SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: June 3, 2010

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 April were 14,273 units (32.8 AF) and production was 53.9 AF. Compared to one year ago, sales and production are both substantially less (36.4 and 71.1 AF, respectively). System losses decreased to 28% which is still high. The attached Figure 1 shows the 12 month moving averages since 2001.

3. **Leaks:** The District spends much staff time addressing leaks and we have an extensive capital program to replace water mains to reduce leaks in the system. In April we had 20 total leaks and spent 56 man-hours on them. That's fewer leaks and man-hours than last month (March) and April one year ago (26 leaks, 109 man-hours). Figure 2 shows leak history and man-hours spent dealing with leaks since 2001 and has bounced back to the declining trend for both leaks and man hours.

4. **Rainfall.** Figure 3 is the rainfall chart for this year starting in October. May rainfall has been above average for the month, again. January, of course, was the month that drove the good results for this year and this remains a positive rainfall year. We are not currently at average in Guerneville, according to my calculations, but the Guerneville area is over 50 inches for the year, the Russian River watershed is well hydrated, and the Russian River reservoirs are full.

5. **CIP IV-B, Project 1**. W.A. Forde Associates has completed mainlining on Riverlands Road and is starting on Bonita Terrace during the week of May 24.

6. **CIP IV-B, Project 2**. This contract was awarded to KAT Construction at the May 6 meeting. No further progress has been reported at this time.

7. **Toilet Rebate Program**. 9 toilet rebates were issued in May as of the date of this report at a total cost of $1,350.

8. **In-House Construction Projects.** As of May 26, staff had done 4 in-house construction projects with a total estimated man-hours of 30.25. The majority of the time was spent relocating a service on Old Cazadero Road.

9. **Gantt Chart**. June in the Gantt Chart shows CIP IV-B, Project 1 construction should be underway and it is; that the 2010 Urban Water Management Plan should be started, it is not, but I have looked unsuccessfully for information on the Plan format; labor negotiations completed, they are not, but I believe we are making progress.

Figure 1. Water Production and Sales 12 Month Moving Average
Sweetwater Springs Water District

