SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Ed Fortner, General Manager

Meeting Date: December 3, 2020

Subject: GENERAL MANAGER'S REPORT

RECOMMENDED ACTION: Receive report from the General Manager.

FISCAL IMPACT: None

DISCUSSION:

1. **Laboratory Testing:** Water quality tests confirm that all SSWD water meets all known State and Federal water quality standards.

2. **Water Production and Sales:** Water sales in October were 23,173 units (53.2 AF Monte Rio cycle), and production was 65.6 AF. Compared to one year ago, sales were lower, and production was lower (52.0 AF and 59.7 AF, respectively). Figure 1 shows sales, production, and % difference for the combined systems; the water loss trend was up this month (19.8%). Looking at the data over the last ten years, water production has dropped approximately 29%, and sales have dropped 18%. The 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.

3. **Leaks:** In November, we had seven total leak repairs with 68 hours on them. Five leaks were in Guerneville, one was in Rio Nido, and one was in Monte Rio. All leaks were in older lines. That is less leaks and less person-hours than the prior month and more leaks and more person-hours than November one year ago (5 and 29). Figure 2 shows service and main leaks separately with a total leak line as well. For Calendar Year 2019, total leaks were 78, down from 105 in 2018. Looking at the leaks chart over the last ten years, we've come down from around 300 leaks per year to under 80 - 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.

4. **Guerneville Rainfall:** November rainfall was 1.99", which is lower than the long-term average month and puts the yearly total (1.99") below the long-term annual average. October begins the new precipitation year.

5. **In-House Construction Projects:** There were no in-house construction projects in November.

6. **System Flushing:** System flushing began October 19th along Old River Rd and Rio Nido. Guerneville is now completed, and Monte Rio is ongoing. All flushing will be complete by mid-December. We will do more abbreviated flushing at each hydrant due to the need to conserve water. After last year's flushing and water use during the fire, the system should be easier to flush. We have sent out flyers in the billing to alert customers if they see temporarily discolored water. The flushing schedule is attached to this report.

7. **Watershed Recovery Task Force:** The Walbridge and Meyers wildfires started August 18th, and Mandatory Evacuations were issued on August 19th for most of our service area. The fire was 95% contained by the end of August. I continue to take responsibility for coordinating as liaison to County Emergency Operation Center (EOC), updating staff and the Board, and virtually attending all County Supervisor, Sheriff, Cal Fire, and EOC meetings. As part of the EOC coordination, I joined the Watershed Recovery Task Force, including Permit Sonoma, Sonoma County Water, State Water Resources Control Board, California Geological Survey, and many other partners. The final WERT report was issued and shared with the Board. We are taking debris removal mitigation measures at the Mt. Jackson site and have identified a two-mile waterline project from the Sweetwater Springs tank with FEMA funding.

8. **Monte Rio Recreation and Parks District Trail:** At the October 1st Board Meeting, Sherry Pimsler with Monte Rio Recreation and Parks District (MRRPD) and Brian Grant with Praxis Architects presented the concept of a trail using District property, including potential purchase of parcel 097-130-011 and 096-010-001. MRRPD, in partnership with the County of Sonoma Parks, is planning to establish a regional trail linking Monte Rio to the Pacific coast via our property and through Willow Creek State Park. At Board direction, we reached out to Steve Baxmon to arrange a tour for the Board to visit the site. This site visit will not be possible as the terrain is only accessible by foot.

9. **Lower Russian River Community Advisory Group Governance Meeting:** There was a remote meeting of the LRRCAG on November 19th to discuss Wastewater solutions for Monte Rio and Villa Grande. Dan Fein presented at the November 5th Sweetwater Board meeting to update the Board in more detail.

10. **Guernewood Park Resort Update:** Efren Carrillo contacted me on November 23rd to discuss re-starting the review process for the Guernewood Park Resort Development. We

met virtually on November 24th to discuss the development, plans review, reimbursement agreement, and ultimate will-serve letter.

11. **Grants Update:** We have been coordinating with FEMA and CalOES to fund damages due to the Walbridge Fire (DR-4558) at our Mt. Jackson site ("A" category) debris removal and to replace approximately two miles of two inch PVC waterline from Sweetwater Springs Tank to the outer edge of our service area ("F" category). This line is above ground, and we propose to bury a new 4" HDPE line. FEMA funding is 100% reimbursable.

