

RESORT IMPROVEMENT DISTRICT #1

GENERAL MANAGER'S REPORT

July 2019

GENERAL MANAGER'S ACTIVITIES:

- Attended field staff meetings.
- Organized Wildfire Preparedness Townhall meetings.
- Attended meetings with many individual community members, public agencies and community organizations.
- Attended various Board and Committee meetings.
- Attended meetings and conducted conference calls regarding the Airport Slurry Seal Project and the Water Tank Replacement Project.
- Attended Bi-weekly Water Tank Replacement Project Construction meetings.
- Attended FEMA field disaster scoping meetings.

ADMINISTRATION DEPARTMENT:

- Attended various Board and Committee meetings.
- Aided the auditor in the 2017-18 annual audit.
- Completed ongoing FEMA and Local Hazard Mitigation Plan documents and forms.
- Supplied Dan Bergman of IG 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.
- Sent off Claim #11 reimbursement paperwork in the amount of \$466,787 to the SWRCB for the Water Tank Replacement Project.

WATER TREATMENT DEPARTMENT:

- Cal-Fire general landscaping around water plant.
- Polymer streaming current controller probe and piston cleaned.
- Aqua Sierra SCADA is updated.
- Consumer confidence report uploaded to State's website.

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- Various tank sites have general landscaping done by Cal-Fire crews.

WASTEWATER TREATMENT DEPARTMENT:

- Chlorine contact chamber cleaned.
- Irrigation chlorine regulator rebuild installed.
- Irrigation Hach 1720D turbidimeter stops working.
- Install extra Hach 1720E turbidimeter from water plant online on irrigation.
- Calibrate irrigation 1720E turbidimeters.
- Irrigation pump electrical fails on one of two pumps.
- Irrigation pump seizes on 2nd of two pumps.
- Wired working irrigation pump to run.
- New air rods for uplifting filter sand arrive and are installed.

POWER GENERATION & DISTRIBUTION DEPARTMENT:

- Performed generator servicing.
- Power Generation Superintendent hired – Starting date August 5th, 2019.
- Finished four-year single-phase pole inspections.
- Created list for power pole change-outs.
- Assisted other departments throughout the month.

PARKS AND RECREATION:

- Find leak on golf course, hole 9, repaired.
- -Tsunami/Fire siren work.

END OF GENERAL DISCUSSION

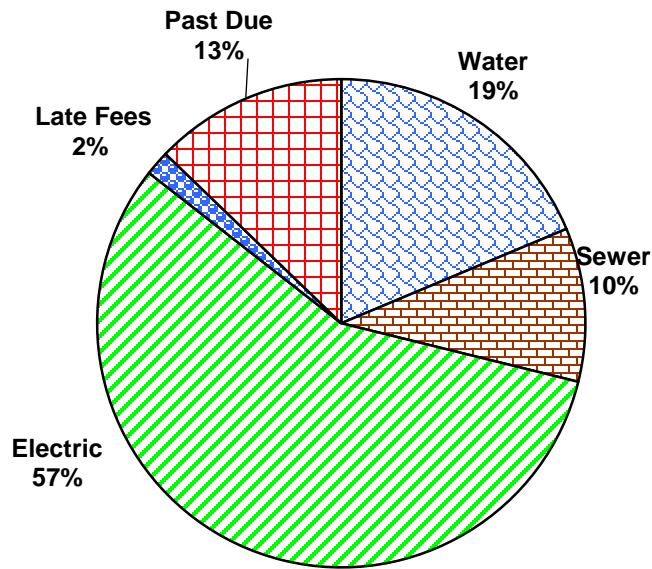
Provided by: Justin R. Robbins, General Manager and Susan Sack, Administration Assistant

OPERATIONAL DATA FOLLOWS

**APPENDIX OF OPERATIONAL DATA FOR THE
 MONTH OF JULY, 2019**

ADMINISTRATION

**Utility
 Billing:**



Utility	Residential Utilities	Residential Capital Fac	Commercial Utilities	Commercial Capital Fac	Total Billing	Last Years Billing Total
Water	\$33,074	\$0	\$6,519	\$0	\$39,593	\$37,379
Sewer	\$19,162		\$2,390		\$21,552	\$21,003
Electric	\$91,160	\$5,815	\$22,708	\$470	\$120,153	\$106,018
Late Fees	\$3,384		\$97		\$3,481	\$3,493
Past Due	\$23,872		\$3,244		\$27,116	\$22,525
Total	\$170,653	\$5,815	\$34,958	\$470	\$211,896	\$190,418
	80.5%	2.7%	16.5%	0.2%		