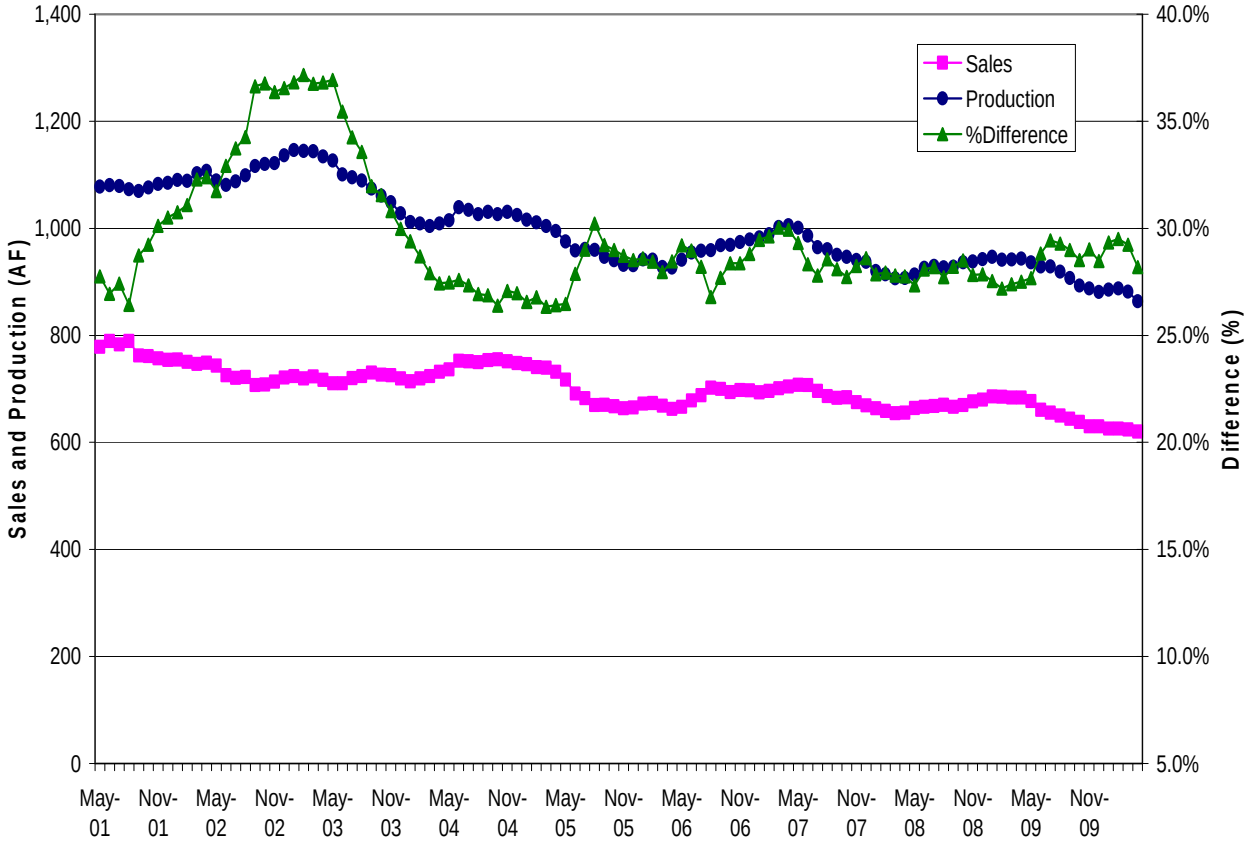

Figure 2. Sweetwater Springs Water District Total Pipeline Breaks and Hours Spent in Repair, Moving Annual Average

