

RESORT IMPROVEMENT DISTRICT #1

GENERAL MANAGER'S REPORT

October 2017

WATER TREATMENT DEPARTMENT:

- New Hach inlet pH probe installed and calibrated.
- Polymer streaming current controller probe and piston cleaned.
- Pre and Post chlorine injectors rebuilt.
- Broken window pane replaced and touch up painting completed.
- Backflow prevention testing at various residential and commercial places.
- SCADA work with Aqua Sierra Control company.
- Lead and copper sampling completed.
- Fence at WTP dam hit by vehicle.
- New polymer tank placed and filled.
- Humboldt Creek Reservoir Concept
 - No new updates

WASTEWATER TREATMENT DEPARTMENT:

- Filters air compressor develops leak in oil air cooler. Ordered part and replaced.
- Filters air compressor yearly maintenance.
- Replaced broken lab refrigerator with new unit
- Sludge hauled to Fortuna disposal.
- Chlorine contact chamber cleaned.
- Oxidation ditch #2 (East side) overflow weir gearbox, joints, bottom plate, and wheel replaced.
- Tertiary filters (recycled water) shutdown for the season, at end of month.
- Lift station 9 pressure main rerouted off of culvert, over new above ground pipeline
- Lift station 3 and WWTP scum pit pumps annual maintenance.
- Rebuilding of lift station rotating assemblies.
- L.S. 1 debris cleaned from 4 inch check valve. Removed suction elbow, flap valve, and back cover. Replaced wear plate and adjusted clearances. Replaced flap valve and all gaskets

POWER GENERATION & DISTRIBUTION DEPARTMENT:

- Trenched and installed 240' of 4" conduit from riser pole to transformer location that will serve Gyppo Ale.
- Re-work 3 phase take off pole to convert it to a primary riser pole to serve Gyppo Ale.
- 2 scheduled dis-connects so customers could change rusty/unsafe meter panels.

**Resort Improvement District #1
General Manager's Report
October 2017**

- Trench and install conduit between phase 2&5 UG upgrades to eliminate last section of bad cable in that area.
- 10-22 call out for no power to 3 houses on Spur Ct. Failed fuse was the cause.
- 10-23 Called out for water leak on Upper Pacific.
- 10-24 call out for water leak at Tides Inn.
- 10-25 National High Voltage begin Phase 2 UG upgrade along Wave Dr. to Dolphin Rd

PARKS AND RECREATION:

- **Golf Course**
 - No news
- **Clubhouse**
 - GREAT JOB by all the volunteers on the entry way garden!!
 - Roof repairs finalized, deck carpet not finished yet
- **New Community Center Development**
 - Architect to visit in December
 - USDA-RD representative visited site on October 20th.
- **Airport**
 - Slurry-coat grant remains in holding pattern until engineer responds to comments on Plans, Specifications, and Estimate
- **Greenbelt Management**
 - SRA Grant funded Shaded Fuel Break project is making great progress with fuel break clearing nearing completion. Slash will need to be chipped or burned, and chips will be spread to help create trail
- **Miscellaneous**
 - Received new chipper attachment for bobcat skid-steer
 - Tsunami sirens nearing completion, but no delivery date yet

FIRE DEPARTMENT:

FIRE DEPARTMENT

RESPONSES:

		<u>Date</u>	<u>Amount</u>	<u>F/F Turn-out</u>
Structure Fire:	# 8701	10/3	1	9 F/Fs
Structure Fire Rekindle:	# 8701	10/4	1	4 F/Fs
Medical Aid:	# 8727	10/4	1	3 F/Fs
Medical Aid: Walk-in (PA)	# 8818	10/8	1	1 F/F
Wildland Fire: McMains	# 8820	10/8	1	9 F/Fs
Wildland Fire: Big Flat	# 8842	10/8	1	6 F/Fs
Medical Aid: Walk-in	# 8893	10/10	1	? F/Fs
Medical Aid: Walk-in (PA)	# 9043	10/14	1	2 F/Fs
Wildland Fire: U T L	# 9197	10/18	1	4 F/Fs

**Resort Improvement District #1
General Manager's Report
October 2017**

Medical Aid: Walk-in (PA)	# 9389	10/24	1	4 F/Fs
PA Lost Kayaker	# 9457	10/27	1	7 F/Fs
Halloween Brigade:	No #	10/31	1	3 F/Fs
Medical Aid:	# 9588	10/31	1	4 F/Fs

