SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: September 6, 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 July were 28,325 units (65.0 AF, (Guerneville cycle) and production was 77.9 AF. Compared to one year ago, sales were higher and production was lower this month (67.7 AF and 79.3 AF, respectively). The water lost percentage increased a bit but is staying in the dropping trend. Figure 1 shows sales, production and % difference the District.

2. **Leaks:** In July we had 12 total leaks and spent 128 man-hours on them. That's fewer leaks and more man-hours compared to the prior month and compared to July one year ago (13 and 101). Figure 2 shows service and main leaks separately with a total leaks line as well.

3. **Russian River Flow:** Flow is a little higher than the typical normal to dry year mid-summer flow levels at shown in Figure 3. Flow has been in the 120 cfs range. These are provisional data and may be revised with further inspection.

4. **River Lane Property Sale**: According to a recent email from RRR&PD, funding will be approved September 11 and the property sale can be completed by the end of October.

5. **Monte Rio Trails Project:** There was a meeting with the interested parties (Supervisor Hopkins, MRRPD, Open Space, Regional Parks and me in August, but I forgot it (:-(). Everyone is interested in moving this project forward and I will find out the next steps.

6. **2018 CIP:** The project is moving along; Piazza is working on Old River Road at the time of this writing.

7. **In-House Construction Projects:** Two in-house construction projects were reported for August: Investigated and fixed loud noise at Crespo booster pump (31 man-hours), one inch service on Drake Rd (12.75 man-hours). Also 2 toilet rebates were completed in August.

8. **Small Claims Court Action**: This was settled for $225 coming to the District.

9. **Vacation:** I will be on vacation starting September 28 and returning October 23. Julie Kenny will be acting General Manager in my absence.

10. Gantt Chart: No action items or milestones are in the Gantt Chart for September; it does show that the CIP is underway and it is, as mentioned above.

