SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: May 3, 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 March were 16,279 units (37.4 AF, (Guerneville cycle) and production was 43.8 AF. Compared to one year ago, sales and production this month were lower (38.6 AF and 56.9 AF, respectively). The water lost percentage continues on a dropping trend, but it's higher than we want. Figure 1 shows sales, production and % difference for the combined systems.

2. **Leaks:** In March we had 3 total leaks and spent 21 man-hours on them. Those are fewer leaks and more man-hours compared to the prior month and both much fewer compared to March one year ago (9 and 160). Figure 2 shows service and main leaks separately with a total leaks line as well.

3. **Guerneville Rainfall:** April rainfall was above average but we are still well below average for the year, and since this is the end of the rainy season, we will likely stay there. Apparently, because of the big year last year and the late season rains, the reservoirs remain in good shape. Figure 3 shows monthly rainfall compared to prior years, the long-term average and the recent average.

4. **River Lane Property Sale**: Not much progress this month based on the reports I have received - still working on easement and the appraisal may be going back for another review.

5. **Monte Rio Trails Project:** No new news. This will likely be a slow moving event.

6. **2018 CIP:** The Pre-Construction Meeting will be held on May 1. We'll know more about the construction schedule after this meeting and I report on that at the Board Meeting.

7. **In-House Construction Projects:** Three in-house construction projects were reported for April: service upgrade on Drake Rd. (26.5 hours), raised meter to grade on Drake Rd. (5.25 hours), and installed 300 feet of line from Sweetwater Tank to bottom of hill (6 hours).

8. **Gantt Chart:** The Gantt Chart for May includes approval of the Budget and award of the 2018 CIP construction contract; we had award of contract a month early and the Budget is on the agenda.

