SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: April 5, 2012

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 February were 16,641 units (28.9 AF, Monte Rio cycle) and production was 48.3 AF. Compared to one year ago, sales this February was more and production was less (28.4 AF and 48.6 AF, respectively). The difference between sales and production was fairly steady this month, still approximately 27%. Figure 1 shows the 12 month moving average since September 2006, data are available back to May 2001.

3. **Leaks:** In February we had 10 total leaks and spent 36 man-hours on them. Those are the same amounts in leaks and man-hours compared to the prior month and fewer compared to February one year ago (11 leaks, 48 man-hours). Figure 2 is continued showing service and main leaks separately with a total breaks line as well. The annual average is approaching the 250 per year mark – going below that permanently would be nice but our target is much lower – I'm thinking 50 per year would be typical for a water utility of our size.

4. **Guerneville Rainfall Chart:** Figure 3 is the cumulative annual Guerneville rainfall starting in October. March has been above average, but we are still way below average for the year. We are above the 2008-2009 cumulative curve – a drought year. The real key for summer flows is storage in Lake Mendocino, but the Russian River instream flows index is based on Lake Pillsbury. The March 1 level there was such that a critical year was declared; stay tuned to see if that changes.

5. **Toilet Rebate Program:** There were 2 toilet rebates issued in March. A total of 81 rebates have been approved. The Direct Install Program can

start once the revised agreement with SCWA is approved by both parties – it is on our agenda for this meeting.

6. **In-House Construction Projects:** There were 3 in-house projects reported for March requiring 59.5 man-hours. The projects were a service relocation, installation of 2 valves and a flushout on Foothill, and fixing a leak at the Hidden Valley Tank.

7. **Past and Upcoming Events:** I attended the ribbon cutting ceremony for the UV system at the Russian River County Sanitation District Treatment Plant on March 24 (our joining CUWCC allowed a low-interest loan for this project and we were recognized for that at the ceremony); I attended a 2-day workshop on Adaptation Strategies and Information Needs in Response to Extreme Events in Santa Rosa on March 13-14 – the most interesting part was the information from NOAA; and I am attending a portion of the CA-NV AWWA conference in Santa Clara on April 3-4 – I will report on this at the meeting.

8. **Gantt Chart:** April in the Gantt Chart shows that the design of the FY 2013 CIP being completed in March – currently we are that to happen in mid April. The draft Budget was presented to the Board a second time at this meeting.

Figure 1. Water Production and Sales 12 Month Moving Averages
Sweetwater Springs Water District Since September 2006

