SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: August 4, 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 June were 19,044 units (43.7 AF, Guerneville cycle) and production was 65.2 AF. Compared to one year ago, sales and production were higher (37.6 AF and 61.2 AF, respectively). The water lost percentage has decreased a bit (20.7) and is still staying at historically low levels. The reduction from January 2013, the State Board standard, was 24%, GPCD for May was 75.5. Figure 1 shows sales, production and % difference since 2008.

2. **Leaks:** In June we had 9 total leaks and spent 27.6 man-hours on them. Those are fewer leaks and man-hours compared to the prior month and to June one year ago (18 leaks, 103 man-hours). Figure 2 shows service and main leaks separately with a total breaks line as well. The District is at historic lows for this; let's hope it continues.

3. **Russian River Flow**: Russian River flow (Figure 3) is looking decent for this time of year - similar to last year but a bit higher.

4. **2017 CIP:** This will be discussed in the Administrative Agenda.

5. **Toilet Rebate/Direct Install Program:** One toilet rebate reported for July.

6. **In-House Construction Projects:** One in-house projects completed in July: replaced a service and put customer valve in box (56 man-hours)

7. **Hidden Valley Road Property:** On July 26 I hiked with Ken Frankel and his executive assistant on District property off of Hidden Valley Road (location of the former Hidden Valley Tank, APNs 072-021-014 and 019) on the District property there and Mr. Frankel's property (APNs 072-021-13 and 21), approximately 200 acres which surround much of the District parcels. Mr. Frankel is interested in limited development of his property and also public use of the area. He may want to enter into discussions with the District on easements for access to his property. The District also owns property off of Old Cazedero Road (APN 072-021-008) which could help provide access to Mr. Frankel's property.

8. **Gantt Chart:** The only item in the Gantt Chart is preparation of the Urban Water Management Plan which is on the agenda for this meeting.

Figure 1. Monte Rio and Guerneville Sales and Production 12 Month Moving Averages, SSWD Since March 2010

