SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors **AGENDA NO. VI**

FROM: Steve Mack, General Manager

Meeting Date: November 2, 2017

Subject: GENERAL MANAGER'S REPORT

RECOMMENDED ACTION: Receive report from the General Manager.

FISCAL IMPACT: None

DISCUSSION:

1. **Water Production and Sales:** Water sales in September were 29,495 units (67.7 AF, (Guerneville cycle) and production was 67.1 AF. Compared to one year ago, production and sales this month were higher (65.5 AF and 67.3 AF, respectively). The water lost percentage has somewhat stabilized system-wide, but it's higher than we want. Figure 1 shows sales, production and % difference since 2008.

2. **Leaks:** In September we had 15 total leaks and spent 111 man-hours on them. Those are more leaks and man-hours compared to the prior month and to September one year ago (11 and 51). Figure 2 shows service and main leaks separately with a total leaks line as well.

3. **Guerneville Rainfall:** It's the start of the rainy season - this year we've had approximately a half inch in October - one year ago we had approximately 8.5 inches by now. Figure 3 shows monthly rainfall compared to prior years, the long-term average and the recent average.

4. **River Lane Property Sale**: I haven't received an update as of this writing; should have some news by the meeting.

5. **Monte Rio Trails Project:** Monte Rio Recreation and Parks District will submit applications to the Open Space District shortly to get into the queue for review.

6. **2017 CIP:** This project is mostly done - we are waiting to hear from Coastland to proceed with the Notice of Completion.

7. **In-House Construction Projects:** 3 in-house construction projects were reported for October: replaced service and 20 ft of line on Cherry Street (26 man-hours), new meter, stop and box lid due to customer tampering on Starrett Hill Drive (3 man-hours), Eagles Nest, put blowoff in box (21 man-hours).

8. **Regional Fires Impacts:** There were no direct, physical impacts from the regional fires on the District but there were some learning experiences: during the early days of the fire, Comcast Internet and Verizon were not working in this area. District landline phones (AT&T) were working and there were no interruptions in power. District radios continued to work. This impacted our on-call operations as some staff only have cell phones. I was able to

monitor District emails from home as I have satellite Internet (the only time this has been a good thing). One field staff had to evacuate his home but the home did not burn. One field staff participated in the fire response as a voluntary fireman.

We have been considering changing to a voice over internet phone service; the experience from the fires gives us pause, but we have had times when AT&T landline phones have been down, as well.

9. Gantt Chart: Nothing in the Gantt Chart for November.

Figure 1. Water Production and Sales 12 Month Moving Averages
Sweetwater Springs Water District Since September 2008