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

TRAINING ACTIVITIES:

	<u>Date</u>	<u>Description</u>	<u>F/F Turn-out</u>
Fire Drill:	10/4	Inventory, hose rehab - All units	10 F/Fs
Medical Drill:	10/11	Medical Drill	11 F/Fs
		Plus 2 Whitethorn FFs	
Fire Drill:	10/18	Roof rescue with dummy in stokes	10 F/Fs
Fire Drill:	10/25	Rope rescue, beach, rocks	11 F/Fs

OUTSIDE TRAINING:

10/19	Disaster Planning meeting	1 F/F
10/23	SHFCA meeting - Cal Fire, G-ville	1 F/F
10/29	5111 Driving skills	2 F/Fs

END OF GENERAL DISCUSSION

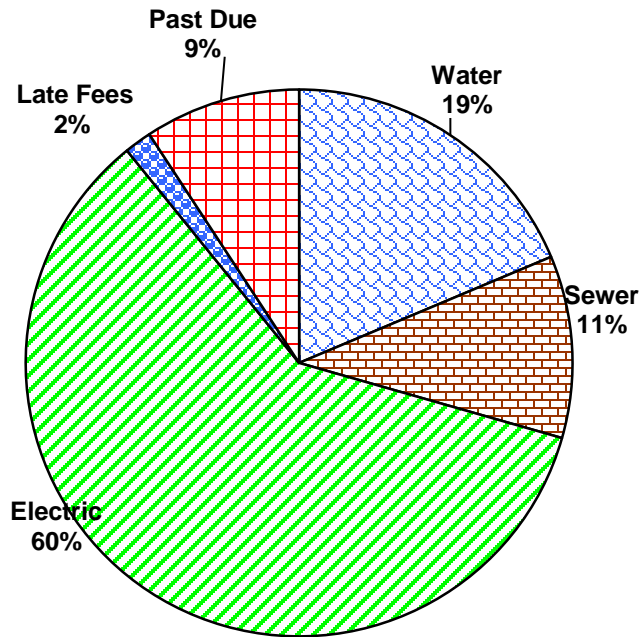
Provided by: Philip Young – General Manager

APPENDIX OF OPERATIONAL DATA (below)

APPENDIX OF OPERATIONAL DATA FOR THE MONTH OF OCTOBER, 2017

ADMINISTRATION

Utility Billing:



Utility	Residential Utilities	Residential Capital Fac	Commercial Utilities	Commercial Capital Fac	Total Billing	2016 Billing Total
Water	\$31,765	\$0	\$4,603	\$0	\$36,369	\$29,975
Sewer	\$18,727		\$2,276		\$21,003	\$18,089
Electric	\$90,539	\$5,647	\$19,803	\$437	\$116,426	\$147,791
Late Fees	\$2,756		\$385		\$3,141	\$4,472
Past Due	\$14,780		\$3,218		\$17,998	\$38,923
Total	\$158,567	\$5,647	\$30,286	\$437	\$194,937	\$239,250
	81.3%	2.9%	15.5%	0.2%		

Utility	Residential Usage	Commercial Usage	RID Usage	Total Metered Usage	
Water (cuft)	368,761	58,899	87,466	515,126	468,911
	71.6%	11.4%	17.0%		
Elec (KwH)	283,131	62,545	46,819	392,495	478,487
	72.1%	15.9%	11.9%		

PARKS AND RECREATION

GOLF LINKS:

Revenue Source	Previous Balance	Monthly Total	F/Y to Date	Budget
Greens Fee Total	\$4,749.00	\$1,408.00	\$6,157.00	
Total Revenue to Date			\$6,157.00	\$13,085.00

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

Shelter Cove Golf Links Honorable Golfers October 2017

	Date	Annual Greens Fees	Greens Fees	OCT 2017 Total Amount
Kiosk Purchases				
Credit Card Charges	10/31/17		\$685.00	\$685.00
Cash Purchases	10/31/17		\$160.00	\$160.00
Annual Green's Fee Purchasers				
Nathan & L McAlpine	10/20/16	\$563.00		\$563.00
Total				
				\$1,408.00

ELECTRICAL UTILITY

ELECTRICAL SERVICE CONNECTIONS:

Locations

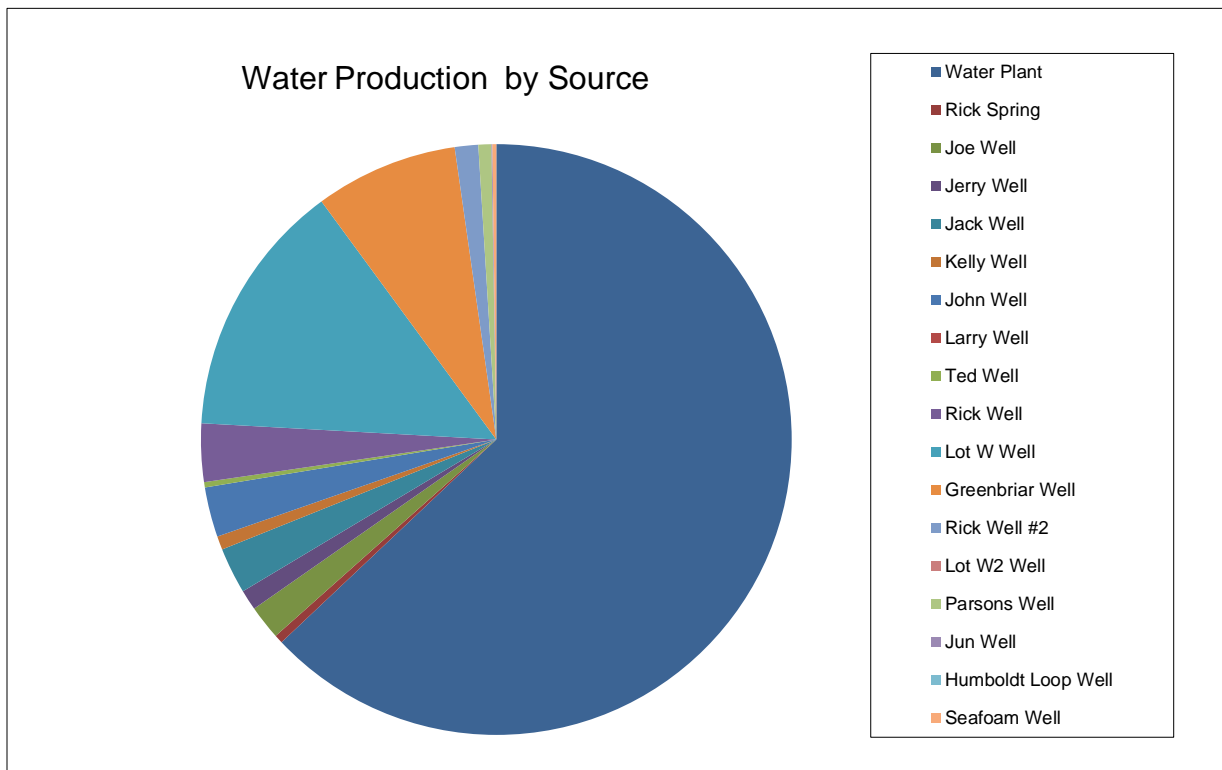
- Services Requested: 0
- Services Connected: 0
- Previous Connections 1
- F/Y Connections to date: 1

POWER OUTAGES:

- Scheduled Outages: 2 Meter change-outs
- Unscheduled Outages: 1 Spur Ct
- Total # of Outages: 3

WATER UTILITY

- Total Gallons Finished Water Produced: 3,837,347 gallons
 - Water Plant (Telegraph Crk): 2,416,000 gallons
 - Rick Spring (Toth Rd): 17,830 gallons
 - Joe Well (Cougar Rd): 71,883 gallons
 - Jerry Well (Willow Glen Rd): 42,786 gallons
 - Jack Well (Willow Glen Rd): 96,642 gallons
 - Kelly Well (Kelly Rd): 28,499 gallons
 - John Well (King's Peak Rd): 104,720 gallons
 - Larry Well (Wood Ct): 0 gallons
 - Ted Well (Shaller Ct): 11,145 gallons
 - Rick Well (Toth Rd): 122,186 gallons
 - Lot W Well (Willow Glen Rd): 538,762 gallons
 - Greenbriar Well (Toth Rd): 300,359 gallons
 - Rick Well #2 (Toth Rd): 49,166 gallons
 - Lot W2 Well (Willow Glen): 0 gallons
 - Parsons Well (Parsons Rd): 27,167 gallons
 - Jun Well: 2,094 gallons
 - Humboldt Loop Well: 0 gallons
 - Seafoam Well: 8,108 gallons