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

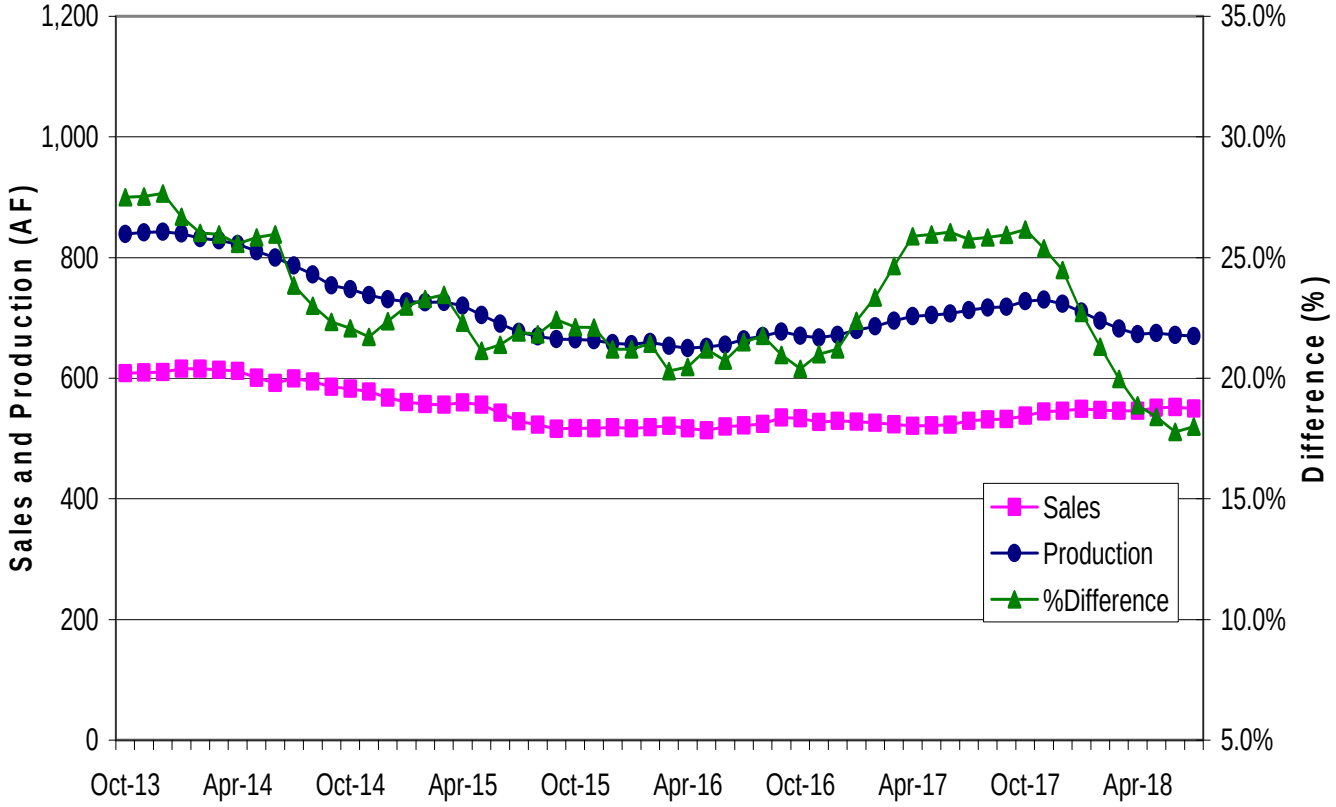

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2008

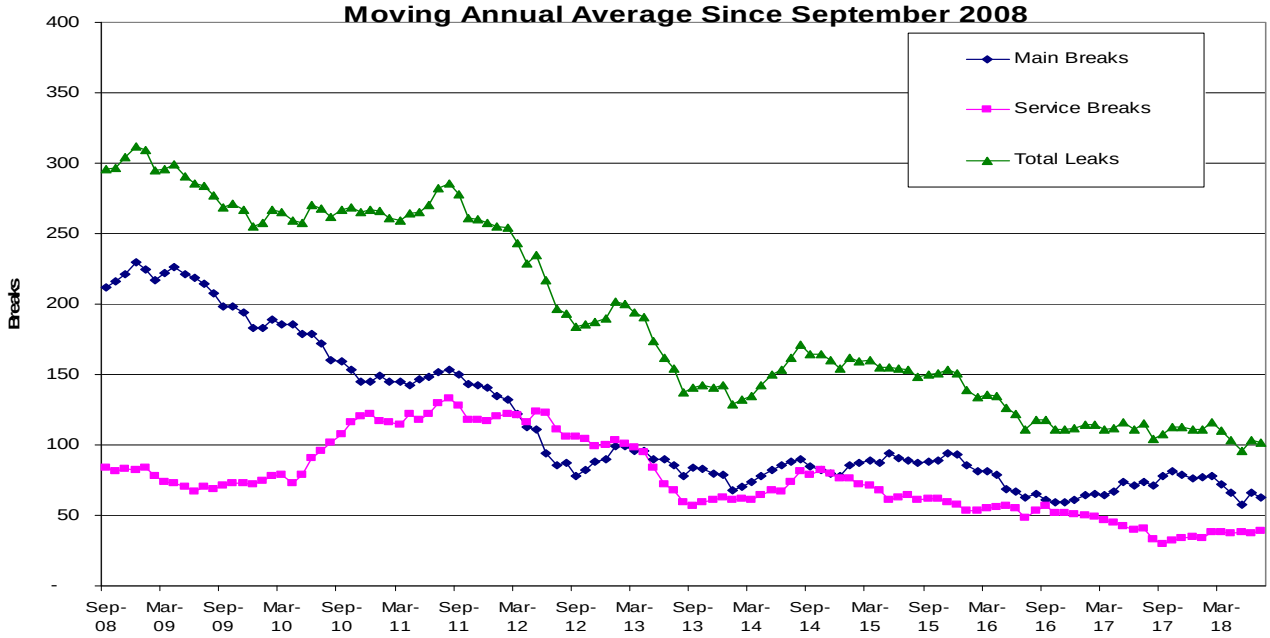

Figure 3. Russian River Summer Flow at Hacienda Bridge, 2018 Compared to Earlier Years, and the 2009-16 Average, Updated August 28, 2018