12. **Property Tax Lien Policy Change:** Sukey, Gaylord, and I met on October 8th and had a thorough discussion about the Policy changes related to Property Tax Liens. We will continue to meet and hopefully finalize the draft policy soon.

13. **Gantt Chart:** The Gantt Chart is updated for December 2020.

14. **Economic Impact of no Disconnects for Non-payment:** The total uncollected amount in this Monte Rio billing cycle due to non-payment with the non-Disconnect Executive Order is **$4,406.13**. This amount is tracking upward. The chart is updated with separate columns for billing cycles. We will continue to follow this amount.

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

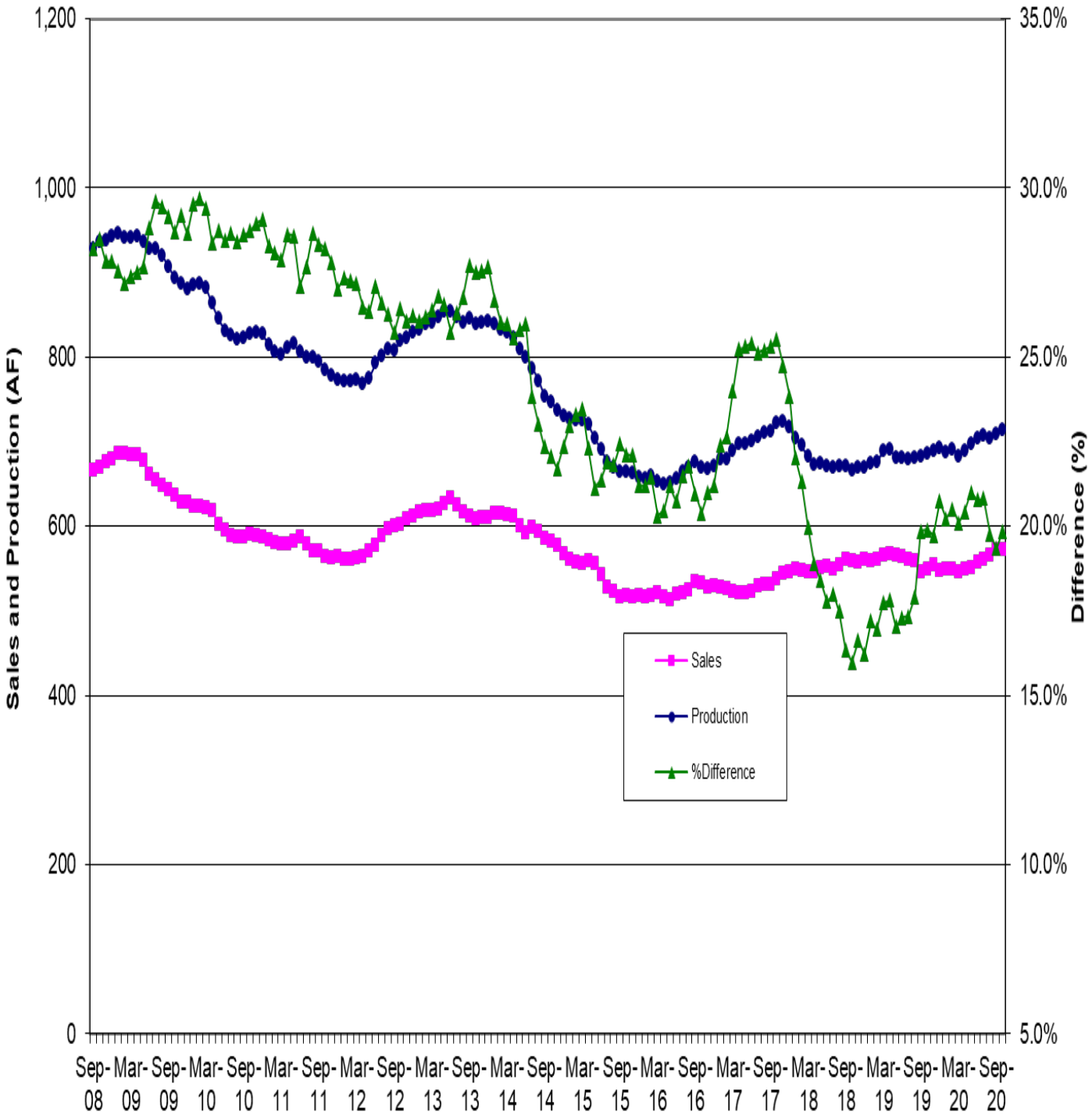


Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2008

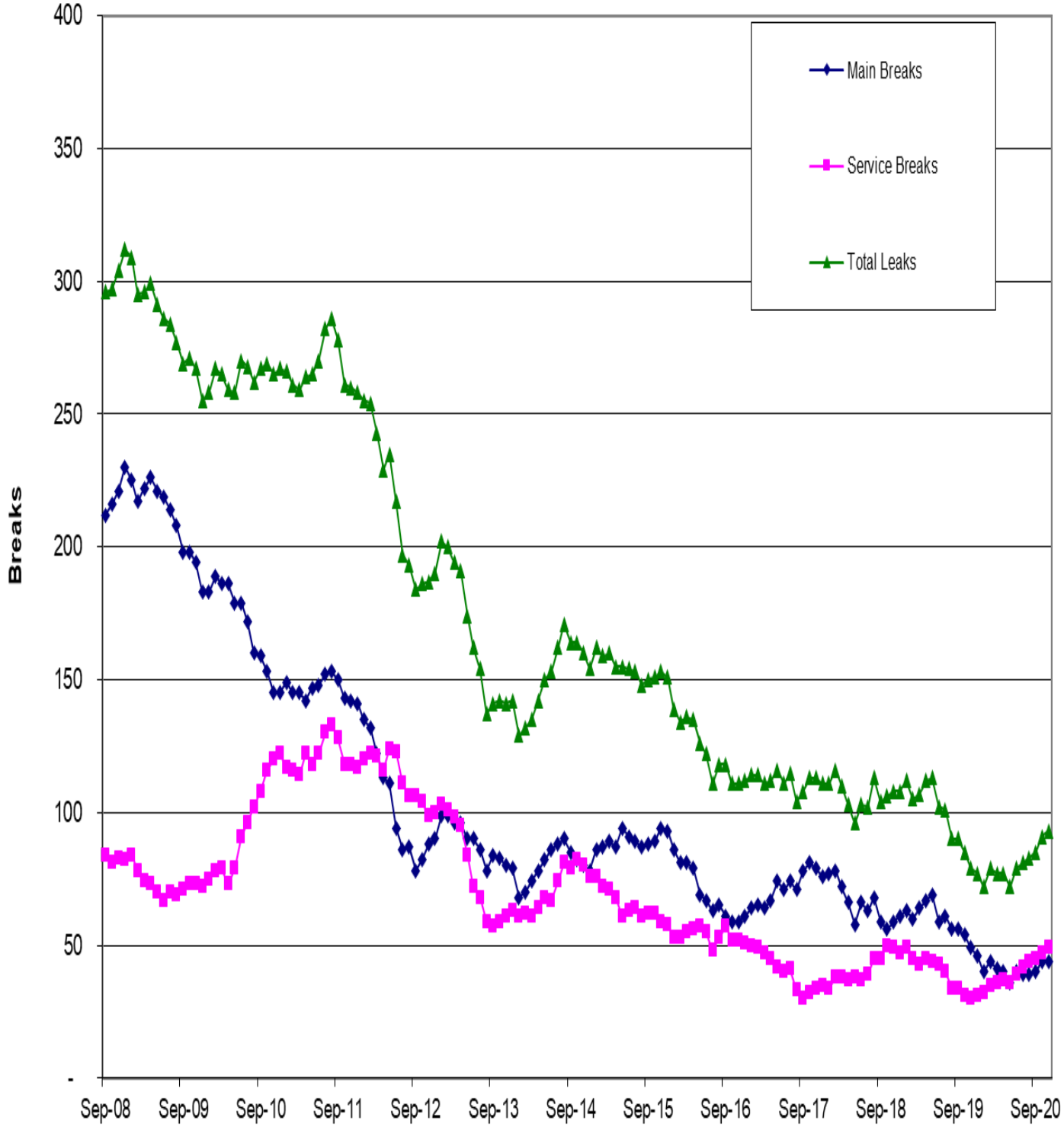
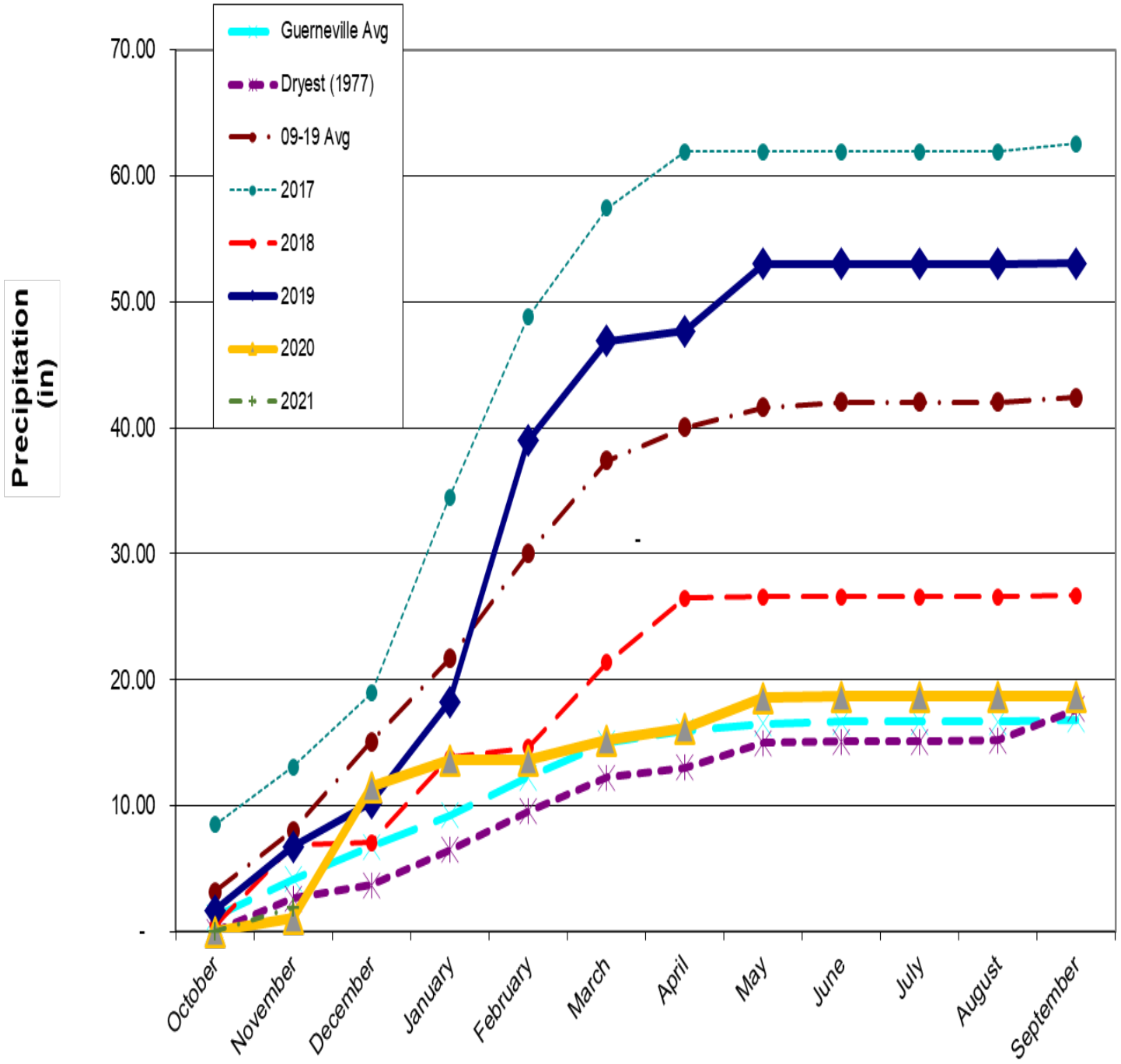


