

PONDEROSA COMMUNITY CLUB ASSOCIATION MANAGER REPORT

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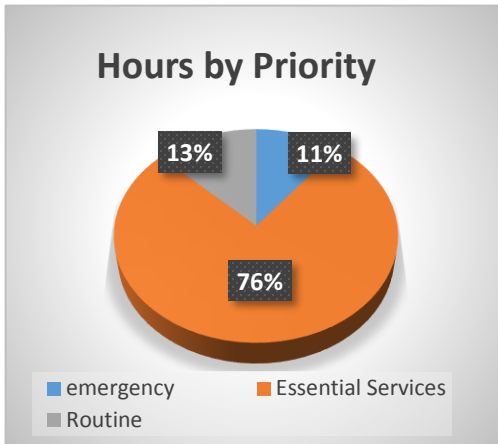
August 2017

Current Project & Task List

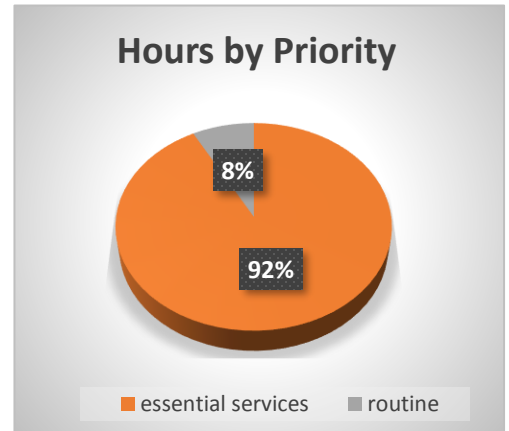
Following is a list of work we have completed (dark dot) or are in process, or have still to do (clear dot).

- Potholes
- Well # 2 wiring repair
- Well # 2 clean rheostat
- Nitrate test
- Clean trucks
- Swap snow tires
- Clean up park
- Set up volleyball
- Clean up maintenance area
- Lawnmower repair
- Shetland water chamber
- Stetson stop sign
- Sprinkler system
- Fire dept septic locate
- Sweep roads
- Open Pool
- Saddle water chamber leak
- Well draw down test
- Repair Big Toy
- Lariat tree removal
- Calibrate prv's
- Exercise emerg h20
- Burn/clean up pile
 - Flush hydrants
 - Flush blowoffs
 - Exercise dist valves
 - Booster pump building
 - Clean ditches
 - Interstate truck teardown
 - Meter readings
 - Security cameras



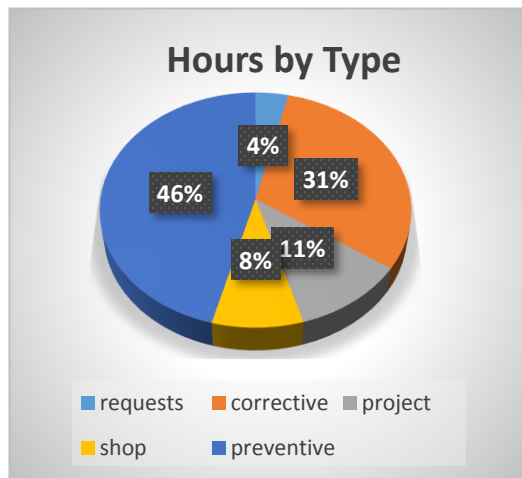


The left graphic is from the last Board Report and encompasses June & July while the right graphic is August's time worked. The difference is the time spent is the emergency water leak repair at the clubhouse. We will begin to utilize the deferred category when we begin to plan for reserve funds.

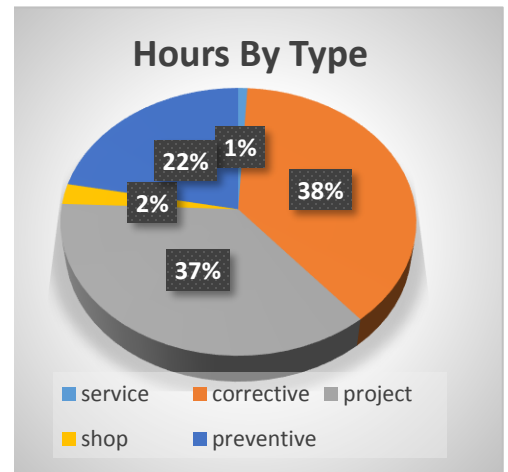


ESSENTIAL SERVICES are daily, weekly, monthly, or seasonally assigned tasks that support maintenance activities for Community assets such as the water system, pool, buildings & grounds, and roads & equipment. Includes Fixed tasks, (a standing order that needs performed on a regular basis)

ROUTINE MAINTENANCE reflects the majority of requests for work and/or information services received from Community Members and Committees. This work is scheduled on a First-In/First-Out basis in coordination with pending scheduled work, including higher priority items and emergency work. Includes Events (work that is unrelated to asset maintenance or corrections)



The left graphic is from the last Board Report and encompasses June & July while the right graphic is August's time worked. While corrective type work remained increased slightly, preventive work is almost halved while project work nearly tripled. Both shop time and service work decreased by about ¾.



Service Work (customer requests) **Corrective** (restoring an asset after a failure) **Project** (ongoing multi day tasks) **Shop Time** (cleaning, procurement, paperwork) **Preventive** (proactive orders designed to prevent failures)

In the office, Jillana & I continue to work on organizing and storing older records, updating and refining the financial reporting from QuickBooks, and revising our protocols and communications, and updating our computers and programs. Paul will attend the Commissioner's meeting in Plain on 9/8 for an update on the Shoreline Master Plan and Andy is scheduled for 2 sets of classes this fall to attain his Water System Manager cert. We also have completed our annual drinking water quality report and had our DOH Public Water System Sanitary Survey inspection this month.

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