

RESORT IMPROVEMENT DISTRICT #1

GENERAL MANAGER'S REPORT

January 2019

GENERAL MANAGER'S ACTIVITIES:

- Attended field staff meetings.
- Organized Wildfire Preparedness Townhall meeting.
- Meetings with many individual community members, public agencies and community organizations.
- Attended various Board and Committee meetings.

ADMINISTRATION DEPARTMENT:

- Sent off Claim #8 reimbursement paperwork in the amount of \$151,400.58 to the SWRCB for the Water Tank Replacement Project.
- Attended various Board and Committee meetings.
- Completed annual OSHA reporting.
- Reported annual Possessory Interest to the Humboldt County Tax Assessor.
- Applied for a Smoke Management Plan from AQMD.
- Completed Phase 2 Humboldt County Hazard Mitigation Shelter Cove Annex Reporting.
- Met again with the District's CPA for 2017/18 Audit prep.
- 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:

- Sedimentation pond drained, cleaned, refilled.
- Polymer steaming current controller probe and piston cleaned.
- Repair Jack tank solenoid drop down valve.
- Eel River Conservation water department holds training on new turbidimeters, one employee sent.

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- Water Boards here for annual tank/well inspections.
- Programming issues at various water sites are being taken care of.

WASTEWATER TREATMENT DEPARTMENT:

- Chlorine contact chamber cleaned.
- North sulfur dioxide / North chlorine vacuum regulators changed out with rebuilds.
- Headworks flowmeter quits working.
- New effluent flowmeter installed.
- New W.A.S. meter installed.
- New process water pump installed on chlorine side.
- Rebuild ¾ inch chlorine injector.
- Sludge bags hauled to Fortuna for disposal.
- Emergency eyewash/showers tested.
- MSI services here to video sewer lines for inflow and infiltration (I&I).

POWER GENERATION & DISTRIBUTION DEPARTMENT:

- Windfall tree falls on power lines in wood gulch during rain and high wind. Live healthy tree blown over by high winds caught fire in rain downpour. VFI (breaker) for that tap opened stopping fire. SCVFD on scene while Elect. Dept. removed tree. A homeowner had removed numerous larger trees, leaving this previously wind protected tree open to the winds. Ground was saturated and the entire tree uprooted.
- 1-11 Planned outage to upper cove to rework a 3-phase transformer bank at Dick tank and, also repairs on the over/under build power lines to Gen plant.
- 1-16 PGE out at approximately 1750 hrs. PGE power restored 2 days later 1-18 approx. 1700 hrs. Cove on generators 48.1 hours consuming 2,400 gallons of diesel fuel.
- 1-17 Assist SCVFD shutting power off to 4 homes on Lower Pacific due to storm waves battering the homes.
- 1-23 Planned outage to Zoo area bird hole ridden pole on Telegraph Creek Rd.

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- 1-24 Planned outage to north underground area to replace cross arms and upgrade tap fuses and cut outs.
- 1-25 Install Tsunami siren and pole at Clubhouse practice tee.

PARKS AND RECREATION:

- **New Community Center Development**
 - Community Center Planning Committee members working on a revised set of plans.
- **Misc.**
 - Golf course greens mower reels picked up, after sharpening.
 - RCAC holds GIS training in Crescent City, 2 employees sent.
 - One truck sent in for oil change.
 - High tides and large waves cause a variety of issues at Lower Pacific residences.
 - NOAA here the day after to ask questions about high tide and large waves.
 - Tsunami siren raised at Community Center and wired.
 - Standing dead tree across street from Community Center removed.

END OF GENERAL DISCUSSION

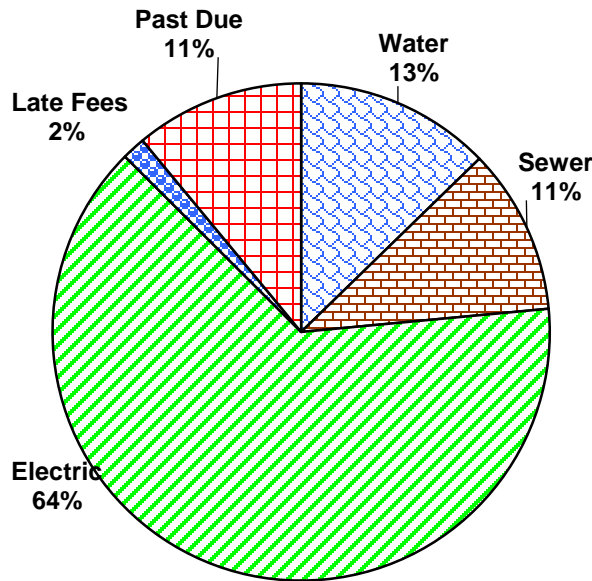
Provided by: Justin R. Robbins, General Manager and Susan Sack, Administration Assistant

