SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Ed Fortner, General Manager

Meeting Date: August 1, 2019

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 June were 19,273 units (44.2 AF Monte Rio cycle), and production was 64.2 AF. Compared to one year ago, sales and production were slightly higher (48.7 AF and 64.65 AF, respectively). Figure 1 shows sales, production and % difference for the combined systems; the water loss trend went up a bit this month. Looking at the data over the last ten years, water production has dropped approximately 29%, and sales have dropped 18%. 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. Water sales for FY 19 is up to 94% of FY 14, the last year unit sales were as high.

2. **Leaks:** In July we had 11 total leak repairs with 41 hours on it. Seven leaks were in Guerneville, two in Monte Rio, and two in Rio Nido. That is less leaks and fewer man-hours compared to the prior month and more leaks and hours compared to July one year ago (12 and 128). Figure 2 shows service and main leaks separately with a total leak line as well. Looking at the leaks chart over the last ten years we've come down from around 300 leaks per month to just over 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.

3. **Guerneville Rainfall:** June rainfall was 0" of rainfall this month is slightly lower than the long-term average and moves the yearly total slightly below the long-term annual average.

4. **River Lane Property Sale**: No update.

5. **2019 CIP:** Piazza placed filters on site, ordered materials.

6. **In-House Construction Projects:** There was one in-house construction projects in July, a 1" meter upgrade at 21611 Moscow Rd. (MR). There were no toilet rebates.

7. **Succession Planning:** Kevin Gilman will be retiring around October 2019. Kevin will submit two months' notice. Jack Bushgen will succeed Kevin. The plan is to have Kevin shadow Jack for one month prior to retirement. Jack's position of Senior Crew Supervisor will be filled internally. When Kevin's notice is submitted, we will begin interviews for the Crew Supervisor position. Upon making these two changes, the District will advertise for an entry level Maintenance Worker.

8. **Cyber Security:** On Agenda.

9. **Discontinuation of Service for Non-payment Law:** Continue to work on implementation by 02/2020 deadline.

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

11. **Strategic Planning:** Board input into potential meeting dates and need for Strategic Planning. If Board chooses, first meeting can be scheduled in August or September for Board, GM, and Administration Manager.

