# SWEETWATER SPRINGS WATER DISTRICT

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

**FROM:** Steve Mack, General Manager

**Meeting Date: March 3, 2016**

**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 January were 17,189 units (39.5 AF, Guerneville cycle) and production was 48.1 AF. Compared to one year ago, sales and production were lower (40.8 AF and 49.9 AF, respectively). The water lost percentage stayed the same (22.2) compared to December. The reduction from January 2013, the State Board standard, was 15.0%, just below the State mandate of 16%., but we are still averaging approximately 23% for the summer/fall/winter (May-January). GPCD for January was 55.2. Figure 1 shows sales, production and % difference since 2008.

2. **Leaks:** In January we had 5 total leaks and spent 30.25 man-hours on them. Those are fewer leaks and man-hours compared to the prior month and compared to January one year ago (17 leaks, 149.75 man-hours). Figure 2 shows service and main leaks separately with a total breaks line as well.

3. **Guerneville Rainfall**: We are in the fifth month of an El Nino rain year and rainfall amounts have dropped off so far for February - less than 2 inches. Figure 3 shows historical rainfall compared to this year's rain. In the Fall we were worrying about flooding from all the rain we were expecting this winter, but we're not even at last year's levels (which did have minor flooding in December 2014).

4. **2016/2017 CIP:** The Notice of Completion for the 2016 CIP is on the agenda at last, so that project is wrapped up. We had a 50% design meeting on the 2017 CIP on February 25. It's going well; all we need now is funding.

5. **Toilet Rebate/Direct Install Program:** No toilet rebates reported for February.

6. **In-House Construction Projects:** In January six in-house construction projects were reported: replacement of a service and relocation of the meter on Morningside Drive. (33 man-hours), replacement of services on Center Way, Willow Road, and Wright Drive (26, 33 and 37 man-hours, respectively), construction new service on Solar Ridge/Hwy 116, construction done by Von Renner Construction and paid for by customer (0 man-hours), and replacement of 85 ft of 2" main and one service on Morningside Drive (54.5 man-hours).

7. **Gantt Chart:** The Gantt Chart for March has the draft Budget presented to the Board - that's happening - and ongoing design of the 2017 CIP reported above.

