SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: May 2, 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 March was 13,884 units (41.1 AF, Guerneville cycle) and production was 57.1 AF. Compared to one year ago, sales was similar and production this March was higher (41.2 AF and 55.0 AF, respectively). The annual average difference between sales and production increased compared to the prior month, 26.6%. Figure 1 shows the 12 month moving averages since September 2006, data are available back to May 2001.

3. **Leaks:** In March we had 6 total leaks and spent 27.5 man-hours on them. Those are fewer leaks and man-hours compared to the prior month and March one year ago (12 leaks, 55 man-hours). Those are the lowest monthly totals in the database (dating to March 2000). Figure 2 is continued showing service and main leaks separately with a total breaks line as well.

4. **Guerneville Rainfall:** April has continued the dry 2013. This water year will beat 2008-2009 for total rainfall but the amount received so far in 2013 is less than half of that very dry year at this point in the calendar year.

5. **2014 CIP:** The 2014 CIP is nearing completion of design. We expect to put the project out to bid so that the construction contract can be awarded at the June meeting.

6. **Toilet Rebate/Direct Install Program:** No toilet rebate was approved in April. 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 five in-house projects reported for April. Staff replaced and relocated service and meter on Main Street in Monte Rio (21 hours); abandoned an old service for the Monte Rio School (20.25 hours); worked on pump at Crespo Tank on Santa Rosa Ave. (3.5 hours); removed 2" and 1" poly from Starrett Hill Road and Middle Terrace related to 2013 CIP (10 hours); and at River Lane and Greystone Place, replaced and raised valve box above grade (4.5 hours).

8. **2010 Urban Water Management Plan (UWMP):** On April 17, we were informed that the California Department of Water Resources had rejected our submitted 2010 UWMP. There is a list of deficiencies in the rejection notice; all of the information submitted on the water conservation element was said to be inadequate based on the requirements of the California Water Code. The DWR person notifying me of the rejection, suggested we may wish to put our energies into improving the 2015 update rather than fixing the 2010 UWMP. I have made inquiries to other agencies, and inquired back to DWR about exactly what is wrong with the submitted information. As of the date of this report, I have not heard back. Of note, we submitted the UWMP in October 2011.

9. **Gantt Chart:** May in the Gantt Chart shows approval of the budget and award of the construction contract for the 2014 CIP. Budget approval is on the agenda; award of the construction contract is expected for the June Board meeting.

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

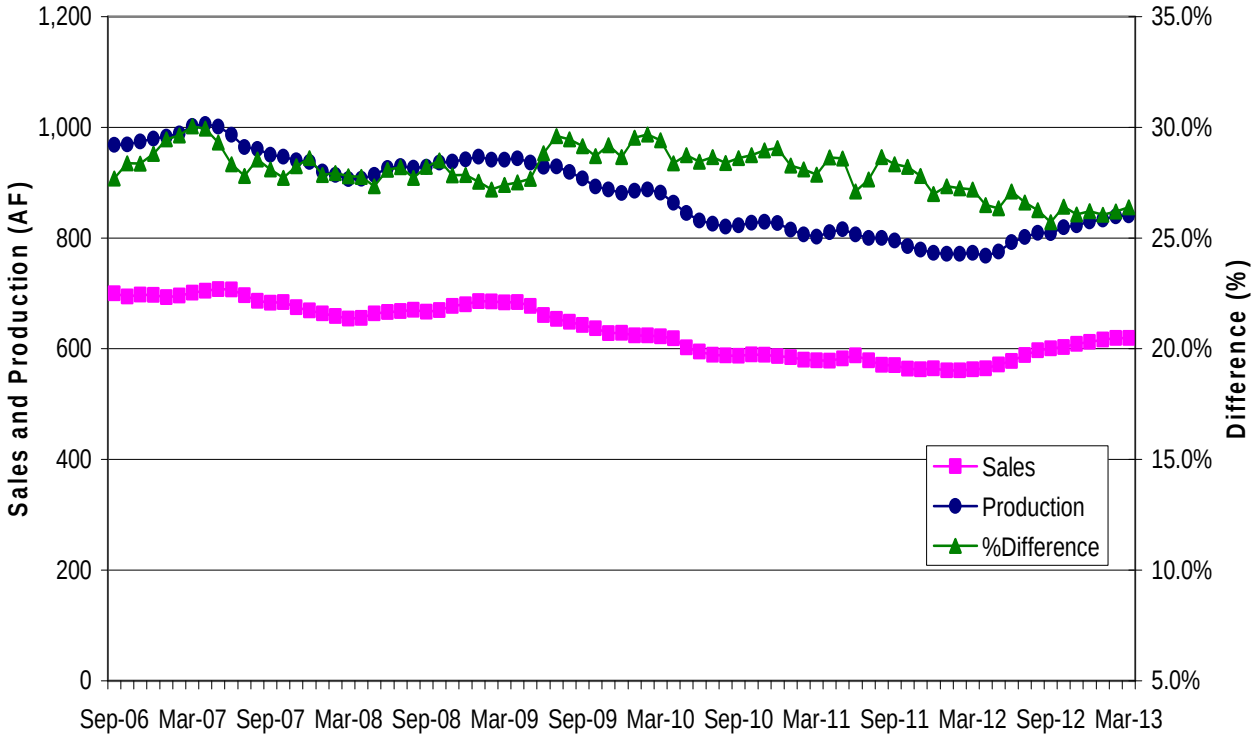

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Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2006

