

RESORT IMPROVEMENT DISTRICT #1

GENERAL MANAGER'S REPORT

February 2019

GENERAL MANAGER'S ACTIVITIES:

- Attended field staff meetings.
- Organized Wildfire Preparedness Townhall meeting and attended OES Evacuation Planning Meeting.
- Meetings with many individual community members, public agencies and community organizations.
- Attended various Board and Committee meetings.
- Attended meeting with Senator McQuire's staff in Eureka.
- Attended Measure Z Funding Committee Kick-off meeting.

ADMINISTRATION DEPARTMENT:

- Attended various Board and Committee meetings.
- Completed annual Hazardous Materials reporting.
- Aided the Construction Dept in weekly reporting of the grading site surface water monitoring at the pole yard site to LACO Associates.
- Completed the FEMA and Local Hazard Mitigation Plan in-kind labor forms.
- Completed the annual Caltrans Airport Capital Improvement Plan Grant application.
- Aided the Construction Dept in weekly reporting of the grading site surface water monitoring at the pole yard site to LACO Associates.
- 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.

WATER TREATMENT DEPARTMENT:

- Polymer streaming current controller probe and piston cleaned.
- Replace coil on polymer feed at MCC in WTP.
- Lab Hach 2100N, both filters and final clear well Hach 1720E turbidimeters calibrated.

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- Telegraph Creek Road washes out, taking our water line and draining Jeff system. System closed and refilled above.
- -WTP radio and SCADA control work

WASTEWATER TREATMENT DEPARTMENT:

- Tertiary filters and effluent tank vacuumed out.
- Sewer line point repairs in various locations being completed.
- New flow meter installed at headworks WWTP.
- Lab Hach 2100N and Hach portable 2100P turbidimeters calibrated.
- Lift station 1 faults out, ended up with sanitary sewer overflow.
- Chain on automatic gate breaks, repaired.
- Chlorine contact chamber cleaned.

POWER GENERATION & DISTRIBUTION DEPARTMENT:

- Completed yearly required run times, fuel usage, and reason for operation on all equipment with diesel engines under 48 hp for NCUAQMD.
- Jon Aronson met with two different foresters about greenbelt management.
- 2-10 - PGE out, on generators 5 hours.
- 2-10 - PGE out, on generators 85.5 hours.
- 2-21 - 8:30-2:30 planned outage on Greenbriar and Toth to perform maintenance multiple poles.
- 2-22 - After hours call out 1am for vehicle driving over water meter service and destroying it.
- 2-24 - Mudslide on tie-line requiring emergency tree removal.
- 2-24 - PGE out, on generators 10 hours.
- 2-28 - Customers on Fawn Dr complain of power issues. 120 volt leg corroded connection at transformer was cause. The only result was a loss of power to the residences.

PARKS AND RECREATION:

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

- **Misc.**
 - -Rotors and brakes replaced on one work truck.
 - Fire mapping work being completed for GM.

END OF GENERAL DISCUSSION

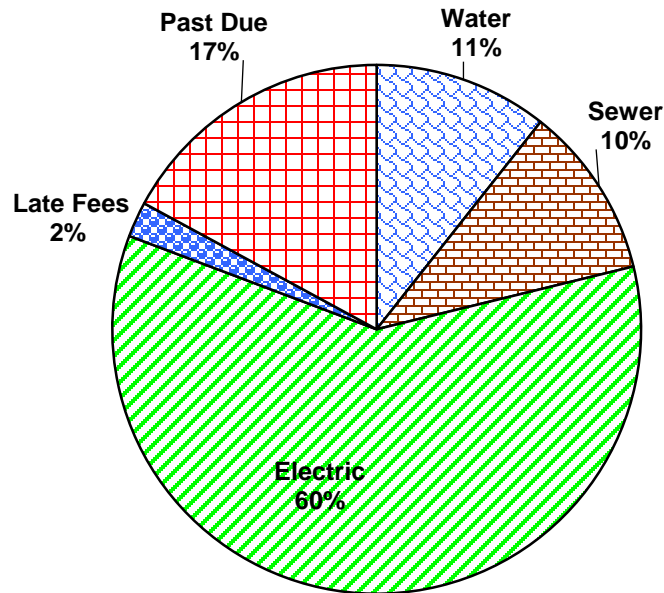
Provided by: Justin R. Robbins, General Manager and Susan Sack, Administration Assistant

OPERATIONAL DATA FOLLOWS

APPENDIX OF OPERATIONAL DATA FOR THE MONTH OF FEBRUARY, 2019

ADMINISTRATION

Utility Billing:



Utility	Residential Utilities	Residential Capital Fac	Commercial Utilities	Commercial Capital Fac	Total Billing	Last Years Billing Total
Water	\$19,831	\$0	\$1,871	\$0	\$21,702	\$21,608
Sewer	\$19,162		\$2,308		\$21,471	\$21,082
Electric	\$95,218	\$5,805	\$19,918	\$450	\$121,391	\$109,808
Late Fees	\$4,191		\$216		\$4,407	\$5,162
Past Due	\$31,261		\$3,589		\$34,850	\$42,151