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

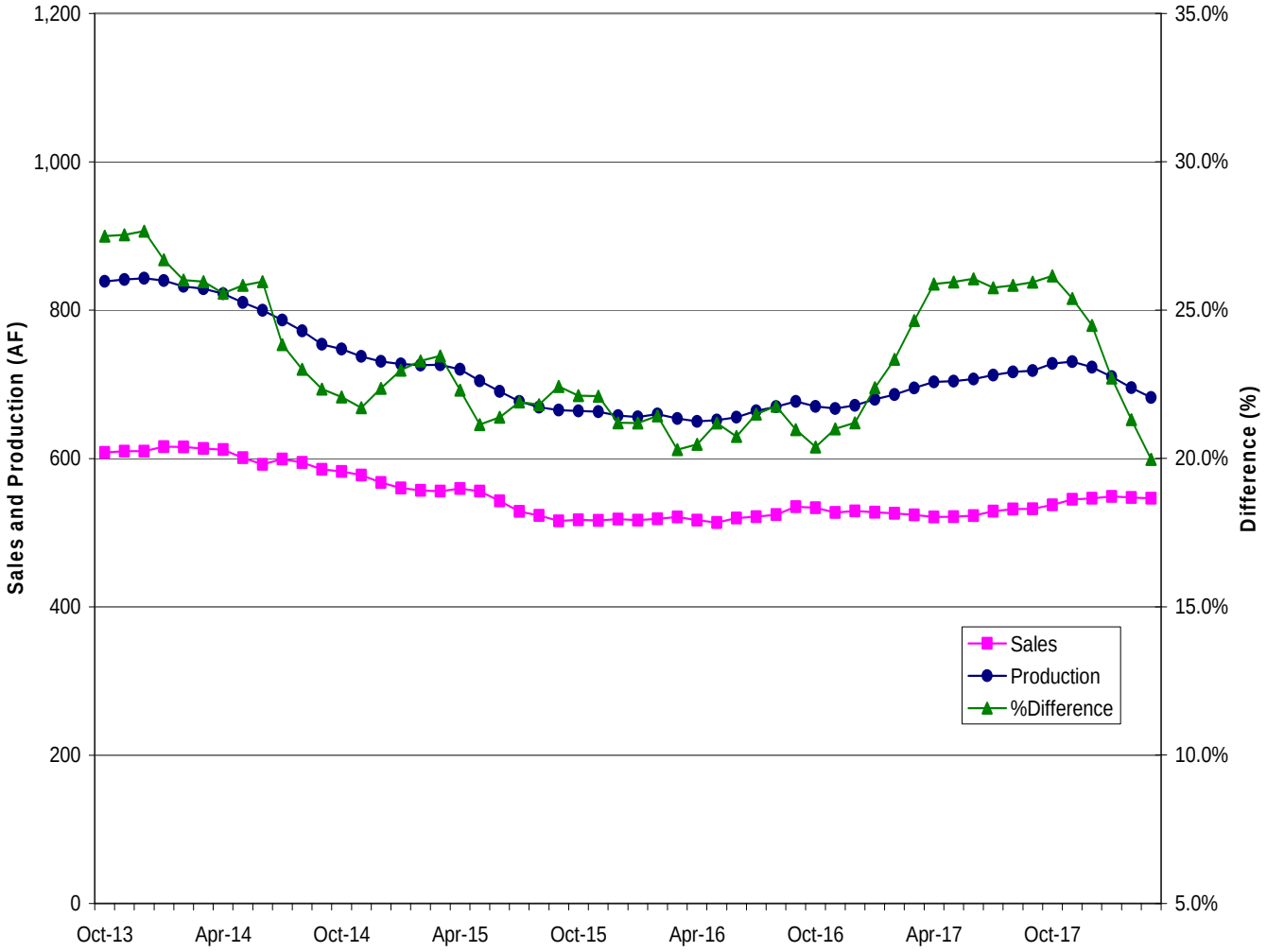

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2008

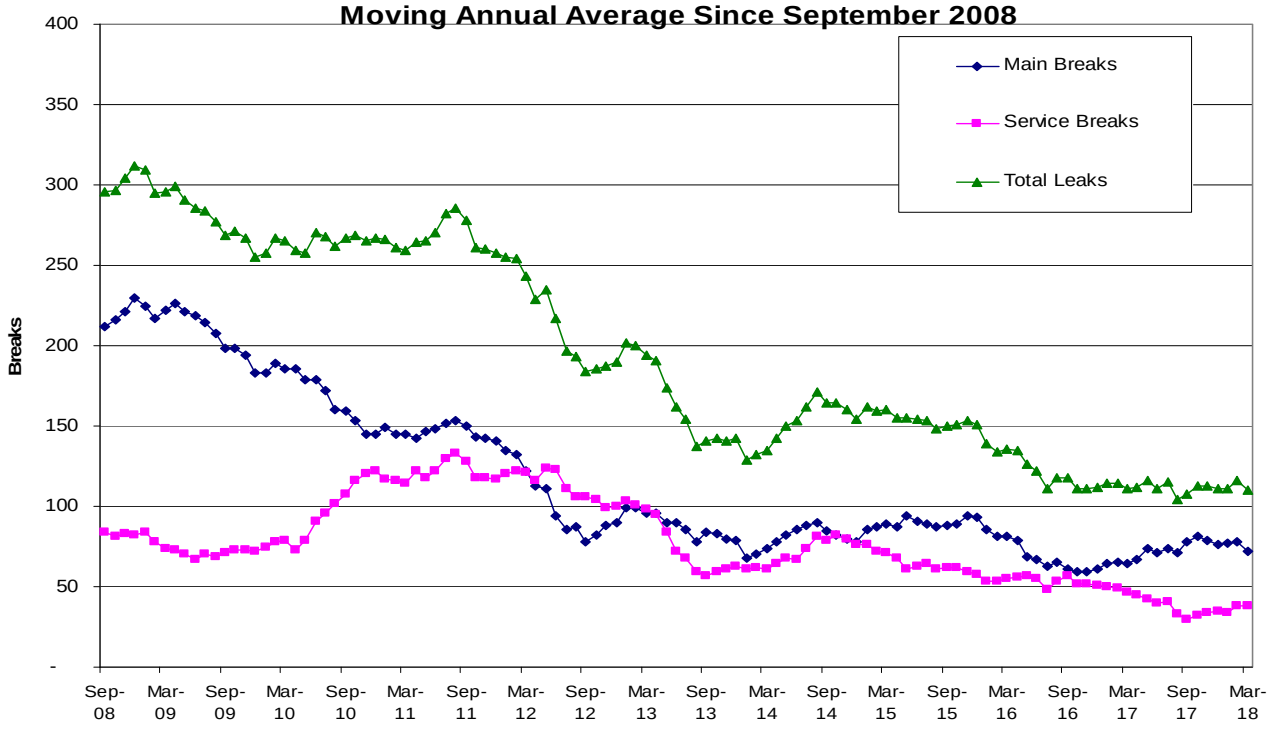

Figure 3. Guerneville Cumulative Monthly Rainfall

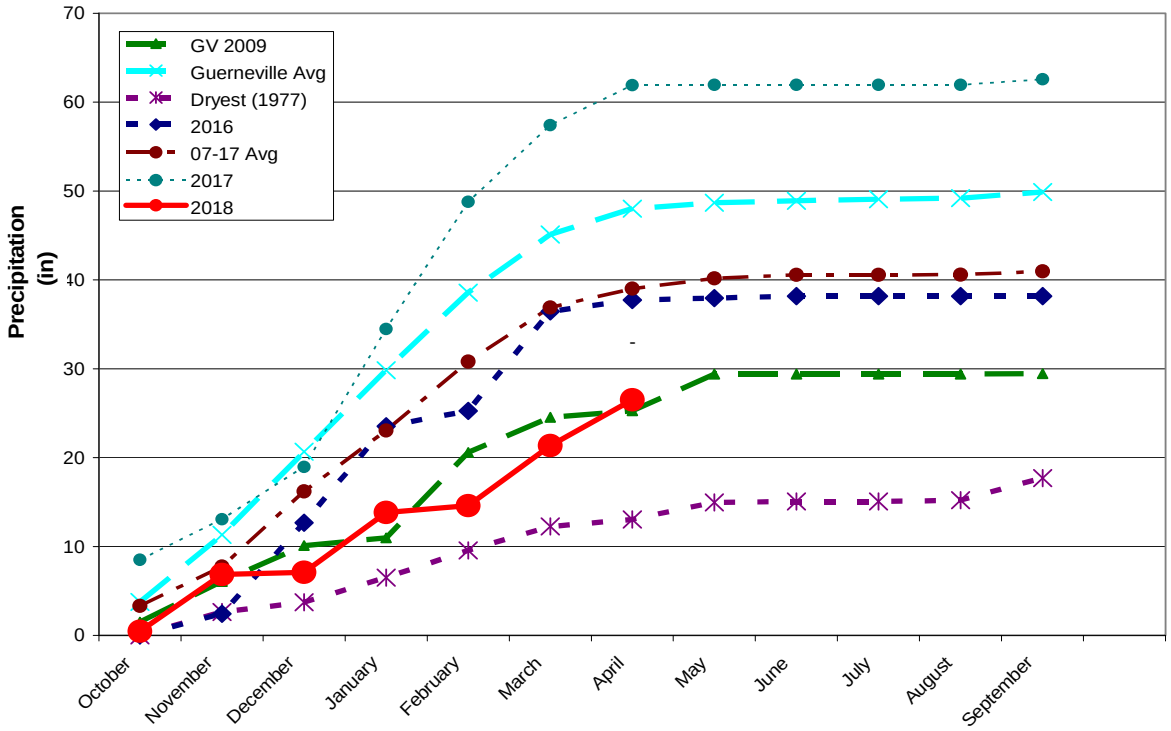

Figure 4. Sweetwater Springs WD Calendar Gantt Chart		Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	FY18+
Ongoing Activity															
Board Action															
Other Milestone															
Current Month															
By Activity															
Action 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															
• 2018 CIP Phase 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															