SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: May 3, 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 March were 17,936 units (41.2 AF, Guerneville cycle) and production was 55.0 AF. Compared to one year ago, sales and production this March was slightly more (39.3 AF and 53.1 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 March we had 12 total leaks and spent 55 man-hours on them. Those are more leaks and man-hours compared to the prior month and considerably fewer compared to March one year ago (23 leaks, 129 man-hours). Figure 2 is continued showing service and main leaks separately with a total breaks line as well. The annual average has gone below the 250 per year mark (hurrah!, but we're aiming for 50) and the 12month average of service leaks has nearly caught up with main leaks.

4. **Guerneville Rainfall Chart:** Figure 3 is the cumulative annual Guerneville rainfall starting in October. April has continued the late Winter/early Spring above average trend, but we are still way below average for the year. We continue top be 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. Apparently the levels there have returned to the normal range. It also appears that storage in Lake Mendocino is such that the Sonoma County Water Agency will not be requesting a Temporary Urgency Change for the flow levels this summer.

5. **Toilet Rebate Program:** There was 1 toilet rebates issued in April. A total of 82 rebates have been approved. The Direct Install Program can start once the revised agreement with SCWA is approved by the County.

6. **In-House Construction Projects:** There were 5 in-house projects reported for April requiring 128.5 man-hours. 250 feet of main was replaced on Canyon 4 Road, sections of the line to the Hidden Valley Tank were replaced; other projects included hydrant maintenance in Rio Nido, a meter box replacement in Monte Rio, and a check valve replacement at the Edgehill Booster.

7. **Events**: We have tentatively scheduled a tour of Guerneville system facilities for Friday, May 18. Please let me know if that date works for you. If not we will try to find another date that works for everyone. This will be a noticed public meeting. The Successor Agency Oversight Board is meeting on May 4. I will be unable to attend; Victoria Wikle may be attending. An agenda was not available at the time of the writing of this report.

8. **Gantt Chart:** May in the Gantt Chart shows that the design of the FY 2013 CIP being completed in March – we expect this project to go out to bid the week of April 30. The Budget and water rates increase is on the agenda for adoption at the May meeting. The 2013 CIP is behind schedule: we wanted to award the contract at this meeting and now we are aiming for the June meeting.

