

**RESORT IMPROVEMENT DISTRICT #1**  
**GENERAL MANAGER'S REPORT**  
**JULY 2018**

**GENERAL MANAGER'S ACTIVITIES:**

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- Attended field staff coordination meetings.
- Review of RID electric consumption and rate structure.
- Project coordination with RID staff, project managers and contractors for water tank replacement and airport slurry projects.
- Attended Special District Leadership Academy.
- Meetings with many individual community members and community organizations.
- Attended bi-weekly Water Tank Replacement Project Construction Meetings.
- Attended various Board and Committee meetings.

**ADMINISTRATION DEPARTMENT:**

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- Coordination with Umpqua Bank to obtain agreement for a bridge loan for the Water Tank Replacement Project.
- Performed on-going reporting to Cal OES regarding disaster funding for Lift Station 9 sewer line replacement and electrical underground replacement.
- Sent off second claim for reimbursement of \$116,247 from SWRCB for the Water Tank Replacement Project.
- Attended various Board and Committee meetings.
- Attended bi-weekly Water Tank Replacement Project Construction Meetings.
- Advertised job vacancy for the Industrial Electrician and Instrument Technician.
- Assisted Oscar Larson Associates with information needed to complete the Airport Slurry Seal Project.

**WATER TREATMENT DEPARTMENT:**

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- Installed rebuilt chlorine feed rotameter.
- Leak detection specialist here from California Rural Water Association (CRWA).
- Water leak repaired on lower section of Toth Road, broken lateral.

- Polymer streaming current controller probe and piston cleaned.

#### **WASTEWATER TREATMENT DEPARTMENT:**

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- Oxidation ditches, clarifiers, front gate lubed.
- Emergency eyewash/shower stations tested.
- Chlorine contact chamber cleaned.
- Alarm issues, alarm company comes out.

#### **POWER GENERATION & DISTRIBUTION DEPARTMENT:**

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- Phase 6 high voltage electrical upgrade is ongoing with National High Voltage. This phase has more underground utilities than the other phases, requiring more re-locates and re-marking. This phase is also enabling us to upgrade lift station #2 from single phase to more efficient 3 phase power.
- Performed scheduled outages to upgrade overhead transformers feeding multiple houses. Demand has increased and the transformers were undersized.
- Researched options with GM to re-route HV lines with difficult access into roadside right of ways.
- Attended Power Point presentation by Dave Clark pertaining to more reliable wastewater lift station telemetry options.
- Received order of new power poles for change-outs starting second half of September.
- Rest of month was routine maintenance and operations.

#### **PARKS AND RECREATION:**

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- **New Community Center Development**
  - Community Center Planning Committee members working on a revised set of plans.
- **Airport**
  - Airport Slurry Seal Project – Oscar Larson Consultants are finalizing the plans and specs.
- **Misc.**
  - - Assemble and place new golf course gang mower into service.

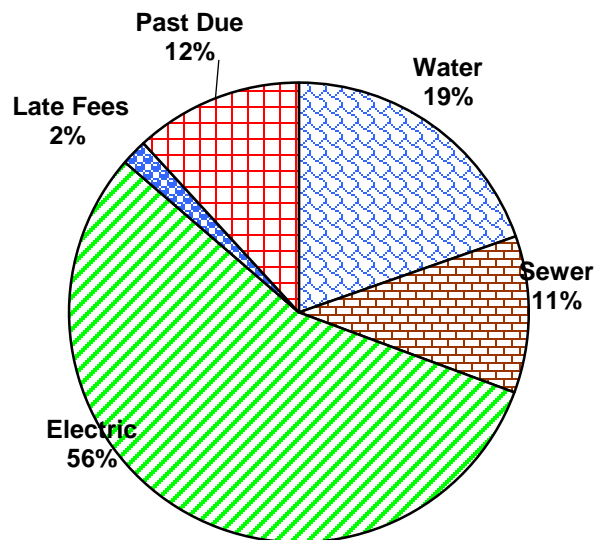
#### **END OF GENERAL DISCUSSION**

*Provided by: Susan Sack, Administration Assistant and Justin Robbins, General Manager*

