SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: May 7, 2015

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 were16,636 units (38.2 AF, Guerneville cycle) and production was 54.1 AF. Compared to one year ago, sales were lower and production slightly higher (39.1 AF and 53.8 AF, respectively). The water lost percentage increased to 23.5, the Guerneville system still appears to going in the wrong direction (but we'll talk about the search for leaks elsewhere. The reduction from March 2013, the State Board standard, was only 5.2% - we'll have to do better.

3. **Leaks:** In March we had 10 total leaks and spent 47 man-hours on them. Those are more leaks and similar man-hours compared to the prior month and slightly more of both compared to March one year ago (9 leaks, 45 man-hours). Figure 2 shows service and main leaks separately with a total breaks line as well.

   The District is moving forward with purchasing a leak correlator which is a device that measures sound waves between two points in a pipe to determine the existence of a leak and its location. During the week of April 20th, the District staff tried out a rental unit and discovered 3 leaks. The device is easy to use; 5 staff were self-trained on its use. Given the District's ongoing water losses, the importance of reducing those losses at all times, and especially during this era of mandated water use reductions, and the high number of surfacing leaks, this appears to be a smart investment (approximately $10,000 including a field capable laptop computer) for the District.

4. **Guerneville Rainfall**. April was better than March but not good enough - a little over 2 inches - still looking similar to 2013 and than 2014. Lake Mendocino continues in the average range for this time of year; the Sonoma County Water Agency has applied for a Temporary Urgency Change, so River flows will be similar to last year. We are ok for the summer but a nice spring storm would help out.

5. **2016 CIP:** The award of the construction contract for the 2016 CIP is on the agenda. The CIP Subcommittee has met once since the last Board meeting and we plan to have the results of the Subcommittee on the June Board agenda.

6. **Toilet Rebate/Direct Install Program:** No toilet rebates were approved in April. The direct install program is available for Guerneville sewer customers and will become available again for Monte Rio customers when grant money reportedly awarded to the Sonoma County Water Agency is handed over - supposed to happen in May.

7. **In-House Construction Projects:** Six in-house construction projects were reported in April: construction new service on Glandy Glen (22 man-hours), looped system created on Orchard Road (182.5 man-hours), service upgrade on River Rd (21 hours), replaced service line/saddle and raide meter for County bridge replacement on Moscow Rd (46 man-hours), replaced siding installed new gutters on chem building at Highland Treatment Plant (42.5 man-hours), and fixed customer leak that may be been caused by repair of District lean on River Rd (34 man-hours) .

8. **ADA Water Rates:** I expect to have this on the June meeting agenda.

9. **Drought Outreach:** I gave presentations on the drought to both local Chambers on April 21.

10. **Gantt Chart:** The Gantt Chart for May has approval of the FY16 Budget and award of contract for the 2016 CIP - both are on the agenda.

