

## **Island Manager Report October 8, 2011**

### **Administration:**

**Flu Shots:** Dr. Roes and an assistant will be coming to Herron Island to provide flu shots for Members. They will set up in the Community Center at 4:30 p.m. on Monday, October 17th.

**Volunteers:** Kudos to Dave Clauson, Ted Jensen, Al Moren and Karl Schafer for clearing the Single Lane Road of a fallen tree branch last month. Thanks to Scott Sloan for keeping the grass around the Community Garden looking neat. And finally to Steve Ohlsen for the donation of an emergency siren, and to Dick Mowry, Mike Shettlesworth and Jim Davies for their help in transporting the siren.

**PC Code Compliance:** Of the three properties referred to PC Responds, one has been ok'd by the Health Department. The other two are still being worked. PC Responds can be reached at (253) 798-INFO (4636), or through their website at [www.co.pierce.wa.us](http://www.co.pierce.wa.us) . Complainants can remain anonymous.

**Hull & Machinery Insurance:** After we reduced the insured value of the Charlie Wells to the \$500,000 estimated by the marine surveyor last year, our insurance premium was reduced. Last week we received the \$1,559.60 refund!

### **Water System Project:**

The Water Project Committee met Thursday to review the bid package with Jester Purtteman of Northwest Water Systems. Rich Urfer, Dianne and Alan DeGood also joined the group. Turnout was good for the meeting and many questions were asked; members agreed to have final comments/questions to the IM by October 14th. These will then be forwarded to Jester. USDA review is going on concurrently. We are hoping that final bid documents can be adopted by the Board after USDA approval, at the November 12 meeting. If that happens, a tentative schedule would be as follows:

- |  |                          |
|--|--------------------------|
| • Board (and USDA) Approves Bid Documents: | November 12              |
| • Bid Advertised (USDA will set dates):    | November 15-30           |
| • Bidders Conference Held (dated TBD)      |                          |
| • Bids Close:                              | January 6                |
| • Bid Evaluation (Northwest Water/USDA)    | January                  |
| • Board (USDA) Accepts Bid                 | Possible Special Meeting |
| • Contract Signed:                         | February 10              |
| • Interim Financing Secured:               | February 17              |
| • Work Begins:                             | February 27              |
| • Project Complete:                        | September/October        |
| • Prepay Window (30 days?)                 | Following Completion     |
| • USDA Loan Implemented                    |                          |

This schedule includes possible construction during the summer months. We are hopeful that bidders will find ways to expedite construction with the goal of completing the project by Memorial Day. Copies of the bid documents are available in the office for anyone who wants to review them at the office; however, they are not available to potential bidders.

From the above schedule, Members can also see that the prepay window occurs Fall 2012; another year of flat water rates will be necessary, because the system will not be activated before the 2012-2013 budget is approved.

**“Dirt List”:** We are maintaining an ever growing list of Members who would like to have some of the soil removed from water line trenches dumped on their properties. In addition, HMC Roads and Land Use Committees will evaluate the need for material to be dumped on HMC properties. Those improvements which benefit the entire Membership will have priority over those which benefit specific individuals.

**ADA Compliance:** I attended the ADA Compliance review last Wednesday. The out of compliance items can either be included in the bid package or handled separately, but there is budget in the USDA loan for ADA compliance. The required improvements include: exit doorway of Community Room (threshold too high); restrooms too small; ADA parking space required, with appropriate signage. USDA has offered the assistance of their staff architect to help plan. We have up to three years to comply, and must let USDA know within 30 days how we plan to proceed. The WPC saw no reason to delay doing this work, so that it can be included in total project costs.

**Water Utility:** The IRS requires that the HMC Water Utility be established as a separate entity, with its own Articles of Incorporation and Bylaws. Doing so will save Members the 5.29% utility tax that HMC would otherwise have to pay on water utility revenues. For example, if utility revenues were \$250,000 annually, a tax of \$13,225 would be payable ( $.0529 \times \$250,000$ ). Establishing a utility also assures Members that water revenues will be applied to support only the costs of the water system. The Board may adopt Articles of Incorporation establishing the utility, with Bylaws to be approved by the membership at a later time.

We will also be looking for volunteers to help label and organize a new set of files, by property address, which will be needed to keep water service and other property related records. The Beachcomber crew has offered help. All we need are the labels.

**Water System Maintenance and Operation:** Members received a letter from Washington Water regarding a failure to collect a sample during August. The company has apologized, the September sample has been satisfactory, and operator assignments have been modified to prevent another occurrence.

**Fire Department Liaison :** Nothing to report.

**Land Use:** No Committee Report.

Emergency Preparedness: Board member Pat Zazzo has undertaken the task of getting this committee reconstituted, and we have had one new member volunteer to serve. The emergency siren has arrived and is awaiting development of a protocol for its use. At least one Member has volunteered to help reconstitute this important committee.

**Legal Liaison:** There are currently three delinquencies, all of which are with the island attorneys. A fourth delinquency was paid in full this past month. The current delinquency rate is 1.0%.

**Parks – Committee Report:** Due to tides, the Parks Committee is having its annual dock removal and project work party Saturday at 1:00 pm, following the Board Meeting. All are encouraged to come and participate. We plan to work on the Boardwalk, make anchors for the new swim dock rope-n-floats to be installed next spring, build N. Beach garbage receptacles and pull and stack the docks, plus do the

standard beach clean-up. Nourishment and hydration will be provided. If you have questions or concerns or input about Parks email them at: [hmcparcs@herronisland.org](mailto:hmcparcs@herronisland.org) .

A portion of North Beach Park is still in use to move construction materials. When work is completed, the park will be restored to the same or better condition.

**North Beach Marina:** The Army Corps of Engineers has completed its review and is waiting for final clearance by Corps attorneys. Approval should be received this week, so that we can go to the project bid stage. The ability to complete the project in January depends on the receipt of these permits; otherwise, construction would have to wait until the next “salmon window” in July.

**Roads:** If you wish to be a volunteer driver of the truck, please contact the office. You will need to be added to the list of authorized drivers in order to be covered by HMC insurance.

**Rules:** The Rules Committee is in need of a Chairman and members. Revisions to the existing rules are pending with the Board. One Member has volunteered, but

**Transportation:** In only one bargaining session, HMC and the IBU reached tentative agreement on a two and a half year contract. The union has ratified the agreement, which remains to be considered by the HMC Board.

The Ferry Access Policy has been revised, to reflect the ticket plan change, and with added information about boarding and shuttling. This information will also appear in the brochure for ferry riders. Board action is required to update the policy.

**Technology:** Fred Fath continues to work on an iPod application that may help satisfy our electronic ticketing needs.