Figure 3. Guerneville Cumulative Monthly Rainfall



Tracking the Economic Impact of Suspending Water Disconnects for Non-payment

EVEN CYCLE			ODD CYCLE		
Billing Date	**# of Customers whose prior bill was still unpaid when next bill mailed**	**$ Value of Past Due Amounts**** (including unpaid customer deposits)	**Billing Date**	**# of Customers whose prior bill was still unpaid when next bill mailed**	**$ Value of Past Due Amounts**** (including unpaid customer deposits)
2/15/2020 (Historical disconnect procedure)	0	$0	3/15/2020 (SB 998 extends time before disconnect)	10	$1,565
4/15/2020 (Exec. Order N-42-20: Disconnects completely suspended)	24	$4,096	5/15/2020	5	$594.02
6/15/2020	9	$2,947.56	7/15/2020	8	$1,261.02
8/15/2020	7	$2,464.32	9/15/2020 (Suspended delinquency process due to wildfire.)	57	$7,646.52
10/15/2020	16	$5,094.43	**11/15/2020**	**18**	**$4,406.13**

As of 11/15/2020, 16 customers have entered into COVID-19 Agreements. These customers are not included in the numbers above.

SWEETWATER SPRINGS WATER DISTRICT
2020 FLUSHING SCHEDULE

Sweetwater Springs Water District will soon be flushing the water lines. Flushing can temporarily cause your water to lack pressure and/or be discolored. If your water is discolored as a result of the District's flushing process, run an outside faucet at full pressure until it clears up. This should be done **after** flushing by the District is completed in your area. It should take no more than 5-10 minutes to clear. We also recommend that you flush your water heater at this time.

Look for the dates in 2020 that the District plans to flush the water lines in your neighborhood.* Flushing hours are from 8 a.m. - 4 p.m.

We regret this inconvenience, but this maintenance program should improve water quality in your neighborhood.

** It may be necessary to revise flushing schedule dates due to unscheduled repairs*

Flushing Date:	Neighborhood:
Zone 1 October 19-23	Old River Road (A-Action Rents east); Riverside Drive; Orchard Road; Foothill Blvd.; Bonita Ave; and Rio Nido. This zone also covers Sweetwater Springs Road.
Zone 2 October 26-28	Old River Road (A-Action Rents west); Woodland Drive; Morningside Drive; Palo Alto; downtown Guerneville; Fern Road; and Solar Ridge.
Zone 3 November 2-6	Drake Road; Guerne Way/Hill; Riverlands; Wright Land/Drive; Edgehill; Leasowe; Melody; Redwood Lane; Eastern; Western; Northern; Southern; Orchard Ln; Glenda; and Glandy Glen.
Zone 4 November 2-6	Neeley Road; E. Guernewood Road; Vacation Beach; Lark Drive; and Benson Road
Zone 5 November 9-13	Old Cazadero Road; Cherry Street; Hidden Valley; Fern Way; Monte Rosa; and Camino del Arroyo
Zone 6 November 9-13	Dubrava Village; Riverside Drive; Park Avenue; McLane Avenue; Summit; Old Monte Rio Road; Santa Rosa Avenue; Lovers Lane; and Hwy. 116 west of Guerneville
Zone 7 November 16-20	Monte Cristo Avenue; Duncan Road; Santa Clara Avenue; Hwy. 116 west of school and Russian River Meadows
Zone 8 November 16-20	Front Street; Beech; Breen Court; El Rancho; Grahn; Foothill Blvd.; B,C,D,E & F Street; Sunnyside; Ridgecrest; Redwood Drive; Hill; Chapel; Crescent; Golf Court; Northwood, and upper Northwood area
Zone 9 December 7-11	East Monte Rio; River Blvd.; Heller; Willow; Alder; Park; Kingston; Railroad; Elm; Pebble; Field Way; Bohemian Avenue; Monte Rio Avenue; and Railroad Avenue
Zone 10 December 7-11	Moscow Road; All of Villa Grande; Starrett Hill; and all of the Terraces
Zone 11 December 7-11	Main Street; downtown Monte Rio; Old Bohemian Highway; Fir; South, Alta; and Tyrone Road

Figure 4. Sweetwater Springs WD Calendar Gantt Chart		Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	FY22+
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														
· 2021 CIP Planning														
· 2021 CIP Design														
Local Hazard Mitigation Plan														
· LHMP Committee Meetings														
· LHMP Approval														
EPA Vulnerability Asessment														
Urban Water Management Plan														
Water Rights	SCWA													
Emergency Response Plan Review														
Urban Water Management Plan														
· UWMP Approval														
Policies and Procedures														
· Other Policy														
· Overall Review														
District Annual Review														