

RESORT IMPROVEMENT DISTRICT #1

GENERAL MANAGER'S REPORT

March 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 Measure Z Funding Committee meetings.
- Oversaw the Tsunami Siren Test.

ADMINISTRATION DEPARTMENT:

- Attended various Board and Committee meetings.
- Completed update of 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 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.
- Orientation of new employee.

WATER TREATMENT DEPARTMENT:

- Polymer streaming current controller probe and piston cleaned.
- Chlorine gas detector tested.
- Electricians here to install new electrical panel at Jerry tank, ongoing tank replacement work.

WASTEWATER TREATMENT DEPARTMENT:

- Chlorine contact chamber cleaned.
- Point repairs and manhole repairs conducted.
- North R.A.S. pump rotating assembly replaced with rebuild.
- Chlorine and sulfur dioxide gas detectors tested.
- Humboldt County Dept. of Health here for inspection.
- Rebuilt vacuum regulator assembly installed on south sulfur dioxide cylinder.
- Sulfur dioxide 3/4" injector rebuilt.
- Emergency eyewash/showers tested.
- Oxidation ditch rotors, clarifier drives, and front gate lubricated.
- Sludge bags hauled to Fortuna for disposal.
- Order media for tertiary filters.
- Manhole inserts installed at Gull Pt. and S.C. Road near fitness trail.

POWER GENERATION & DISTRIBUTION DEPARTMENT:

- Somewhat of a slow month due to winter storms for the electrical department.
- Tree and brush removal/burning to expand power line clearance.
- Corrected stray secondary voltage issues at LS #6.
- PGE out Sat the 9th, gen sets ran 6.3 hours.
- Emergency outage to Zoo area 5:30am-9:10 am, and entire upper/north cove from 8:00 am till 9:10 for repairs on distribution line to Kennedy tank.
- Assisted water dept. on main line repair on Burns Ct.
- Planned outage on Fri the 22nd to replace pole on Landis 8:30- 2:30.
- Completed yearly required run times, fuel usage, and reason for operation on all equipment with diesel engines under 48 hp for NCUAQMD.

PARKS AND RECREATION:

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

- **Misc.**
 - Golf course, fairway 1, sinkhole from County drain pipe discovered.
 - New employee, Travis Thompson starts.

END OF GENERAL DISCUSSION

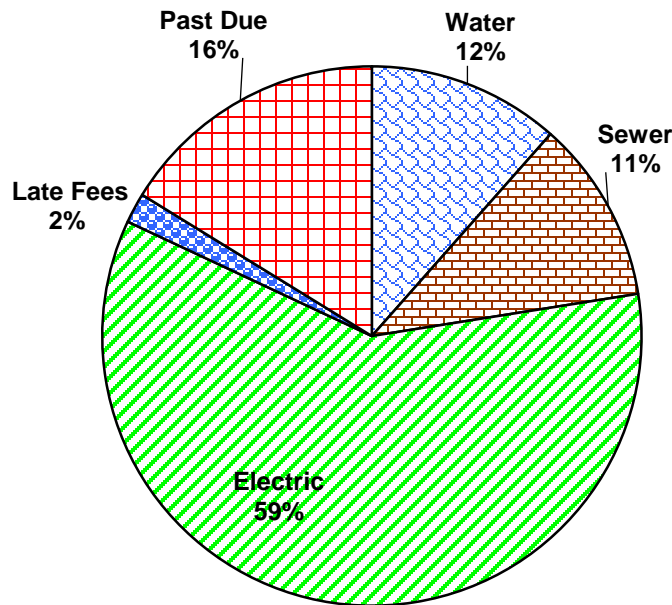
Provided by: Justin R. Robbins, General Manager and Susan Sack, Administration Assistant

OPERATIONAL DATA FOLLOWS

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

ADMINISTRATION

**Utility
 Billing:**



Utility	Residential Utilities	Residential Capital Fac	Commercial Utilities	Commercial Capital Fac	Total Billing	Last Years Billing Total
Water	\$20,379	\$0	\$2,195	\$0	\$22,574	\$21,356
Sewer	\$19,162		\$2,308		\$21,471	\$21,043
Electric	\$91,886	\$5,815	\$18,283	\$450	\$116,434	\$110,752
Late Fees	\$3,081		\$448		\$3,529	\$3,784
Past Due	\$24,829		\$6,939		\$31,768	\$28,320

Total	\$159,338	\$5,815	\$30,173	\$450	\$195,775	\$185,256
	81.4%	3.0%	15.4%	0.2%		

