

**RESORT IMPROVEMENT DISTRICT #1
GENERAL MANAGER'S REPORT
MAY 2023**

GENERAL MANAGER'S ACTIVITIES:

- Attended staff meetings.
- Worked with PG&E and ICF to complete and submit application for the Grid Resilience and Innovation Partnership (GRIP) program grant.
- Attended meetings with the board of directors regarding IBEW negotiations.
- Communications with SHN Engineering on the Sports Court and Fire Apparatus Building projects.
- Met with utility customers who were under threat of shut off and established payment agreements.

ADMINISTRATION DEPARTMENT:

- Attended various board meetings and staff meetings.
- Updated and made adjustments to RID web page for .gov compliance.
- Attended Superintendent's meetings.
- Assembled data for GSRMA Risk Management Accreditation Program and completed true-up information for 2022/23 payroll.
- Completed Airport Inspection with Cal Trans Inspector.
- Worked with PG&E to complete and submit GRIP grant application to the Department of Energy.
- Completed closeout paperwork for OES Community Power Resiliency Grant. (SCADA, Radios)
- Prepared Appropriation Tax Limit calculations for 2023/24.
- Prepared and submitted State Coastal Conservancy Wildfire Resilience Program Grant Quarterly Progress Report and first reimbursement claim package.
- Attended numerous budget meetings and worked on finalizing 2023/24 administration and parks departments budgets.
- Completed DMV annual driver's paperwork.
- Updated new contact information to numerous government agencies and web portals to enable new interim GM to communicate and sign on behalf of RID.
- Communicated with RID CPA regarding status of the 2020/21 audit.

WATER TREATMENT DEPARTMENT:

- New pre-chlorine gas feed injector and tubing installed.
- New fish ladder and 3rd chute dam boards replaced.

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- Polymer feed streaming current controller probe and piston cleaned.
- Emergency eyewash/showers tested for operation.
- Submitted Annual Water Report to the State website.
- Submitted Annual Water Permit Progress Report to the State website.
- Supplied hydrant data for 122 Ocean View Road.
- Supplied hydrant data for 1020 Upper Pacific Drive.
- Two employees to Fortuna for RCAC class on Auditing and Leak Detection.
- Water and sewer hookup on Whale Point.
- Two employees to Fortuna for RCAC class on Cross Connection.

WASTEWATER TREATMENT DEPARTMENT:

- Gearbox installed on disc press rental, doesn't work.
- Darren from Waste 2 Water here to look at disc press to confirm bad batch of gearboxes.
- New clear diesel fuel tank installed, replacing 25-year-old rusting one.
- Bio-Health supplement used to bring health back to plant.
- Emergency eyewash / showers tested for operation. -Oxidation ditch rotors, clarifiers, front gate lubed.
- New toilet installed.
- New backflow preventer and pressure reducing valve installed for lab control building.
- Chlorine contact chamber cleaned.
- New gearbox installed on disc press rental.
- Advanced Security: 2 back up batteries replaced.
- Humboldt County Department Environmental Health here for inspection. Complaint attached to board packet.

Water/Wastewater Misc.

- Toured Board Members Janet Evans and Michael Soluri to wastewater and water facilities.
- Filed paperwork with O.S.H.A. to do a consultation on all of our facilities. August 2nd and 3rd.
- Working with Board Member Janet Evans on budgeting.

POWER GENERATION & DISTRIBUTION DEPARTMENT:

- Changed fuel tank at wastewater plant.
- Replaced generator 1 block heater.

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- Attended union negotiations.
- Two outages on tie-line.
- Replaced one pole.
- Worked on GRIP grant.
- Checked on ordered equipment.
- Ordered fuses; they are a year out,
- Tree work.
- Worked on new fiscal budget.

PARKS AND RECREATION AND MISCELLANEOUS:

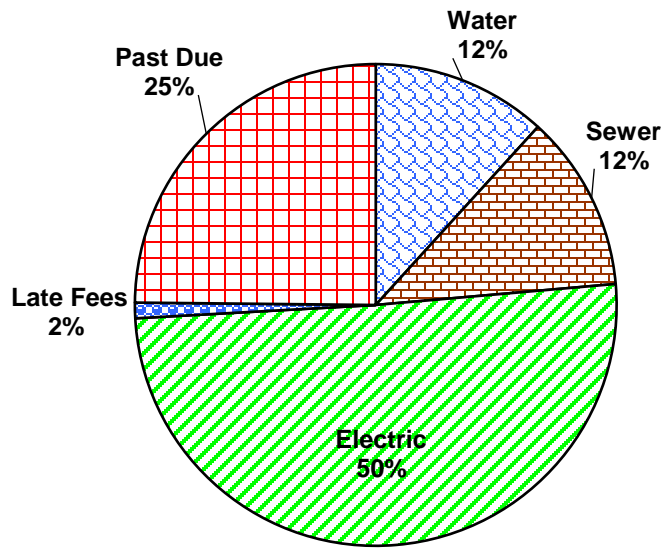
- Relocated all stored items from Abalone Hall.
- Mowed.

