

**RESORT IMPROVEMENT DISTRICT #1**  
**GENERAL MANAGER'S REPORT**  
**JANUARY 2021**

**GENERAL MANAGER'S ACTIVITIES:**

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- Attended field staff meetings.
- Corresponded with community members, public agencies, and community organizations.
- Created ARCGIS mapping account.
- Created an Amazon business account.
- Collaborated with the HBHRCD, SHFPI and Marina owner regarding the future of the property.
- Attended Measure Z Citizen's Advisory Committee meeting.
- Meeting and site visit with County Dept of Public Works regarding Coastal Erosion on Lower Pacific Drive.

**ADMINISTRATION DEPARTMENT:**

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- Attended various board meetings and staff meetings.
- Updated and made adjustments to RID web page for .gov compliance.
- Prepared drinking water boil notices and scheduled power outage notifications.
- Completed annual OSHA reporting requirements.
- Completed possessory interest documentation for the Humboldt County Tax Assessor.
- Completed Federal System for Award Management Update.
- California Accidental Release Program (CalARP) updated.

**WATER TREATMENT DEPARTMENT:**

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- -Work on secondary diversion.

**WASTEWATER TREATMENT DEPARTMENT:**

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- Dissolved oxygen sensor cap replaced on the HQ40d Hach meter.
- Sludge bags hauled to Fortuna for disposal at Recology Eel River.
- Emergency eyewash/showers tested.
- Lab emergency eyewash spray nozzles replaced.

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- Ox-ditch 1, east rotor bearing seized. Tear down gearbox and send to Eureka for rebuild.

**POWER GENERATION & DISTRIBUTION DEPARTMENT:**

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- We had a transformer fail, replaced and upgraded fuse as well.
- Repaired damaged service caused by a tree being felled on it.
- Changed batteries in recloser and changed connectors.
- Complete AQMD annual reporting.
- Service call about brown out at residents. Troubleshoot, customer had tripped breaker in panel.
- Upgraded overhead switch and new pole at BLM office in whitethorn.
- WWTP Plant - ox ditch gear box removal.
- Outage on tie-line.
- Troubleshoot generators for light pulse, determined which generator is causing, scheduling to have service tech come back and adjust.

**PARKS AND RECREATION AND MISCELLANEOUS:**

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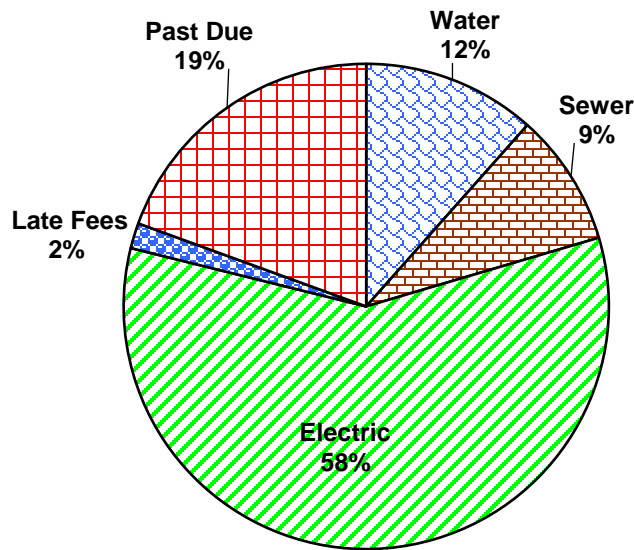
- California Accidental Release Program (CalARP) updated and uploaded to County.
- Title 22 data entry for NPDES renewal.
- Work on Excel spread sheet for meter reading.

