SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: March 7, 2013

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 January were 18,372 units (42.2 AF, Guerneville cycle) and production was 56.6 AF. Compared to one year ago, sales and production this January were higher (38.2 AF and 52.9 AF, respectively). The annual average difference between sales and production was similar to the prior month, 26.1%, a reduction of 0.1%. Figure 1 shows the 12 month moving averages since September 2006, data are available back to May 2001.

3. **Leaks:** In January we had 22 total leaks and spent 77 man-hours on them. Those are more leaks and man-hours compared to the prior month and more of both compared to January one year ago (10 leaks, 36 man-hours). Figure 2 is continued showing service and main leaks separately with a total breaks line as well. The annual average is back at the 200 per year mark and the 12 month average of service leaks is now very similar to the main leaks numbers. The moving average has moved up this winter but is still much below the average from one year ago.

4. **Guerneville Rainfall:** February was a dry month. The monthly trend is now well off the last wet year (2011) and the long-term average, but well ahead of the last drought year (2009) – this year will beat 2009 even if we don't get another drop of rain. The unseasonably dry weather has helped getting the CIP done but we're ready for some rain now.

5. **2013 CIP:** This project is essentially completed and is on the agenda for the Notice of Completion.

6. **Toilet Rebate/Direct Install Program:** Two toilet rebates were approved in February. The Direct Install Program numbers are the same as last month: the most current accounting is 17 customers have had 27 direct

install toilet installations completed, 13 customers with 17 toilets have been approved for installation and 21 customers with 37 toilets are on a wait list.

7. **In-House Construction Projects:** There were three in-house projects reported for February. Staff replaced a service and 100 feet of mainly 1" poly on Main Street in Monte Rio (48.5 hours); installed a 4" mail line valve on Guernewood Lane in Guernewood Park (20 hours); and replaced a service and meter on Old River Road in Guerneville (28 hours).

8. **Gantt Chart:** March in the Gantt Chart has presentation of the draft Budget, budget (we're discussing that in item B on the agenda) and design of the 2014 CIP which is also in progress and on schedule.