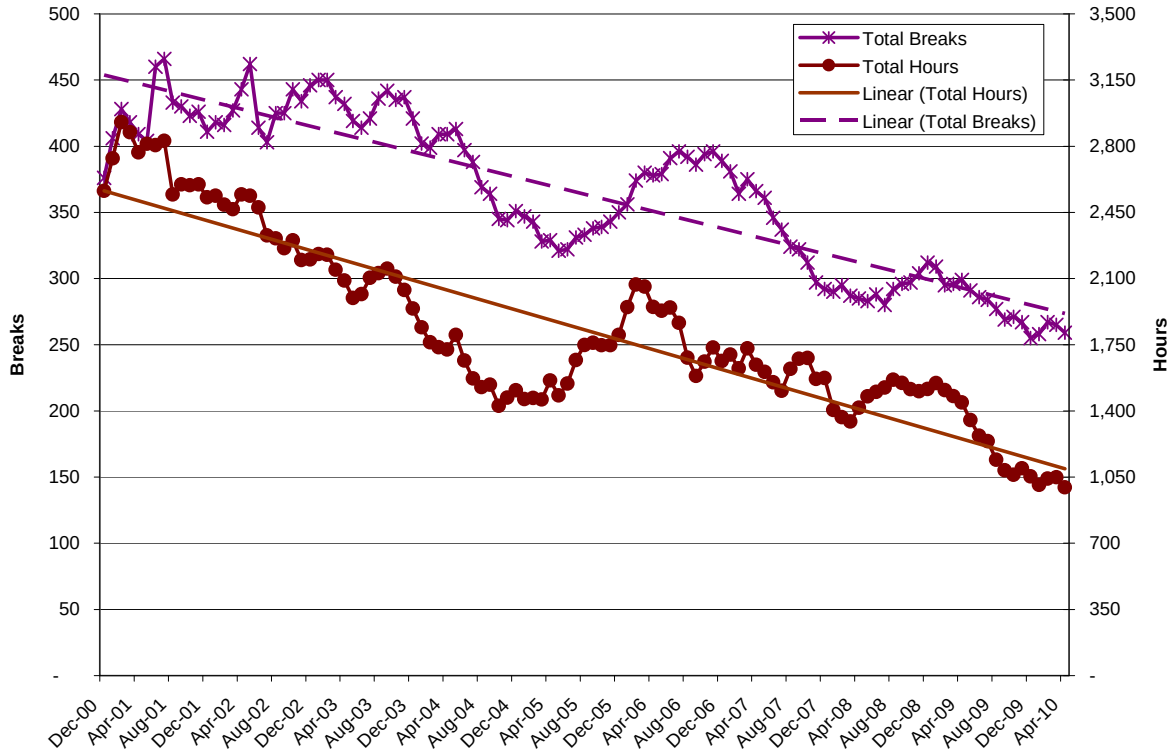

Figure 3. Guerneville Cumulative Monthly Rainfall

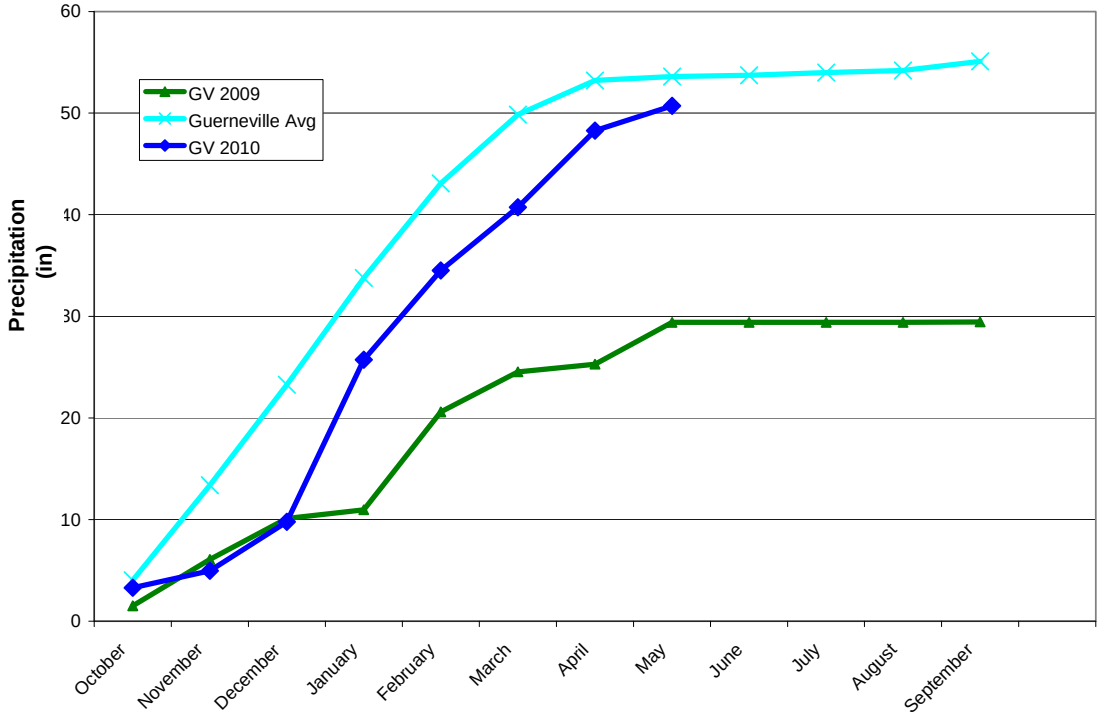

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Jun-09	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	2011	2012
Ongoing Activity																						
Board Action																						
Other Milestone																						
Current Month																						
By Activity																						
Action Item/Milestone	**Projected Completion/ Milestone Date**																					
Crystal Communications Lease	Completed																					
2009 Water Rates Revision	Completed																					
2009 Water Rates Changes																						
• Board Direction on Rate Changes																						
• Prop 218 Mailing																						
• Public Hearing on Proposed Rates																						
• Adopt Rates with Budget																						
2009-10 Budget preparation	Completed																					
2010-11 Budget preparation																						
• Capital Improvement Program Board Discussion	December-10																					
• Staff Budget Preparation Begins																						
• Ad Hoc Budget Committee Reviews Draft Budget																						
• Draft Budget to Board for Discussion/Action	April-10																					
• Approve Budget	May-10																					
Capital Projects																						
• CIP IV-A, Project 1 Completion	Completed, June 09																					
• CIP IV-A, Project 2 Construction Start	May-09																					
• CIP IV-A, Project 2 Completion	October-09																					
• Phase IV-B Design	January-09																					
• Presentation of CIP Phase IV-B for Board Discussion/Action	February-09																					
• RRROC for CIP IV-B	July-09																					
• CIP Phase IV-B, Project 1 Construction Starts	April-10																					
• CIP Phase IV-B, Project 1 Construction Completed	October-10																					
2010 Urban Water Management Plan	December-10																					
Water Rights	Completed, License June																					
Contract Negotiations																						
• Start Negotiations Preparation	December-09																					
• Negotiations Start	April-10																					
• End of Contract	June-10																					
Building Lease																						
• Lease Ends	July-11																					
Policies and Procedures																						
• Capacity Charge Policy																						
• Budget Reserve Policy																						
• Other Policy																						
• Overall Review																						
Board and General Manager Goals and Objectives	July-10																					