SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Ed Fortner, General Manager

Meeting Date: January 2, 2020

Subject: GENERAL MANAGER'S REPORT

RECOMMENDED ACTION: Receive report from the General Manager.

FISCAL IMPACT: None

DISCUSSION:

1. **Laboratory Testing:** Water quality tests confirm that all SSWD water meets all known State and Federal water quality standards.

2. **Water Production and Sales:** Water sales in November were 22,288 units (51.2 AF Guerneville cycle), and production (calculated as running twelve-month average) was 54.0 AF. Compared to one year ago, sales and production were lower (47.0 AF and 50.1 AF, respectively). Figure 1 shows sales, production and % difference for the combined systems; the water loss trend was unchanged this month (19.7%). Looking at the data over the last ten years, water production has dropped approximately 29%, and sales have dropped 18%. The water loss percentage was around 30% and now is in the 15-20% range. Much of the production and water loss drop can be attributed to the capital projects funded by Redevelopment. The sales drop is probably due to the drought public education; it's unlikely historic use levels will return soon.

3. **Leaks:** In December, we had three total leak repairs with 55 hours on it. One leak was in Guerneville and two leaks were in Monte Rio. All leaks were in older lines. That is fewer leaks and more person-hours compared to the prior month and fewer leaks and the same person-hours compared to December one year ago (5 and 55). Figure 2 shows service and main leaks separately with a total leak line as well. For Calendar Year 2019, total leaks were 78, down from 105 from 2018. Looking at the leaks chart over the last ten years, we've come down from around 300 leaks per month to just under 100 - quite a difference and very noticeable in what the field crews are able to do - address ongoing issues with in-house projects instead of chasing leaks every day.

4. **Guerneville Rainfall:** November rainfall was 9.66", which is lower than the long-term average month and keeps the yearly total below the long-term annual average.

5. **Old Monte Rio Rd Project:** The Contractor has completed the water line installation and Sweetwater Springs Water District staff completed the tie ins of the new line. Grading and paving remain on the project.

6. **In-House Construction Projects:** There was one in-house construction project in December, clearing the ditch and drive between tree and apron on 1012 Highland Way. Nine person-hours were spent on the project. There were no toilet rebates.

7. **Personnel:** Jamin Reed began as Maintenance Operator Trainee on December 16th. The District is now fully staffed.

8. **Discontinuation of Service for Non-payment Law:** Continue to work on implementation by the 02/2020 deadline. On January agenda.

9. **SSWD Website Update:** Continue to investigate.

10. **Flushing:** System Hydrant Flushing was completed for Monte Rio in December. Downtown Guerneville will be completed by early January. Advance notice has been mailed to all customers, and the schedule is posted to our website.

11. **Kincade Fire Meetings:** On December 17, 2019, Chief Heine, Assistant Chief Matt Gustafson, Ed, Jack Bushgen, Tim Lipinski, and Rich Holmer met to discuss communications and logistics in wildfire, electric outage, and evacuation circumstances. Chief Heine followed up with links to apps for communication and alerts. Sweetwater Springs Water District will be a priority in future events.

12. **Gantt Chart:** The Gantt Chart is updated for January, FY 2020.

