SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: June 5, 2014

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 was 14,514 units (33.3 AF, Monte Rio cycle) and production was 56.1 AF. Compared to one year ago, sales and production were lower (35.0 AF and 62.7 AF, respectively). The water lost percentage is smaller in the Guerneville system and higher in the Monte Rio system, compared to the prior month, as shown in Figure 1.

3. **Leaks:** In April we had 15 total leaks and spent 65 man-hours on them. Those are more leaks and man-hours compared to the prior month and more leaks and man-hours compared to April one year ago (8 leaks, 57 man-hours). Figure 2 shows service and main leaks separately with a total breaks line as well.

4. **Guerneville Rainfall (Drought):** May marks the end of the rainy season and is the time we start tracking river flow. As of the end of May we finished the rainy season very similar to 2009 which was also a dry year. Lake Mendocino is now approximately half full (60% of average for this time of year) but that still isn't a great situation for this time of year. We intend to participate in any regional drought response – information provided by the Sonoma County Water Agency is on our website or provided by links on the website to the information. The drought has been softened a bit for this area but it's still a serious situation. Figure 4 shows the flow in the Russian River this spring compared to last year, 2009 and the 2000-2008 average. 2009 was a similarly dry year, last year had a historically dry January through the summer, and the 2000-2008 average was the former standard for summer flow but we will likely not see that again. So far this year flows are down, but that's what we should expect giving reservoir storage and the early start of flow reductions this winter.

5. **2014 CIP/2015 CIP:** The 2014 CIP is completed and is on the agenda for a Notice of Completion. The 2015 CIP, Old Monte Rio Road, is on the agenda for award of contract to Piazza Construction.

6. **Toilet Rebate/Direct Install Program:** There may be good news for the Direct Install Program – we were able to use our existing remaining funding of approximately $9,000 for a matching 4-1 grant to increase our total funding available to approximately $36,000.

The availability of this funding was brought to our attention by Sonoma County water conservation staff. We should know whether the grant comes through soon. Three toilet rebates were approved in May. The current Direct Install Program accounting numbers are as follows: 31 customers have had 49 direct install toilet installations completed, 3 customers have not acted after being notified they are approved for installation and 11 previously approved customers are on a wait list.

7. **In-House Construction Projects:** There were 4 in-house projects reported for May. Staff located the 6 inch line between River side and River Rd and exercised valves (37.5 man-hours), replaced a service on River Lane (19 man-hours), replaced a service and meter box on River Lane (13 man-hours) and replaced 190 feet of 1 inch galvanized pipe with 2 inch poly line at River Lane and Greystone Place (64.5 man-hours).

8. **Gantt Chart:** No milestones in the Gantt Chart for June, but we do have action on two holdovers from before – Notice of Completion for the 2014 CIP and Award of Contract for the 2105 CIP are on the agenda for this meeting.

Figure 1. Monte Rio and Guerneville Sales and Production 12 Month Moving Averages, SSWD Since March 2010