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

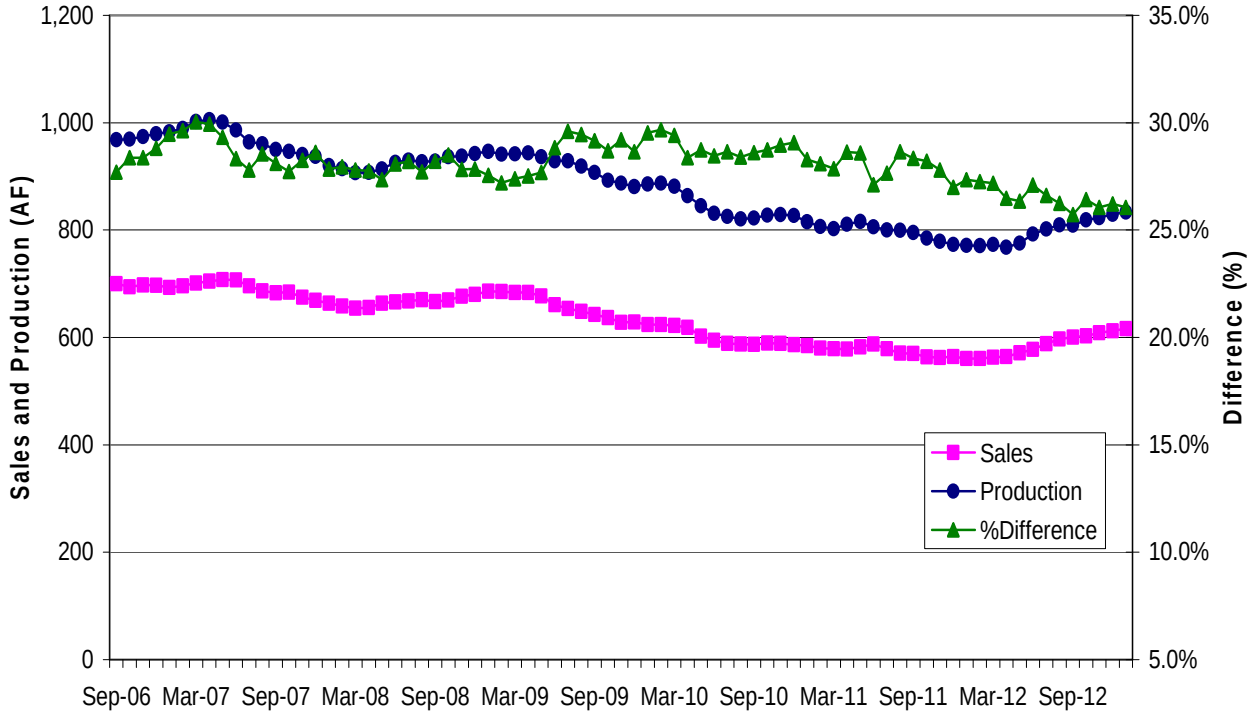

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2006

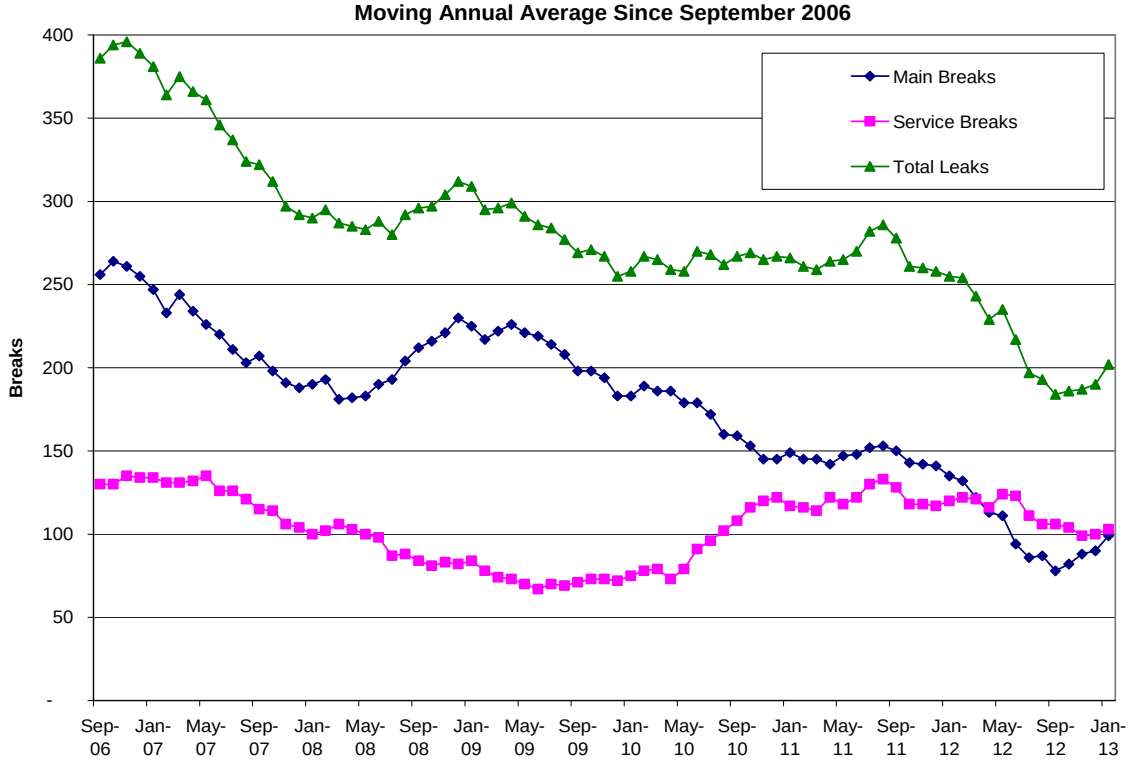

Figure 3. Guerneville Cumulative Monthly Rainfall

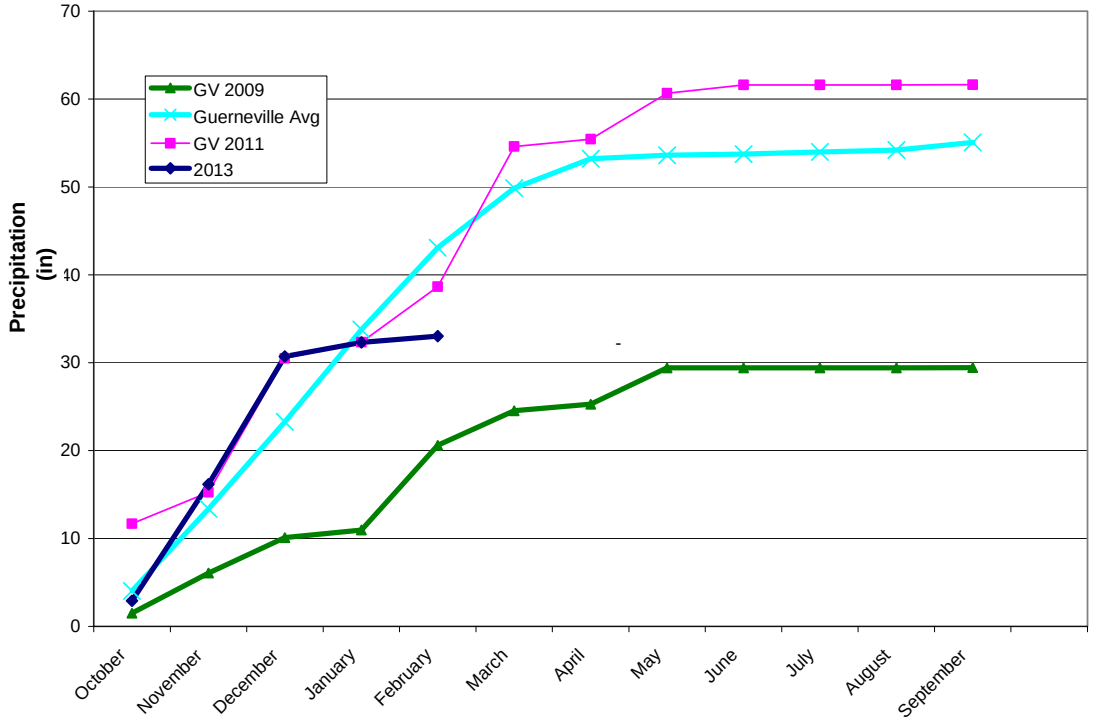

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	FY 14+
Ongoing Activity																						
Board Action																						
Other Milestone																						
Current Month																						
By Activity																						
Action Item/Milestone	**Projected Completion / Milestone Date**																					
Crystal Communications Lease																						
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																						
2013-14 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																						
• 2013 CIP Design																						
• 2013 CIP Award of Contract																						
• 2013 CIP Construction Starts																						
• 2014 CIP Design																						
• 2014 CIP Award of Contract																						
• 2014 CIP Construction Starts																						
2010 Urban Water Management Plan	Dec-15																					
Water Rights	SCWA Protest																					
Building Lease																						
• Lease Ends	July-16																					
Policies and Procedures																						
• Other Policy																						
• Overall Review																						
Board and General Manager Goals and Objectives																						