Utility	Residential Usage	Commercial Usage	RID Usage	Total Metered Usage	Last Years Total Metered Usage
Water (cuft)	406,670	78,188	54,858	539,716	550,596
	75.3%	14.5%	10.2%		
Elec (Kwh)	268,887	70,042	43,700	382,629	386,164
	70.3%	18.3%	11.4%		

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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	\$2,060.00	\$2,060.00	
Total Revenue to Date				\$10,000.00

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

Honorable Golfers July 2019

Golf Links Green Fees Name	Annual Greens Fee Amount	Greens Fee Amount		JULY 2019 Total Amount
Annual Greens Fee Purchases				
Lyle Hill	\$500			\$500
Kiosk Cash		\$545		\$545
Kiosk CC		\$1,015		\$1,015
TOTAL				\$2,060.00

FIRE DEPARTMENT

RESPONSES:

	<u>Number</u>	<u>Date</u>	<u>Amount</u>	<u>Turn-out</u>
Medical Aid: 1144	6032	7/2	1	6 F/F
Public Assist: Marina	6068	7/3	1	1 F/F
Public Service: BBQ	No #	7/4	1	12 F/F
Public Assist: Lift Assist	6145	7/4	1	3 F/F
Public Assist: Fireworks	6147	7/4	1	3 F/F
Public Assist: Vehicle lockout	6148	7/4	1	3 F/F
Wildland Fire: Boat ramp	6170	7/4	1	14 F/F
Medical Aid:	6171	7/4	1	10 F/F
Medical Aid:	6172	7/4	1	8 F/F
Public Assist: Illegal fireworks	6174	7/4	1	8 F/F
Medical Aid: Campground	6238	7/5	1	3 F/F
Wildland Fire:	6426	7/10	1	6 F/F
Medical Aid:	6445	7/11	1	6 F/F
Unknown man down NAR	6485	7/12	1	4 F/F
Public Assist: Vehicle lockout	6586	7/15	1	2 F/F

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Welfare Check:	6642	7/16	1	4 F/F
Medical Aid: walk-in	6792	7/20	1	4 F/F
Medical Aid: walk-in	6823	7/21	1	3 F/F
Medical Aid: air ambulance	6857	7/21	1	5 F/F
Wildland Fire: abandoned fire	6893	7/23	1	2 F/F
Public Assist: Lift Assist	6903	7/23	1	2 F/F
Medical Aid: Fall	6962	7/25	1	5 F/F
Poss. structure - toaster fire	7004	7/26	1	1 F/F
Wildland Fire: illegal campfire	7080	7/29	1	2 F/F
Vehicle fire:	7092	7/29	1	5 F/F
Medical Aid:	7142	7/30	1	8 F/F

EQUIPMENT STATUS:

	ID	
Command Vehicle	5146	In 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>
Fire Drill:	7/3	July 4 Prep with 11 CERT members	15 F/F
Med Drill:	7/10	Heat related emergencies	14 F/F
Fire Drill:	7/17	Timed 3-mile walk with packs	12 F/F
Fire Drill:	7/24	Wildland fire training w/ Cal Fire	11 F/F
Fire Drill:	7/31	Ropes, over the bank	13 F/F

OUTSIDE TRAINING:

<u>Date</u>		<u>F/F</u>
7/22	SHFCA Meeting - Cal Fire, Garberville	1 FF
7/27	Chipper Day Lower Cove	4 FF

ELECTRICAL UTILITY

ELECTRICAL SERVICE CONNECTIONS:

		<u>Locations</u>
• Services Requested:	1	14 Muskrat Circle
• Services Connected:	1	14 Muskrat Circle
Previous Connections	<u>0</u>	
• F/Y Connections to date:	<u>1</u>	

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POWER OUTAGES:

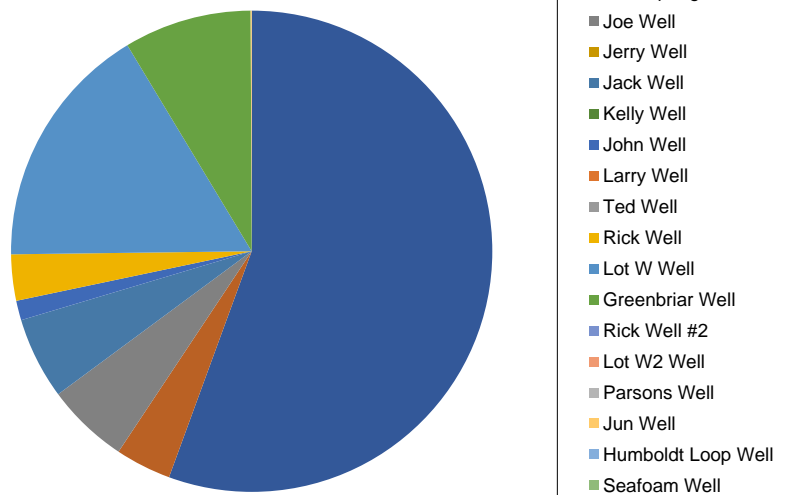
- Scheduled Outages: 2 Beach/Ridgeview Circle, Shelter Cove Road
- Unscheduled Outages: 1 PGE outage - Whole Cove