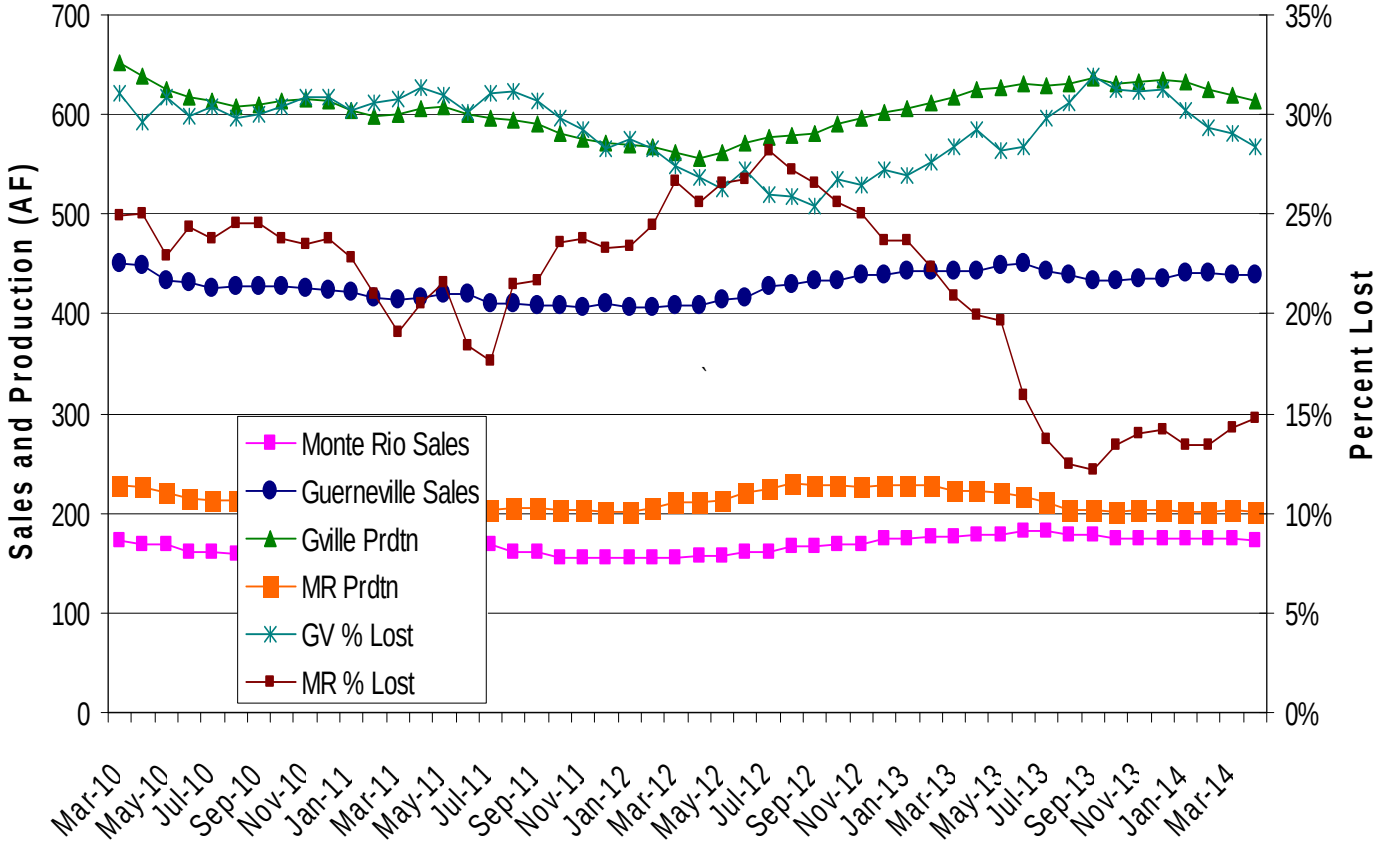

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2008

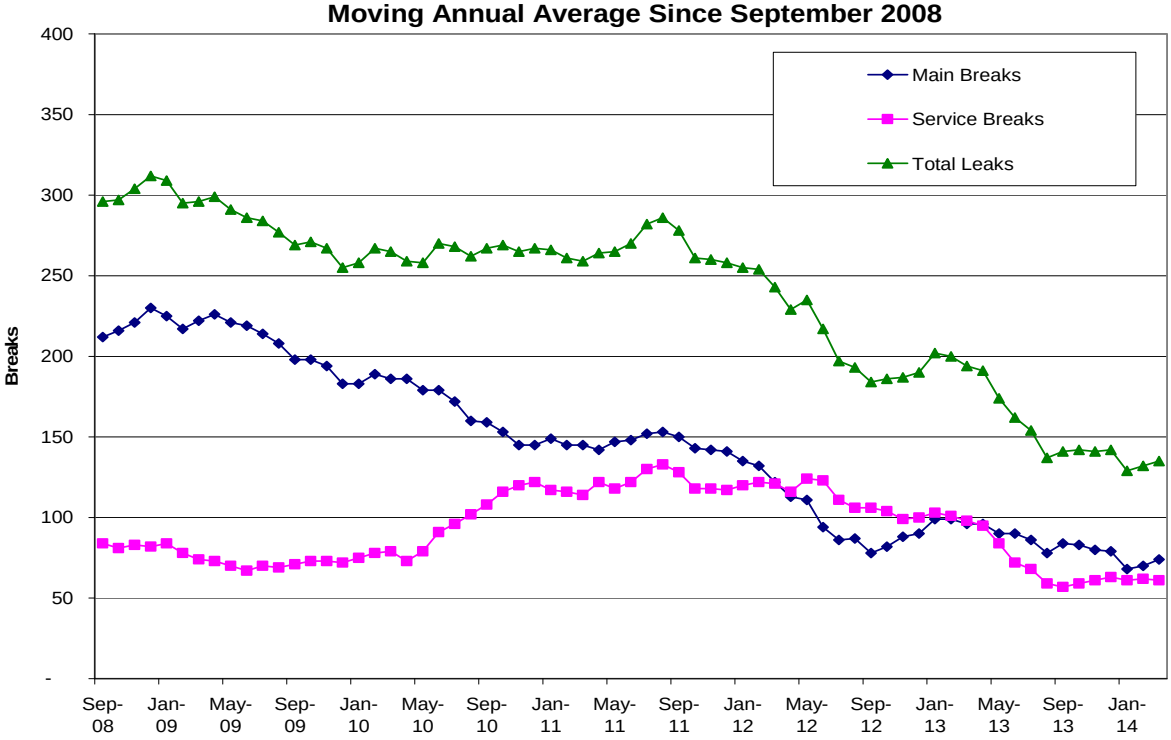

Figure 3. Guerneville Cumulative Monthly Rainfall