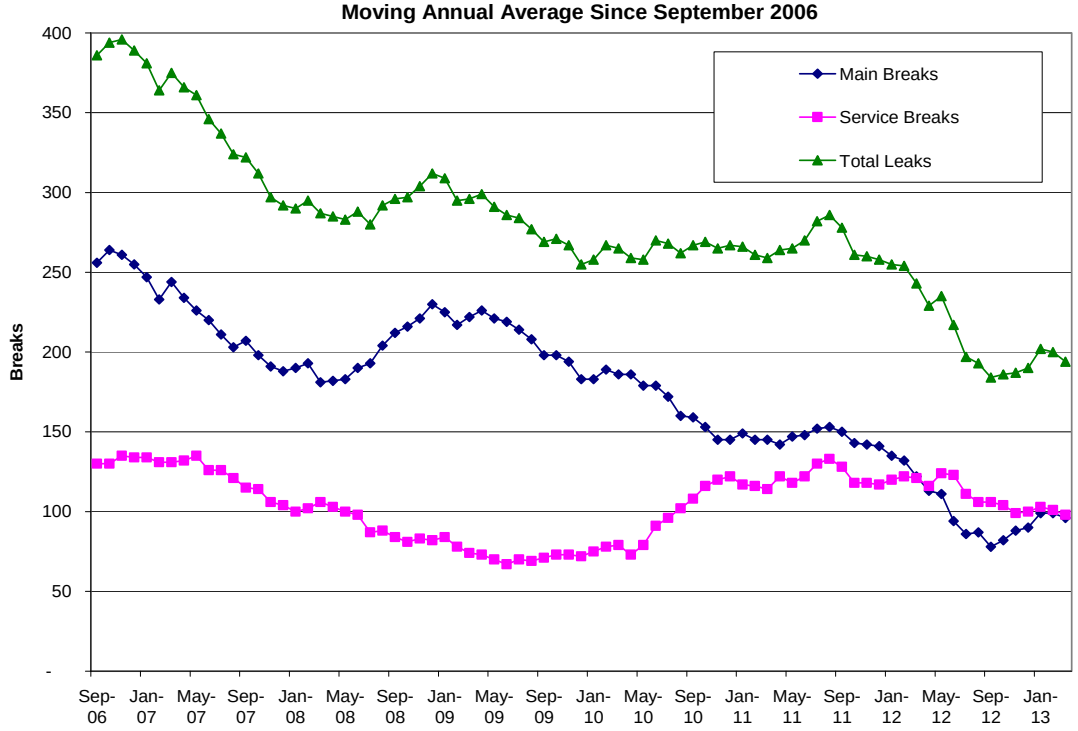

Figure 3. Guerneville Cumulative Monthly Rainfall

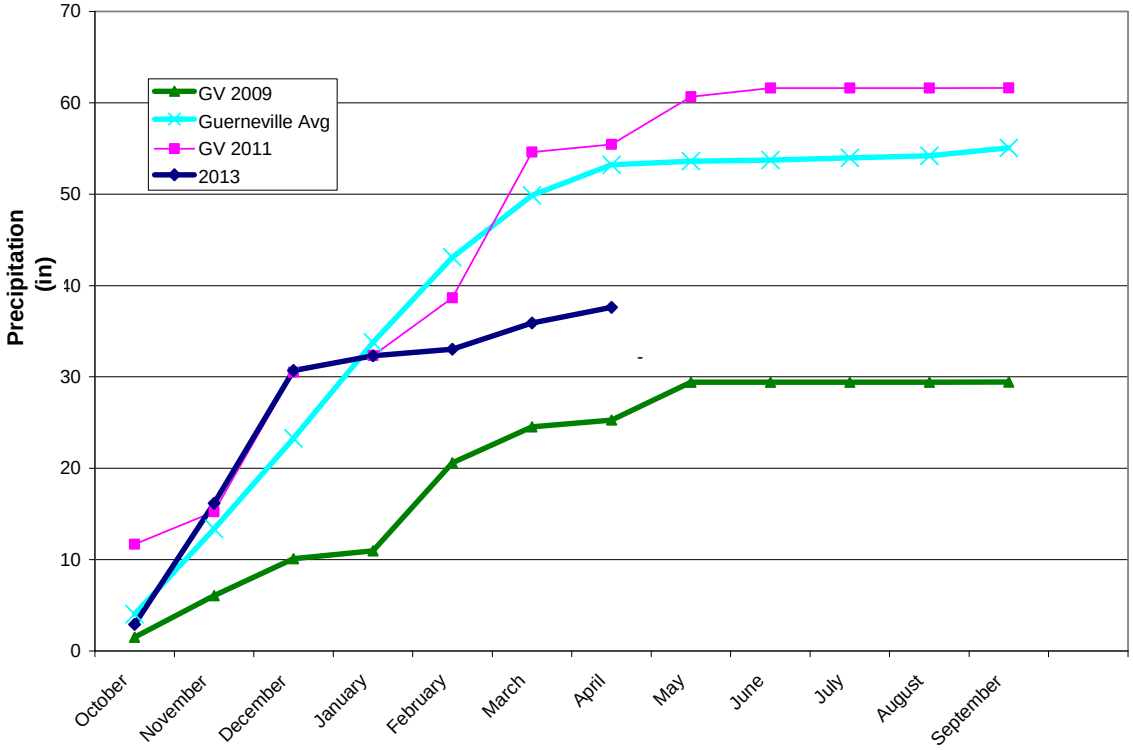

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	FY 14+
Ongoing Activity																						
Board Action																						
Other Milestone																						
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																						