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

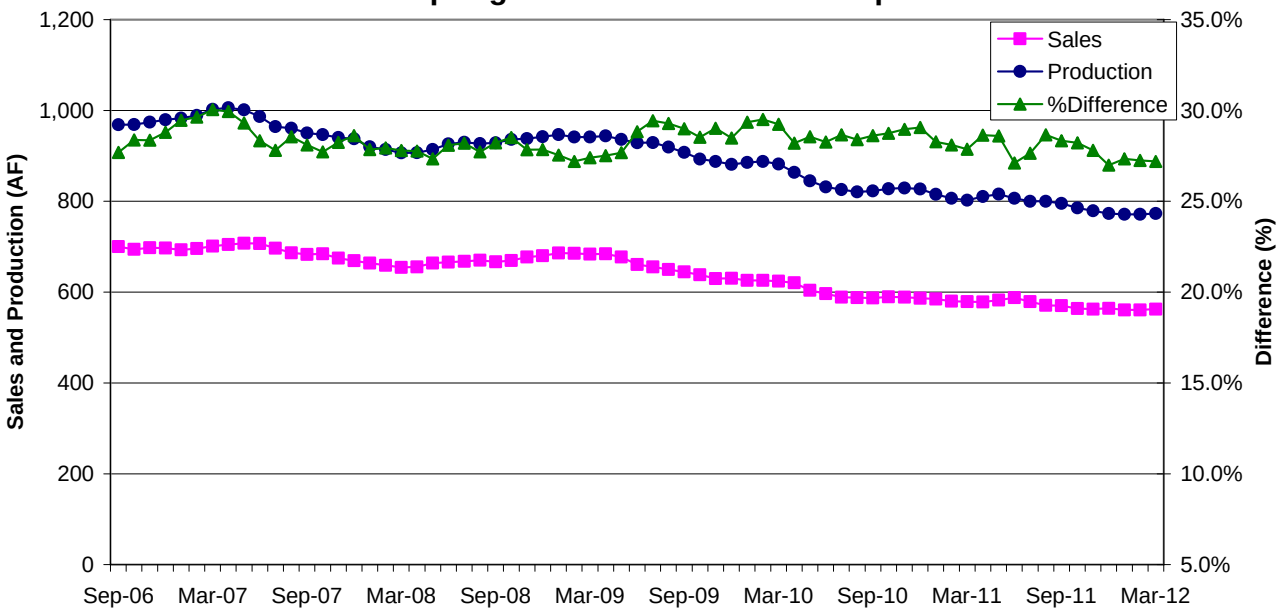

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2006

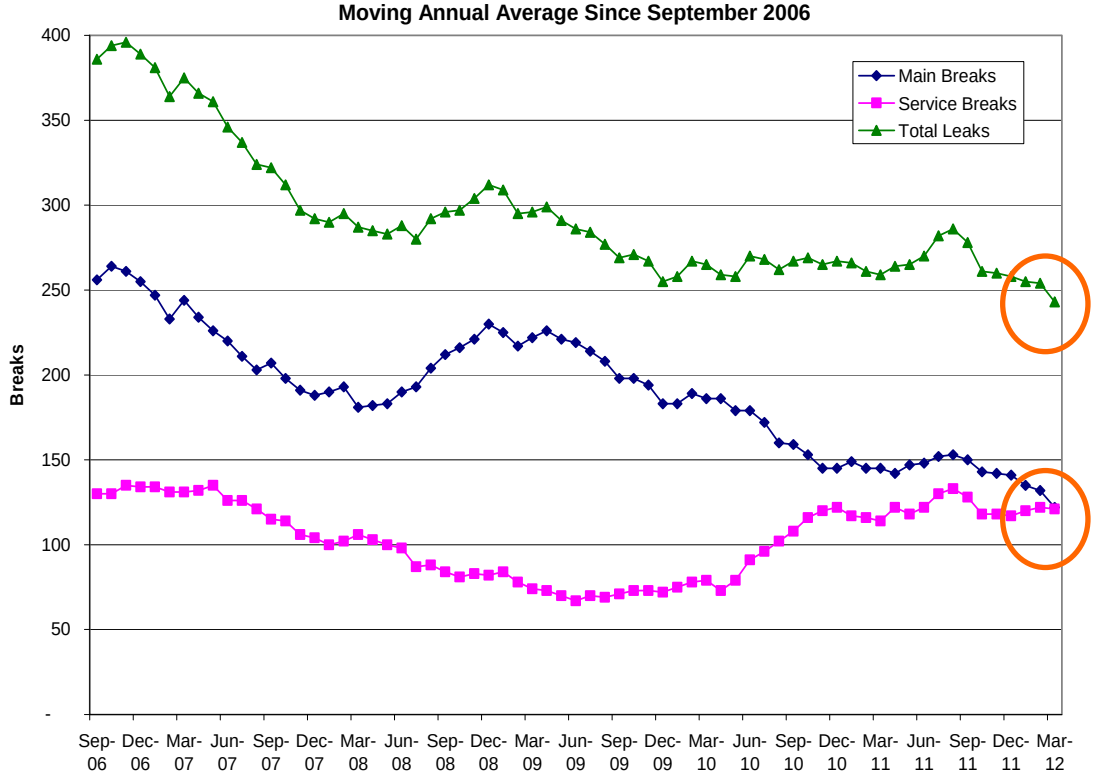

Figure 3. Guerneville Cumulative Monthly Rainfall

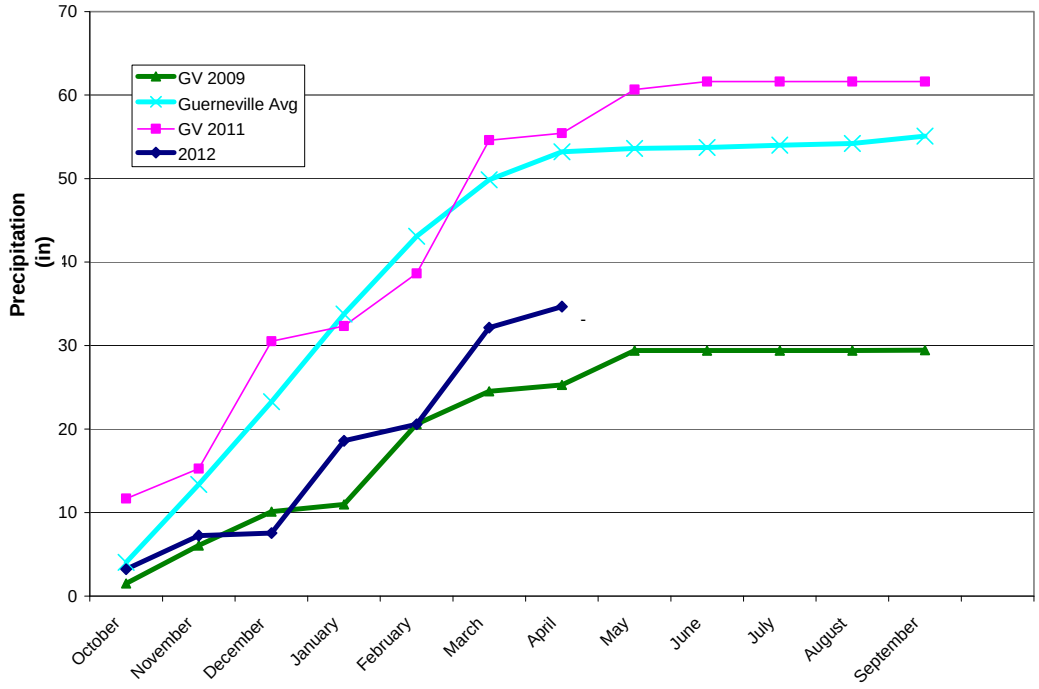

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	2012
Ongoing Activity																					
Board Action																					
Other Milestone																					
Current 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																					
• 2012 CIP Construction Award of Contract																					
• 2012 CIP Construction Starts																					
• 2012 CIP Construction Complete																					
• Update/Review District CIP																					
• 2013 CIP Design																					
• 2013 CIP Award of Contract																					
• 2013 CIP Construction Starts																					
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																					