**END OF GENERAL DISCUSSION**  
Provided by: RID Staff Members  
**OPERATIONAL DATA FOLLOWS**

**APPENDIX OF OPERATIONAL DATA FOR THE MONTH OF JANUARY, 2021**

**ADMINISTRATION**

**Utility Billing:**



Utility	Residential Utilities	Residential Capital Fac	Commercial Utilities	Commercial Capital Fac	Total Billing	Last Years Billing Total
Water	\$26,657	\$0	\$2,259	\$0	\$28,916	\$23,317
Sewer	\$19,736		\$2,420		\$22,155	\$22,302
Electric	\$122,770	\$0	\$23,330	\$0	\$146,100	\$123,000
Late Fees	\$3,507		\$718		\$4,226	\$3,005
Past Due	\$39,045		\$9,562		\$48,607	\$17,280
<b>Total</b>	<b>\$211,714</b>	<b>\$0</b>	<b>\$38,289</b>	<b>\$0</b>	<b>\$250,003</b>	<b>\$188,904</b>
	84.7%	0.0%	15.3%	0.0%		

Utility	Residential Usage	Commercial Usage	RID Usage	Total Metered Usage	Total Metered Usage
Water (cuft)	250,341	27,260	56,771	334,372	247,844
	74.9%	8.2%	17.0%		
Elec (KwH)	344,155	66,105	42,692	452,952	414,216
	76.0%	14.6%	9.4%		

**PARKS AND RECREATION**

**GOLF LINKS:**

Revenue Source	Previous Balance	Monthly Total	F/Y to Date	Budget
Greens Fee Total	\$7,758.00	\$1,405.00		
<b>Total Revenue to Date</b>			<b>\$9,163.00</b>	<b>\$10,000.00</b>

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

**Honorable Golfers January 2021**

Greens Fees Name	Amount	Amount	Amount	Jan 2021 Total Amount
Kiosk Cash		\$730.00		\$730.00
Kiosk CC		\$675.00		\$675.00
				<b>\$1,405.00</b>

**FIRE DEPARTMENT**

**RESPONSES:**

	<u>Number</u>	<u>Date</u>	<u>Amount</u>	<u>F/F Turn-out</u>
Public Assist: Flat tire	# 34	1/2	1	5 F/Fs
Medical Aid: Redress burn	# 111	1/5	1	1 F/F
Public Assist: Marine mammal	# 246	1/9	1	2 F/Fs
Medical Aid: w/ Whale Gulch	# 264	1/9	1	4 F/Fs
Public Assist: Truck in ocean	# 370	1/13	1	3 F/Fs
Public Assist: Jump start	# 509	1/17	1	1 F/F
Public Assist: Vehicle lockout	# 516	1/17	1	2 F/Fs
Public Assist: Electrical hazard	# 539	1/18	1	1 F/F
Public Assist: Electrical hazard	# 541	1/18	1	1 F/F
Illegal burn	# 583	1/19	1	4 F/Fs
Public Assist: Driver in distress	no #	1/19	1	1 F/F
Public Assist: Vehicles in snow	# 825	1/26	1	5 F/Fs
Public Assist: Tree down	# 875	1/27	1	4 F/Fs
Public Assist: Disabled vehicle	# 896	1/27	1	2 F/Fs
Public Assist: Lift assist	# 924	1/28	1	2 F/Fs
Medical Aid:	# 1012	1/31	1	3 F/Fs
Public Assist: Disabled vehicle	# 1029	1/31	1	4 F/Fs

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**EQUIPMENT STATUS:**

	ID	
Command/Ocean Rescue	5100	In Service
Brush Engine	5111	In Service
WUI Type 1 Engine	5116	In Service
Command Type 6 Wildland Engine	5146	In Service
Rescue/Engine Type 6	5147	In Service
Rescue/Ambulance	5171	In Service
RIB 17ft Boat	5172	In Service
Yamaha Jet Ski	5173	In Service
4 x 4 Quad	5174	In Service
Polaris Ranger 6 x 6 ATV	5175	In Service

**ACTIVITIES:**

	<u>Date</u>	<u>Description</u>	<u>F/F Turn-out</u>
Fire Drill:	1/6	Inventory	9 F/Fs
Fire Drill:	1/6	Duty Officers meeting	8 F/Fs
Fire Drill:	1/13	Radio transmission (one FF from Whale Gulch)	11 F/Fs
Fire Drill:	1/20	Live burn in container w/ SCBA use	11 F/Fs
Fire Drill:	1/27	SCBA's video and discussion	12 F/Fs