OPERATIONAL DATA FOLLOWS

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

ADMINISTRATION

**Utility
 Billing:**



Utility	Residential Utilities	Residential Capital Fac	Commercial Utilities	Commercial Capital Fac	Total Billing	Last Years Billing Total
Water	\$21,344	\$0	\$4,051	\$0	\$25,395	\$22,848
Sewer	\$19,203		\$2,308		\$21,512	\$20,963
Electric	\$100,958	\$5,825	\$20,367	\$450	\$127,599	\$120,155
Late Fees	\$2,833		\$211		\$3,044	\$4,064
Past Due	\$19,194		\$2,771		\$21,966	\$29,884
Total	\$163,533	\$5,825	\$29,709	\$450	\$199,516	\$197,915
	82.0%	2.9%	14.9%	0.2%		

Utility	Residential Usage	Commercial Usage	RID Usage	Total Metered Usage	Total Metered Usage
Water (cuft)	187,097	47,673	54,357	289,127	266,158
	64.7%	16.5%	18.8%		
Elec (KwH)	301,380	62,439	40,569	404,388	406,821
	74.5%	15.4%	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	\$6,908.00	\$275.00		
Total Revenue to Date			\$7,183.00	\$13,000.00

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

Honorable Golfers January 2019

Greens Fees Name	Amount	Amount	Amount	Jan 2019 Total Amount
Kiosk Cash		\$65.00		\$65.00
Kiosk CC	\$210.00			\$210.00
Annual Green's Fee Purchasers				
N/A				
				\$275.00

FIRE DEPARTMENT

RESPONSES:

	<u>Number</u>	<u>Date</u>	<u>Amount</u>	<u>F/F Turn-out</u>
Public Assist: Tree down	# 240	1/8	1	3 F/Fs
Public Assist: Search Rescue	# 288	1/9	1	6 F/Fs
Public Assist: Search Rescue	# 288	1/10	1	7 F/Fs
Public Assist: Search Rescue	# 288	1/11	1	4 F/Fs
Public Assist: Search Rescue	# 288	1/12	1	5 F/Fs
Structure Fire, Electrical fire	# 366	1/12	1	4 F/Fs
Public Assist: Tree across rd	# 519	1/17	1	7 F/Fs
Structure Fire, Electrical fire	# 520	1/17	1	6 F/Fs
Public Assist: Wave damage	# 521	1/17	1	6 F/Fs
Plywood placement	No #	1/17	1	3 F/Fs
Public Assist: Dog rescue	# 554	1/18	1	3 F/Fs
Medical Aid: hypothermia	# 574	1/19	1	2 F/Fs
Public Assist: Lockout	# 583	1/19	1	1 F/F
Public Assist: Lockout	# 610	1/20	1	3 F/Fs
Medical Aid: Walk in	# 729	1/24	1	3 F/Fs
Medical alarm sounding - f a	# 772	1/26	1	4 F/Fs
Medical Aid:	# 778	1/26	1	6 F/Fs

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	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 Tahoe	5100	In Service
Polaris Ranger ATV	5175	In Service

ACTIVITIES:

	Date	Description	F/F Turn-out
Fire Drill:	1/2	Duty Officer meeting with GM	8 F/Fs
Fire Drill:	1/2	Planning, some inventory	11 F/Fs
Med Drill:	1/9	Assisting the Medic	12 F/Fs
ORT:	1/16	Introduction video and discussion	13 F/Fs
ORT with TRT:	1/19	ORT with Tech. Rescue	9 F/Fs
Fire Drill:	1/23	Smoke and SCBAs - practice	10 F/Fs
Fire Drill:	1/30	Fire attack, safety, hoses	9 F/Fs

OUTSIDE TRAINING:

1/12	CERT training Chapters 2 and 5	1 F/F
1/19	CERT training Chapters 3 and 4	2 F/Fs
1/25	SHEPT Meeting Cal Fire, Garberville	1 F/Fs
1/28	NREMT Test - Ukiah	1 F/F
1/28	SHFCA, CAL Fire, Garberville	2 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>	

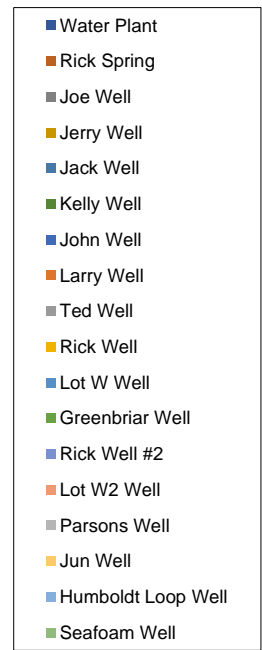
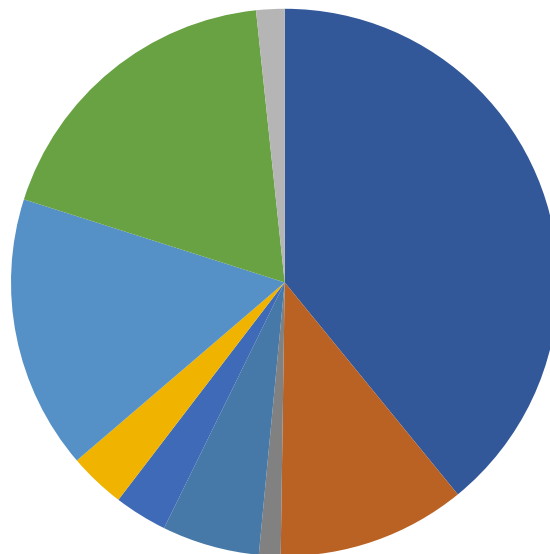
POWER OUTAGES:

• Scheduled Outages:	2	Zoo and Upper Pacific
• Unscheduled Outages:	2	PGE and SC Road
• Total # of Outages:	<u>4</u>	

WATER UTILITY

- Total Gallons Finished Water Produced: 3,626,509 gallons
- Water Plant (Telegraph Crk): 1,418,000 gallons
- Rick Spring (Toth Rd): 403,660 gallons
- Joe Well (Cougar Rd): 46,301 gallons
- Jerry Well (Willow Glen Rd): 0 gallons
- Jack Well (Willow Glen Rd): 208,692 gallons
- Kelly Well (Kelly Rd): 0 gallons
- John Well (King's Peak Rd): 113,546 gallons
- Larry Well (Wood Ct): 0 gallons
- Ted Well (Shaller Ct): 0 gallons
- Rick Well (Toth Rd): 120,959 gallons
- Lot W Well (Willow Glen Rd): 586,709 gallons
- Greenbriar Well (Toth Rd): 667,904 gallons
- Rick Well #2 (Toth Rd): 0 gallons
- Lot W2 Well (Willow Glen): 0 gallons
- Parsons Well 60,738 gallons
- Jun Well 0 gallons
- Humboldt Loop Well 0 gallons
- Seafoam Well 0 gallons

Water Production by Source



- Water Treatment Plant Hours of Operation: 120.4 hours
- Monthly Rainfall Total: 5.71 inches
- Previous 18/19 Annual Rainfall Total: 16.19 inches
- Current 18/19 Annual Rainfall Total: 21.90 inches

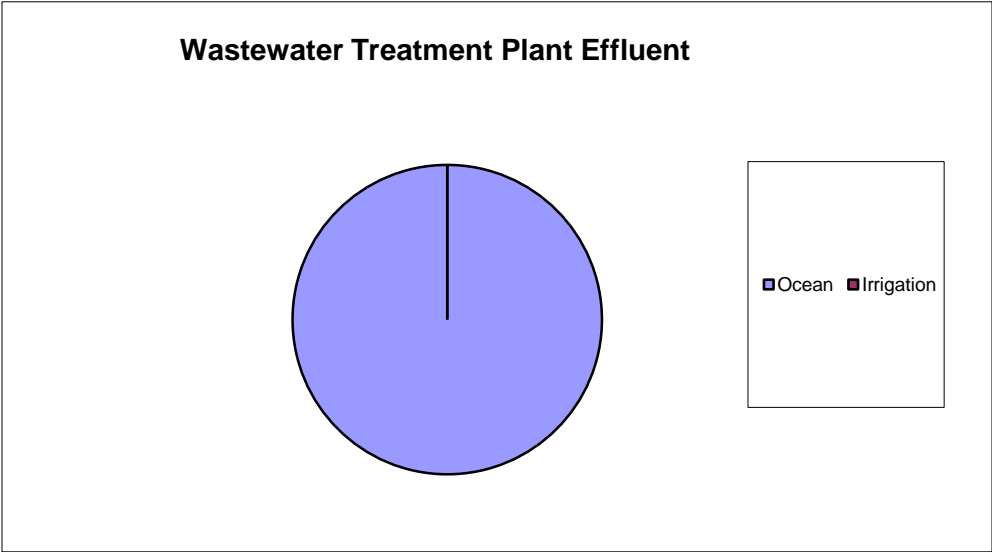
WATER SERVICE CONNECTIONS:

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

WASTEWATER UTILITY

FLOWS INTO PLANT:

High:	312,000	gals/day
Low:	51,000	gals/day
Monthly Total:	3,457,000	-



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
1/7/2019	Stop Work Authority.
1/18/2019	Tagging Out of Service.

ON-CALL INCIDENT REPORT

Date/Time	Location	Description of Incident
1/3/2019	Intersection of S.C. Road and Parkview Road.	Water running down S.C. Road. Water meter on Parkview Road. Shut meter off and repaired spud on meter. Turned on.
6:30 AM		
Personnel Responding:		Bud Lair, Jon Aronson

Date/Time	Location	Description of Incident
1/13/2019	PG&E Outage.	Outage causes customers and auto-dialers to call. Checked everything, restored power at 12:00 P.M.
8:40 AM		
Personnel Responding:		Brian Speelman, Bud Lair, Frank Wilson

Date/Time	Location	Description of Incident
1/15/2019	Seal Ct. Oceanfront Inn.	Sewer line blockage, customer snaking. Sewer line clogged with wipes. Cleared with fire apparatus.
5:00 PM		
Personnel Responding:		Brian Speelman, Frank Wilson, Nick Pape

Date/Time	Location	Description of Incident
1/16/2019	Generator Plant	Power outage.
5:15 PM		
Personnel Responding:		Brian Speelman, Bud Lair

END OF REPORT