## APPENDIX OF OPERATIONAL DATA FOR THE MONTH OF JULY, 2018

### ADMINISTRATION

**Utility  
Billing:**



Utility	Residential Utilities	Residential Capital Fac	Commercial Utilities	Commercial Capital Fac	Total Billing	Last Years Billing Total
Water	\$32,142	\$0	\$5,237	\$0	\$37,379	\$33,997
Sewer	\$18,801		\$2,201		\$21,003	\$19,403
Electric	\$77,655	\$5,686	\$22,250	\$427	\$106,018	\$121,848
Late Fees	\$3,241		\$251		\$3,493	\$3,268
Past Due	\$19,504		\$3,021		\$22,525	\$20,006
<b>Total</b>	<b>\$151,344</b>	<b>\$5,686</b>	<b>\$32,961</b>	<b>\$427</b>	<b>\$190,418</b>	<b>\$198,521</b>
	79.5%	3.0%	17.3%	0.2%		

Utility	Residential Usage	Commercial Usage	RID Usage	Total Metered Usage	Last Years Total Metered Usage
Water (cuft)	403,716	64,838	82,042	550,596	525,094
	73.3%	11.8%	14.9%		
Elec (KwH)	261,579	70,005	54,580	386,164	425,002
	67.7%	18.1%	14.1%		

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**PARKS AND RECREATION**

**GOLF LINKS:**

Revenue Source	Previous Balance	Monthly Total	F/Y to Date	Budget
FY Greens Fee Total	\$0.00	\$3,055.00	\$3,055.00	
<b>Total Revenue to Date</b>			<b>\$3,055.00</b>	<b>\$13,000.00</b>

**GOLF LINKS GREEN FEE HONOR SYSTEM SUMMARY  
THANKYOU FOR SUPPORTING CONTINUED OPERATION**

**Honorable Golfers July 2018**

Golf Links Green Fees Name		Annual Greens Fee Amount	Greens Fee Amount		JULY 2018  Total Amount
<b>Annual Greens Fee Purchases</b>					
Joe Collins		\$500			<b>\$500</b>
Lyle Hill		\$500			<b>\$500</b>
Steve Fry		\$500			<b>\$500</b>
<b>Kiosk Cash</b>			\$1,175		<b>\$1,175</b>
<b>Kiosk CC</b>			\$380		<b>\$380</b>
<b>TOTAL</b>					<b>\$3,055.00</b>

**FIRE DEPARTMENT**

**RESPONSES:**

	<u>Number</u>	<u>Date</u>	<u>Amount</u>	<u>F/F Turn-out</u>
Public Assist: Suture removal	5586	7/2	1	2 F/F
Public Assist: Lip injury	5624	7/3	1	2 F/F
Public Service: BBQ	5675	7/4	1	12 F/F
Search & Rescue: Kayak ORT	5672	7/4	1	13 F/F
PM Patrol: - Illegal fireworks	5689	7/4	1	13 F/F
			Plus CERT team	
Medical Aid:	5740	7/6	1	3 F/F
Public Assist: Lockout	5790	7/8	1	6 F/F
Public Assist: Lift Assist	5867	7/10	1	4 F/F
Search & Rescue: Assist S O	5911	7/11	1	5 F/F
Medical Aid:	6076	7/16	1	3 F/F
Medical Aid:	6305	7/24	1	6 F/F

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Public Assist: Medical check	6351	7/25	1	1 F/F
Illegal Burn:	6389	7/27	1	5 F/F
Public Assist: Lockout	6392	7/27	1	1 F/F
Illegal Fire:	6398	7/27	1	4 F/F
Public Assist: Alarm sounding	6490	7/27	1	1 F/F
Public Assist: Alarm sounding	6515	7/28	1	False alarm

**EQUIPMENT STATUS:**

	ID	
Command Vehicle	5146	Out of service
Brush Engine	5111	In Service
I-Zone Engine	5116	In Service
Rescue/Pumper	5131	In Service
Ambulance	5171	In Service
ATV	5172	In Service
Jet Ski	5173	In Service
Ocean Rescue Boat	5174	In Service
Duty Officer Vehicle	5100	In Service
Polaris Ranger ATV	5175	In Service

