



Operations Committee Report

Charter:

To ensure the community is well maintained and operations runs smoothly by overseeing day to day activities, expenses and priorities of both work orders and maintenance.

Co-chairs: Paul McDaniels - paulm@bigelkmeadows.org & Pat Sorenson - pats@bigelkmeadows.org

Written and Submitted By: Paul Flanagan and Pat Sorenson

Date: 15, July 2022

New Committee Members: Pending 16, July 2022 Board approval

Status of Action Items from 18, June 2022 Board Meeting:

SITUATION	OBSERVATION	ACTION
Hickory Drive	Mild amount of erosion observed after 2 recent precipitation events – paved drive and curb appear to concentrate water at Hickory causing some erosion, even in minor runoff events	Upper Hickory will need grading work and road base to shift drainage path on lower road and property to safer location. Op’s. will complete ground survey by early August to determine specific extent of grading work and road base. Op’s. anticipates recommendation at August 2022 meeting.
Baseball field & backstop	Field rocks are from GC for dams staging area which were covered with “topsoil”, but since, rocks have migrated to surface. Backstop dismantled and removed	Removal of rock will be very labor intensive. Small areas may be available for other activities but for safety all rock near any play areas must be removed. Future use to be reviewed by LTPC Fence materials at dumpster were observed to be in fair to good condition for salvaging, but also damaged and have since been hauled away.
CR 47 Update	Road base work very near complete. GC now anticipates paving week of 18 July, 2022	None, work in good progress – Members stay tuned for ribbon cutting to be announced soon
Process for creating work orders	Logging system including closure dates in place noting diligence needs to be improved by any party initiating work order.	Pending committee work order assignee further to provide weekly updates to Pat for review and transfer to Google Drive

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SITUATION	OBSERVATION	ACTION
Pool heater	<p>Gas valve and misc. parts needed replacement. Other minor parts still missing so operation needs tweaking and has also installed additional safety cage.</p> <p>Previous supplier withdrew quote at Pat's request due to lack of firm shipment date and delays to date.</p>	<p>Pat has same as current unit is available US and can be delivered to BEM and installed in a couple weeks, however, Pat also found previous cancelled order was undersized and not rated for 7500 elevation. Pat continuing to pursue larger "commercial" unit availability and price. The commercial unit should be considered with other major pool "remodel" repair matters under consideration now and to be reviewed in more detail by LTPC and through Board this fall.</p>
Meet owner handling demolition and removal of 1032 Aspen home severely damaged by boulder from major storm runoff	Schedule for completion remains unknown	<p>Paul M met with property owner. Very cordial. Property owner wants to continue on his own removal process but understands member concerns and will work on safer approach for stockpiles and removals. Paul M informed owner BEM is very willing to be a helping hand in any way they can.</p> <p>Site to be spot checked from Aspen by op's. committee assignee(s) on weekly then monthly basis, depending on progress.</p>
Year Long Goals	Some not all in place – first focus is on fleet	Committee assignee(s) to work on in Aug.- Sept.

Status of "Routine" Operational Matters for Month of June, 2022:

Water Treatment

Our Monthly Water Tests are complete with good results. The Wells are meeting the demand for raw water. The Water Treatment Plant had a minor leak which we repaired. Treatment supplies ordered and received. DMR report completed and submitted.

Roads

Main road has been graded and will be receiving more road base as it becomes available. Interior road work is ongoing.

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Equipment

Equipment for Ritchie Bros. August 3 & 4 Auction:

The 1990 white International dump truck received new batteries and is ready for transport.

The 2003 white Dodge sanding truck is ready for transport.

The 1976 track loader is being serviced and will be ready for transport as well.

Utilization of major equipment:

Back Hoe 3.3 Hours

Skid Steer 8.1 Hours

Road Grader 16 Hours

Maintenance of all equipment:

Recently elected committee along with committee assignee are working extensively toward improving the system of scheduling, frequency and logging, all to be recorded in data-base for continuous monitoring, budgeting and best long term optimization.

Work Orders

5 Work orders completed this month. See action items for improving tracking.

Others

Mower Operations	Proceeding with equipment performing well.
Concrete Liner Tank Repair:	Pat reviewing bids anticipating work in Aug-Sept
Upper Steel Tank Repair:	Paul Flanagan coordinating for work in Aug-Sept
Lower Flume Repair:	WIP – minor
Supply line from Mirror to Plant:	Needs to go to GC. Pat pursuing expanding L4 GC work order currently in place on a hydrant raising
Tennis Courts:	WIP – see LTPC report and view onsite as you wish

Operations Hours, June 2022

Monthly Total Hours for Typical 8 Hour Work Days	352
Monthly Total Hours Logged Incl. Leave with Pay	362
Monthly Hours - Water Supply (Treatment Plant, Well, Supply, Lakes)	130
Monthly Hours – Roads (Grading and Repairs)	18
Monthly Hours – Pool (Startup, Daily Monitoring, Training, Operations, Repairs)	54
Monthly Hours – Equipment Repair (All Physical Plant and Vehicles)	58
Monthly Hours – Admin. (Meetings with Ops., Timesheets, Reviews, Misc.)	36
Monthly Hours – Trash, Slash and Dumpster	24
Monthly Hours – Bereavement Leave	18
Monthly Hours – Spring Cleanup	12
Monthly Hours – Member Misc. (Partially billable – TBD)	12
Monthly Hours – Total Logged (Reconciled to above)	362
Above Hours Based on Time Sheet Entries and Op’s. First Run on Categorization	

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