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

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

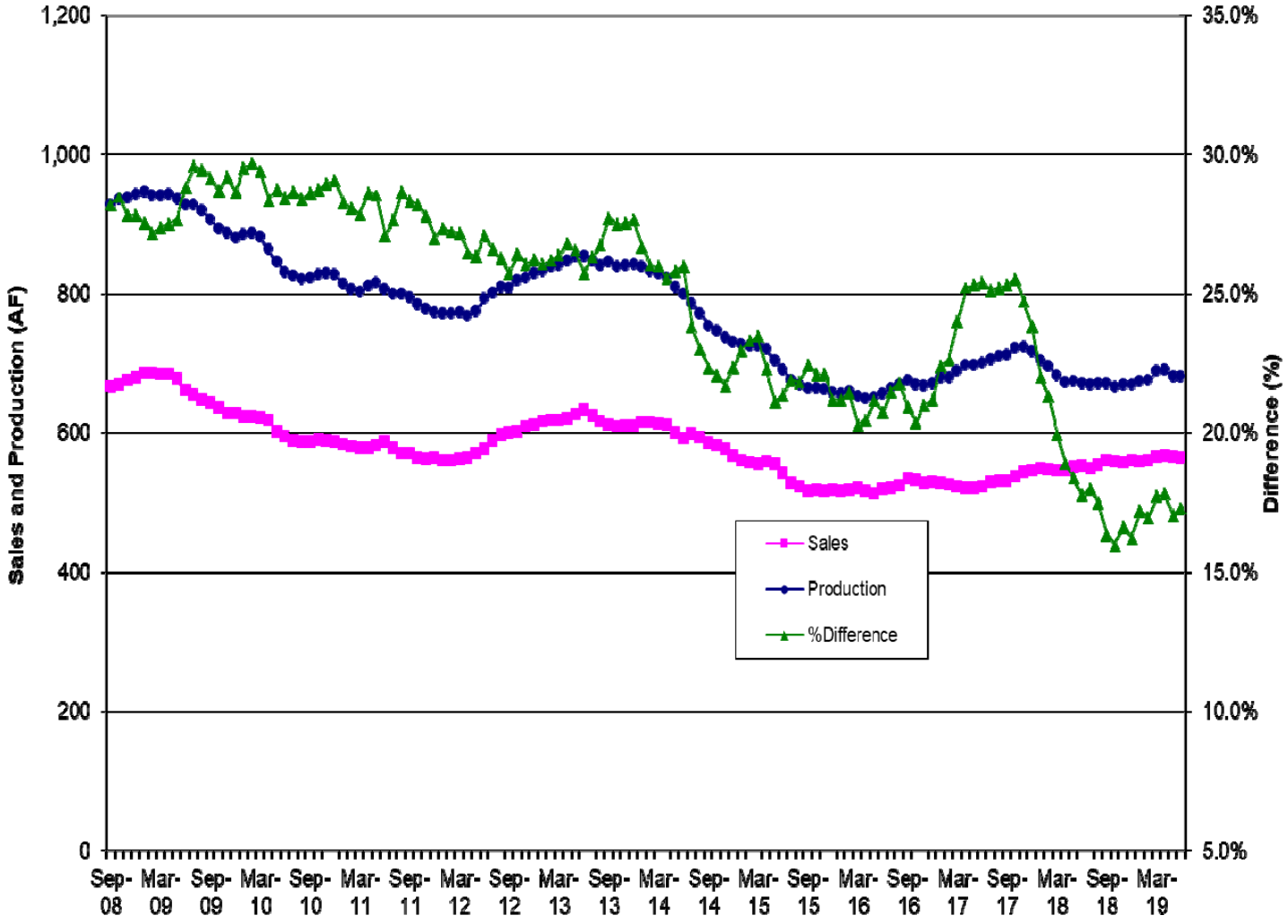

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2008

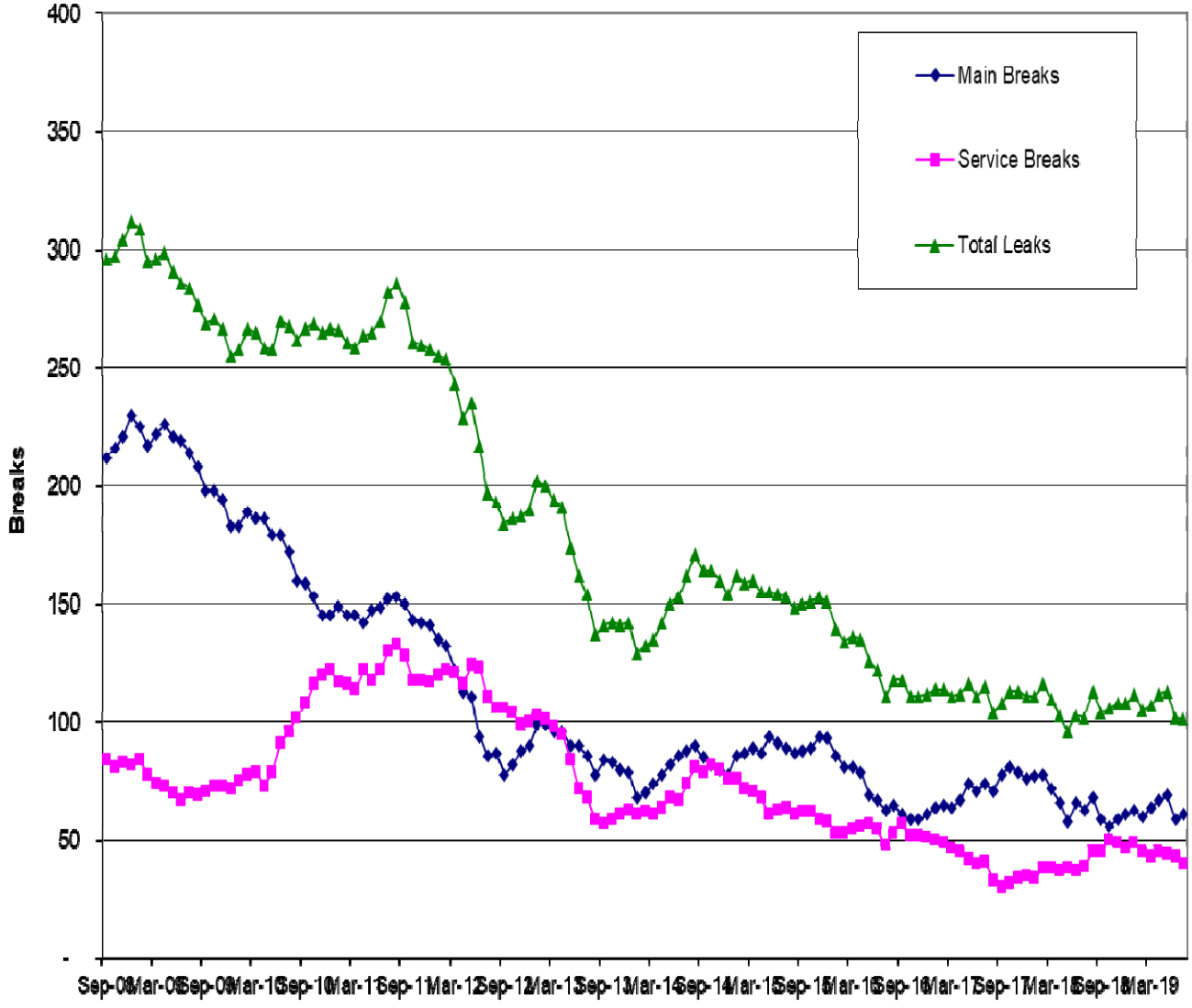

Figure 3. Guerneville Cumulative Monthly Rainfall

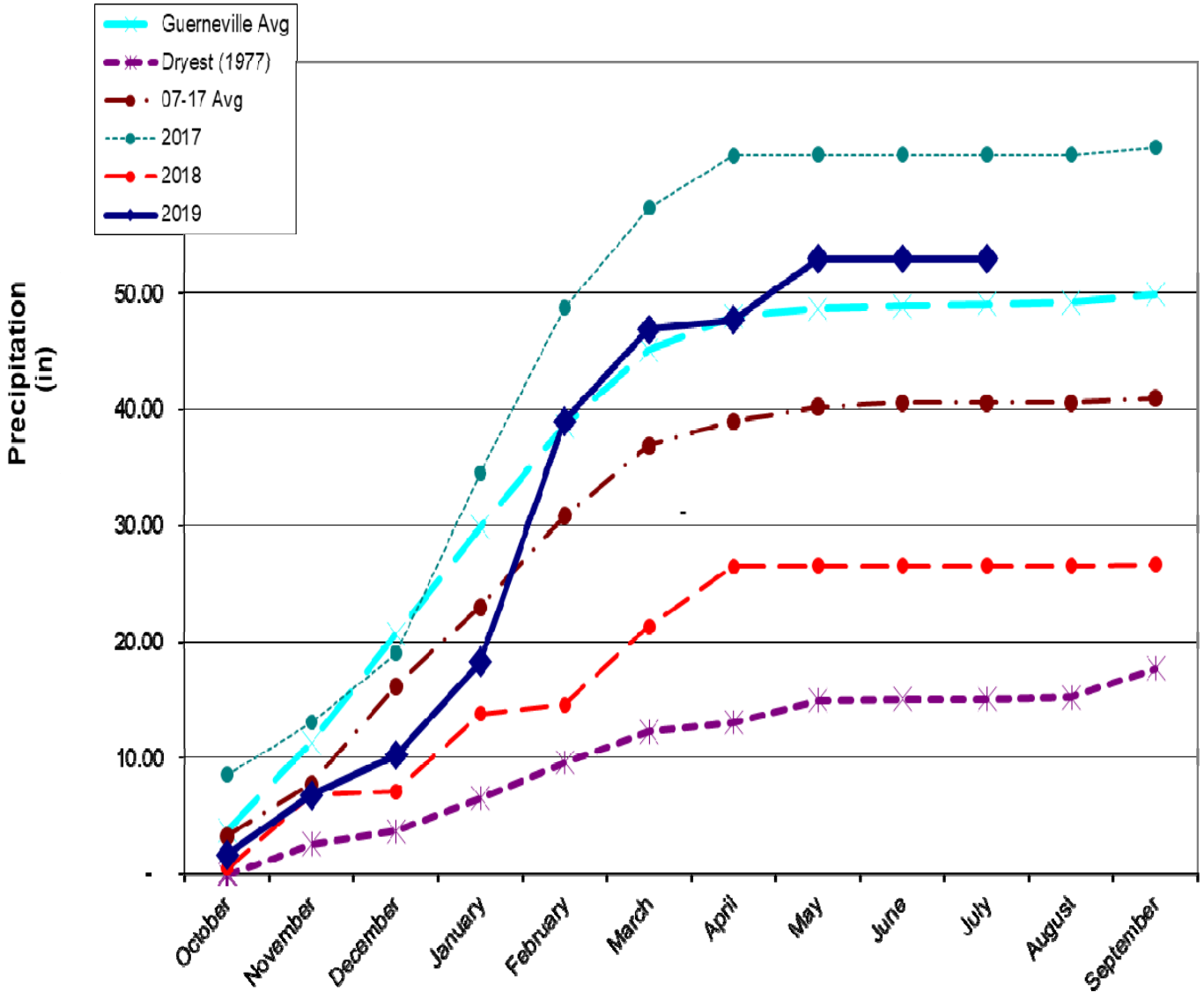

Figure 4. Sweetwater Springs WD Calendar Gantt		Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	FY21+
Ongoing Activity														
Board Action														
Other Milestone														
Current Month														
By Activity														
Action Item/Milestone	**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														
• 2019 CIP Phase Award of Contract														
• 2019 CIP Construction Starts														
• 2019 CIP Construction Ends														
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														