

RESORT IMPROVEMENT DISTRICT #1

GENERAL MANAGER'S REPORT

April 2019

GENERAL MANAGER'S ACTIVITIES:

- Attended field staff meetings.
- Organized Wildfire Preparedness Townhall meetings.
- Meetings with many individual community members, public agencies and community organizations.
- Attended various Board and Committee meetings.
- Attended Airport Inspection by Cal Trans Aeronautics.
- Attended Bi-weekly Water Tank Replacement Project Construction meetings.
- Attended IBEW Union MOU Negotiation meetings.

ADMINISTRATION DEPARTMENT:

- Attended various Board and Committee meetings.
- Completed DOT drivers Consortium transfer.
- Aided the Construction Dept in weekly reporting of the grading site surface water monitoring at the pole yard site to LACO Associates.
- Completed ongoing FEMA and Local Hazard Mitigation Plan documents and forms.
- Supplied Dan Bergman of I G Services with data and information to aid in the completion of the rate study and five-year capital improvement plan.
- Attended bi-weekly Water Tank Replacement Project Construction Meetings.
- Humboldt County Hazard Mitigation Shelter Cove Annex Reporting.
- Sent off Claim #9 reimbursement paperwork in the amount of \$57,699.45 to the SWRCB for the Water Tank Replacement Project.
- Attended Earth Day Event for 2019 Firewise Recognition.

WATER TREATMENT DEPARTMENT:

- Polymer streaming current controller probe and piston cleaned.
- Chlorine discharge feed tubing replaced.
- Poppet valve replaced in post chlorine injector.
- Chlorine rotameter assembly replaced.
- Submitted annual water rights permit.
- Asbestos pipe to Willits for disposal.
- ClaVal (P.R.V.) training.
- Kennedy tank isolated from system. Everything locked out, tagged out. Start draining remaining water.
- Chlorine injectors at various wells pulled and replaced with clean ones.

WASTEWATER TREATMENT DEPARTMENT:

- Chlorine contact chamber cleaned.
- Sludge bags hauled to Fortuna for disposal.
- Front gate, inside front wheel replaced.
- Weed eating around the fence.
- Lift station 5, electrical work on breaker box.

POWER GENERATION & DISTRIBUTION DEPARTMENT:

- Somewhat of a slow month for the electrical department.
- Employee Todd Nuse resigned.
- Assisted other departments throughout the month.
- Line Truck taken to Dixon for recall repair.

PARKS AND RECREATION:

- **New Community Center Development**
 - Community Center Planning Committee members working on a revised set of plans.

- **Misc.**
 - Electric employee injured, clearing trees.
 - 2 employees to Eureka for immunizations.
 - Electrical Superintendent Todd Nuse moves on to new job.
 - 2 employees to Eureka for DMV physicals.
 - California Geographical Survey (CGS) here to install new seismograph.
 - Line truck to Dixon for recall.

END OF GENERAL DISCUSSION

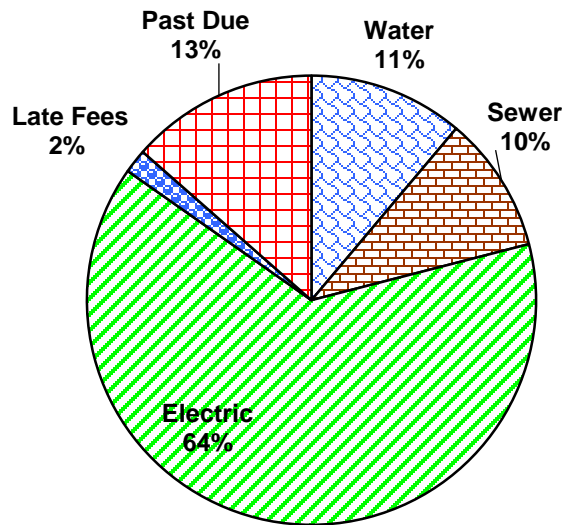
Provided by: Justin R. Robbins, General Manager and Susan Sack, Administration Assistant

OPERATIONAL DATA FOLLOWS

**APPENDIX OF OPERATIONAL DATA FOR THE
 MONTH OF APRIL 2019**

ADMINISTRATION

**Utility
 Billing:**



Utility	Residential Utilities	Residential Capital Fac	Commercial Utilities	Commercial Capital Fac	Total Billing	Last Years Billing Total
Water	\$22,031	\$0	\$2,320	\$0	\$24,351	\$22,675
Sewer	\$19,162		\$2,308		\$21,471	\$21,003
Electric	\$112,422	\$5,805	\$20,570	\$450	\$139,247	\$110,957
Late Fees	\$3,297		\$473		\$3,770	\$3,446
Past Due	\$23,813		\$5,715		\$29,528	\$21,107
Total	\$180,725	\$5,805	\$31,386	\$450	\$218,366	\$179,189
	82.8%	2.7%	14.4%	0.2%		