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

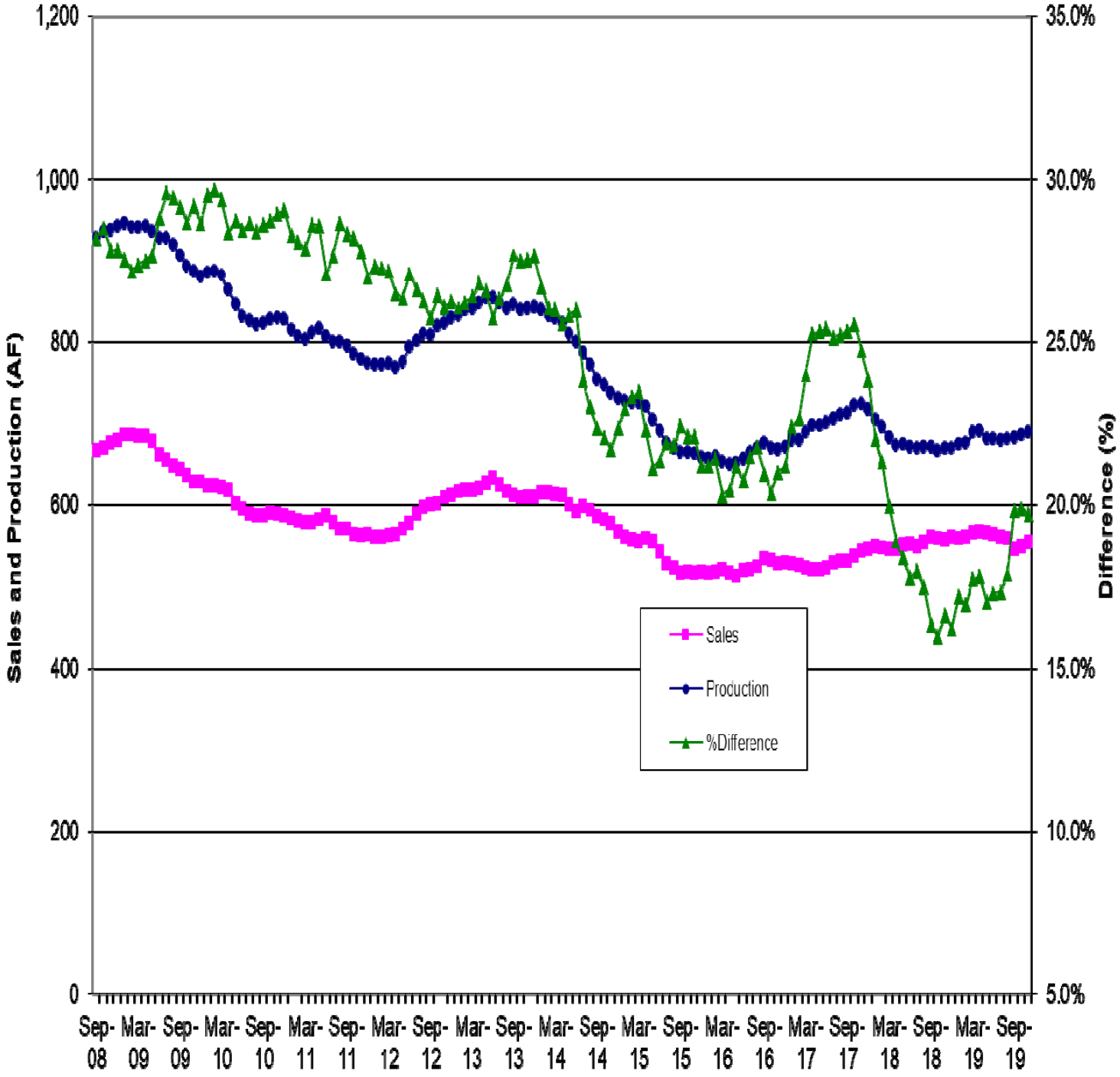
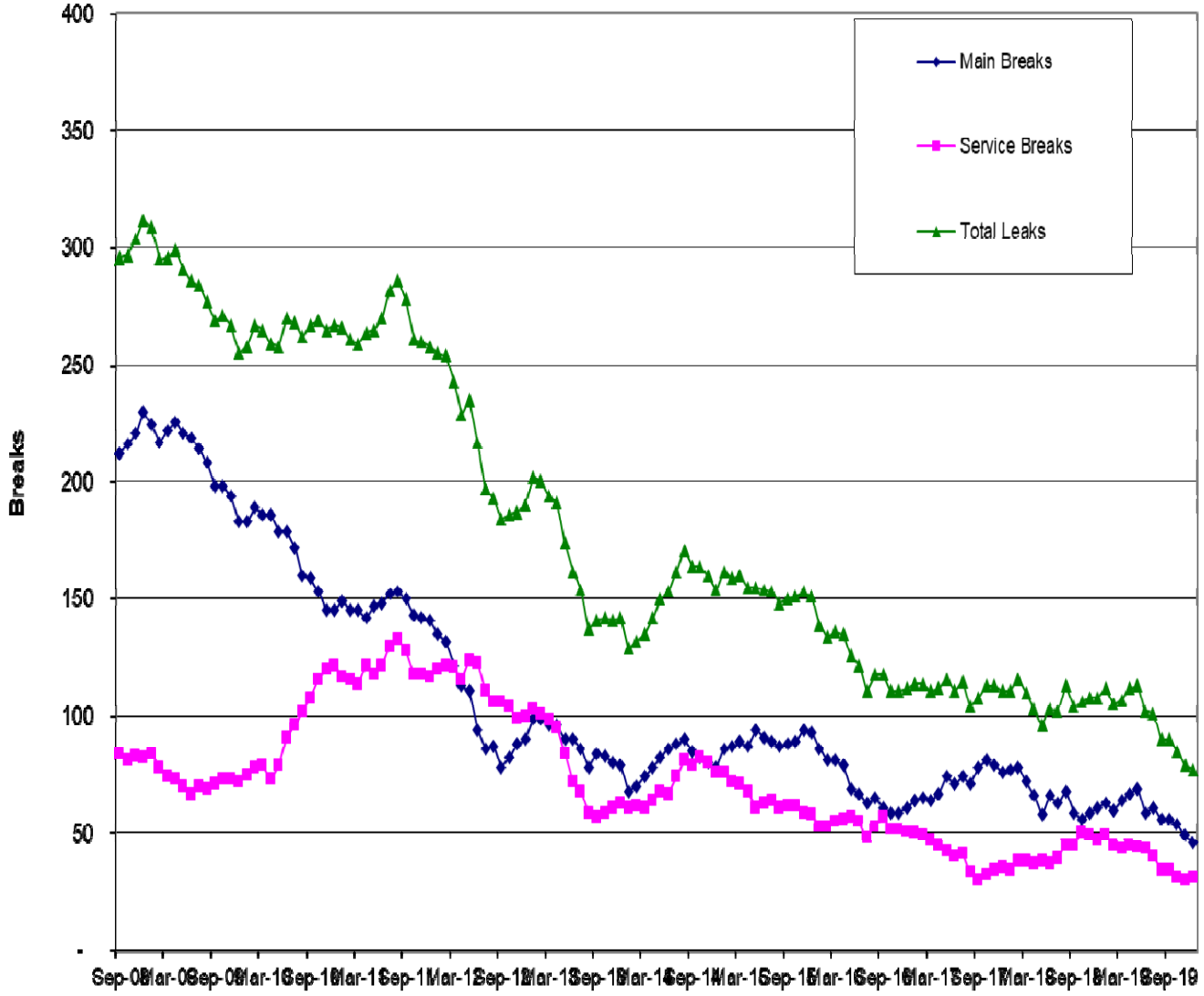


Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2008



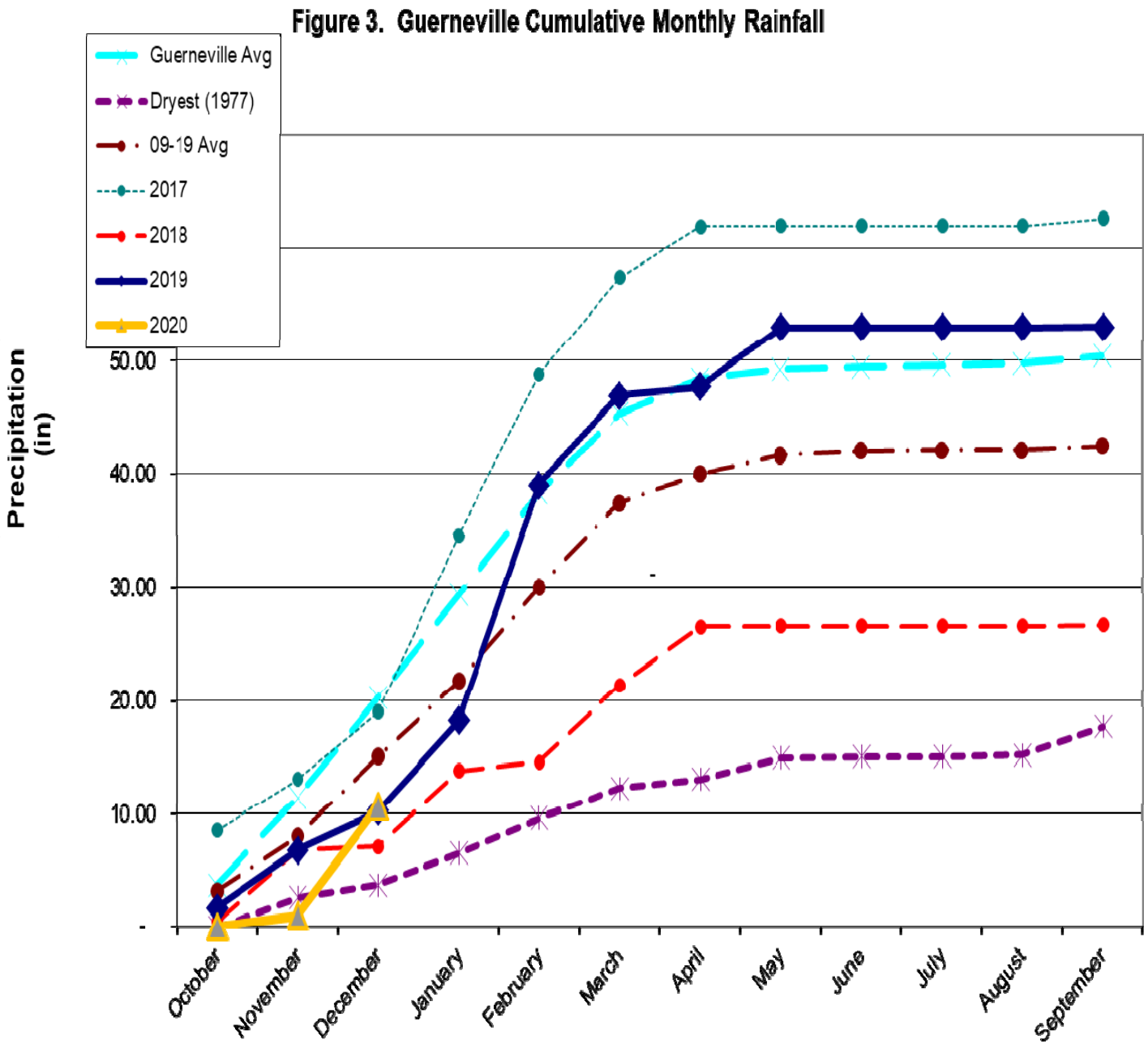


Figure 3. Guerneville Cumulative Monthly Rainfall
Guerneville Avg
Dryest (1977)
09-19 Avg
2017
2018
2019
2020
Precipitation (in)
50.00
40.00
30.00
20.00
10.00
-
October
November
December
January
February
March
April
May
June
July
August
September

Figure 4. Sweetwater Springs WD Calendar Gantt		Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	FY21+
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														
• 2021 CIP Planning														
• 2021 CIP Design														
• 2019 CIP Construction Ends														
Labor Negotiations														
Strategic Planning	Nov-19													
Cost of Service Study	Mar-20													
Urban Water Management Plan	Oct-20													
Water Rights	SCWA													
Emergency Response Plan Review														
Building Lease														
• Lease Renewal	Aug-20													
Policies and Procedures														
• Other Policy														
• Overall Review														
District Annual Review														