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

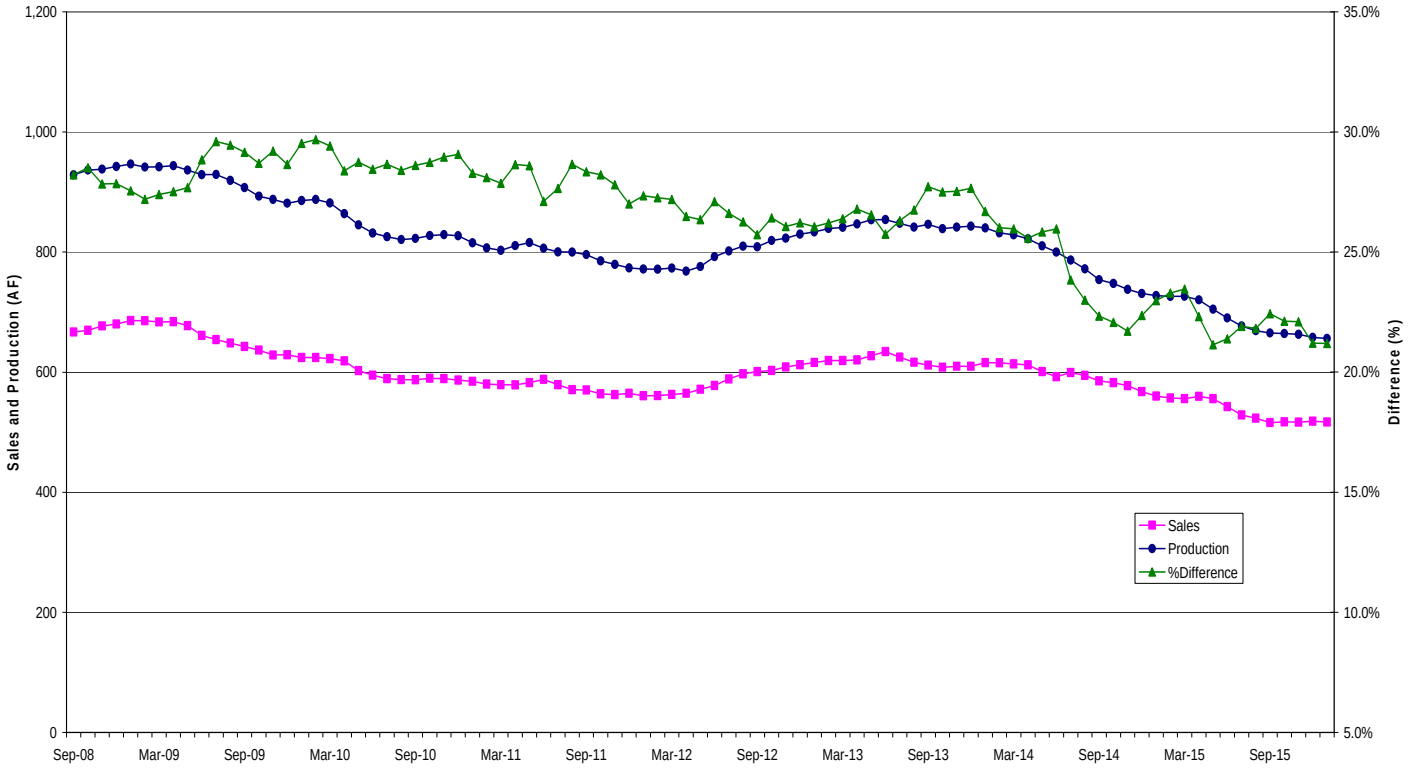


**Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks**
**Moving Annual Average Since September 2008**

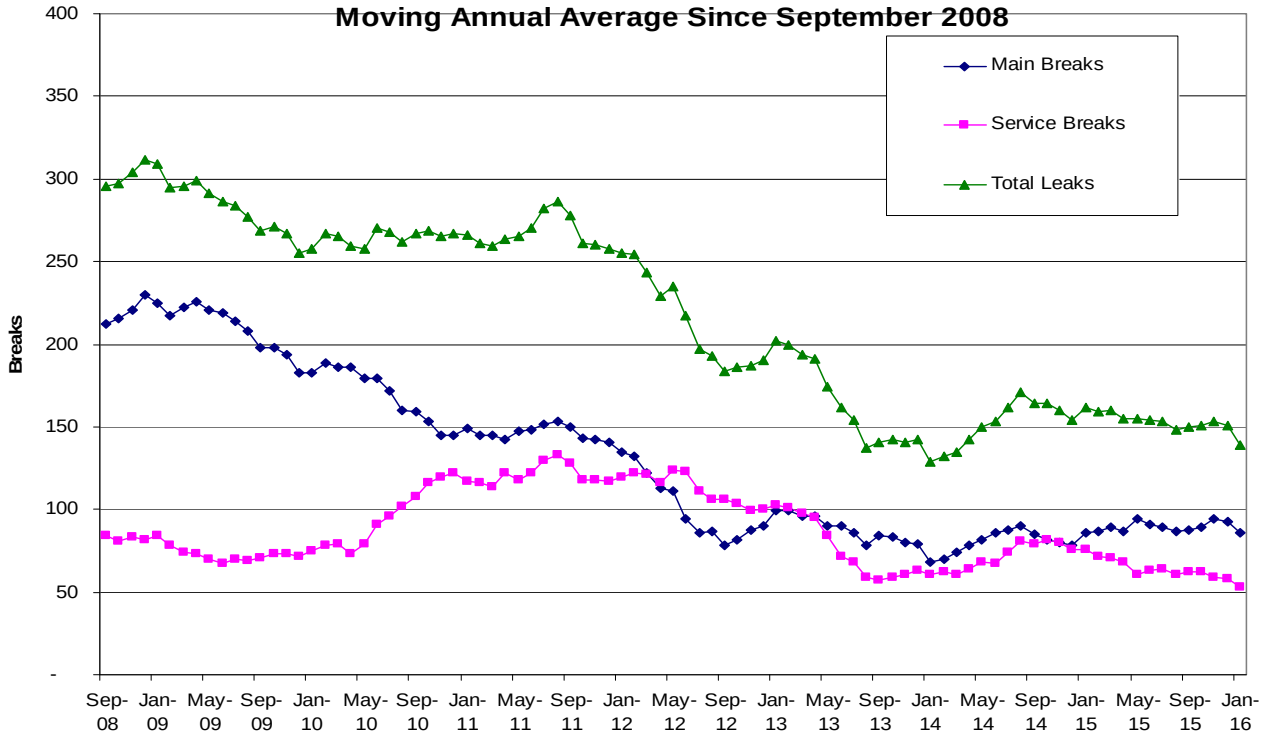
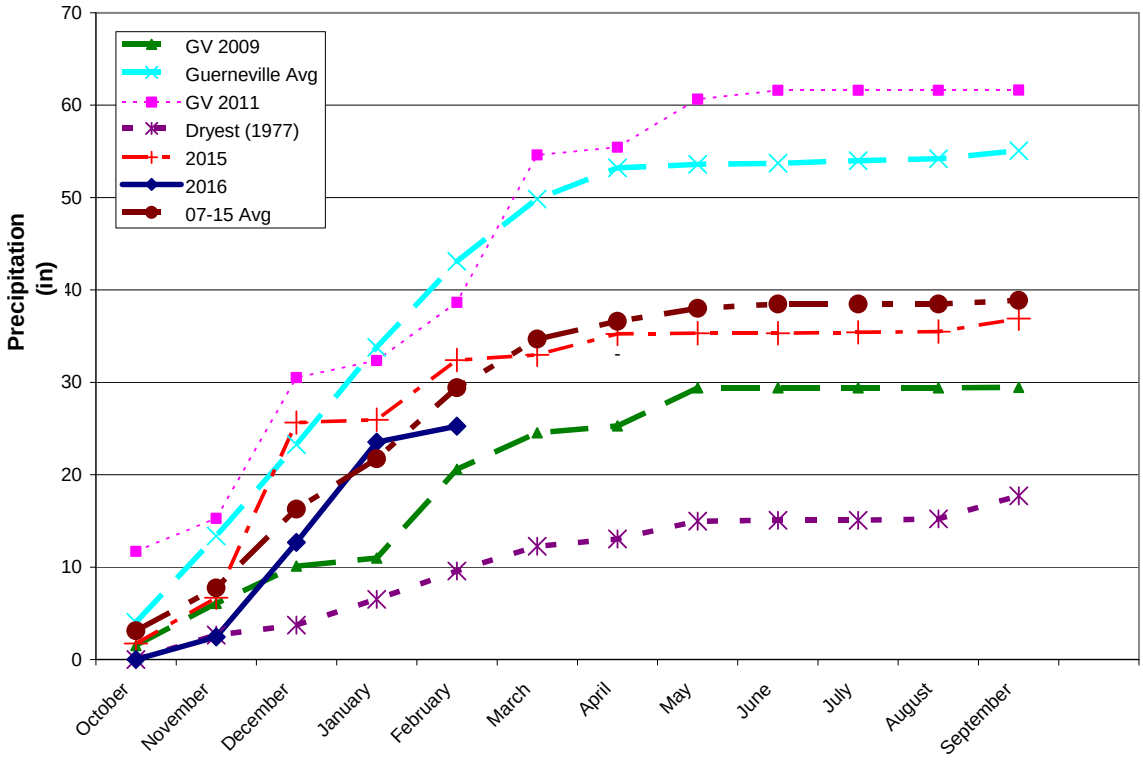