Utility	Residential Usage	Commercial Usage	RID Usage	Total Metered Usage	Last Years Total Metered Usage
Water (cuft)	212,345	29,729	47,070	289,144	266,453
	73.4%	10.3%	16.3%		
Elec (KwH)	311,817	63,250	41,863	416,930	374,602
	74.8%	15.2%	10.0%		

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PARKS AND RECREATION

GOLF LINKS:

Revenue Source	Previous Balance	Monthly Total	F/Y to Date	Budget
Greens Fee Total	\$7,558.00	\$435.00	\$7,993.00	
Total Revenue to Date			\$7,993.00	\$18,000.00

**GOLF LINKS GREEN FEE HONOR SYSTEM SUMMARY
 THANKYOU FOR SUPPORTING CONTINUED OPERATION
 Honorable Golfers April 2019**

Green Fees Golfer's Name	Date	Greens Fee Amount	Annual	April 2019
			Greens Fee Amount	Grand Total
Annual Greens Fee Payments				
Kiosk Cash	4/30/19	\$275		\$275
Kiosk Credit Cards	4/30/19	\$160		\$160
Total		\$435.00	\$0.00	\$435.00

FIRE DEPARTMENT

RESPONSES:

	<u>Number</u>	<u>Date</u>	<u>Amount</u>	<u>F/F Turn-out</u>
Medical Aid:	2766	4/1	1	7 F/Fs
Medical Aid:	2768	4/1	1	5 F/Fs
Public Assist: Lock out	2771	4/1	1	1 F/F
Medical Aid:	2788	4/1	1	6 F/Fs
Medical Aid:	2863	4/4	1	5 F/Fs
Medical Aid:	2877	4/5	1	11 F/Fs
Medical Aid:	2919	4/7	1	3 F/Fs
Public Assist: Sail Boat USCG	2936	4/7	1	9 F/Fs
Public Assist: Sail Boat cleanup	2947	4/8	1	9 F/Fs
Plus CERT team				
Smoke Check: after hr burn	3076	4/12	1	4 F/Fs
Burn Pile Reignite	3081	4/12	1	2 F/F
Medical Aid:	3193	4/17	1	6 F/Fs
Medical Aid:	3372	4/22	1	4 F/Fs
Medical Aid:	3379	4/22	1	3 F/Fs
Extinguish inmate fire	No #	4/22	1	2 F/Fs
MVA: Possible extrication	3355	4/22	1	7 F/Fs
Chipper Day: Work in Cove	No #	4/30	1	6 F/Fs

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EQUIPMENT STATUS:

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

DRILLS:

	<u>Date</u>	<u>Description</u>	<u>F/F Turn-out</u>
Fire Drill:	4/3	Inventory, review responses	17 F/Fs
Med Drill:	4/10	Narcan, Epi, B G testing	14 F/Fs
Med Drill:	4/17	Splints, 5171 reviews	15 F/Fs
Fire Drill:	4/24	Maintenance, community rate meeting	4 F/Fs

OUTSIDE TRAINING:

	4/1	Wildland training at BLM	3 F/Fs
	4/2	Wildland training at BLM	3 F/Fs
	4/3	Wildland training at BLM	3 F/Fs
	4/4	OT Meeting Wharfinger, Eureka	1 F/F
	4/5	TRT Training, Garberville	5 F/Fs
	4/12	Wildfire Community Meeting	3 F/Fs
	4/13	Wildland Training with BLM	4 F/Fs
	4/12 - 4/13	Travel to Sac - p/u flooring	1 F/F
	4/15	EMSC Class, Eureka	1 F/F
	4/17	Samoa Helitack	1 F/F
	4/20	TRT Training, Garberville	3 F/Fs
	4/22	SHFCA Cal Fire Garberville	2 F/Fs
	4/24	HCFC Meeting, Fortuna	2 F/Fs
	4/29	Prescribed burn - Briceland	2 F/Fs

ELECTRICAL UTILITY

ELECTRICAL SERVICE CONNECTIONS:

		<u>Locations</u>
● Services Requested:	0	
● Services Connected:	1	192 Hickory
Previous Connections	0	
● F/Y Connections to date:	<u>1</u>	