Utility	Residential Usage	Commercial Usage	RID Usage	Total Metered Usage	Last Years Total Metered Usage
Water (cuft)	161,858	27,251	49,012	238,121	233,740
	68.0%	11.4%	20.6%		
Elec (KwH)	277,709	55,873	61,882	395,464	384,488
	70.2%	14.1%	15.6%		

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PARKS AND RECREATION

GOLF LINKS:

Revenue Source	Previous Balance	Monthly Total	F/Y to Date	Budget
Greens Fee Total	\$7,218.00	\$340.00	\$7,558.00	
Total Revenue to Date			\$7,558.00	\$13,000

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

Honorable Golfers March 2019

Green Fees Golfer's Name	Date	Greens Fee Amount	Annual Greens Fee Amount	March 2019
				Grand Total
Kiosk Cash	3/31/19	\$160		\$165
Credit Cards	3/31/19	\$60		\$175
Total				\$340.00

FIRE DEPARTMENT

RESPONSES:

	<u>Number</u>	<u>Date</u>	<u>Amount</u>	<u>F/F Turn-out</u>
Public Assist: Search & rescue	1868	3/1	1	5 F/Fs
Public Assist: Haz. electrical	1968	3/5	1	5 F/Fs
Public Assist: Disabled vehicle	1992	3/6	1	1 F/F
Medical Aid: Fall, stress	2020	3/7	1	3 F/Fs
Medical Aid: Fall, stress	2047	3/8	1	4 F/Fs
Medical Aid:	2155	3/12	1	8 F/Fs
Medical Aid:	2168	3/13	1	7 F/Fs
Medical Aid: 2 patients	2277	3/16	1	9 F/Fs
Medical Aid: Air ambulance	2279	3/16	1	9 F/Fs
Public Assist: Vehicle OTB	2427	3/20	1	3 F/Fs
Medical Aid:	2453	3/21	1	8 F/Fs
Medical Aid:	2491	3/22	1	5 F/Fs

EQUIPMENT STATUS:

	ID	
Command Vehicle	5146	In Service
Brush Engine	5111	In Service
Rescue/Pumper	5131	In Service

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Ambulance	5171	In Service
ATV	5172	In Service
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:	3/6	DO meeting	7 F/Fs
Fire Drill:	3/6	Inventory, work on wall	16 F/Fs
Med Drill:	3/13	ALOC	9 F/Fs
Fire Drill:	3/20	Fire attack	16 F/Fs
Ocean Rescue	3/23	Practice	9 F/Fs
Fire Drill:	3/27	Review 5116, B A checks	13 F/Fs

OTHER OUTSIDE TRAINING:

<u>Date</u>	<u>Description</u>	<u>F/F Turn-out</u>
3/1	Train with TRT ropes - Garberville	5 F/Fs
3/15	Courthouse, EKA - Measure Z Committee	1 F/F
3/20	Tsunami Siren Test	5 F/Fs
3/21	Courthouse, EKA - Measure Z Committee	2 F/Fs
3/25	SHFCA Cal Fire, Garberville	2 F/Fs
3/26	Chipper Day	3 F/Fs
3/27	County Chief's Meeting Eureka	3 F/Fs

ELECTRICAL UTILITY

ELECTRICAL SERVICE CONNECTIONS:

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

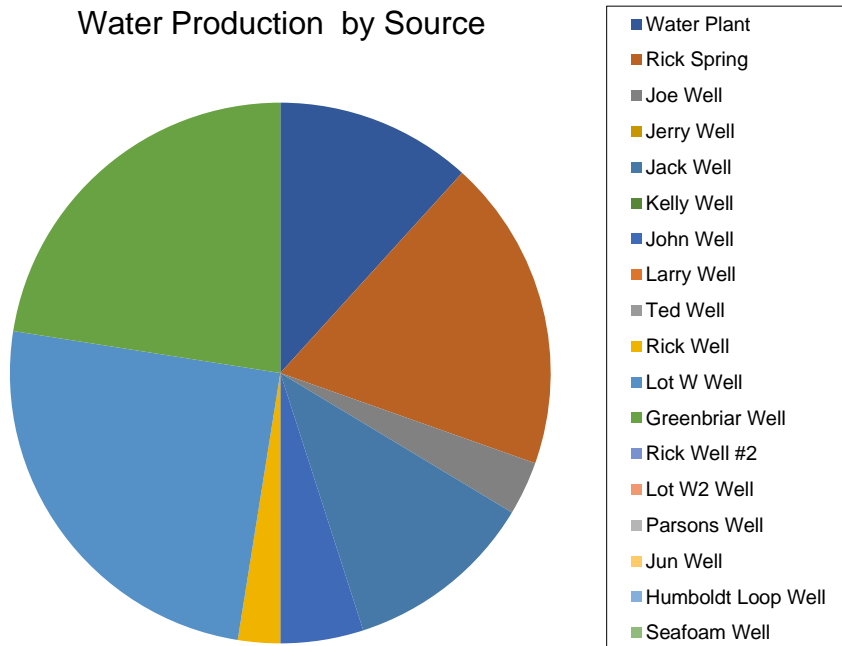
POWER OUTAGES:

● Scheduled Outages:	5	Lariat Ct., Spring Rd., Hillside Dr., Landis and the Zoo
● Unscheduled Outages:	1	Whole Cove, PGE outage
● Total # of Outages:	<u>6</u>	

WATER UTILITY

- Total Gallons Finished Water Produced: 2,957,093 gallons
- Water Plant (Telegraph Crk): 347,000 gallons
- Rick Spring (Toth Rd): 552,390 gallons
- Joe Well (Cougar Rd): 94,996 gallons
- Jerry Well (Willow Glen Rd): 0 gallons
- Jack Well (Willow Glen Rd): 337,348 gallons
- Kelly Well (Kelly Rd): 0 gallons
- John Well (King's Peak Rd): 146,832 gallons
- Larry Well (Wood Ct): 0 gallons
- Ted Well (Shaller Ct): 0 gallons
- Rick Well (Toth Rd): 74,523 gallons
- Lot W Well (Willow Glen): 738,134 gallons
- Greenbriar Well (Toth Rd): 665,870 gallons
- Rick Well #2 (Toth Rd): 0 gallons
- Lot W2 Well (Willow Glen): 0 gallons
- Parsons Well (Parsons Rd): 0 gallons
- Jun Well (Raintree Cr): 0 gallons
- Humboldt Loop Well: 0 gallons
- Seafoam Well: 0 gallons

Water Production by Source



- Water Treatment Plant Hours of Operation: 34.6 hours
- Monthly Rainfall Total: 4.73 inches
- Previous 18/19 Annual Rainfall Total: 40.32 inches
- Current 18/19 Annual Rainfall Total: 45.05 inches

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WATER SERVICE CONNECTIONS:

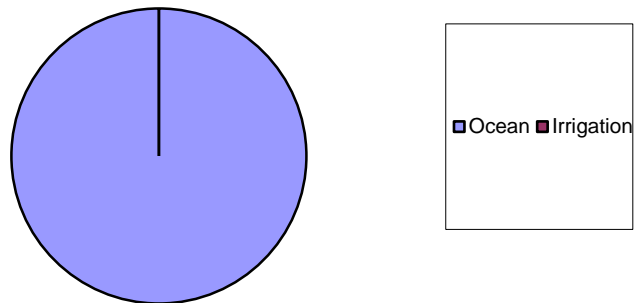
		<u>Locations</u>
• Services Requested:	0	
• Services Connected:	0	
Previous Connections	0	
• F/Y Connections to date:	0	

WASTEWATER UTILITY

FLOWS INTO PLANT:

High:	367,878 gals/day
Low:	84,674 gals/day
Monthly Total:	4,642,557

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	

CAPITAL CONSTRUCTION PROJECTS

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

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INTRA DEPARTMENTAL SAFETY MEETINGS

Date	Items Discussed
3/4/2019	Climbing Elevated Tanks.
3/15/2019	Dealing with Customers' Canines.
3/19/2019	Helping the New Guy.
3/25/2019	How to Handle Chlorine Gas Safely.

ON-CALL INCIDENT REPORT

Date/Time	Location	Description of Incident
3/3/2019	Spring Road.	Hear water running through meter box. Leak between meter and house shutoff. Show customer how to shut off behind meter box.
3:06 PM		
Personnel Responding: Frank Wilson		

Date/Time	Location	Description of Incident
3/9/2019	Lift station 9.	Auto-dialer communication failure. Check out, pumps working fine, comms not, work on first thing in morning.
9:20 PM		
Personnel Responding: Frank Wilson		

Date/Time	Location	Description of Incident
3/3/2019	Generator Plant.	Reset recloser, due to P.G. & E. power outage.
9:20 PM		
Personnel Responding: Mike Briggs		

Date/Time	Location	Description of Incident
3/9/2019	Nob Hill Ct.	Shut off water at meter. Customer leak between meter box and house.
11:00 AM		
Personnel Responding: Bud Lair		

Date/Time	Location	Description of Incident
3/13/2019	Ridge Rd.	Customer sewer plugged. After investigation, customers lateral plugged. Call plumber.
4:30 PM		
Personnel Responding: Bud Lair		

END OF REPORT