

Island Manager Report
January 14, 2012

Administration:

Volunteers: Thanks: Mike Shettlesworth for his help in dealing with the fire engine's diesel grease, and the fix to the men's toilet; Gary Wanzong for taking measurements and producing drawings of the women's restroom, to help with ADA compliant modifications; Merry Kogut for creating and maintaining a "rental list"; unknown volunteers have also cleaned the roof of the island side waiting shed. Also, Coast Exteriors has downsized their sign on the island side shed roof they donated to HMC, making it much more attractive.

Water System Project:

We will report on the bid opening at the January 14 meeting. Interest in the project has been brisk and several contractors or potential subcontractors have returned to get more information

During the last month, we've been corresponding with Key Bank regarding interim financing, which seems to be going well. Key Bank is currently working with its construction loan staff to finalize details and determine what additional documentation they may require prior to loan authorization, since more than a year has elapsed since we first approached them about financing. The final loan amount will also not be determined until the successful bidder has been selected by NWS and HMC and approved by USDA.

Bidders Conference: December 9

Bids Opening: January 13

Report to Board: January 14

Bid Evaluation (Northwest Water/USDA) January 16-20

NWS Submits Contractor Recommendation to USDA

Board (USDA) Accepts Successful Bid, contingent on USDA Approval; Board also authorizes interim financing with Key Bank: February 11

Contract Signed: February 11

Interim Financing Secured: February 10-17

Notice to Proceed: February 27

Project Complete: August/September

Prepay Window (30 days?): Following Completion

USDA Loan Replaces Interim Financing

Water Project Committee: The Committee has scheduled a meeting for the afternoon of January 26th.

Resident Inspector: We received eight applications for the Resident Inspector position(s) from HMC Members. On Thursday, January 12, we conducted interviews with six of those best qualified, and will consult with USDA prior to final selection. The schedule proposed by the winning contractor will also influence our choice of the number of inspectors hired.

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. Two other improvements to be made as part of the project are fencing of the well site properties (in the bid documents) and improved power supply to the waterworks (to be purchased separately from Pen Light).

Rental Properties: Merry Kogut took on the task of creating a list of properties for rental, following up on a question asked at the bid conference in December. This list will be provided to the contractor and any subs, which might have employees interested in staying on the island during the work week.

Cross Connection Control Program:

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. Following the sanitary survey by the Department of Health last September, we were strongly urged to implement this program. The Utility will maintain an inventory of service connections that require CCCP, inspection reports and any backflow incident reports. We will be seeking proposals from water service companies this spring to implement the program in the near future.

Fire Department Liaison: Two Members have recently expressed interest in forming a volunteer firefighter team, but we need three to four before we can approach Fire District #16 about training. If any Members are interested please contact the office.

Land Use: No Report.

Emergency Preparedness: Committee report. The Committee will meet following the Board meeting; interested Members are encouraged to attend.

On the administrative front, we have taken an emergency preparedness step by backing up the office computers offsite, with Carbonite, for \$118 annually for both computers. This provides assurance that important data will be protected in the event of disaster or computer failure.

Legal Liaison: There are currently nine delinquencies, of which three are with the island attorney, and one is for less than \$100. This is a delinquency rate of 2.3%

Parks – Committee Report: If you have questions or concerns or input about Parks email the Committee at hmcparcs@herronisland.org.

Dick Mowry has done a nice job establishing contours on the south end of the North Beach Park. He is also replacing the temporary access road along the beach side with soil more suitable for grass. The Members who used that access road have offered to hydro seed later in the spring to restore the park, and we have happily taken them up on their offer.

North Beach Marina: The bid was awarded to Quigg Brothers, Inc. Quigg was the only bidder to submit, but two others considered bidding and declined because they were unable to bid within the estimate provided by KPFF. Quigg's bid was in the amount of \$156,663.48, some \$93,336.52 below the original estimate of \$250,000. This can be attributed in part to the competitive bidding climate, and to the good design work done by KPFF. KPFF's bill to HMC for the design work will also be reduced by \$5,500, because the drilling subcontractor was eliminated from the project.

Quigg Bros. will separate the floats and install pile collars on land. When the new piling is delivered to them in Tacoma, they will barge the piling to the island, bring the floats from land and assemble them in the water, aligning them with their new location. Floats will be secured with the new piling and the existing wood piling removed. PVC caps will be placed over the top of the new piling. The actual in water work should only take 2-4 days and will occur in late February.

NOTE: Island rules (same as Pierce County Code in this instance) provide that construction activity may occur between the hours of 8:00 a.m. and 10:00 p.m. We will attempt to notify Members in the affected area that the work may continue into the evenings, although the actual period of construction should be a matter of days. There will be noise and vibration, from the pile drivers.

Roads: No report. The Roads Committee is currently without a chairman or members.. If there is a temporary volunteer to assist with monitoring island drainage, dangerous trees in the right of way, and road conditions, please contact the Board or the IM. The Roads Committee plays a vital role in keeping our roads and roadsides in good condition.

Rules: No report from Committee. The Committee is still looking for Members. To qualify, candidates must be HMC Members, according to the HMC Bylaws.

Transportation:

Welcome back, Kevin Kircher. We are happy to have him return to work. And thanks to Jim Davies, for filling in while Kevin was on the sick list.

Our newest standby captain resigned before completing his training, and we will be interviewing another candidate January 19th.

The standby deck hand position has been offered to an island Member, who is completing his application paperwork, following which he can begin training.

Pierce County Wharf Easement Inspection: Our agreement with Pierce County requires an inspection to National Bridge Standards of the dock on the mainland side every other year. This was last completed in December 2009 for both island and mainland side, but that inspection did not include the cable system and lift towers. KPFF performed this inspection in 2005, and Sargent Engineering in 2009. We hope to contract for this inspection within a week or two, and it should not interfere with other operations.

Technology: No report.