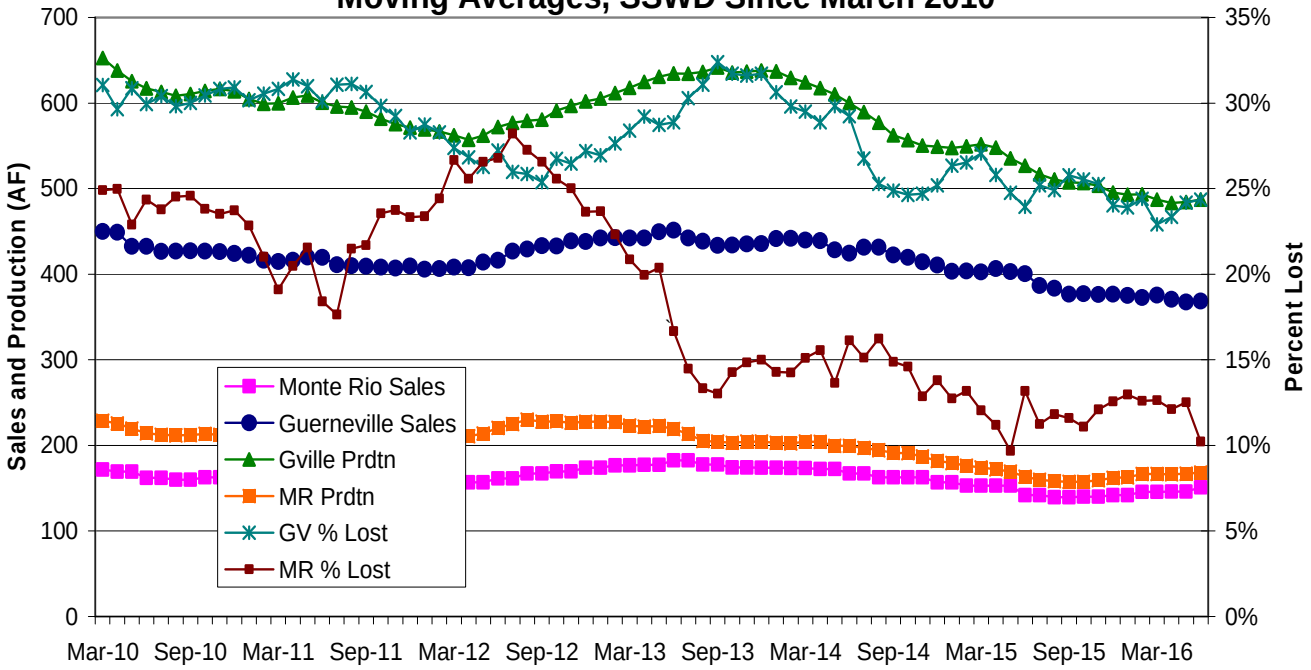

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2008

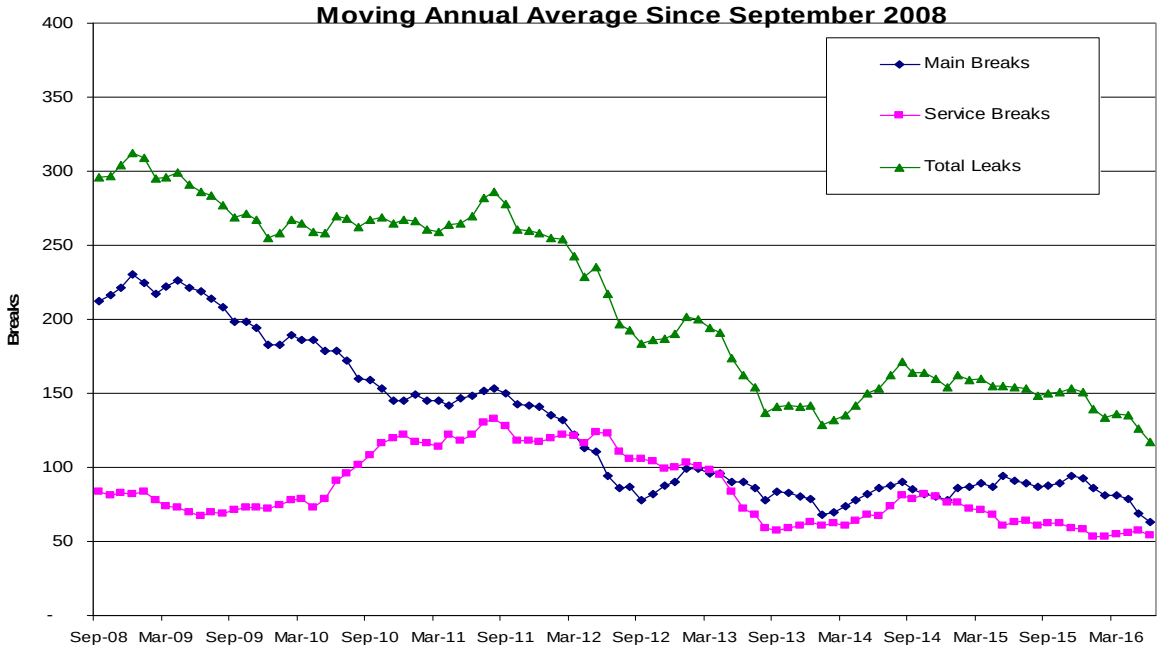

Figure 3. Russian River Summer Flow at Hacienda Bridge, 2016 Compared to Earlier Years, and the 2009-15 Average, Updated July 26, 2016

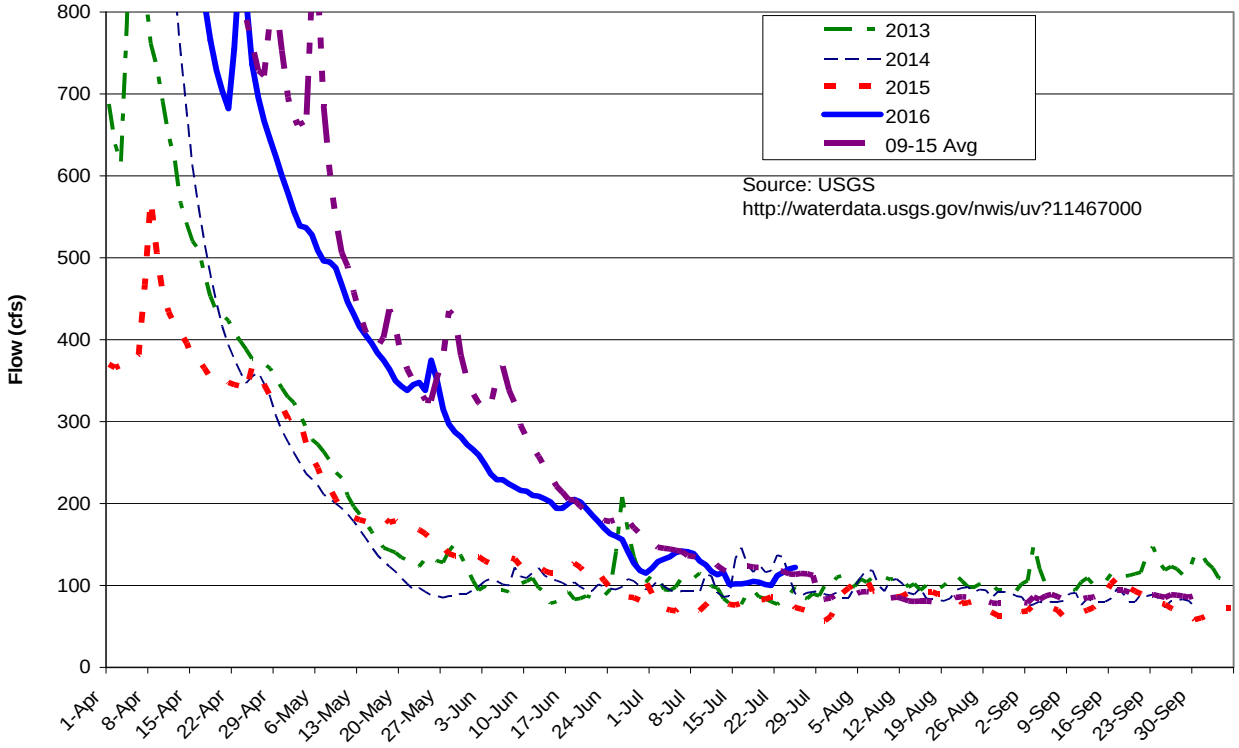

Figure 4. Sweetwater Springs WD Calendar Gantt Chart		Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	FY18+
Ongoing Activity																					
Board Action																					
Other Milestone																					
Current Month																					
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																					
• 2017 CIP Design																					
• 2017 CIP Award of Contract																					
• 2017 CIP Construction Starts																					
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																					