**ACTIVITIES:**

	<u>Date</u>	<u>Description</u>	<u>F/F Turn-out</u>
Med Drill:	7/11	Environmental emergencies	12 F/F
Fire Drill:	7/18	Working with aircraft	11 F/F
Fire Drill:	7/25	Fire tools, clearing line, hiking tools	12 F/F

**OUTSIDE TRAINING:**

7/23	SHFCA Meeting - Cal Fire, Garberville	2 FF
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**ELECTRICAL UTILITY**

**ELECTRICAL SERVICE CONNECTIONS:**

	<u>Locations</u>
• Services Requested:	0
• Services Connected:	0
Previous Connections	0
• F/Y Connections to date:	<u><b>0</b></u>

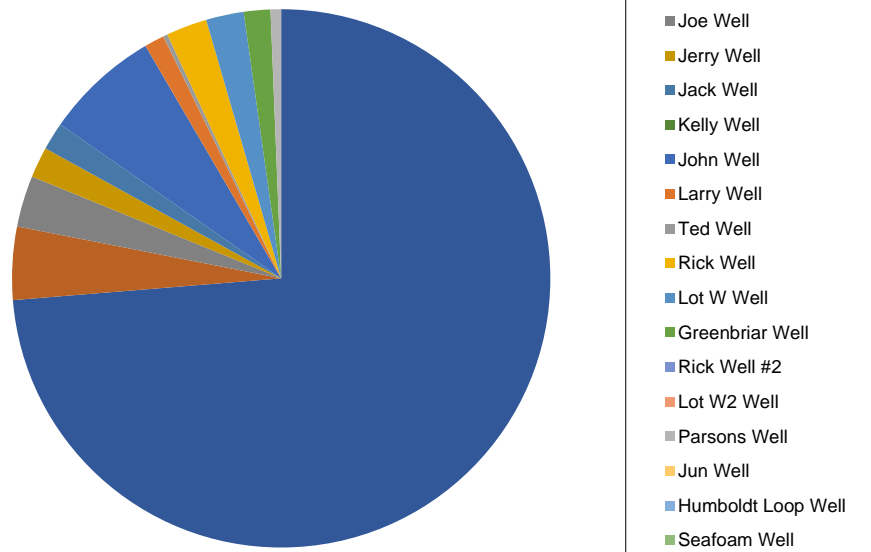
**POWER OUTAGES:**

• Scheduled Outages:	1	Vista area
• Unscheduled Outages:	4	Cook Rd, Bill Pass, Ocean View, Whole Cove
• Total # of Outages:	<u><b>2</b></u>	

### WATER UTILITY

• Total Gallons Finished Water Produced:	5,289,622	gallons
Water Plant (Telegraph Creek):	3,899,000	gallons
Rick Spring (Toth Rd):	231,910	gallons
Joe Well (Cougar Rd):	162,840	gallons
Jerry Well (Willow Glen):	97,838	gallons
Jack Well (Willow Glen Rd):	88,264	gallons
Kelly Well (Kelly Rd):	0	gallons
John Well (King's Peak Rd):	364,874	gallons
Larry Well (Wood Ct):	63,281	gallons
Ted Well (Shaller Ct):	13,913	gallons
Rick Well (Toth Rd):	129,943	gallons
Lot W Well (Willow Glen Rd):	119,874	gallons
Greenbriar Well (Toth Rd):	84,419	gallons
Rick Well #2 (Toth Rd):	0	gallons
Lot W2 Well (Willow Glen Rd):	0	gallons
Parsons Well	33,466	gallons
Jun Well	0	gallons
Humboldt Loop Well	0	gallons
Seafoam Well	0	gallons

Water Production by Source



• Water Treatment Plant Hours of Operation:	587.8	hours
• Monthly Rainfall Total:	0.12	inches
• Previous 18/19 Annual Rainfall Total to date:	0.00	inches
• Current 18/19 Annual Rainfall Total:	0.12	inches

