

## HMC Management Board Meeting Minutes

March 14, 2015

**Call to Order:** Gary Wanzong called the meeting to order at 10:00 AM.

**Roll Call:** Gary Wanzong, President Co-Treasurer; Janet Podell, Vice-President; Pat Zazzo, Co-Secretary; Dianne DeGood, Co-Secretary; Mike Graham Co-Treasurer; Claudia Ellsworth, Island Manager (IM).

Gary announced that Board members would be recording the meeting for the purpose of completing the minutes. A Member is taping the meeting as well.

**Previous HMC Management Board Meeting Minutes:** Gary moved to approve the February 2015 HMC Management Board meeting minutes. Motion carried.

### **Correspondence:**

- An Island resident reported that a Madrona tree was cut down on the South Beach Trail.
- A letter from Pierce County restating that there is no adverse impact in creating a contractor yard in R-10 zone.
- Several emails from Members concerned with the timing of the Ramp project and seeking information on alternative inlet crossing methods.
- Letter was received from Data Quest regarding an increase in cost of credit reports.
- Notice from Intuit that there will be an increase in our payroll subscription.

**Finance:** Gary moved to pay the bills for the HMC Management General Fund and HMC Water Department as presented. With no further discussion motion carried.

The Finance Committee will meet Saturday, March 21, at 9:30 in the Community Bldg. Finance Committee last met on Saturday, February 21, 2015.

Discussion last month regarding the petty cash allocation resulted in conversations with HMC's accountant, auditor, and insurance company. The issue of the petty cash allocation has been resolved.

Questions from a Member:

- How did the finances end up last year? Claudia reported that the audit report is due in the next two weeks. It will be posted on the website when it is received. Gary stated that any excess monies in last year's budget were distributed to reserve funds so that HMC would not show a profit and will not be required to pay taxes on capital gains.
- Does Finance Committee take minutes? No minutes have been taken. The Committee will look into this.
- How is HMC doing on the budget so far this year? Gary reported that the ferry is doing well. The assessments are doing well and the rest of it seems to be in line.

**Administration:** See the Island Manager's report for the full report of Administration issues.

**Water Operations:** Claudia reported in Charles' absence. A list of small projects was submitted for the pump station. HMC Water is due for a Department of Health Sanitary Survey and the results of the survey will determine what needs to be done.

**Water Committee:** Janet Podell reported. It was previously reported that sample 'real' bills would be mailed to each Member. On further investigation it has been determined that mailing every Member a bill would be very costly. A bill will be available to those Members who attend the April 11<sup>th</sup> Member meeting. The bills will be available at 12:30 with meeting beginning promptly at 1:30 pm. Those Members who are unable to attend the meeting will have their bills mailed to them. Light refreshments will be provided by the HMC Boosters.

Thanks to Carolyn and Fred Fath for their many hours of work writing the software and getting the tiered billing system in place. Thanks, too, to the Water Committee and Judy Greinke for all the dedication and hard work on this project.

**Fire Department Liaison:** No volunteers to drive the fire truck have come forward at this time. Please let Claudia know if you would like to become certified to move the fire truck.

**Emergency Preparedness:** Committee meeting today at 12:30 in the Community Bldg.

**Parks:** Tracy Anspach reporting: Thanks to the six volunteers helped with the installation of the fence posts. The end of April is the target for having all the work on the fence and swing set done. Excess material was returned to Home Depot for refund. There is a pile of firewood next to the Pavilion and is available for Members on a first come first served basis. There is also pile of available wood chips at Nature Park. Discussion of the work to be done to install the docks took

place. How to dispose of the metal from the old swing set was discussed. The logs and power poles at Goodpaster Park need to be moved and Pen Light will be contacted. Tracy asked that his phone number be given out to those who would like to become volunteers.

**Roads:** Jack Wells reporting: Gravel proposal discussed. Definite date for the delivery to be determined but April is the target. Skip loader will be rented for a month for the price of \$1400. The grading estimate is expected soon but is expected to cost \$4,000. Last month there was discussion about the calculation used to determine the amount of gravel HMC needs. Several sources were contacted and several answers given. It appears to be an inexact science.

**Gary made a motion to approve the purchase and delivery of gravel not to exceed \$36,500. Motion carried.**

Amount of gravel to do the roads was discussed last month and several sources gave several answers.

This month the plan is to do the culvert at the gate on the pump station and the culvert at the N Beach. This work being done to keep up with the erosion. All culverts on the Island have been mapped and assessed by Charles Smith. Members are being asked to clean up their culverts. Road clean up party is targeted for June. A thank you to the Roads volunteers was given.

A hole should be cut in the old reservoir to see what we need to do to use the building for storage. A Member suggested the purchase of a concrete saw blade to cut the door and have volunteers do the work. Claudia read portions of the engineer's report. The roof structure will have to be supported by a steel beam. Cost estimate of this project is not complete. Decision was made to hold off on proceeding until further details can be established. This is a joint Roads Committee and Water Operations/Committee project.