**OUTSIDE TRAINING:**

1/5	5147 driven to Chico	2 F/Fs
1/9	EMR Refresher course (Briceland Fire)	17 F/Fs
1/10	EMR Refresher course (Briceland Fire)	17 F/Fs
1/18	Covid shots at MRCH	2 F/Fs
1/23	Ocean Rescue Training	7 F/Fs
1/25	SHFCA - Redway Fire	2 F/Fs
1/30	Meet with CRET leaders Plus 4 CERT members	2 F/Fs

**ELECTRICAL UTILITY**

**ELECTRICAL SERVICE CONNECTIONS:**

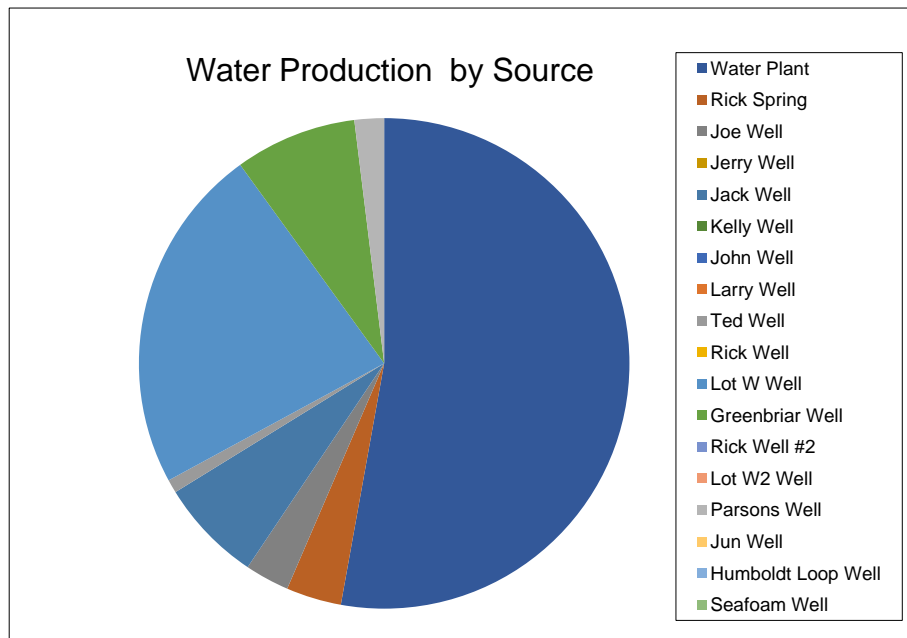
		<u>Locations</u>
• Services Requested:	1	302 Vance Road
• Services Connected:	0	
Previous Connections	<u>1</u>	
• F/Y Connections to date:	<u><b>1</b></u>	

**POWER OUTAGES:**

- Scheduled Outages: 0
- Unscheduled Outages: 3      2 PGE and 1 local outage
- Total # of Outages: 3

**WATER UTILITY**

- Total Gallons Finished Water Produced: 2,780,596 gallons
  - Water Plant (Telegraph Crk): 1,469,000 gallons
  - Rick Spring (Toth Rd): 101,220 gallons
  - Joe Well (Cougar Rd): 81,382 gallons
  - Jerry Well (Willow Glen Rd): 0 gallons
  - Jack Well (Willow Glen Rd): 189,319 gallons
  - Kelly Well (Kelly Rd): 0 gallons
  - John Well (King's Peak Rd): 0 gallons
  - Larry Well (Wood Ct): 0 gallons
  - Ted Well (Shaller Ct): 24,534 gallons
  - Rick Well (Toth Rd): 0 gallons
  - Lot W Well (Willow Glen Rd): 637,476 gallons
  - Greenbriar Well (Toth Rd): 223,525 gallons
  - Rick Well #2 (Toth Rd): 0 gallons
  - Lot W2 Well (Willow Glen Rd): 0 gallons
  - Parsons Well 54,140 gallons
  - Jun Well 0 gallons
  - Humboldt Loop Well 0 gallons
  - Seafoam Well 0 gallons



