

2022

Hurricane Preparedness Plan

Texas Corinthian Yacht Club

Objective:

The plan addresses different levels of threat and focuses on four primary areas:

- Communication Plan
- Physical Preparedness Plan
- Roles & Responsibilities and Protocols
- Post-storm Recovery

Communication Plan

- Method of communication
 - All notices to membership will be sent via e-mail to address on file with Club.
 - Although the Club will attempt to put all members on notice once a storm is identified as a threat to the area by the National Weather Service, it is the responsibility of all members to stay informed on these matters.
 - Calls for volunteers will be issued to determine available manpower.
 - Once the Commodore / Manager determines the action plan based upon threat level, an outline with timelines for execution will be sent to membership as described above.
 - It shall be the responsibility of members to monitor any changes. Major updates will be posted to the website. Additionally, a recorded message with current updates will be available on the Manager's office line (281-339-1567).
 - Members will be notified post-event of general condition of the club and timing of accessing the club grounds.

Physical Preparedness Plan

Areas to be secured:

- Club Boats
- Pier
- Main Clubhouse
- Club Cabanas (hotel rooms next to the club)
- Junior Clubhouse
- Pool Area / Pool Pavilion

See attached list for action items, organized according to level of threat

Roles & Responsibilities and Protocols

- Roles and Responsibilities
 - Commodore (2022 - Henry S. May, III: 713-725-6920 - cell phone) or VC or Rear in Commodore's absence
 - Primary responsibility for determining level of preparedness based upon level of threat.
 - Primary responsibility for ensuring that all the necessary physical preparedness is completed.
 - Club Manager (2022 – Stacy Steglich: 713-444-6498 – Cell phone)
 - Coordinating communication with Members
 - Ensuring availability of adequate staff and volunteers
 - Overseeing the physical preparedness plan for the pier, clubhouse, and grounds

- Coordinating the timing of execution plan with any mandatory evacuation of Galveston County
 - In the event of Level III preparedness, ensuring the transportation of records, furnishings, art, etc. to safety
- Club Staff
 - Primary responsibility for physical preparedness for club, grounds, and removing items from pier.
- Boat Owners
 - Boat owners will have responsibility for ensuring that their boats are removed from the pier and secured.
 - In the event of a mandatory evacuation, all boats must be removed.
 - Within 12 hours of notice to evacuate the pier, all boat owners must notify the appropriate Lead Volunteer of their plan to do so.
 - Any boat owner choosing not to remove their boat must communicate their intent within 12 hours of evacuation notice.
 - All boat owners will have a written evacuation plan for removing their boats.
- Volunteers
 - Any storm will require, in addition to staff and flag officers, multiple volunteers. All boat evacuation plans will be the sole responsibility of the members. Additionally, volunteers will be needed for securing the club and grounds and to coordinate other preparations. Roles and responsibilities are as follows:
 - Lead Volunteer – Coordinate Sailboat (Keel) Evacuation
 - Lead Volunteer – Coordinate Motorboat Evacuation
 - Lead Volunteer – Coordinate Sunfish / Opti/RS Feva/O’pen Skiff Evacuation
 - Lead Volunteer – Communications Lead
 - Volunteers to try to remove any remaining Sunfish from pier (no less than 6 volunteers needed)
 - Volunteer motorboats to try to tow any remaining Sonars (no less than 5 boats)
 - Volunteers to assist in transporting Sonars (no less than 10)
 - General volunteers for physical preparedness to Clubhouse and grounds (no less than 6)
- Homeowners
 - Cabana owners will have responsibility for removing any loose material and fixtures adjacent to their homes that could become airborne or waterborne in a storm.
- Protocols
 - All preparation by club staff must be completed 12 hours prior to any mandatory evacuation of Galveston County.
 - TCYC records in the possession of the club accountant / manager must be moved to a safe location.
 - TCYC assumes no responsibility for the boats which are not removed from the pier in the event of an evacuation or for cabanas not properly prepared.
 - Boat owners must secure any dinghies removed from the pier; in no event may dinghies be left on the hill unsecured.
 - Boat owners are liable for any damage caused by their boats or property left on club grounds.

Post-storm Recovery

- Members have the primary responsibility to move in a timely manner any boats temporarily stored on club lawns / grounds to permanent storage facilities or back on the pier.

Physical Preparedness Plan

Texas Corinthian Yacht Club

Level 1 Preparation

Rising water more than 2 feet above normal and sustained winds less than 39 mph

- Sunfish pier to be cleared

Level 2 Preparation (in addition to Level 1)

Rising water more than 4 feet above normal or sustained winds of 39 mph up to 73 mph (TS)

- All boats removed from Pier and Lifts
- Club boats secured in back lot.
- Loose Material to be addressed as follows:
 - Pool Furniture – placed in pool
 - Outdoor Furniture – moved away from waterfront
 - Pots / Plants – moved away from waterfront
 - Pier – boat slips secured, fishing lights secured, water / electricity turned-off, hoses and hammocks removed
- Other
 - Be prepared to rent a large moving van – General Manager
 - Be prepared to store perishable food items – Executive Chef

Level 3 Preparation (in addition to Level 2)

- Rising water more than 8 feet above normal or sustained winds of 74 mph up to 95 mph (Cat 1)
 - Windows of Clubhouse (Eastside) boarded up with plywood or alternative
 - Removal of items of historic or emotional value from the club premises
 - General Manager to rent a large moving van and bring to TCYC in preparation for Level 4.
 - Perishable food to be removed or appropriately stored assuming a power outage for multiple days
 - Water valves turned off (located in front of Sugar Shack)
 - Electricity to all Club facilities turned off (located on the Westside of cabana building)

Level 4 Preparation (in addition to Level 3)

Rising water more than 10 feet above normal / winds in excess of 95 mph (Cat 2+)

- Remaining windows boarded up with plywood or alternative
- Boats on lawn moved away from Waterfront
- Items for the remaining Clubhouse to be taken to Carlton Woods Country Club in the rented van:

Trophies	Light Kitchen Equipment
Plaques	Artwork and Photographs
Flags	Computer Equipment
Furniture	Electronic Data
Club Records	