# SWEETWATER SPRINGS WATER DISTRICT

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

**FROM:** Steve Mack, General Manager

**Meeting Date: September 7, 2017**

**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 29,485 units (67.7 AF, (Guerneville cycle) and production was 79.3 AF. Compared to one year ago, production and sales this month were higher (73.7 AF and 61.5 AF, respectively). The water lost percentage has leveled off (25.8) but not where we want it to be. Figure 1 shows sales, production and % difference since 2008.

2. **Leaks:** In July we had 13 total leaks and spent 100 man-hours on them. Those are more leaks and man-hours compared to the prior month to July one year ago (9 and 28). Figure 2 shows service and main leaks separately with a total breaks line as well. Total breaks have remained relatively flat for the past year as a 12 month moving average.

3. **Russian River Flow:** The robust rainy season continues to result in relatively high summer flows. August flows are similar to flows last summer; both are substantially higher than in prior years. Figure 3 shows daily average flow at the Hacienda Bridge compared to the recent average and prior years.

4. **River Lane Property Sale**: Apparently there's been a hiccup with the appraisal and it's getting redone (didn't meet Open Space District requirements). After the appraisal is approved, Open Space will work on the conservation easement.

5. **2017 CIP:** This project is going well - bridge work is next.

6. **FEMA Applications**: District staff (Kevin Gilman) has completed FEMA applications for work already done in response to the winter storms (preliminary work on Old Monte Rio Road, costs of flood proofing the El Bonita Well Field, and staff overtime, approximately $40,000, of which 75% is reimbursable from FEMA and the remainder may be reimbursable from the State), and is working with the County on getting reimbursement for work yet to be done on the Old Monte Rio Road repair (unknown, expected to be $40,000-$80,000).

7. **Toilet Rebate/Direct Install Program:** There were no toilet rebate reported for August.

8. **In-House Construction Projects:** Two in-house construction projects were reported for August: a new service was installed on Santa Rosa Ave with 2 inch line and 1 inch service (65 man-hours), and service upgrade on Melody Ave. (16 man-hours).

9. **Gantt Chart:** There's nothing showing for September. I still haven't heard on a bond process schedule.

