SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: January 4, 2018

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 November were 21,297 units (48.9 AF, (Guerneville cycle) and production was 47.3 AF. Compared to one year ago, sales and production this month were higher (41.5 AF and 44.9 AF, respectively). The water lost percentage has dropped somewhat, but it's higher than we want. Figure 1 shows sales, production and % difference since 2013 for the combined systems.

2. **Leaks:** In November we had 9 total leaks and spent 57 man-hours on them. Those are the same number of leaks and fewer man-hours compared to the prior month and to November one year ago (9 and 83). Figure 2 shows service and main leaks separately with a total leaks line as well.

3. **Guerneville Rainfall:** Rain has been minimal in December with nothing coming in the forecast. We're somewhere between the worst year ever (1977) and 2009 which was also a dry year. It's just December and rainfall has lots of time to pick up before the rainy season is over. But we are not likely to reach anything near last year's totals. Figure 3 shows monthly rainfall compared to prior years, the long-term average and the recent average.

4. **River Lane Property Sale**: My understanding is that the appraisal has been done a second time and Open Space is reviewing it. It goes to their Fiscal Oversight Committee next.

5. **Monte Rio Trails Project:** The project with the proposed parcels have been submitted to Open Space; I understand this project is in their review process.

6. **2018 CIP:** We expect advertising for this project to begin in January with award of contract in April or May.

7. **In-House Construction Projects:** 4 in-house construction projects were reported for December: replaced 5 services and 200 ft of main on East Street in Villa Grande (110 man-hours), on Center Street in Villa Grande installed 425 ft of 2 " main (78.5 man-hours), a construction new service on Moscow Road in Monte Rio (33 man-hours), and meter stop replaced on River Road in Guerneville (5 man-hours).

8. **Last Year's Storm Damages:** The District has received $30,804 in payments from CalOES and FEMA for repayment for expenses incurred during last year's rain events and flooding. This includes payment for the well vault covers at El Bonita, staff overtime, flooding-related

water quality testing expenses, temporary repair of Old Monte Rio Road water line near the road failure, and outside contractor expenses to clean up and remove downed trees. Kevin Gilman, Field Manager, did the major work in getting these reimbursements and deserves the credit for this outcome. Final repair of Old Monte Rio Road is still ongoing and we expect reimbursement for expenses associated with that project.

9. **Gantt Chart:** The introduction of the Budget process in the Gantt Chart for January.

Figure 1. Water Production and Sales 12 Month Moving Averages
Sweetwater Springs Water District Since October 2013

