

## Island Manager Report

March 10, 2012

### **Administration:**

**Volunteers:** This has been an extremely busy month and without island volunteers it wouldn't have been possible, or at least it wouldn't have been possible without considerable expense. So....thanks to

- Leslie Sanderson, Steve Kramer, Dick Mowry, Carole Crowley and anonymous others who helped clear the HMC roads of windfall from the storm. These branches were disposed of in a small HMC burn on February 28.
- Our Member volunteer who built a really nice message center box for the side of the community Building, replacing our aging-not-so-gracefully message center.
- Mike Shettlesworth, for his help with the piling replacement project.
- B.O.O.S.T.E.R.S and all the others who contributed to the Water Project Groundbreaking Ceremony on Friday, March 2! A great event. Photos soon on the website, courtesy of more volunteers.

**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 helpful in all the island cleanup efforts.

### **Water System Project:**

Final permits are pending for the project at the end of the comment period, March 13. With permits, and project insurance in place, we will issue a Notice to Proceed to the Contractor. Massana plans to have crews on the island Monday, March 19. The general project schedule of March to September remains unchanged. On Thursday, the contractor met with the Island Manager, Judy Greinke, Pat Zazzo and Jester Purttman to discuss project plans, including the three phase power conversion at the wellsite.

We will use the email notification list, website and message boards to inform Members as the project moves through their neighborhoods, as fill dirt becomes available, or other issues arise that are of general concern or interest..

**Action Needed:** Final loan documents have been prepared and reviewed this past week, and a Board resolution required by KeyBank approving the interim borrowing is ready for Board action today. This resolution authorizes the Board President or Treasurer to execute the loan documents, including the Security Agreement, Credit Agreement, and Non-Revolving Note.

**Action Needed:** The Water Project Committee proposed last month that a Water Advisory Committee be formed to advise and recommend to the Island Manager and the Board regarding operations and maintenance of the water system, replacing the Project Committee. The Board needs to authorize formation and invite members to this committee, to draw up a Charter.

**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.

### **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: Deputy Chief Guy Allen visited the island last week to issue the burn permit for HMC road debris. In addition, we contacted the Fire District regarding the potential to apply for FEMA Mitigation Grant funds supporting the purchase of a rescue boat. Hopefully, we can submit an application and find supporting partners around the Key Peninsula.

Land Use: The Land Use Committee has been hard at work revising the guidelines for sale of HMC owned lots, and should have a draft ready in the near future.

Emergency Preparedness: Committee report.

Legal Liaison: There are currently 9 delinquencies, of which six are with the island attorney. This is a delinquency rate of 2.3%.

Parks: Parks Committee meeting, Saturday, March 24, at 9:30 am at the Community Center. All are welcome. We plan to review the 2012/13 parks budget (a preliminary budget was provided to Finance as requested) and plan for the April 28 Parks Appreciation Day Work Party (at this time the dock installation could be delayed until refitting is complete see below.)

Many branches and several trees are down in the Nature Park, on South Beach Park trail and in the back wooded area of Goodpastor Park. Members are welcome (at their own risk) to take wood from these downed branches and trees home for their own use. Removing broken branches and downed trees remaining in these parks will be one of the projects for the April 28 work party. Dick Mowry has done some work to address the standing water issue at N. Beach in the horseshoe pit area and plans to re-grade and cover the gravel area with soil as weather permits.

With the new pilings several adjustments to the docks are recommended that include widening the smaller connecting docks and adding additional wood material to accommodate new attachments. As of the writing of this report Mike Shettlesworth reported he will provide a written materials list for the refitting on the small boat docks to Parks.

We will need direction from the Board as to whether to install the docks as scheduled if refitting cannot be completed prior to the scheduled installation date of April 28 or postpone installation.

Nature Park: After hours and hours of volunteer work, Nature Park has been cleared of much storm debris. Many, many thanks to volunteers who not only clean the park, but remove these flammable materials from the island. Some debris remains, for the taking.

North Beach Marina:

This project is substantially complete, but a final collar is required on the foremost float. Through the several iterations of plans to operate the gangway, this collar was omitted. To complete the project as intended will cost an additional \$3300. Two floats will need to be put in, collar attached and removed. The total project will still come in at about \$90,000 less than originally estimated.

Roads: The newly reconstituted Roads Committee has met and produced a Charter and Mission Statement. Jim Davies and Jack Wells have agreed to cochair the Committee, which will meet monthly.

Action Needed: Board consideration and approval of the Committee Charter and Mission Statement.

Rules: The three members of the Rules Committee will meet Saturday afternoon to go over Rules procedures and organize materials and files. Currently, there are no pending complaints to resolve.

Transportation:

On March 1, I attended the Small Passenger Vessel Industry Day hosted by the Coast Guard, in Seattle. Gathered some useful information and contacts, especially a new audit to be conducted at random, of vessel owner Chemical Testing Programs.

Charlie Doolittle has qualified as a standby captain and is training as standby deck hand. Please make him welcome. Recruitment continues for standby deck hand candidates.

Pierce County Wharf Easement Inspection: Per the Board's direction, we have contracted with Sargent Engineering to perform the "wharf easement inspection" at a cost of \$5,634. This inspection of the mainland side dock is required by Pierce County every two years, to which we have added inspection of the cable lift system on mainland and island side.

Technology: No report.