**Figure 3. Guerneville Cumulative Monthly Rainfall**



| Figure 4. Sweetwater Springs WD Calendar Gantt Chart | | Jan-15 | Feb-15 | Mar-15 | Apr-15 | May-15 | Jun-15 | Jul-15 | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 | Jan-16 | Feb-16 | Mar-16 | Apr-16 | May-16 | Jun-16 | FY17+ |
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| **Ongoing Activity** | | | | | | | | | | | | | | | | | | | | |
| **Board Action** | | | | | | | | | | | | | | | | | | | | |
| **Other Milestone** | | | | | | | | | | | | | | | | | | | | |
| **Current Month** | | | | | | | | | | | | | | | | | | | | |
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| **By Activity** | | | | | | | | | | | | | | | | | | | | |
| Action Item/Milestone | **Projected Completion / Milestone Date** | | | | | | | | | | | | | | | | | | | |
| Crystal Communications Lease | | | | | | | | | | | | | | | | | | | | |
| 2014-15 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 | | | | | | | | | | | | | | | | | | | | |
| • 2016 CIP Design | | | | | | | | | | | | | | | | | | | | |
| • 2016 CIP Award of Contract | | | | | | | | | | | | | | | | | | | | |
| • 2016 CIP Construction Starts | | | | | | | | | | | | | | | | | | | | |
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| Urban Water Management Plan | Jul-16 | | | | | | | | | | | | | | | | | | | |
| Water Rights | SCWA Protest | | | | | | | | | | | | ?? | | | | | | | |
| Emergency Response Plan Review | | | | | | | | | | | | | | | | | | | | |
| Building Lease | | | | | | | | | | | | | | | | | | | | |
| • Lease Renewal | July-17 | | | | | | | | | | | | | | | | | | | |
| Policies and Procedures | | | | | | | | | | | | | | | | | | | | |
| • Other Policy | | | | | | | | | | | | | | | | | | | | |
| • Overall Review | | | | | | | | | | | | | | | | | | | | |
| Board and General Manager Annual Review | | | | | | | | | | | | | | | | | | | | |