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

**APPENDIX OF OPERATIONAL DATA FOR THE
 MONTH OF MAY 2023**

ADMINISTRATION

**Utility
 Billing:**



Utility	Residential Utilities	Commercial Utilities	Total Billing	Last Year's Total
Water	\$24,568	\$2,487	\$27,055	\$26,637
Sewer	\$24,445	\$2,832	\$27,277	\$24,699
Electric	\$93,545	\$22,674	\$116,218	\$89,481
Late Fees	\$2,320	\$76	\$2,396	\$4,879
Past Due	\$54,790	\$2,375	\$57,165	\$66,919
Total	\$199,668	\$30,444	\$230,111	\$212,615

86.8% 13.2%

Utility	Residential Usage	Commercial Usage	RID Usage	Total Metered Usage	Last Year's Total
Water(cuft)	\$204,947	\$33,511	\$12,376	\$250,834	\$293,657
	81.7%	13.4%	4.9%		
Elec (KwH)	\$225,583	\$57,200	\$40,114	\$322,897	\$302,899
	69.9%	17.7%	12.4%		

PARKS AND RECREATION

Golf Links:

Revenue Source	Previous Balance	Monthly Total	F/Y to Date	Budget
Greens Fees	\$9,302	\$870	\$10,172	\$15,000
Total Revenue to Date			\$10,172	

GOLF LINKS GREENS FEE HONOR SYSTEM SUMMARY
 THANK YOU FOR SUPPORTING CONTINUED OPERATION

Shelter Cove Golf Links Honorable Golfers April 2023

Greens Fees		Amount		May 2023
				Amount
Kiosk Cash		\$260.00		\$260.00
Kiosk CC		\$610.00		\$610.00
Annual Greens Fees Purchasers		\$0.00		\$0.00
TOTAL				\$870.00

FIRE DEPARTMENT

RESPONSES:

<u>Date:</u>	<u>Inc No.:</u>	<u>Description:</u>	<u>Amount:</u>	<u>F/Fs</u>
5/8/2023	# 4626	Med Aid: BSB Shipman	1	6 F/Fs
5/9/2023	# 4642	Medical Aid	1	3 F/Fs
5/10/2023	# 4701	Public Assist: Lockout	1	2 F/Fs
5/15/2023	# 4882	Medical Aid: Cardiac	1	4 F/Fs
5/19/2023	# 5036	Public Assist: Smk Alarm	1	3 F/Fs
5/23/2023	# 5169	Medical Aid	1	7 F/Fs
5/24/2023	# 5215	Medical Rescue: Cliff	1	6 F/Fs
5/25/2023	# 5255	Medical Aid: Shasta Ct.	1	4 F/Fs
5/27/2023	# 5336	Medical Aid	1	7 F/F
5/27/2023	# 5337	Fire Unattended	1	1 F/F
5/31/2023	# 5463	P.A.: Disabled Vehicle	1	1 F/F

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 17 ft Boat	5172	In Service
Yamaha Jet Ski	5173	In Service
Honda ATV	Fire	In Service
Honda Side-by-side	Fire	In Service
Type 2 Engine	5166	In Service

TRAINING

ACTIVITIES:

<u>Drills:</u>	<u>Date:</u>	<u>Description:</u>	<u>F/F Turnout:</u>
Fire Drill:	5/3/2023	Inventory	17 F/Fs
Med Drill	5/10/2023	Anaphylaxis, EpiPen	14 F/Fs
Med Drill:	5/12/2023	Gurney Practice	4 F/Fs
Fire Drill:	5/17/2023	Duty Officers Meeting	8 F/Fs
Fire Drill:	5/17/2023	Timed Pack Test: Airport	21 F/Fs
Fire Drill:	5/24/2023	Chk Wildland Gear, Interview, AAR	14 F/Fs