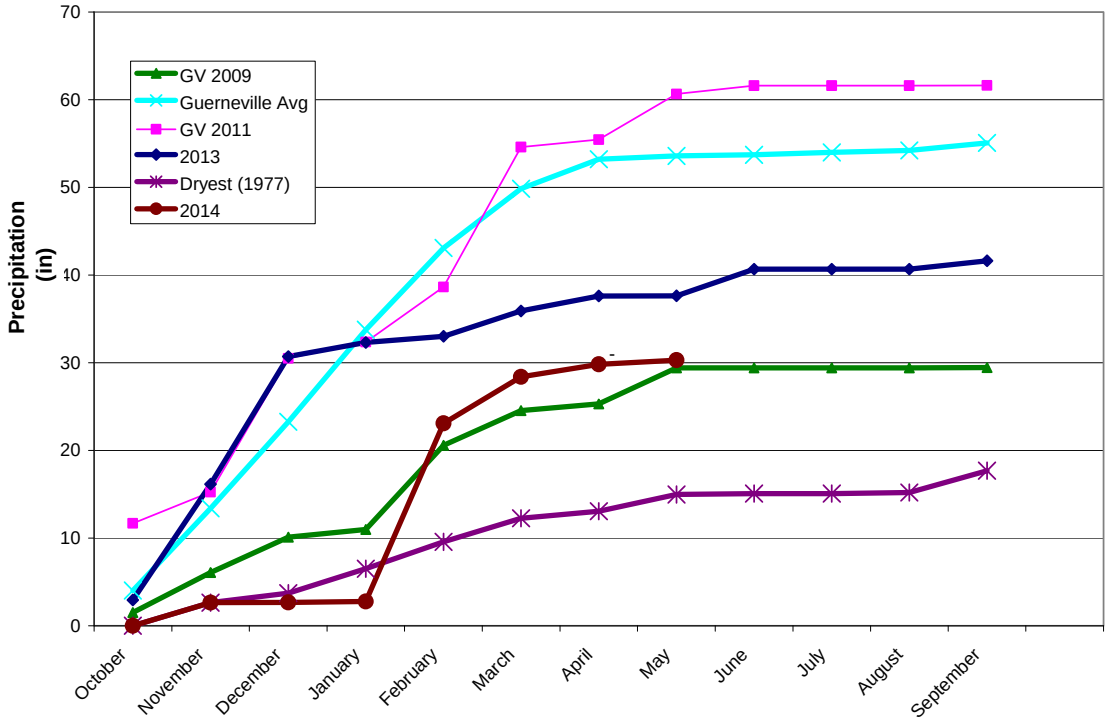

Figure 4. Russian River Summer Flow at Hacienda Bridge, 2014 Compared to Earlier Years and the 2000-2008 Average, Updated May 28, 2014