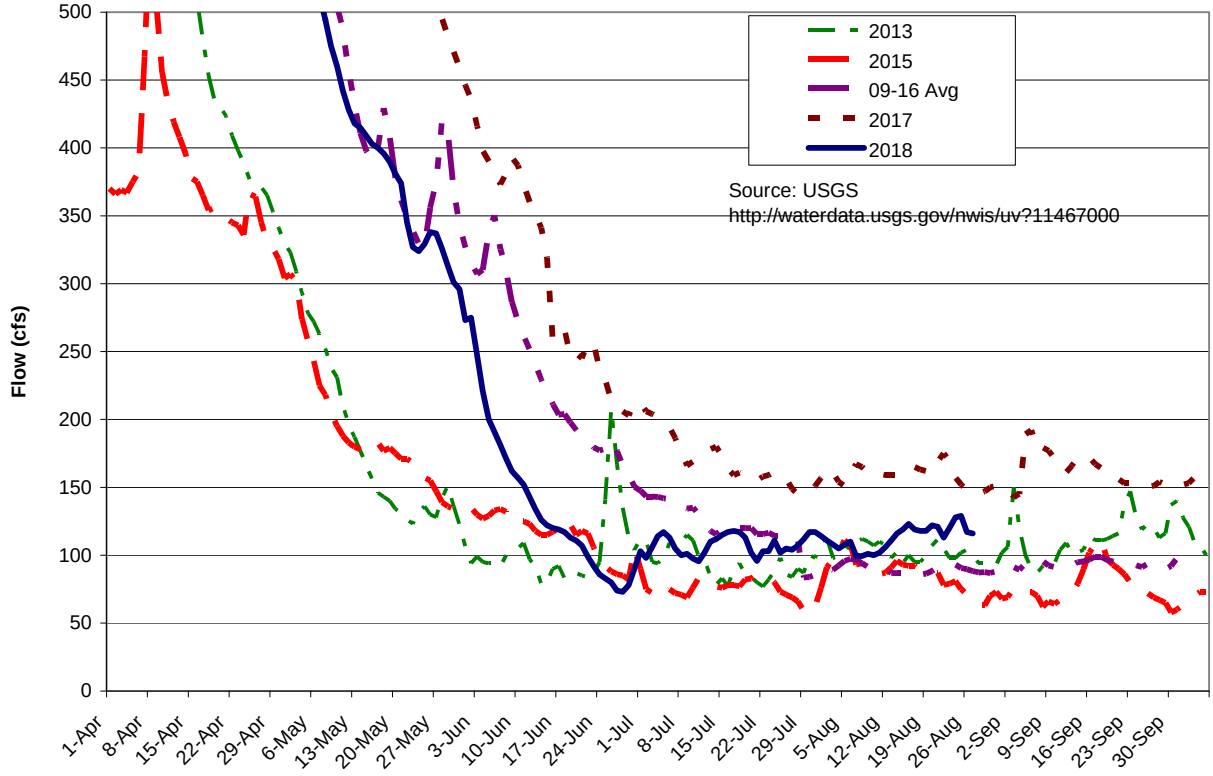

Figure 4. Sweetwater Springs WD Calendar Gantt Chart		May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	FY20+
Ongoing Activity																	
Board Action																	
Other Milestone																	
Current Month																	
By Activity																	
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																	
• 2018 CIP Construction Starts																	
· USDA Bond																	
• 2019 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																	
District Annual Review																	