ELECTRICAL UTILITY

ELECTRICAL SERVICE

CONNECTIONS:

	Locations
Services Requested:	1 55 Whale Point
Services Connected:	0
Previous Connections:	0
F/Y Connections to Date:	<u>0</u>

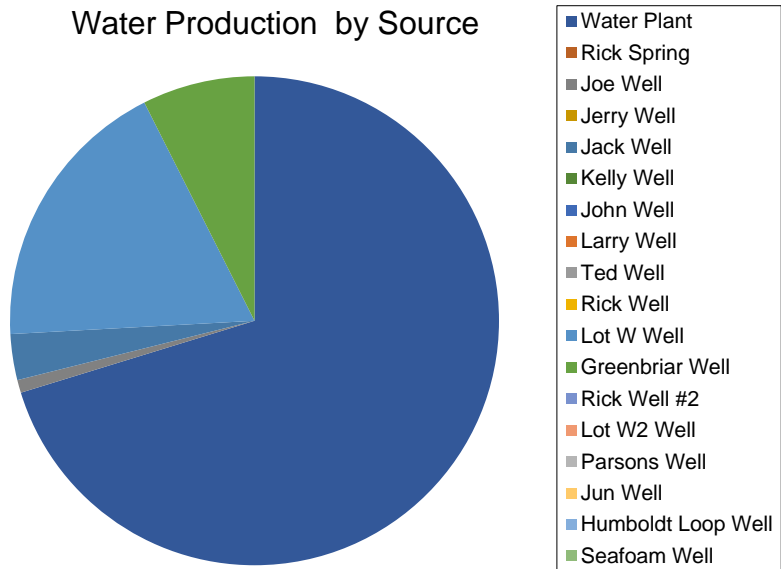
POWER OUTAGES:

Scheduled Outages:	0	
Unscheduled Outages:	2	Tie Line
Total # of Outages:	<u>2</u>	

WATER UTILITY

● Total Gallons Finished Water Produced:	2,763,007	gallons
Water Plant (Telegraph Creek):	1,941,000	gallons
Rick Spring (Toth Rd):	0	gallons
Joe Well (Cougar Rd):	23,412	gallons
Jerry Well (Willow Glen Rd):	0	gallons
Jack Well (Willow Glen Rd):	83,926	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):	0	gallons
Rick Well (Toth Rd):	0	gallons
Lot W Well (Willow Glen Rd):	509,036	gallons
Greenbriar Well (Toth Rd):	205,633	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 Production by Source



● Water Treatment Plant Hours of Operation:	208.7	hours
● Monthly Rainfall Total:	1.79	inches
● Previous WY Rainfall Total:	76.46	inches
● Current WY Rainfall Total:	78.25	inches

WATER SERVICE CONNECTIONS:

Locations

- Services Requested:

- Services Connected: 1 55 Whale Point

- Previous Connections

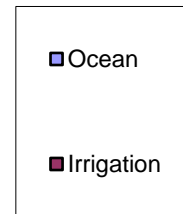
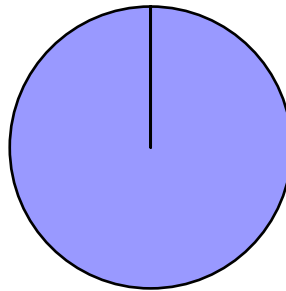
- F/Y Connections to date: 1

WASTEWATER UTILITY

FLOWS INTO PLANT:

High:	<u>71,671</u> gals/day
Low:	<u>43,340</u> gals/day
Monthly Total:	<u>1,706,093</u> gallons

Wastewater Treatment Plant Effluent



SEWER SERVICE CONNECTIONS:

Locations

- Services

Requested: 1 55 Whale Point

- Services

Connected: 0

Previous Connections _____

- F/Y Connections to date: 1

CAPITAL CONSTRUCTION PROJECTS

Construction work & Cal-Fire crews

INTRA DEPARTMENTAL SAFETY MEETINGS

Date	Items Discussed
5/31/23	Online, Target Solutions.

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ON-CALL INCIDENT REPORT

Date/Time	Location	Description of Incident
5/6/2023	Wastewater Plant	Security Alarm sounding
5/7/2023		
Personnel Responding: Travis Thompson		
Date/Time	Location	Description of Incident
5/20/2023	Blueridge Rd.	Broken Lateral
Personnel Responding: Dylan Brown, Bud Lair, Joe Mendes, Frank Wilson		

END OF REPORT