- Water Treatment Hours of Operation: 363.1 hours
- Monthly Rainfall Total: 1.59 inches
- Previous 17/18 Annual Rainfall Total: 0.65 inches
- Current 17/18 Annual Rainfall Total: 2.24 inches

**Resort Improvement District #1
General Manager's Report
October 2017**

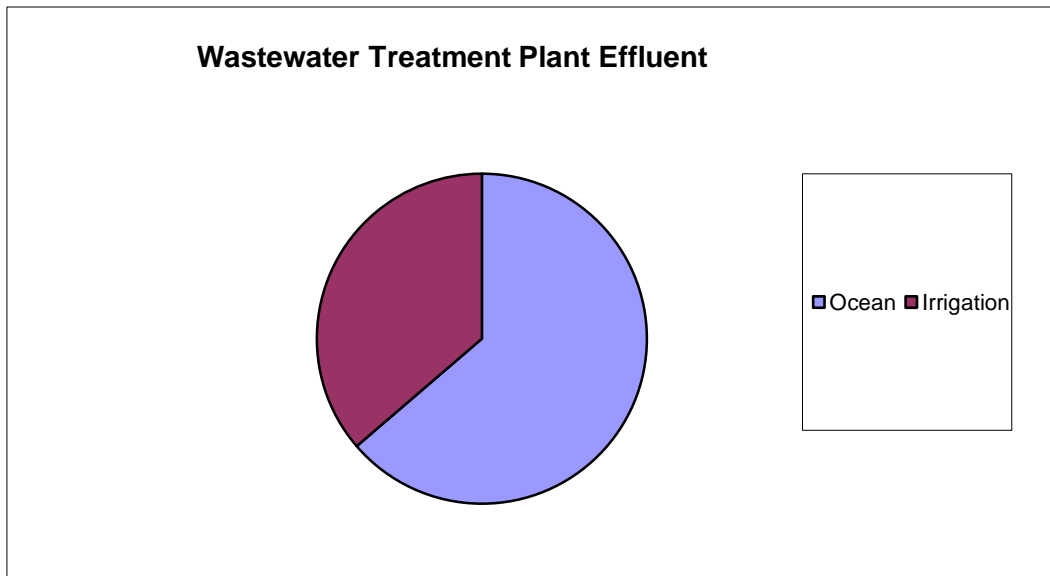
WATER SERVICE CONNECTIONS:

		<u>Locations</u>
• Services Requested:	0	
• Services Connected:	0	
Previous Connections	4	
• F/Y Connections to date:	4	

WASTEWATER UTILITY

FLOWS INTO PLANT:

High:	135,100 gals/day
Low:	29,900 gals/day
Monthly Total:	1,977,000 -



SEWER SERVICE CONNECTIONS:

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

**Resort Improvement District #1
General Manager's Report
October 2017**

CAPITAL CONSTRUCTION PROJECTS

New well site pump-testing and construction work. Assistance with the electrical department, & Cal-Fire crews.

INTRA DEPARTMENTAL SAFETY MEETINGS

Date	Items Discussed
10/6/2017	Confined Spaces.
10/13/2017	Lockout, Blockout, Tagout.
10/27/2017	Securing Loads.

ON-CALL INCIDENT REPORT

Date/Time	Location	Description of Incident
10/16/2017	Lift Station 5	No power, high level alarm call out. Hooked generator up, due to faulty breaker.
9:00 PM		
Personnel Responding: David Clark, Frank Wilson		

Date/Time	Location	Description of Incident
10/21/2017	Spur Court, backyard easement.	No power in area. Fuse failed, replaced.
7:30 PM		
Personnel Responding: Todd Nuse, Bud Lair		

Date/Time	Location	Description of Incident
10/22/2017	815 Upper Pacific Drive	Water leaking out of backflow prevention device. Advised customer that it would be fixed in morning.
12:30 PM		
Personnel Responding: Todd Nuse		

Date/Time	Location	Description of Incident
10/28/2017	83 Lower Pacific Drive	Water running down parking lot. Not as described. Leaking irrigation solenoid valve in dirt.
4:03 PM		
Personnel Responding: Frank Wilson		

END OF REPORT