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- Water Treatment Plant Hours of Operation: 158.0 hours
- Monthly Rainfall Total: 15.67 inches
- Previous 20/21 Annual Rainfall Total: 15.83 inches
- Current 20/21 Annual Rainfall Total: 31.50 inches

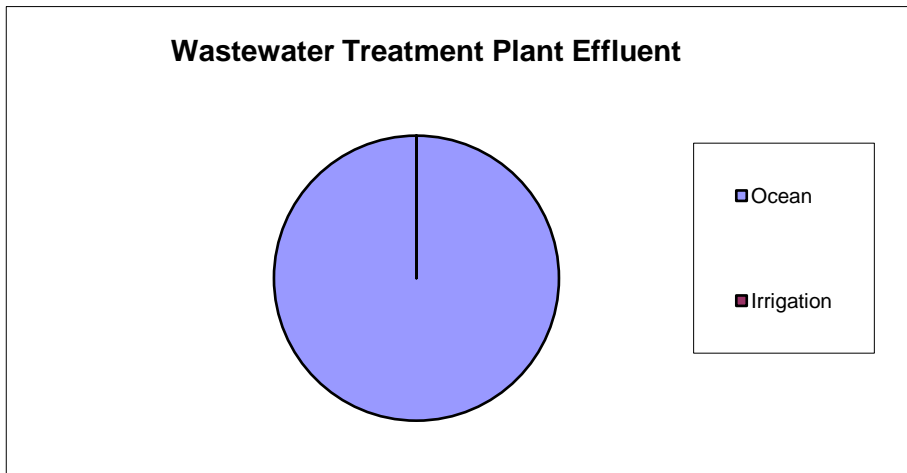
**WATER SERVICE CONNECTIONS:**

		<u>Locations</u>	
● Services Requested:	1		72 Thistle Court
● Services Connected:	0		
Previous Connections	3		
● F/Y Connections to date:	<u>3</u>		

**WASTEWATER UTILITY**

**FLOWS INTO PLANT:**

High:	240,370 gals/day
Low:	72,825 gals/day
Monthly Total:	3,434,039 -



**SEWER SERVICE CONNECTIONS:**

		<u>Locations</u>	
● Services Requested:	0		
● Services Connected:	0		
Previous Connections	2		
● F/Y Connections to date:	<u>2</u>		

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**CAPITAL CONSTRUCTION PROJECTS**

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

**INTRA DEPARTMENTAL SAFETY MEETINGS**

Date	Items Discussed
1/1/2021	Online Target Solutions

**ON-CALL INCIDENT REPORT**

Date/Time	Location	Description of Incident
1/4/2021	Central lift station.	High water alarm calls. VFD trips. Reset it, and pump starts back up.
6:25 AM		
Personnel Responding: Frank Wilson		

Date/Time	Location	Description of Incident
1/18/2021	Power outage on C-phase.	Lift stations 5, 6, 8, & 9 had to be operated with portable generators.
8:00 AM		
Personnel Responding: Travis Thompson, Bud L., Frank W., Jon A., James L., Mike B.		

Date/Time	Location	Description of Incident
1/24/2021	Cove-wide power outage.	Closed in recloser at Generator Plant. Checked lift stations and WWTP.
9:45 PM		
Personnel Responding: Garrett Wass, Mike Briggs		

Date/Time	Location	Description of Incident
1/26/2021	PG&E outage.	Multiple power surges followed by complete outage. Wind caused.
4 PM-8 PM		
Personnel Responding: Garrett Wass, Jon Aronson, James Logan		

Date/Time	Location	Description of Incident
1/26/2021	Lift station 3.	Auto-dialer calls. End up turning bad pump off and leaving it on the good pump, only.
8:10 PM		
Personnel Responding: Garrett Wass, Jon Aronson, Mike Briggs		

Date/Time	Location	Description of Incident
1/31/2021	Lift station 2.	Customer calls. Red light on at lift station 2. VFD ended up faulting, reset and pumps start working.
5:23 PM		
Personnel Responding: Brian Speelman, Frank Wilson		

**END OF REPORT**