Total	\$169,664	\$5,805	\$27,902	\$450	\$203,821	\$199,811
	83.2%	2.8%	13.7%	0.2%		

Utility	Residential Usage	Commercial Usage	RID Usage	Total Metered Usage	Total Metered Usage
Water (cuft)	157,697	23,655	60,825	242,177	247,588
	65.1%	9.8%	25.1%		
Elec (KwH)	292,625	61,211	60,817	414,653	370,178
	70.6%	14.8%	14.7%		

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PARKS AND RECREATION

GOLF LINKS:

Revenue Source	Previous Balance	Monthly Total	F/Y to Date	Budget
Greens Fee Total	\$7,183.00	\$35.00	\$7,218.00	
Total Revenue to Date			\$7,218.00	\$13,000.00

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

Honorable Golfers February 2019

Greens Fees Golfer's Name			Annual Greens Fees	February 2018 Total
Kiosk Cash				\$35.00
Kiosk CC				\$0.00
Annual Green's Fee Purchasers				
February Total				\$35.00

FIRE DEPARTMENT

RESPONSES:

	<u>Number</u>	<u>Date</u>	<u>Amount</u>	<u>F/F Turn-out</u>
Medical Aid:	947	2/1	1	4 F/Fs
Medical Aid:	952	2/1	1	4 F/Fs
Public Assist: Ice traffic control	1093	2/5	1	6 F/Fs
Public Assist: Vehicle OTB	1113	2/6	1	1 F/F
Public Assist: Vehicle in snow	1259	2/10	1	2 F/Fs
Public Assist: Tree in road	1373	2/13	1	1 F/F
Public Assist: Snow traffic control	1493	2/17	1	2 F/Fs
Structure fire: Whale Gulch	1516	2/18	1	6 F/Fs
Public Assist: Dog not breathing	1569	2/19	1	4 F/Fs

EQUIPMENT STATUS:

	ID	
Command Vehicle	5146	In Service
Brush Engine	5111	In Service
Rescue/Pumper	5131	In Service
Ambulance	5171	In Service
ATV	5172	In Service

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Jet Ski	5173	In Service
Ocean Rescue Boat	5174	In Service
Duty Officer Unit	5100	In Service
I-Zone Rescue/Pumper	5116	In Service
Polaris Ranger ATV	5175	In Service

TRAINING ACTIVITIES:

	<u>Date</u>	<u>Description</u>	<u>F/F Turn-out</u>
Fire Drill:	2/6	Duty Officer's meeting	5 F/Fs
Fire Drill:	2/6	Structure fires, hoses, radio use	12 F/Fs
Med. Drill:	2/13	Cardiac Emergencies	14 F/Fs
Fire Drill:	2/20	Fire control, hoses, new FF interviews	15 F/Fs
Fire Drill:	2/27	Inventory, work on Station Hall	13 F/Fs

OTHER:

	<u>Date</u>	<u>Description</u>	<u>F/F Turn-out</u>
	2/1	Rope rescue training Garberville	3 F/Fs
	2/7	OA meeting - Wharfinger, Eureka	1 F/F
		Plus one CERT rep	
	2/8	Wildfire Townhall Meeting	3 F/Fs
	2/9	CERT Final	1 F/F
	2/19	Siren test, OES Cal Fire site visit	3 F/Fs
		Plus 6 from Cal Fire, OES	
	2/22	Ambulance check	3 F/Fs
	2/27	HCFCA - Loleta	3 F/Fs

ELECTRICAL UTILITY

ELECTRICAL SERVICE CONNECTIONS:

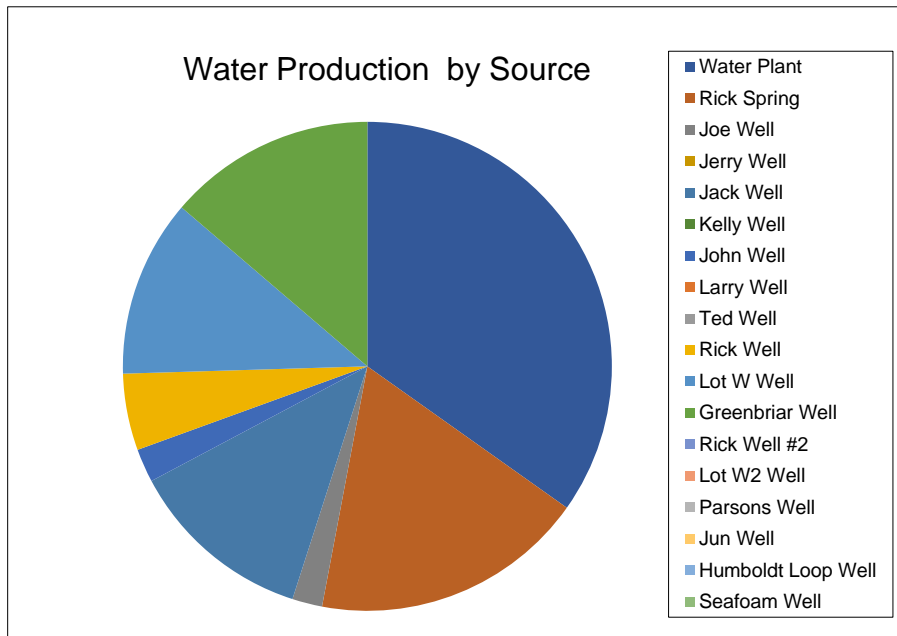
		<u>Locations</u>
• Services Requested:	0	
• Services Connected:	0	
Previous Connections	0	
• F/Y Connections to date:	<u>0</u>	