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

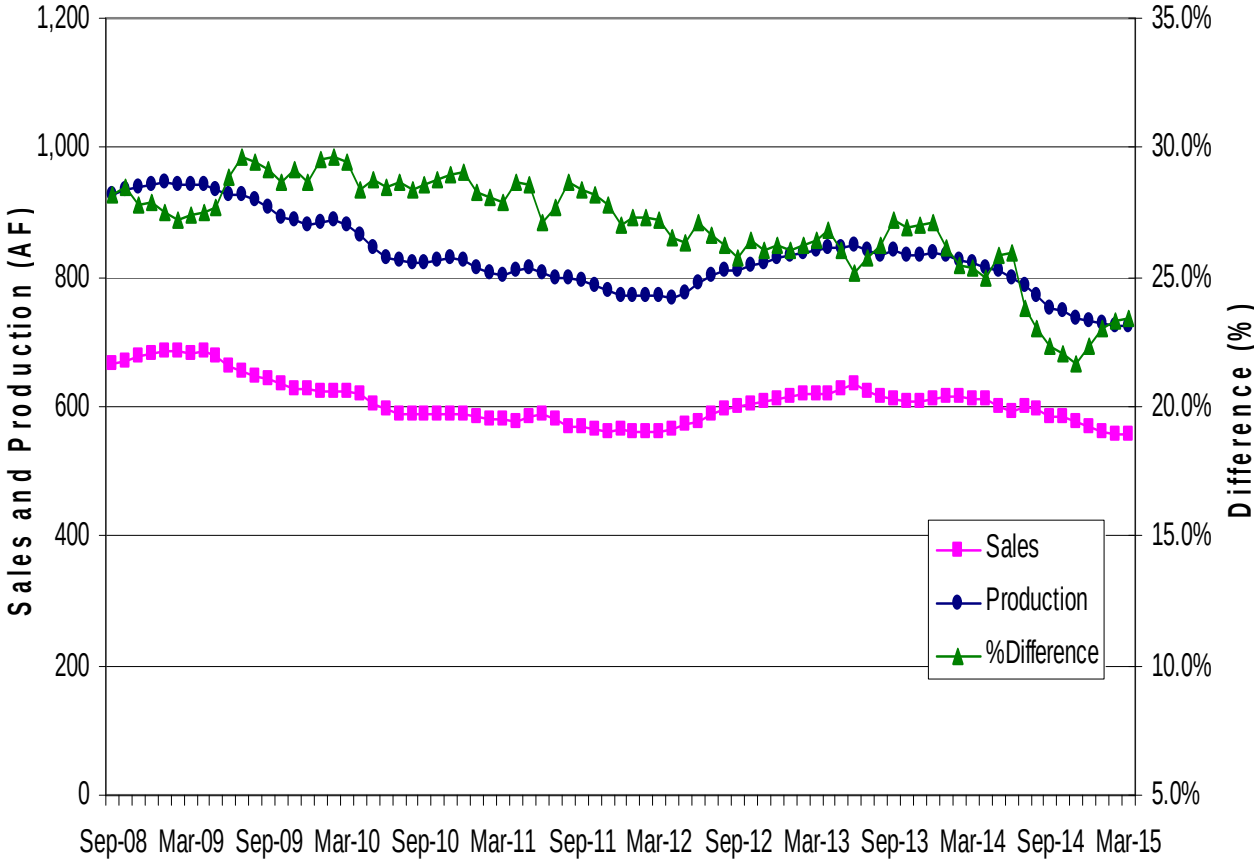

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2008

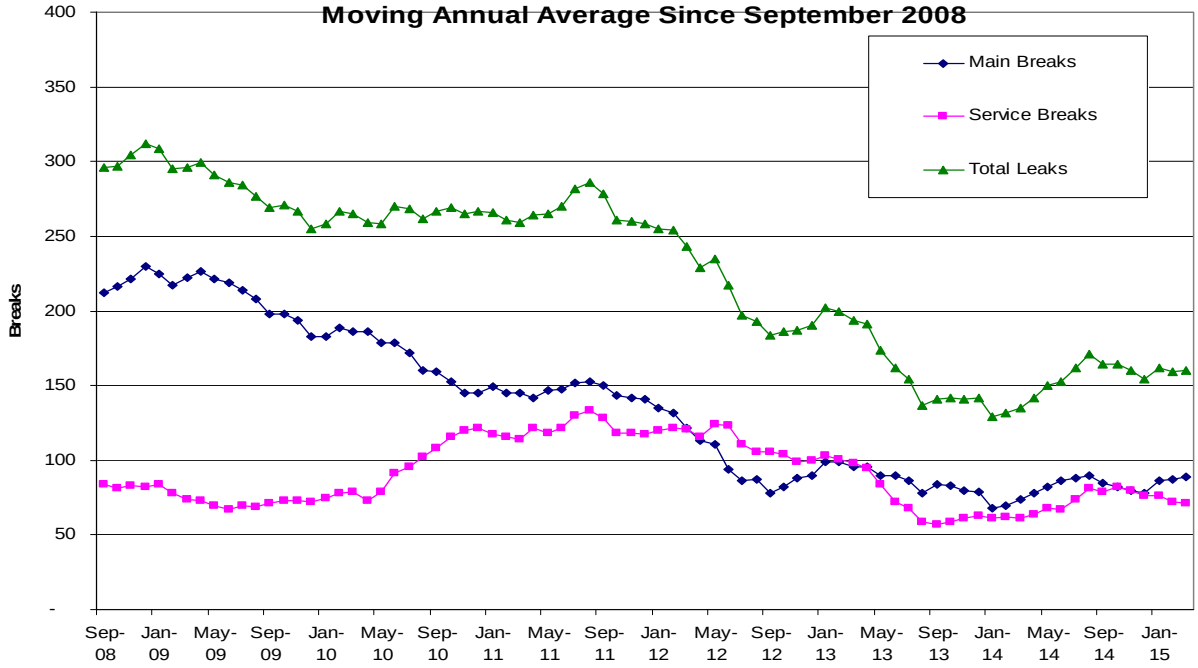

Figure 3. Guerneville Cumulative Monthly Rainfall

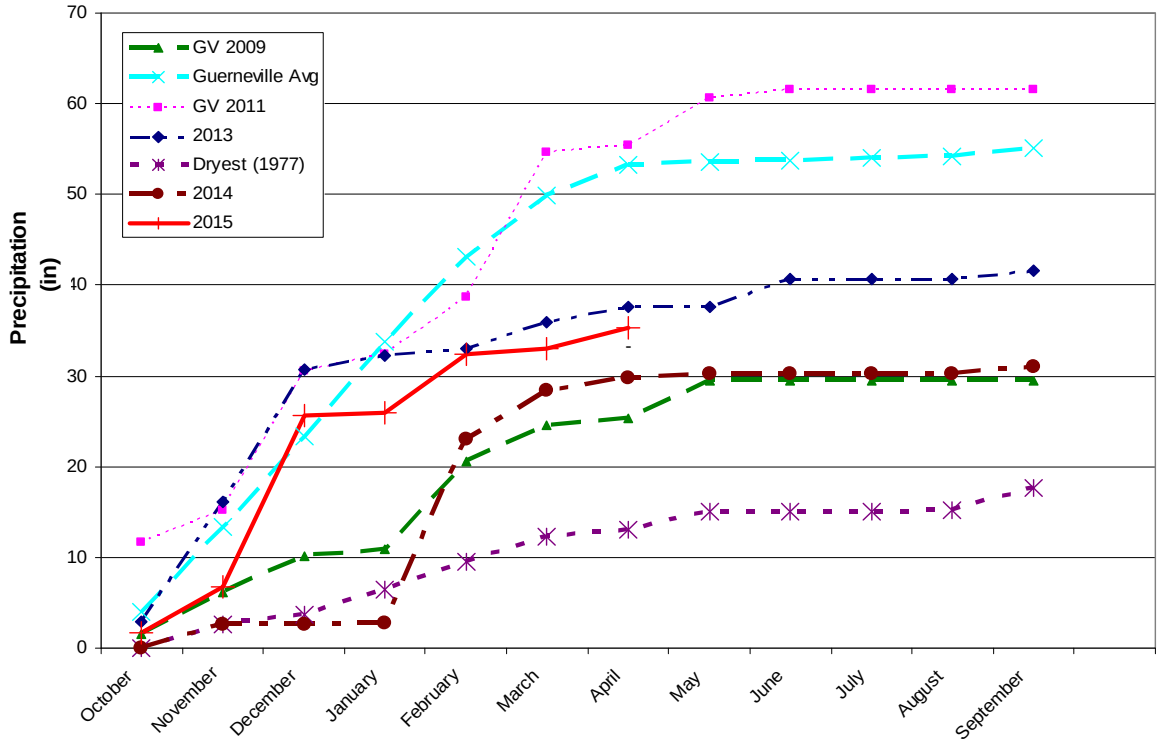

Figure 4. Sweetwater Springs WD Calendar Gantt Chart		Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	FY17+
Ongoing Activity																				
Board Action																				
Other Milestone																				
Current Month																				
By Activity																				
Action Item/Milestone	**Projected Completion / Milestone Date**																			
Crystal Communications Lease																				
2014-15 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																				
• 2016 CIP Design																				
• 2016 CIP Award of Contract																				
• 2016 CIP Construction Starts																				
• 2017 CIP Design																				
• 2017 CIP Award of Contract																				
• 2017 CIP Construction Starts																				
Urban Water Management Plan	Jul-16																			
Water Rights	SCWA Protest												??							
Emergency Response Plan Review																				
Building Lease																				
• Lease Renewal	July-17																			
Policies and Procedures																				
• Other Policy																				
• Overall Review																				
Board and General Manager Annual Review																				