

Island Manager Report  
July 14, 2012

**Administration:**

**Island Cleanup:**

Volunteers: It's difficult during a summer month to count and thank all the volunteers: Ballot stuffers, Nancy Wells, Sabra Duback, Jean Mellor, Pat Zazzo, Sue Pottorff, and Janet Podell; Dave LaLonde, for great work "weed eating" on the mainland side; volunteers who helped with the cleanout of the mainland terminal counterweights; Carole Crowley for feeding brownies to the construction crew; Pat Zazzo and Frank VanRavenswaay for cleaning in the Community Building. Mike Shettlesworth installed the first aid kit down at the pavilion, and replaced broken boards on the docks. Most of these are essential services and volunteerism saves HMC Members countless dollars. So thanks to all.

**Water System Maintenance and Operations:** We hope that one of the benefits of replacing the water system will be a reduction in maintenance and repairs. The most recent bill from Washington Water was approximately \$3440, of which about \$2700 was for repairs and water testing, unrelated to the construction project.

**Water System Project:** The construction crew has completed work along East Herron Blvd. Collision with a large culvert is generating a change order. The Engineer has assessed this situation as one in which the water construction crew can meet the basic standards for the water system, but the underlying problem created by the culvert draining a large column of water into the hillside above waterfront homes will remain. The consequence of this is that within a few years the softened underbedding will fail and the 6" main will break, causing considerable damage to homes below. Accordingly, HMC needs to proceed with the long term fix on this situation, with a properly installed culvert. The Engineer is drafting the appropriate change order.

This points up the importance of Members obtaining encroachment (right of way use) permits from the office when cutting across HMC roads. The permits process allows HMC to inspect the work done and see that it meets applicable standards. "Bootlegged" work often carries a long term price tag.

**Project Engineer's Report:**

*Finally some good weather has eased the road conditions right as the waterline install is completed. All the large diameter waterline is installed, and the contractor is beginning to install hydrants and to pressure test the new mains. There are a handful of 2" runs to install, but all the primary waterline is in. Once all the waterline is installed and preliminarily pressure tested, the contractor will begin installing service meters. Next week the contractor will begin installing the final components necessary to pressure test the system including "air-vacs" (a small valve that releases air trapped in the waterline), the remaining fire hydrants, and the final 2" pieces on dead ends. Once the hydrants and air-vacs are installed the system will be pressure tested (probably late next week or early the week after), after which the contractor will begin installing service laterals and meter setters.*

*There is a planned water outage looming as the wells and booster pumps will be switched out for 480V systems. The contractor has made preparations to make sure this outage is short, but installing new gear anything is possible. Should something "unplanned" occur, the contractor will be able to use the generator*

*to maintain service. Once the ferry has been scheduled for the big power trucks, we will have a fairly definite date and will let you know when to expect this.*

*Finally, and this is the most important thing I have to say: KEEP WATER ON HAND: A TWO DAY DRINKING SUPPLY IS RECOMMENDED AS A MINIMUM. ITS JULY, ITS (FINALLY) HOT, AND YOUR WATER SYSTEM COULD BE DISRUPTED AT ANY TIME. DO NOT ASSUME YOU WILL HAVE WATER ON TAP. The contractor is making every effort (including staying on the island until 9pm once already) to keep this from happening, but it is construction and things can go wrong, please make sure you are ready for it if it does. Thank you. Jester Purtteman*

**ADA Restroom:**

The restroom has been enlarged, and Andy Anderson has been completing the finishing work as a volunteer. Within the next week, we should have new signage on the doors and call that part of the project complete.

**ADA Parking:**

To meet federal specifications for the spot the USDA Architect has advised us to have a local architect draw up the plans, including proper elevations. The sidewalk at the side entrance has subsided and will most likely need to be removed, and the concrete threshold at the door is also crumbling. The space is required to be 8' x 18', with a 5' wide access path beside it. We hope to have the plans drawn within a week or two so that this portion of the project can move ahead.

Once the physical system is complete, HMC will begin implementing the next steps, installing meter reading software, working with the Water Committee to develop appropriate rates, monitoring changes in maintenance and operations costs, developing a billing system that includes consumption, as well as M&O, debt service and reserves. If the 2012-13 budget is approved, Members will be flat rate billed for another year, through September 30, 2013, allowing time to set rates and implement systems. The Water Committee article in the next Beachcomber will explain more about future activity.

**A-133 Audit:**

An organization which expends more than \$500,000 of federal funds in a single year is subject to an A-133 single audit. Accordingly, I am working with our auditor to schedule him to come over mid-July to begin this audit. The audit is, of course, intended to examine whether federal funds are being expended properly. Funds for the audit are a budgeted part of the USDA project expense.

**Fire Department Liaison:** Fire District #16 members participated in the July Fourth (8<sup>th</sup>) parade, driving the fire engine and featuring a visit by Sparky.

**Land Use:** Nothing to report.

**Emergency Preparedness:** Pierce County Emergency Management has requested that we present a summary on mitigation planning to the Board at the next meeting. Each plan is required to provide opportunity for public discussion and that presentation must be documented.

**Parks:** There are several obvious improvements at North Beach: the area used for construction access has been repaired, the horseshoe pit is usable, large rocks prevent vehicle access along the east side, and the "pit" near the road has been filled with unusable material from the water project. Eventually this will be grassed

in. Thanks to Mike Shettlesworth and the Member who reported the problem, two planks in the floats have also been replaced, eliminating a trip hazard.

The Office has had a report that kayakers are entering the swim area, presenting a danger to kids and adults who are swimming there. Kayaks should be kept out of the swim area entirely and anyone seen doing this should be asked to stop immediately.

**Roads:** As anticipated, the water project has brought a number of roads issues with it. The Committee will report that many culverts have been found blocked, impeding the island drainage. The Resident Inspectors will begin marking these culverts with stakes, so that Members can be aware that they may have culvert problems. Maintenance of culverts is the responsibility of individual owners, according to HMC policy.

**Rules:** The Island Rules have been in redrafting for some time. I'd recommend that the current draft of Rules be reviewed by the HMC attorney for compliance with current law and current HOA practice, then be returned for final revisions by the Committee and the Board before submittal to the Members.

**Technology:** No report.

**Ferry:** Two timbers have been replaced on the mainland side, the counterweights cleaned out, and the lift cables replaced. Quigg Bros will come out next week to complete the work, including bolting in the new timbers.

**Drug & Alcohol Policy:** The original adopted policy was generic in tone, and a revised draft incorporates suggestions from the crew that tailors the language to Herron Island and clarifies that the policy applies to crew members in the course of their employment, not their personal lives on the island. Recommend that the Board approve this revised policy.

**Legal Liaison:** We currently have 13 delinquencies, of which seven are with the attorney for action. Delinquency rate of 3.3%.