POWER OUTAGES:

• Scheduled Outages:	1	Toth area
• Unscheduled Outages:	5	3 PGE, 1 intertie line, 1 Fawn Drive
• Total # of Outages:	<u>6</u>	

WATER UTILITY

- Total Gallons Finished Water Produced: 3,219,764 gallons
- Water Plant (Telegraph Creek): 1,121,000 gallons
- Rick Spring (Toth Rd): 584,580 gallons
- Joe Well (Cougar Rd): 63,954 gallons
- Jerry Well (Willow Glen Rd): 0 gallons
- Jack Well (Willow Glen Rd): 395,168 gallons
- Kelly Well (Kelly Rd): 0 gallons
- John Well (King's Peak Rd): 71,509 gallons
- Larry Well (Wood Ct): 0 gallons
- Ted Well (Shaller Ct): 0 gallons
- Rick Well (Toth Rd): 163,236 gallons
- Lot W Well (Willow Glen Rd): 377,949 gallons
- Greenbriar Well (Toth Rd): 442,367 gallons
- Rick Well #2 (Toth Rd): 0 gallons
- Lot W2 Well (Willow Glen Rd): 0 gallons
- Parsons Well: 0 gallons
- Jun Well: 0 gallons
- Humboldt Loop Well: 0 gallons
- Seafoam Well: 0 gallons



- Water Treatment Plant Hours of Operation: 93.4 hours
- Monthly Rainfall Total: 18.42 inches
- Previous 18/19 Annual Rainfall Total: 21.90 inches
- Current 18/19 Annual Rainfall Total: 40.32 inches

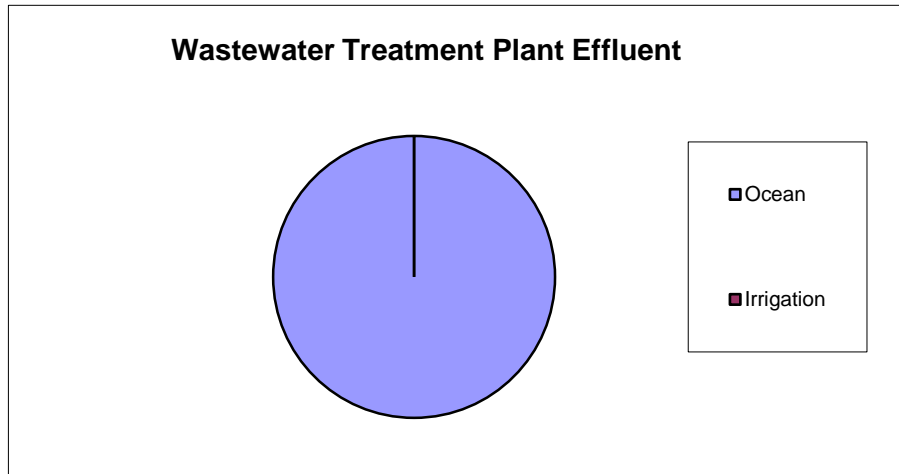
WATER SERVICE CONNECTIONS:

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

WASTEWATER UTILITY

FLOWS INTO PLANT:

High:	714,190 gals/day
Low:	119,732 gals/day
Monthly Total:	5,809,159



SEWER SERVICE CONNECTIONS:

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

CAPITAL CONSTRUCTION PROJECTS

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

INTRA DEPARTMENTAL SAFETY MEETINGS

Date	Items Discussed
2/1/2019	Traffic Control (Night).
2/4/2019	Sewer Gas.
2/14/2019	Night Work: Reduced Visibility Increases Hazards.

ON-CALL INCIDENT REPORT

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Date/Time	Location	Description of Incident
2/3/2019	Lift Station 5.	Got a call, red light on. Reset high water alarm, all good.
11:05 AM		
Personnel Responding:		Bud Lair

Date/Time	Location	Description of Incident
2/10/2019	Generator Plant.	PG&E outage.
6:45 AM		
Personnel Responding:		Brian Speelman, Jon Aronson, Justin Robbins

Date/Time	Location	Description of Incident
2/25/2019	Lift Station 1.	Customer call on call phone. Red light on at lift station.
9:41 PM		
Personnel Responding:		Todd Nuse, Frank Wilson

END OF REPORT