

# Wrightsville Yacht Club

## Hurricane Action Plan

The plans described below are to be implemented and managed in general by the Marina Manager. He in conjunction with his staff of the Wrightsville Beach Marina group and the Hurricane Response Team shall effect all of the below listed actions at the prescribed times. The Marina Manager shall consult with the Commodore of the Yacht Club or members of the Hurricane Response team to manage the daily activities during the preparation for and recovery from a hurricane.

### **I. Advance Actions Prior to a “Hurricane Watch or Warning” Notice being issued:**

1. Develop a Hurricane Response Team comprised of Wrightsville Beach Marina personnel, club members, and designated members of the board of trustees.
2. Obtain Wrightsville Beach Commercial Property Owner’s vehicle passes for the Hurricane response team members. Property owner’s passes are available for members at the dock office.
3. Send out a written advance notice prior to the annual Hurricane season with suggestions on Hurricane Preparedness steps that members should plan to make to their vessels when under the threat of a hurricane.
  - A) Encourage members to make alternate docking plans and to carry them out early on. They should move their vessels to safe harbors away from the potential high storm surge of the immediate area of Wrightsville Beach.
  - B) Inform all members that power and water services will be discontinued to all docks when a Hurricane Warning is issued for the Wrightsville Beach region and that boats remaining in the marina need to be prepared for this loss of service.
  - C) Issue notice to members that fail to take adequate and timely precautions to protect their vessels shall be billed by the club for any supplies and labor used to aid in improving the vessel’s mooring. That this action in no way encumbers the club to any added liability for the security or safe harbor of the member’s vessel from damage or loss. The member is encouraged to move his vessel or secure it himself or herself. This action is only taken to improve the condition over what was discovered by the Hurricane response team.
  - D) Inform members that they are not to remain on board their vessels in the marina during a hurricane. All members are required to evacuate the marina based upon evacuation orders being issued from the town of Wrightsville Beach and the New Hanover County Emergency Management organizations.
4. Purchase and store on-site the basic hurricane preparation materials required in by this plan.
5. Contract with Marine Contractor to perform hurricane repairs after a storm.

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### II. Actions Under a “Hurricane Watch” Notice being issued:

1. Activate the hurricane response team to begin implementing the **Hurricane Watch** preparations to marina and club property.
2. Have someone available to answer the marina’s telephone line (910-256-6666) to answer questions and offer most current information to members.
3. Inventory and/or collect, as needed, all materials for securing club property as required by this Hurricane action plan.
  - A) Boards for dock house windows.
  - B) Lines for securing boat boxes on docks.
  - C) Lines for member boats needing additional securing.
  - D) Locate a generator for on-site use.
  - E) Remove Pool Furniture.
  - F) Shutdown Pool.
  - G) Collect and store all trash receptacles under clubhouse.
  - H) Secure dock boxes.
4. Contact Marine Contractor to confirm his commitment to inspect and service the marina immediately after the storm passes.
5. Serve notice to all transients and/or temporarily moored boats on the perimeter docks of the recommendation to depart and that it will become mandatory they depart, if the region is placed under a **Hurricane Warning**.
6. **Do Not** accept any transient or temporary moored boats on the perimeter docks during a **Hurricane Watch** or **Warning** status being issued for Wrightsville Beach region.

### III. Actions under a “Hurricane Warning” being issued:

1. Have someone available to answer the marina’s telephone line (910-256-6666) to answer questions and offer most current information to members.
2. Remove Fire Extinguishers and lids and store in clubhouse closets
3. Instruct all transient and temporarily moored vessels on the perimeter docks to depart immediately, as previously instructed during the **Hurricane Watch** status period.
4. Remove and store in a safe place, not on the island, all records, files, money, and electronics.
5. Shutdown Fuel Emergency shutoffs for the dock fueling system.
6. Board up dock house windows.
7. Secure Ice Machine and Coke Machine.
8. Secure all dock box lids and boxes on the docks.

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9. Secure all non-hurricane prepared member vessels in the marina at an additional charge for used materials and labor.
10. Post reusable signs along face dock pilings stating in large and clear wording **“No Docking during Immediate Threat of a Hurricane ”**. This action is taken to reduce the load on the dock system during the stress of a storm to minimize the potential for damage.
11. Collect and Store all club dock carts under the clubhouse.
12. Cut off electrical power to all docks and clubhouse at the main panels if necessary.
13. Cut off water service to all docks if necessary.

#### IV. **Actions after the storm to implement:**

1. Hold a pre-planned hurricane emergency board of trustee’s meeting at a designated location at noon (12:00 p.m.) the day after the storm passes. The location of the emergency board meeting will be in the Eastwood Plaza Parking lot near the Harris Teeter store, if the marina is off limits at the time. Based on needs and conditions of the marina property, the board should plan the next meeting in the appropriate timeframe to support needed and timely decisions to expedite marina repairs and return to operation.
2. Have a clean-up response team on site as soon as the beach reopens to the commercial property owners. Secure marina to be safe for when members are allowed to return to the beach. The Marina Manager should contract to have appropriate temporary employees to start work immediately upon Wrightsville Beach being reopened for commercial property owner access.
3. Have marine contractor arrive and begin assessments and preliminary rebuilding actions to save and protect marina from further damage and to aid the quickest possible reopening of the marina.
4. Contact the marina insurance carrier and agent to provide preliminary assessments of any storm damage and actions being carried out to preserve and protect the marina from further loss and efforts to return to operation. Photograph and document all damage possible.
5. Restore all services to docks when available and safe.
6. Review all actions under II and III to restore facilities for use.

Per Board of Trustees  
Wrightsville Beach Yacht Club, Inc.