

## Island Manager Report

April 14, 2012

### **Administration:**

**Volunteers:** Many thanks to those who have continued to pursue island cleanup, including windfall limbs and branches, cleaning the waiting shed and other general help. Thanks to Rich Urfer for assisting with searching for grant opportunities to replace our ferry engines, in order to reduce fuel consumption and maintenance costs.

**Island Cleanup:** Still awaiting final clearance from Tacoma-Pierce County Health Department on 1015 West Yew and 117 E. Madrona. PCResponds and the Tacoma-Pierce County Health Department have been very cooperative in all the island cleanup efforts.

### **Water System Project:**

Work has begun on the first loop, around East and West Madrona, beginning from the well site. The hydrant at the well site will be replaced as soon as possible. Fire District 16 is aware of its removal and expressed no concern regarding the short outage. The second loop to be completed will be the large north end loop from Maple to West Herron/North Beach and down East Herron back to Maple. At this point the contractor will have two crews working on the island. In the short term, excess dirt will be deposited at the intersection of West Yew, West Herron and West Madrona until transfer can be arranged to other sites on the "dirt list". The first priority will be to use excess dirt on HMC sites, then on individual member sites in the order of request.

The project fencing is also completed.

We have prepared our first payment request to reimburse HMC and to pay the contractor for the fencing, materials and labor. This payment request has to pass several hurdles and we are please to say we made it! Including a site visit from USDA

**Action Needed:** Peninsula Light has provided a design and proposed contract agreement for the upgrade to three phase power at the pump house. This portion of the project needs to proceed soon, and the agreement, for \$38,622.40, is well within the \$50,000 estimated in the project budget. Board approval recommended.

**ADA Compliance:** Gary Wanzong took measurements of the women's restroom, and we are contacting the USDA architect for design assistance. This work will be separately contracted.

### **Water Advisory Board:**

This new committee, which will advise the IM and Board on water operations issues, will meet for the first time Friday April 20th at 10:00 at the Community Center. The committee is looking for members and will write the charter, mission statement, and choose a chairman at the 1st meeting. If you are interested, please contact Judy Greinke or the HMC Office.

### **Cross Connection Control Program:**

This issue is one which should be assigned to a reconstituted Water Advisory Committee. Those Member connections that have a direct water line to a hot tub, closed fire protection system, pool and/or in ground sprinkling system will be required to install a certified backflow prevention device, register it with the Utility, and have it inspected annually.

**Fire Department Liaison:** A date of May 19<sup>th</sup> has been tentatively set for an island burn. The Fire District informs us that new regulations require that the burn pile be no larger than 10'x10'. In addition to concern about the size of the burn pile, they are concerned about random dumping by

members once they see the pile growing, despite the cutoff date for dumping. Assuming “people play by the rules” they will issue a permit for the annual burn.

**Land Use:** The Land Use Committee’s draft policy and procedure regarding sale of HMC lots has been thoroughly reviewed and is near completion, following a lot of hard work and careful thought by committee members.

**Emergency Preparedness:** Committee report.

Although I did not attend the most recent Hazard Mitigation meeting at Pierce County, I did provide an update of some materials to the coordinator. PCDEM is asking that we confirm the update and return it to the coordinator, Katie Gillespie, and so I will be forwarding that document to the Emergency Preparedness Committee for review.

**Legal Liaison:** There are currently 11 delinquencies, of which seven are with the island attorney. This is a delinquency rate of 2.8%.

### **Parks: Committee Report**

*Committee members are working together to complete the planning for our Parks Appreciation Day and Small Boat Dock Installation on April 28<sup>th</sup>. Great Parks help make our community stronger, connecting individuals, families and groups through the power of play. Be part of this effort. We would like volunteers to come prepared with gloves, rakes, and shovels. (Please remember to mark them with your name.) This event will be followed by a potluck style lunch for participants. We have a great deal to accomplish and hope we get the volunteers to complete our tasks.*

***The Parks Committee would like the Board to make an exception to Rule F1(f) which states: “Open fires are prohibited in island parks and other common areas unless specifically authorized in advance by the Board or the Island Manager or when confined to the single designated site on the beach at the North Beach Park. All open fires are subject to all restrictions imposed by Pierce County Fire District No. 16 and any additional restrictions imposed by the Board.” We would like to have an open fire on the North Beach parking lot during on our Parks Appreciation Day to burn the downed branches from the various parks.***

*The Parks Committee would like permission from the Board to install a staggered split rail fence at the south end boundaries of both the Nature Park and North Beach. These fences would be to mark our boundaries yet would leave access open.*

*Mike Shettlesworth has been working hard to make the refitting adjustments to the small boat docks. He is hoping to complete this task before installation on April 28th. We have not yet heard when Quigg Brothers will install the additional collar.*

*We would like to thank Mike Shettlesworth, Kris Mullan, Dick Mowry, John Farris, Tracy Anspach, Kathy Deuster, Dana Gruber and Jack Wells for the extra time and work they have put in this past month on behalf of all our parks.*

**Nature Park:** After hours and hours of volunteer work, Nature Park has been cleared of storm debris. Thanks to the neighbor who allowed small pile burning of debris from the park.

**North Beach Marina:**

This project is substantially complete, but a final collar is required on the foremost float. Quigg Brothers should be completing the project this week or early next week, depending on the tides..

**Roads:** The newly reconstituted Roads Committee has met and produced a Charter and Mission Statement. Jack Wells is chairing the committee. Merry Kogut is assisting with the drafting of a Charter and Mission Statement.

Action Needed: Board consideration and approval of the Committee Charter and Mission Statement. **Is this happening?**

**Rules:** There are no pending complaints. The redrafting of the Rules continues.

**Transportation:**

We finally received our stability letter from the Coast Guard, reducing our passenger load to 45, plus a crew of 2. This recalculation was based on a change in the average passenger weight.

The Coast Guard has announced it may randomly audit Chemical Testing programs (drug and alcohol tests) during periodic inspections. To make certain things are in order, I have been going through records, provider contracts and services to be sure we can satisfactorily respond to an audit. While our testing program is in compliance, we need to have all other records in order.

Waste Oil: HMC has now engaged Arcon, a local company, to pick up waste oil, filters and rags from the ferry. This is a new service, replacing one previously supplied by a member at no cost, but should only cost a few hundred dollars annually.

**Pierce County Wharf Easement Inspection:**

Sargent Engineering has issued its report on the mainland and island side docks, ramps and lifting systems. Their report finds that the facilities are well maintained and in good condition, with a couple exceptions. First, they recommend replacing a couple of timbers on the deck of the ramp, and secondly, one of the mainland cables appears to be wearing and should be replaced soon. The remainder of the report addresses the same issues of rust removal and painting, but the overall report is good. This evaluation and report is required by Pierce County, from whom HMC leases the mainland dock area, and by our insurance carrier, for use in setting our annual premium.

**Technology:** No report.