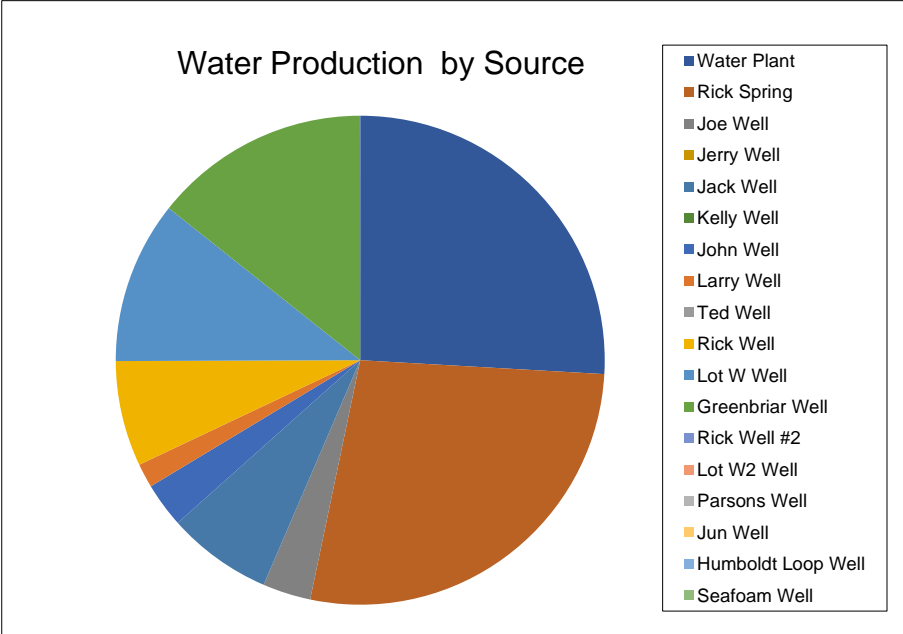
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POWER OUTAGES:

- Scheduled Outages: 1 Hickory Road
- Unscheduled Outages: 1 Ridgeview Circle
- Total # of Outages: 2

WATER UTILITY

- Total Gallons Finished Water Produced: 2,702,075 gallons
- Water Plant (Telegraph Crk): 700,000 gallons
- Rick Spring (Toth Rd): 739,840 gallons
- Joe Well (Cougar Rd): 85,945 gallons
- Jerry Well (Willow Glen Rd): 0 gallons
- Jack Well (Willow Glen Rd): 187,748 gallons
- Kelly Well (Kelly Rd): 0 gallons
- John Well (King's Peak Rd): 79,961 gallons
- Larry Well (Wood Ct): 43,003 gallons
- Ted Well (Shaller Ct): 0 gallons
- Rick Well (Toth Rd): 188,511 gallons
- Lot W Well (Willow Glen): 290,179 gallons
- Greenbriar Well (Toth Rd): 386,342 gallons
- Rick Well #2 (Toth Rd): 546 gallons
- Lot W2 Well (Willow Glen): 0 gallons
- Parsons Well 0 gallons
- Jun Well 0 gallons
- Humboldt Loop Well 0 gallons
- Seafoam Well 0 gallons



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- Water Treatment Hours of Operation: 86.0 hours
- Monthly Rainfall Total: 11.26 inches
- Previous 18/19 Annual Rainfall Total: 52.34 inches
- Current 18/19 Annual Rainfall Total: 63.60 inches

WATER SERVICE CONNECTIONS:

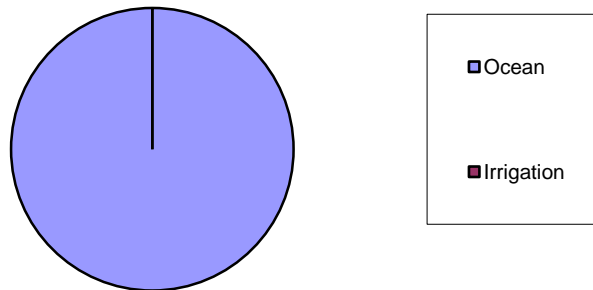
		<u>Locations</u>
● Services Requested:	0	
● Services Connected:	0	
Previous Connections	0	
● F/Y Connections to date:	<u>0</u>	

WASTEWATER UTILITY

FLOWS INTO PLANT:

High:	329,949 gals/day
Low:	43,764 gals/day
Monthly Total:	3,303,222

Wastewater Treatment Plant Effluent



SEWER SERVICE CONNECTIONS:

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

CAPITAL CONSTRUCTION PROJECTS

INTRA DEPARTMENTAL SAFETY MEETINGS

Date	Items Discussed
4/1/2019	Rigging for Safe Lifts.
4/12/2019	First Aid for Head Injuries.
4/19/2019	Securing Loads.

ON-CALL INCIDENT REPORT

Date/Time	Location	Description of Incident
4/9/2019	5 Seafoam Rd.	Possible water leak at meter box.
6:40 PM		
Personnel Responding: Frank Wilson		

Date/Time	Location	Description of Incident
4/27/2019	Ridgeview Circle	Loss of power. Bad transformer, replaced.
3:00 PM		
Personnel Responding: Brian Speelman, Bud Lair, Mike Briggs		

END OF REPORT