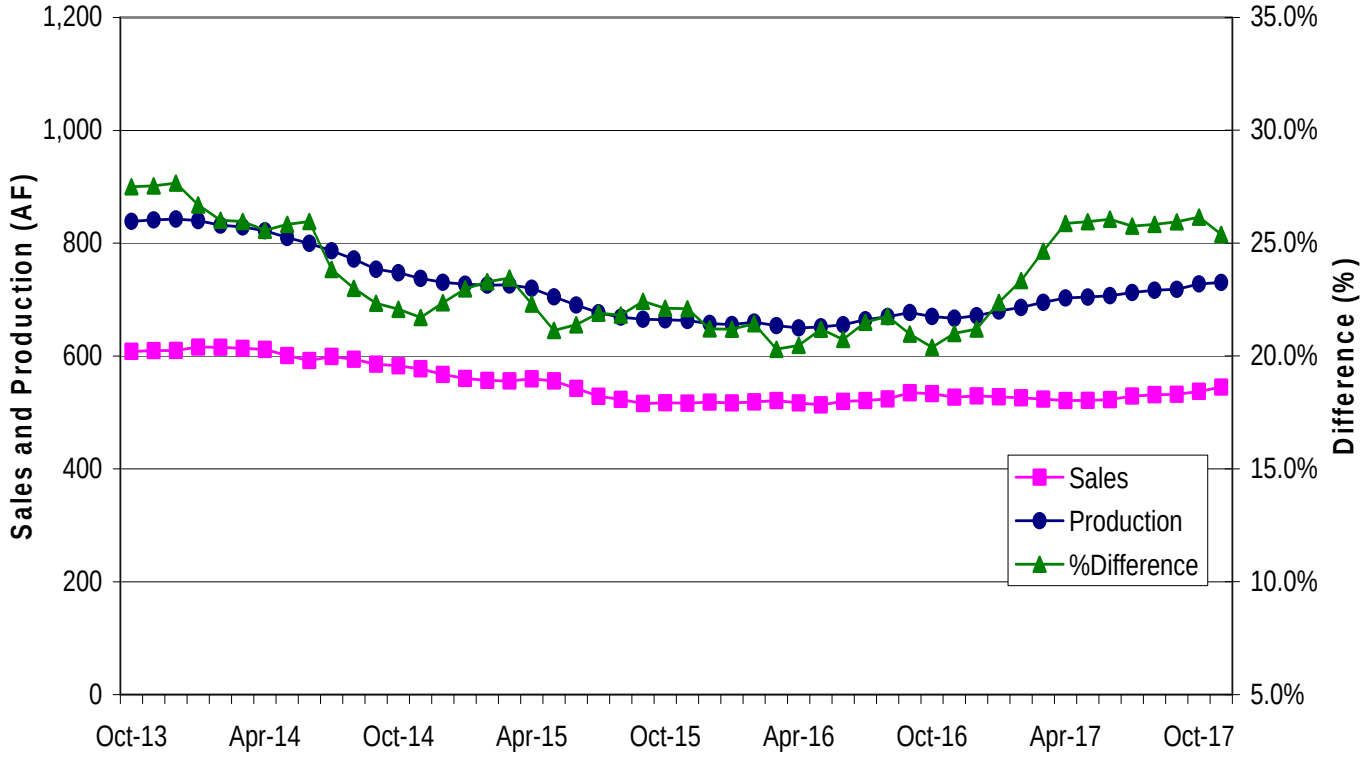

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2008

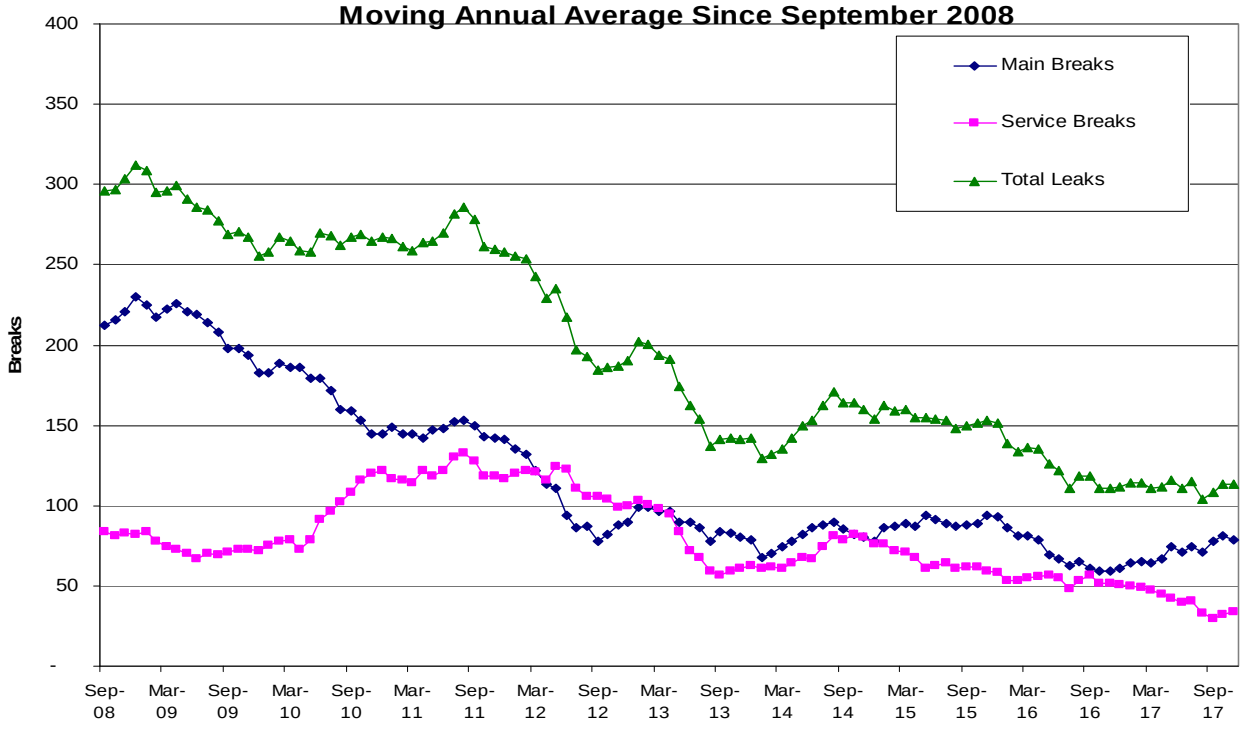

Figure 3. Guerneville Cumulative Monthly Rainfall

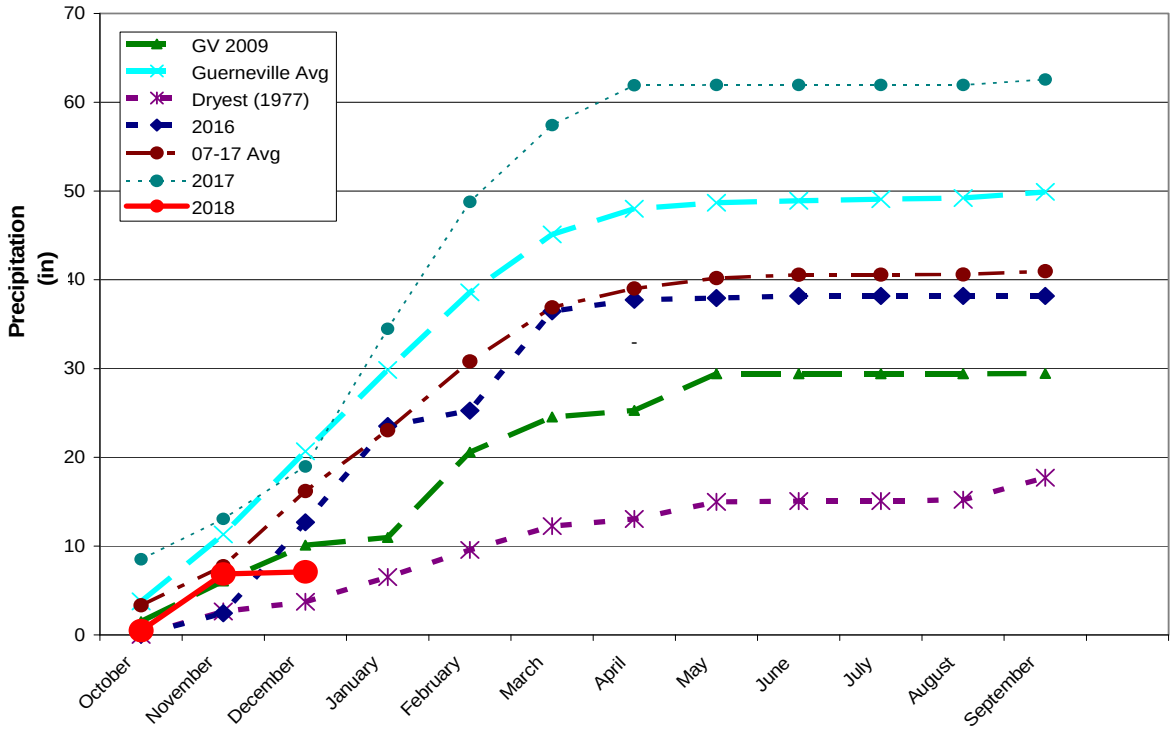

Figure 4. Sweetwater Springs WD Calendar Gantt Chart		Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	FY18+
Ongoing Activity															
Board Action															
Other Milestone															
Current Month															
By Activity															
Action 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															