loose items from decks, stow inside.
- Run elevator to top landing.
- Lock front door, leave back door unlocked.
- Check all doors, windows closed.

### **6. Utilities**

- Shut off gas valve at tank
- Turn off five (5) main circuit breakers: (1) inside back door of clubhouse, (2) inside dish pantry, (3) in summer kitchen, (4) at entry to south dock, (5) on electrical rack at entrance to north dock.
- Turn off water supply to docks, main valve located at entrance to north dock.