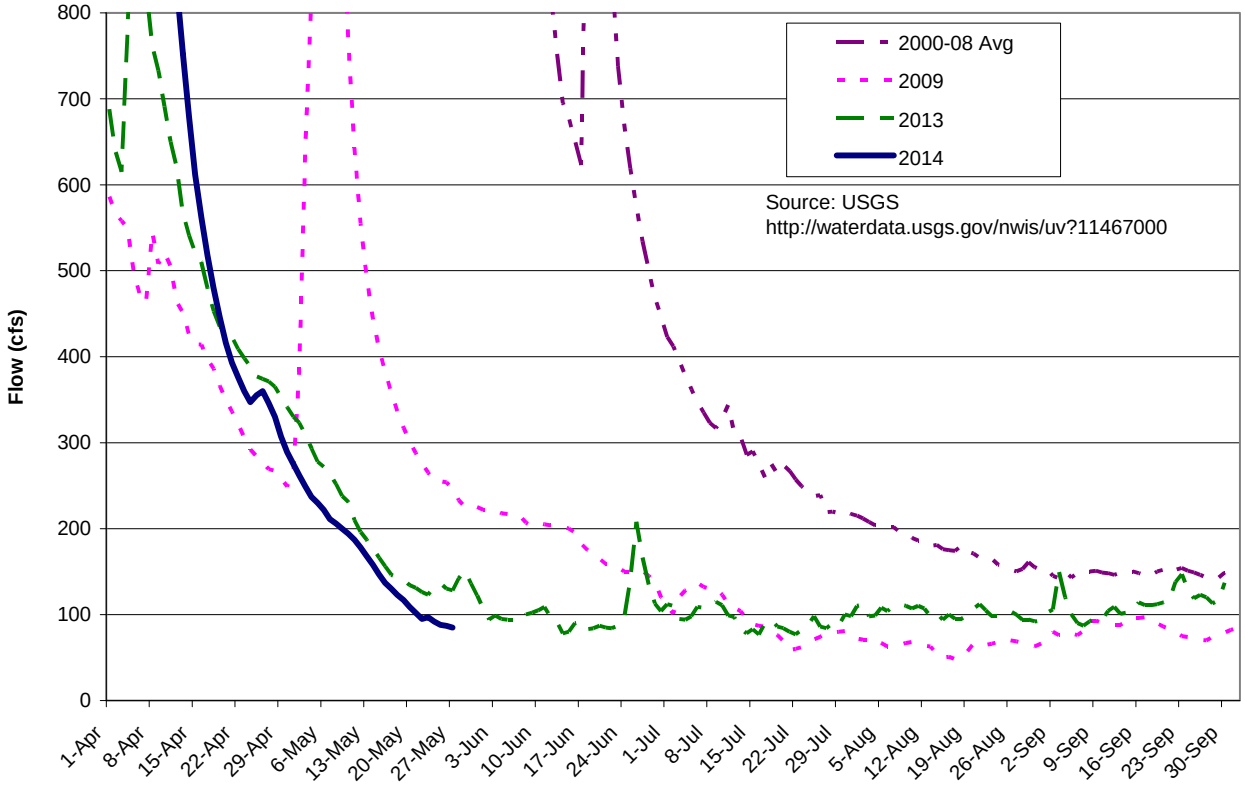

Table 4. Sweetwater Springs WD Calendar Gantt Chart		Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	FY 15+
Ongoing Activity																						
Board Action																						
Other Milestone																						
Current Month																						
By Activity																						
Action Item/Milestone	**Projected Completion / Milestone Date**																					
Crystal Communications Lease																						
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																						
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																						
• 2014 CIP Design																						
• 2014 CIP Award of Contract																						
• 2014 CIP Construction Starts																						
• 2015 CIP Design																						
• 2015 CIP Award of Contract																						
• 2015 CIP Construction Starts																						
Urban Water Management Plan	Dec-15																					
Water Rights	SCWA Protest																					
Emergency Response Plan Review																						
Building Lease																						
• Lease Renewal	July-14																					
Policies and Procedures																						
• Other Policy																						
• Overall Review																						
Board and General Manager Annual Review																						