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

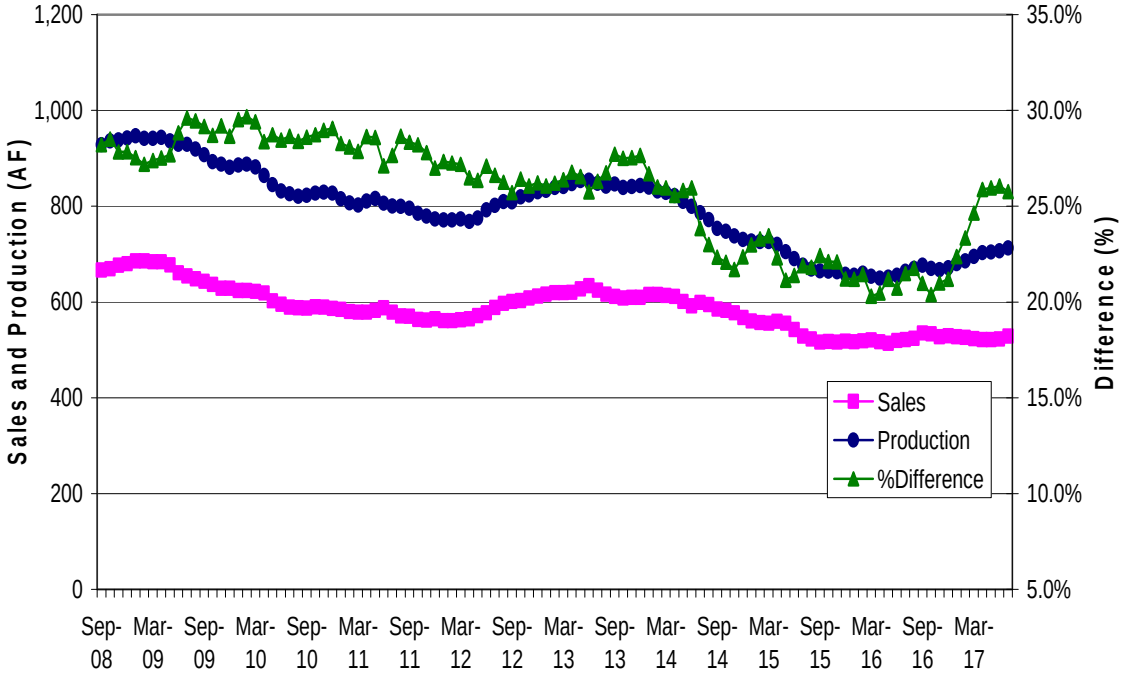


**Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks**
**Moving Annual Average Since September 2008**

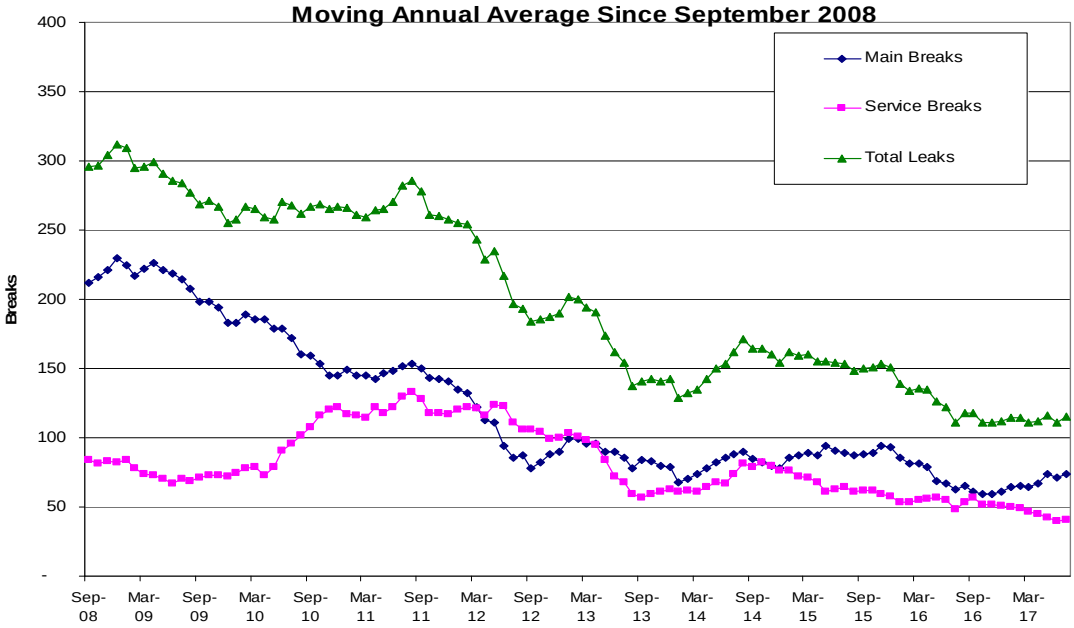
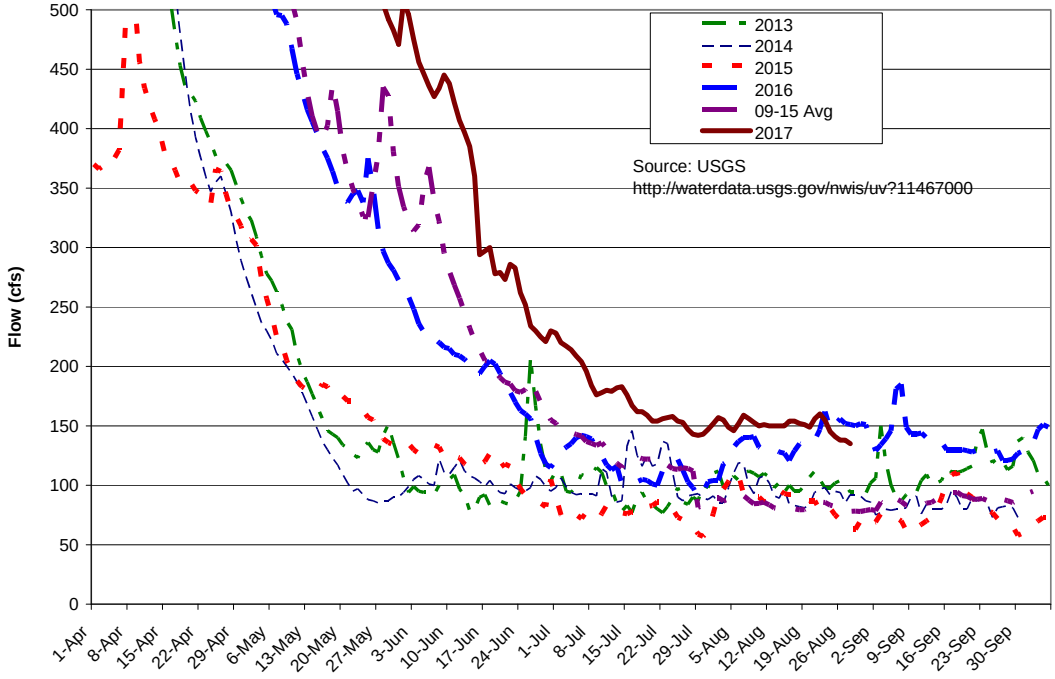



**Figure 3. Russian River Summer Flow at Hacienda Bridge, 2017 Compared to Earlier Years, and the 2009-15 Average, Updated July 26, 2017**



| 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** | | | | | | | | | | | | | | | |
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| **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 | | | | | | | | | | | | | | | |
| • 2017 CIP Phase 2&3 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 | | | | | | | | | | | | | | | |