

June 2019 Island Manager's Annual Report

Thanks to outgoing Board President, Janet Podell, and the entire board, for help with the daily and long-term business matters.

Thanks to the office staff, ferry crew and maintenance staff for all the work you do for HMC.

Applause to all HMC volunteers !! All of these things (and more) happen because of you:

• White Boards • Community Center upkeep • Parks projects • Roads projects • Water projects • Policy updates • Website • Events • Tech support • Service provider arrangements • Water truck deployment • Errands

Roads – culverts & ditches cleaned, trees trimmed, roads graveled and graded throughout the year, thank you, Curt Haney, Bill Placek, Ben Hull, Nat Colombana, Gary Wanzong, Dan Morgan and many additional volunteers . The roads look absolutely wonderful.

Parks, thanks to Jim Davies and committee for work parties, upkeep of lawns, new fencing and shed at Goodpastor Park by Jim Davies and Gary Wanzong and additional volunteers.

Water – thanks to Charles Smith for keeping up the system, reading meters, hook-ups and always sharing his deep understanding of the water system

Policy Committee worked very hard over the last year and reviewed and updated many policies, these are posted on the HMC website as they are approved.

Maintenance: ferry repair/replace work this year by Joe Taylor, Joe LaPoint and Gary Wanzong for various repairs and improvements on the ferry, ramps and gantries.

Trees – the tree budget again allowed removal of dead or diseased trees on the HMC roadway easement that threatened power lines or property, thank you to all volunteers.

New CPA firm, Hearthstone, performed the 2018 HMC audit, this is posted on the website. Larry Hurley will plan on meeting with the new board this summer.

The biennial dry dock maintenance for the ferry was September 15 – Oct 4, 2018 with Stabbert Maritime, Seattle. A long list of needed maintenance items and USCG required work was done, the ferry was painted and looks great.

Some of the less obvious workload...approximate annual numbers

- Process an average of 45-50 pieces of mail a day, incoming mail logged individually
- 26 payrolls for up to fifteen employees, with variable schedules
- 275 bank deposits
- 3600 ferry receipts to reconcile (by trip, by day)
- Billing and processing payments for 3,676 accounts annually Water and HMC combined.
- Making of over 1,900 Auto decals annually (thank you volunteers!)

- 22 property transfers with 6 pending so far this year, a significant increase year over year
- Compiling Quarterly Ferry Log Book Data for Annual Department of the Army Report – adding up all round trips, vehicles and passengers for the year
- Sale of 700+ Books of Ferry Tickets
- Review and renewal of nine insurance policies, covering the ferry, docks and piers, water system, general liability, employment practices liability, vehicles and director's & officer's liability.
- Review and renewal of employee health and dental policies.

HMC runs two highly regulated departments – the passenger ferry, and the water system. This and regular business, bring us in contact with a large number of regulatory agencies

- Internal Revenue Service
- Federal Communications Commission
- U. S. Coast Guard
- Army Corps of Engineers
- Fire District 16
- State and U.S. Departments of Ecology
- State and U.S. Departments of Natural Resources
- Washington
 - Secretary of State
 - Department of Licensing
 - Employment Security
 - Labor & Industries
 - Department of Health
- Pierce County
 - Planning,
 - Public Works,
 - Noxious Weeds,
 - Assessor-Treasurer,
 - Sheriff,
 - Fire District,
 - Code Enforcement
 - Tacoma-Pierce County Health Department

Others

- IBU
- Financial Auditor
- Reserves Auditor
- Northwest Water Systems
- Roads and other Contractors