- Total # of Outages: 3

WATER UTILITY

● Total Gallons Finished Water Produced:	4,789,183	gallons
Water Plant (Telegraph Creek):	2,662,000	gallons
Rick Spring (Toth Rd):	179,600	gallons
Joe Well (Cougar Rd):	265,241	gallons
Jerry Well (Willow Glen):	0	gallons
Jack Well (Willow Glen):	263,670	gallons
Kelly Well (Kelly Rd):	0	gallons
John Well (King's Peak):	63,131	gallons
Larry Well (Wood Ct):	0	gallons
Ted Well (Shaller Ct):	0	gallons
Rick Well (Toth Rd):	148,545	gallons
Lot W Well (Willow Glen Rd):	793,045	gallons
Greenbriar Well (Toth Rd):	410,577	gallons
Rick Well #2 (Toth Rd):	0	gallons
Lot W2 Well (Willow Glen Rd):	0	gallons
Parsons Well	0	gallons
Jun Well	3,373	gallons
Humboldt Loop Well	0	gallons
Seafoam Well	0	gallons

Water Production by Source



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- Water Treatment Plant Hours of Operation: 354.9 hours
- Monthly Rainfall Total: 0.00 inches
- Previous 19/20 Annual Rainfall Total to date: 0.00 inches
- Current 19/20 Annual Rainfall Total: 0.00 inches

WATER SERVICE CONNECTIONS:

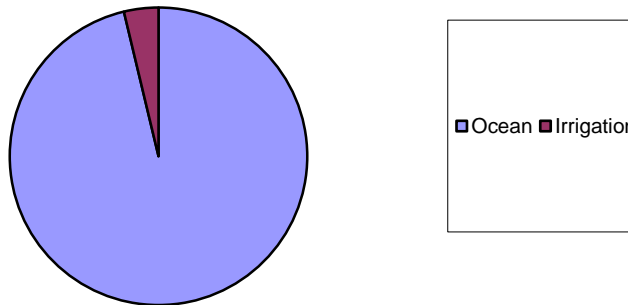
		<u>Locations</u>
• Services Requested:	0	
• Services Connected:	1	40 Carson Court
Previous Connections	0	
• F/Y Connections to date:	0	

WASTEWATER UTILITY

FLOWS INTO PLANT:

High:	76,026 gals/day
Low:	26,346 gals/day
Monthly Total:	1,510,679

Wastewater Treatment Plant Effluent



SEWER SERVICE CONNECTIONS:

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

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CAPITAL CONSTRUCTION PROJECTS

Construction work. Assistance with the electrical department, & Cal-Fire crews. Tank replacement.

INTRA DEPARTMENTAL SAFETY MEETINGS

Date	Items Discussed
7/5/2019	The Safe Use of Compressed Air.
7/8/2019	Close Encounters with Wildlife: Bears & Mountain Lions.
7/17/2019	Lyme Disease: It's Just a Tick Away.
7/22/2019	Inhale, Ingest, Absorb- Chemical Hazards Take Three Roads

ON-CALL INCIDENT REPORT

Date/Time	Location	Description of Incident
7/5/2019 6:05 PM	Manhole on Airport.	Clogged and overflowing from sanitary wipes, again. Unclogged, disinfected, notified state.
Personnel Responding:		Brian Speelman, Bud Lair

Date/Time	Location	Description of Incident
7/14/2019 6:40 PM	950 Spring Road	Customers water line boke. Turned off at water meter.
Personnel Responding:		Bud Lair

Date/Time	Location	Description of Incident
7/13/2019 10:00 PM	Lift Station 1.	High level alarm auto dialer calls. Checked, reset level controller, pumps fine.
Personnel Responding:		Mike Briggs

Date/Time	Location	Description of Incident
7/31/2019 4:55 PM	Coral Point, 8 plex apartments.	Customer stated that he requested utilities hooked back up last week. Power meter installed and water turned on
Personnel Responding:		Bud Lair, James Logan

END OF REPORT