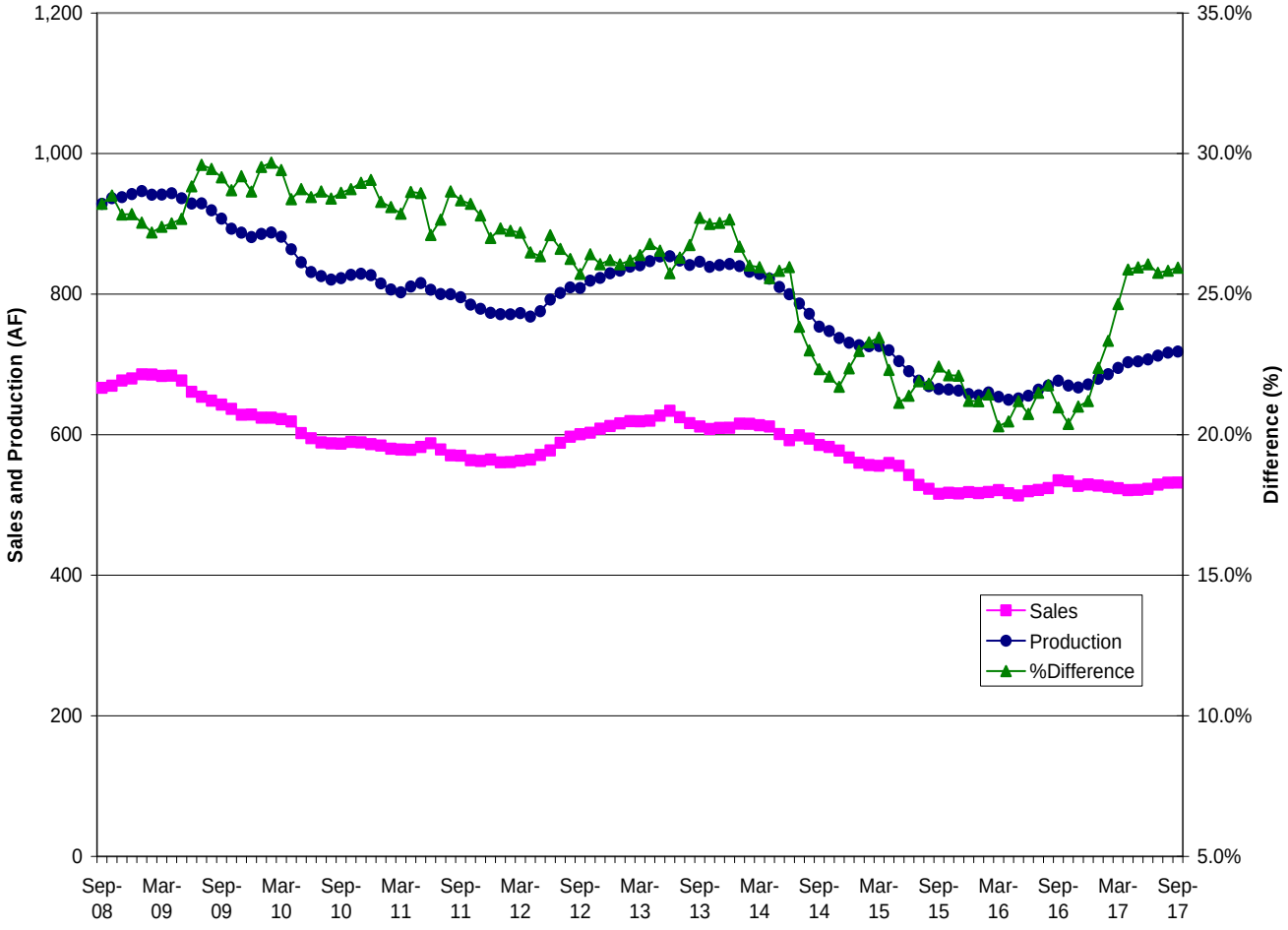

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2008

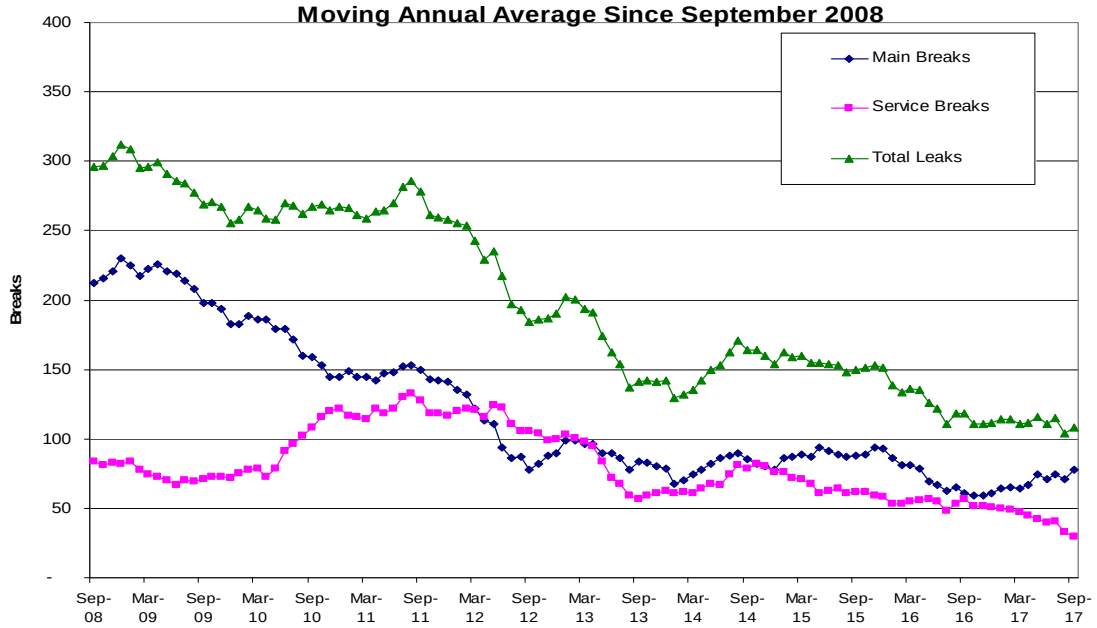

Figure 3. Guerneville Cumulative Monthly Rainfall

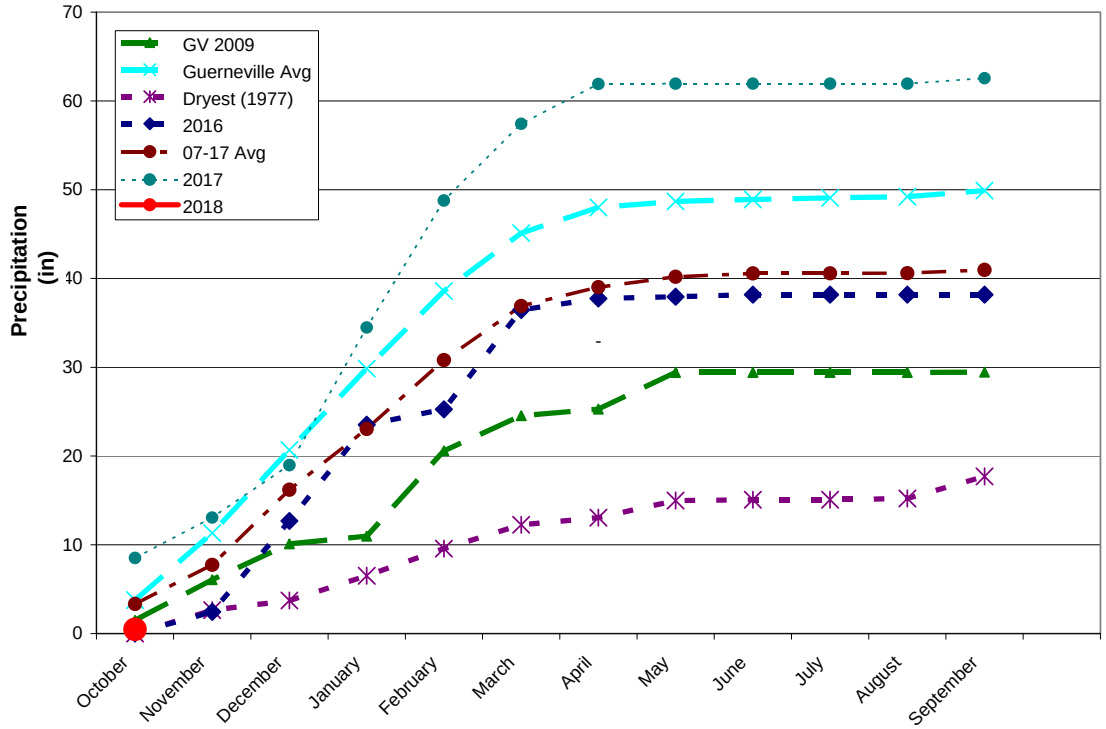

Figure 4. Sweetwater Springs WD Calendar Gantt Chart		Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	FY18+
Ongoing Activity															
Board Action															
Other Milestone															
Current Month															
By Activity															
Action Item/Milestone	**Projected Completion / Milestone Date**														
Budget Preparation															
• Capital Improvement Program Board Discussion															
• Staff Budget Preparation Begins															
• Ad Hoc Budget Committee Reviews Draft Budget															
• Draft Budget to Board for Discussion/Action															
• Approve Budget															
Capital Projects															
• Update/Review District CIP															
• 2017 CIP Phase 2&3 Award of Contract															
• 2017 CIP Construction Starts															
· USDA Bond															
Urban Water Management Plan	Oct-16														
Water Rights	SCWA Protest														
Emergency Response Plan Review															
Building Lease															
• Lease Renewal	August-17														
Policies and Procedures															
• Other Policy															
• Overall Review															
Board and General Manager Annual Review															