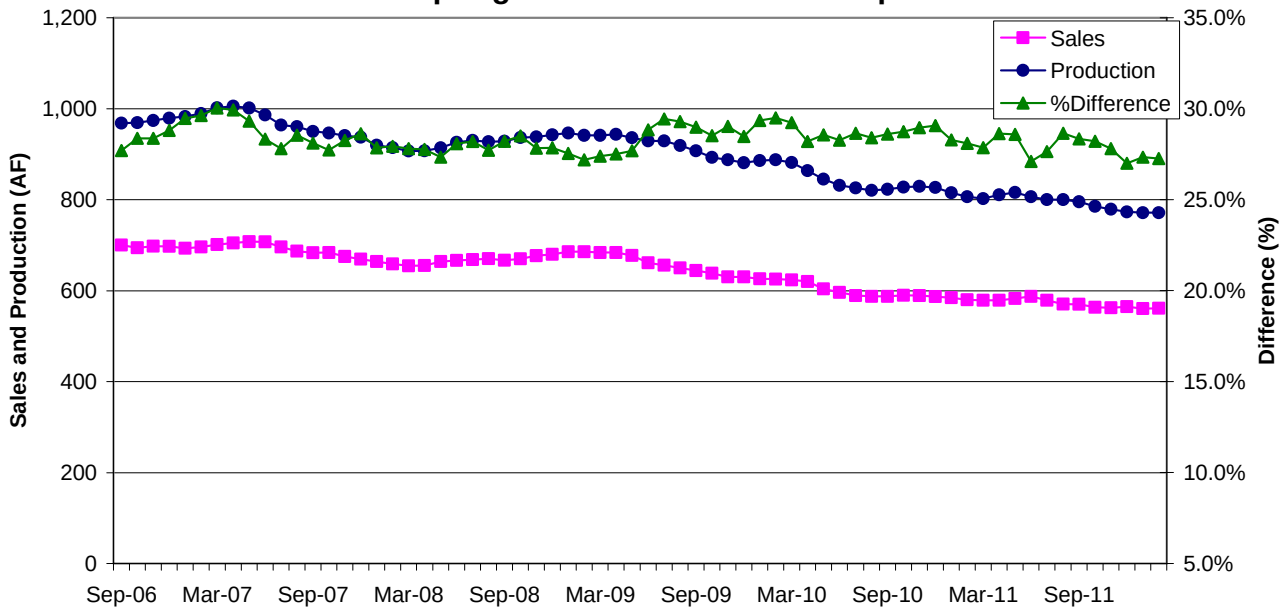

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2006

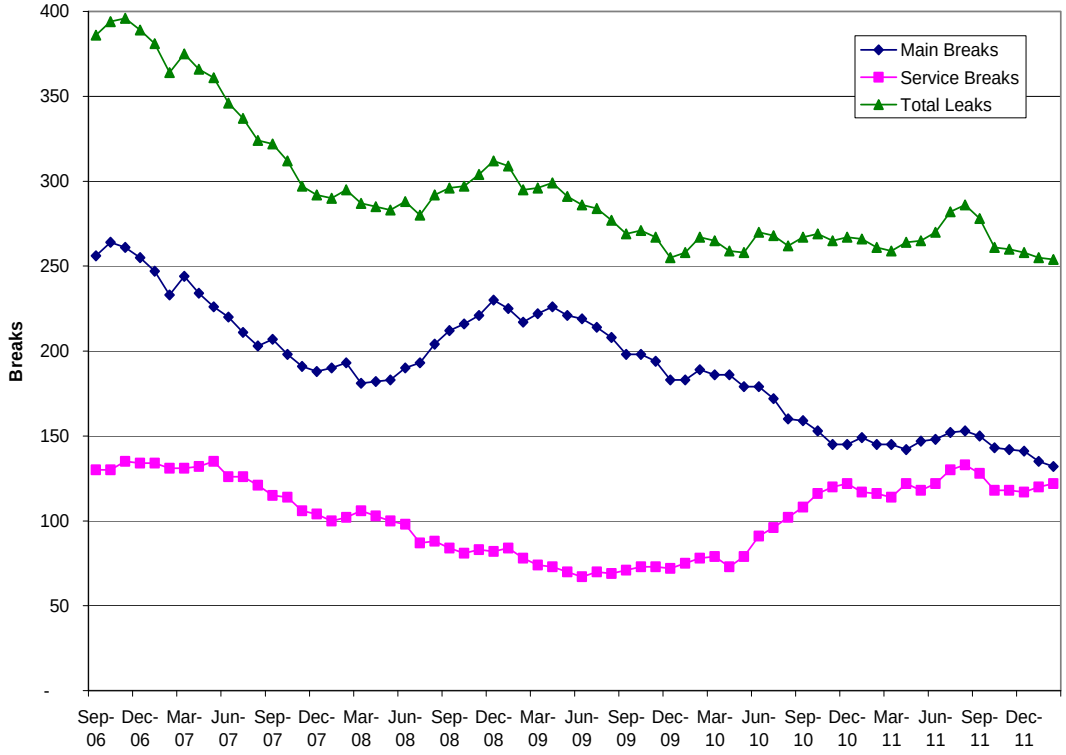

Figure 3. Guerneville Cumulative Monthly Rainfall

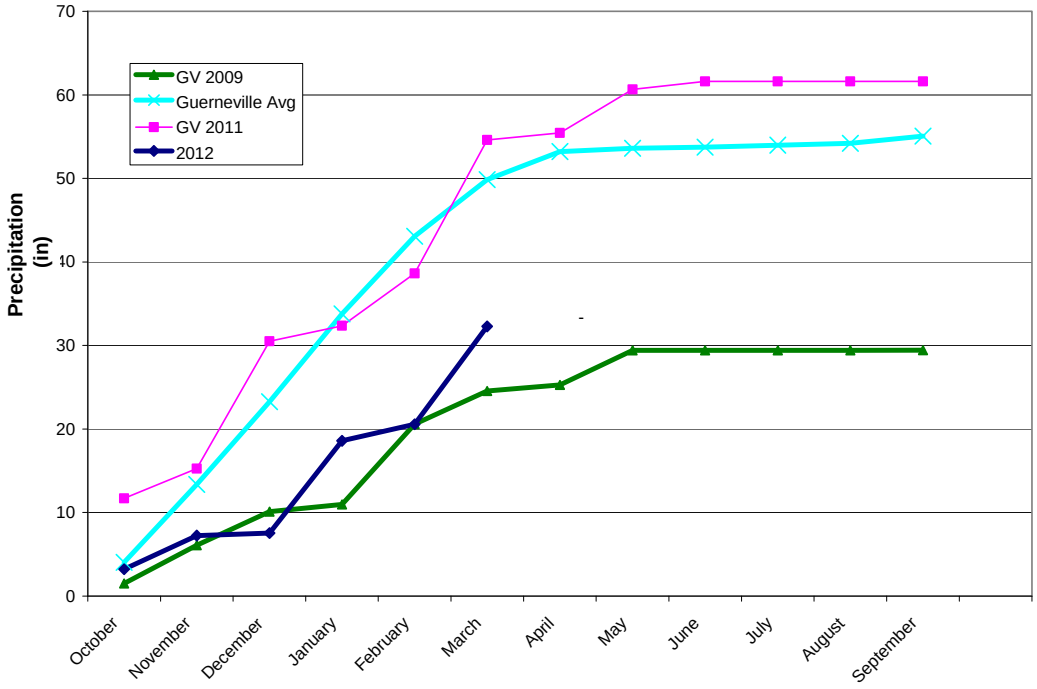

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	2012
Ongoing Activity																					
Board Action																					
Other Milestone																					
Current Month																					
By Activity																					
Action Item/Milestone	**Projected Completion / Milestone Date**																				
Crystal Communications Lease	Completed																				
2011-12 Budget Preparation																					
• Capital Improvement Program Board Discussion	December-11																				
• Staff Budget Preparation Begins																					
• Ad Hoc Budget Committee Reviews Draft Budget																					
• Draft Budget to Board for Discussion/Action	April-11																				
• Approve Budget	May-11																				
2012-13 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																					
• CIP Phase IV-B, Project 1 Construction Starts	April-10																				
• CIP Phase IV-B, Project 1 Construction Completed	October-10																				
• CIP Phase IV-B, Project 2 Construction																					
• CIP Phase IV-B, Project 2 Construction Completed																					
• 2012 CIP Construction Award of Contract																					
• 2012 CIP Construction Starts																					
• 2012 CIP Construction Complete																					
• Update/Review District CIP																					
• 2013 CIP Design																					
2010 Urban Water Management Plan	July-11										Public Hearing										
Water Rights	SCWA Protest						SCWA Response														
Building Lease																					
• Lease Ends	July-11																				
Policies and Procedures																					
• Other Policy																					
• Overall Review																					
Board and General Manager Goals and Objectives																					