**Rules:** No outstanding complaints.

**Ferry and Ramp Painting:** Claudia reported that there will be a pre-proposal meeting on April 10<sup>th</sup> for the ramp painting contractors to come over to the Island and take a look at the job and ask questions.

Parking lot security during the interrupted ferry schedule is being investigated. Anyone interested in being a security guard during the ramp painting project please contact Claudia.

**Gary made a motion to amend the Ferry Access Policy to increase the amount of money the ferry crew can accept to settle delinquencies. Motion carried.**

John Farris reported the outcome of his research into the ferry usage on Friday afternoons. This research was to see if a change to the ferry schedule to extend the summer schedule during the months of March and October was warranted. For the first 10 Fridays of this year there were a total of 15 shuttles on the noon/12:30 and 4/4:30 pm ferry runs.

- A Member requested that he be allowed to fly military flags at the North Beach. These are small flags and one would fly below the American flag from each military branch each month. These flags would be rotated so that a different branch of the military would be represented each month. The Merchant Marine and POW flag would be included. There was no opposition to this request. This will begin Memorial weekend.

**Dolphin Replacement Project:** Claudia reported that a pre-proposal meeting to take place on March 27 so that interested engineers can come over and look at the dolphins and ask questions.

Gary reported that the Dolphin Committee met with the folks from USDA to discuss HMC applying to secure a USDA loan for the dolphin replacement project. There is no obligation to take a loan but making the application gives HMC more options for funding. Official notice to the Membership that a loan application is being submitted is required. **Gary called for a Special Members meeting to take place April 11<sup>th</sup> at 1:25 pm immediately prior to the Water Billing Meeting to officially give notice that the loan application is being submitted.** Mike Graham, Board Member and Dolphin Committee Chair, reported that applying for a loan gives HMC a chance to lock in a low interest rate should a USDA loan be a funding option that the Membership wants. Current low interest rates would be locked in but if rates drop further, HMC would be able to get the lower rates.

There was discussion of the current condition of the dolphins including whether an additional \$1000 risk assessment of one of the more deteriorated dolphins was called for. The majority of the Board Members determined that there was no advantage to funding a risk assessment so the matter didn't come to a motion. Members present with historical knowledge of the dolphins shared interesting details of previous dolphin events.

**B.O.O.S.T.E.R.S:** Next Booster's Potluck and meeting is April 11. Boosters are asking for t-shirt and sweatshirt designs ideas. Question arose as to whether the Booster's would provide refreshments for the dock installation. This will be addressed.

**Beachcomber:** Must submit articles by Wednesday, 5 pm, March 17<sup>th</sup> for the March issue.

**Old Business/New Business/Rumor Control:**

- Use of a pontoon boat previously considered for Member transport during ramp painting project determined to be financially unfavorable due to exorbitant insurance costs and Coast Guard requirements. Insurance company recommended contracting with commercial boat operator. This avenue is also not financially attractive.
- Rumor that the cost of realigning corner of Madrona and South Herron was \$26,000 was put to rest. Other rumors elevating the cost of the sport court and other HMC improvements were reported.
- Concern raised that decision making moved too slowly. Current governmental regulations and liability questions were determined to be reason for lack of expediency in today's business climate.
- A Member questioned seating for walk-on ferry traffic during ramp painting project. Parking for walk-on passengers on Island side was also mentioned. There are many considerations for facilitating Member access to the mainland during the project.
- A Board Member reported that serving on the HMC Board was a wonderful experience and encouraged Members to consider running for one of the three Board seats that will be open in June.
- A Member asked if further consideration would be given to extending the ferry summer schedule.

**Executive Session:** No executive session.

**Since there was no further business, Gary moved that we adjourn the meeting. Motion carried.**

Respectfully submitted,

Pat Zazzo, Recording Secretary

Special Board Meeting February 23, 2015 at 10 am.

In attendance: Janet Podell, Mike Graham, Pat Zazzo, Claudia Ellsworth

In attendance by conference call: Gary Wanzong, Dianne DeGood

Meeting purpose was to discuss and clarify the following subject matter. No decisions made.

Topics Discussed:

- Ferry petty cash
- Ferry Access Policy
- Timing of Ramp Painting project
- Ferry Schedule during Ramp Painting project
- Alternate methods of Member transport during project
- Mainland security during Ramp Painting project

Special Board Meeting March 14, 2015 at 9:30 am

Meeting purpose was to discuss and clarify the following subject matter. No decisions made.

Topics Discussed:

- Discussion of Dolphin Replacement project funding.
- Discussion of Special Membership meeting for the water billing process.
- Discussion of March Beachcomber articles.
- Discussion of Gravel