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**WATER SERVICE CONNECTIONS:**

Locations

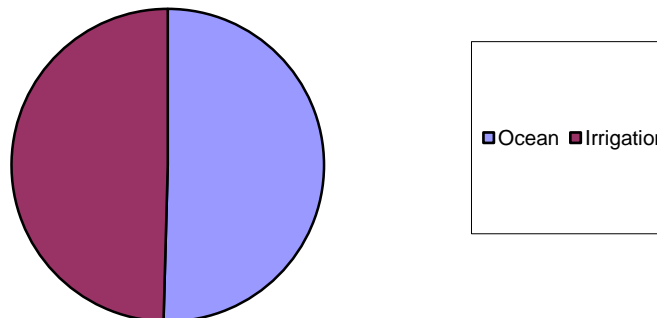
• Services Requested:	0
• Services Connected:	0
Previous Connections	0
• F/Y Connections to date:	<u><b>0</b></u>

**WASTEWATER UTILITY**

**FLOWS INTO PLANT:**

High:	75,478 gals/day
Low:	48,091 gals/day
Monthly Total:	1,769,419

**Wastewater Treatment Plant Effluent**



**SEWER SERVICE CONNECTIONS:**

Locations

• Services Requested:	0
• Services Connected:	0
Previous Connections	0
• F/Y Connections to date:	<u><b>0</b></u>

**CAPITAL CONSTRUCTION PROJECTS**

New well site pump-testing and construction work. Assistance with the electrical department, & Cal-Fire crews.

**INTRA DEPARTMENTAL SAFETY MEETINGS**

Date	Items Discussed
	None

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**ON-CALL INCIDENT REPORT**

Date/Time	Location		Description of Incident
7/1/2018	631 Redwood Rd.		Water pressure issues.
12:42 PM			
Personnel Responding:		Curtis McCauley	

Date/Time	Location		Description of Incident
7/1/2018	381 Seafoam Rd.		Irrigation issues. Broken water line, turned water off.
1:14 PM			
Personnel Responding:		Curtis McCauley	

Date/Time	Location		Description of Incident
7/1/2018	381 Seafoam Rd.		Turned water back on,
4:40 PM			
Personnel Responding:		Curtis McCauley	

Date/Time	Location		Description of Incident
7/1/2018	381 Seafoam Rd.		Broke water line, again. Turned water back off.
5:05 PM			
Personnel Responding:		Curtis McCauley	

Date/Time	Location		Description of Incident
7/3/2018	Gen. Plant, WWTP, WTP		Power glitch, make sure everything working properly.
3:25 AM			
Personnel Responding:		Curtis McCauley	

Date/Time	Location		Description of Incident
7/7/2018	Parkview Rd.		Leak on customer side of meter box. Turned water off for customer to repair.
?			
Personnel Responding:		Brian Speelman	

Date/Time	Location		Description of Incident
7/8/2018	Parsons Rd.		Lar tank pumping to Dick tank, causing tank to overflow onto Parsons. Called Curtis to shut pump off.
?			
Personnel Responding:		Brian Speelman, Curtis McCauley	



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Date/Time	Location		Description of Incident
7/14/2018	Bill Pass Rd.		Blown fuse at transformer.
10:30 AM			
Personnel Responding:		Curtis McCauley, Jon Aronson	

Date/Time	Location		Description of Incident
7/14/2018	132 Ocean View Rd.		Blown fuse at transformer.
12:30 PM			
Personnel Responding:		Curtis McCauley, Jon Aronson	

Date/Time	Location		Description of Incident
7/29/2018	Generator Plant.		Brown out or PG&E switching operations caused recloser to open. Power restored.
7:30 AM			
Personnel Responding:		Brian Speelman, Bud Lair	

Date/Time	Location		Description of Incident
7/29/2018	Generator Plant.		Brown out or PG&E switching operations caused recloser to open. Power restored.
2:30 AM			
Personnel Responding:		Brian Speelman, Bud Lair	

**END OF REPORT**