SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors **AGENDA NO. V-A**

FROM: Steve Mack, General Manager

Meeting Date : October 6, 2016

SUBJECT: ADOPTION OF THE DISTRICT'S 2015 URBAN WATER MANAGEMENT PLAN (UWMP) UPDATE

RECOMMENDED ACTION: Hold a Public Hearing on the adoption of the District's 2015 Urban Water Management Plan Update (UWMP) and approve Resolution 16-10 which adopts the 2015 UWMP and reaffirms Method 1, gallons per capita per day approach, for meeting the water conservation targets of the Water Conservation Act of 2009 (SB X7-7).

FISCAL IMPACT: none

DISCUSSION:

Sweetwater Springs Water District is tasked with updating its UWMP for the 2015 cycle. This update was due July 1, 2016 but because the late provision of guidelines, the efforts and uncertainty related to drought water use restrictions, California Urban Water Conservation Coalition reporting requirements and the fact of doing this report inhouse, we have aimed for this meeting as the adoption meeting for the UWMP. We have discussed this document previously, specifically reviewing the population and water use projections and revisions to the Water Shortage Contingency Plan at the August meeting and the draft document at the September meeting.

The UWMP follows the guidelines provided by the California Department of Water Resources. It provides a comprehensive review of the Districts water operations, current and historical water use, projections of future supplies, reliability estimates of the District's supplies and an update of the District's Water Shortage Contingency Plan. This Plan is organized into chapters as follows:

- **Chapter 1 "Introduction and Overview" –** Includes legislative background for the UWMP requirements.
- **Chapter 2 "Plan Preparation"** – Includes information on the process for development of this Plan, along with coordination and outreach efforts.
- **Chapter 3 "System Description"** – Details the service area, climate, history and other relevant system information.
- **Chapter 4 "System Water Use"** – Evaluates the overall historical and projected demand of the system within its service area.

- **Chapter 5 "SB X7-7 Baselines and Targets"** – Describes methods for calculating baseline and target water consumption, and includes 2015 compliance information with SB X7-7.
- **Chapter 6 "System Supply"** – Describes the sources of water available to the District.
- **Chapter 7 "Water Supply Reliability Assessment"** – A description of the water system reliability out to 2035, including projections for normal, single-dry, and multiple-dry years.
- **Chapter 8 "Water Shortage Contingency Planning"** – Describes the District's plan for dealing with water shortage.
- **Chapter 9 "Demand Management Measures"** – Discusses efforts by the District to reduce demand through water efficiency programs and conservation.
- **Chapter 10 "Plan Adoption, Submittal, and Implementation"** – Lists the District's adoption, submittal and implementation of its 2015 Plan.
- **Appendices** include the Water Shortage Contingency Plan and other supporting documentation.

The UWMP is a major planning document for the District. It contains the "truth" about the District. We will go into the plan for basic information about the District, such as service area population and projected water use, and other governmental agencies and private entities will look to this UWMP for basic information about the District. For example, in the refunding of the Private Placement Loan, the prospective refunders wanted a copy of the 2015 UWMP for information about us. The UWMP is on our website and is easily available public information about the District. Observations:

- We don't expect much growth in District population and District water use should remain relative flat during the planning period which goes out to 2035. This Plan is consistent with the 2010 UWMP in these regards.

- DWR requires the UWMP to include some methodology to demonstrate that a water agency will reduce its water use by 20% compared to the baseline - Method 1 which is the 80% of baseline gallons per capita per day (gpcd) approach and 3 other more complicated approaches. The District's approach in 2010 UWMP was Method 1 (gpcd). That is easy to do and show, and we are meeting those targets. As discussed last month, I see no reason to change.

- The District is doing much better than the gpcd targets set in 2010. The 2015 target set in 2010 was 102 gpcd; we achieved 76. The 2020 target is 91 gpcd which we will meet if we stay on our trend of reducing system water losses.

- The drought restrictions have 'interfered' with or confounded the 2015 actual results. We have no way of knowing what will happen when District customers' water use rebounds. I expect the rebound to take some time, especially if other parts of the State remain in drought conditions.

- Water loss reduction has played an important part of the District's overall reduction in gpcd from 2010. Overall water production reduced 20% and 7% of

that can be attributed to water loss reduction. District water users reduced their water use (by sales) by 13% since 2010, water losses have been reduced by 40% in that time period.

- Regardless of the rebound effect and whether our beyond 2025 targets are based on 12.5-10% or 15%, our water production estimates are well within the District's water license (1137 AF) and meet the State's requirement for a 20% reduction from the baseline water use as determined by the 1999-2008 baseline.

We discuss the draft UWMP at the September meeting. The main body of the report was distributed at that meeting, no changes have been made since then, so we are not redistributing with this agenda report. We did not distribute the Appendices and they are attached to this agenda report.

The 2015 Urban Water Management Plan Update is a valuable resource document for the District and staff recommend adoption of the Plan.

Resolution No. 16-10

A Resolution Of The Sweetwater Springs Water District Board Of Directors Adopting the 2015 Urban Water Management Plan and Reaffirming Method 1, Gallons Per Capita Per Day Approach, for Meeting the Water Conservation Targets of the Water Conservation Act of 2009 (SB X7-7)

WHEREAS, the Urban Water Management Planning Act (UWMP Act), which is codified at California Water Code 10610 et seq, requires that every urban water supplier which provides 3,000 acre feet or more of water annually (AFY) or which directly or indirectly supplies water for municipal purposes to more than 3,000 customers shall prepare an Urban Water Management Plan (UWMP), the primary objective of which is to plan for the conservation and efficient use of water; and

WHEREAS, the Water Conservation Act of 2009 (SB X7-7), which is codified at California Water Code 10608 et seq, has the general goal of a 20 percent reduction in water use Statewide, and requires each urban retail water supplier to develop urban water use targets and an interim urban water use target, in accordance with specified requirements and report those targets in its 2010 UWMP; and

WHEREAS, Sweetwater Springs Water District (District) supplies less than 1,000 AFY but has more than 3,500 customers and thus must comply with both Acts; and

WHEREAS, SB X7-7 requires that the urban water supplier adopt one of four methods to report on achieving the 20% reduction in individual water supplier water use by 2020 and the targets shall be reported in the 2015 UWMP and

WHEREAS, staff have determined that Method 1, the gallons per capita per day approach (Method 1), is the most sensible approach for developing water use targets under SBx7-7 because it is the easiest to calculate and understand approach to demonstrate that the District is meeting the 20% reduction target, and has reported such targets in the 2010 UWMP and reaffirmed this approach in the 2015 UWMP; and

WHEREAS, the District has prepared a 2015 UWMP covering the District to meet the requirements of the UWMP Act; and

WHEREAS, the 2015 UWMP and the method used to comply with SB X7-7 water use reduction targets must be reaffirmed after public review and a public hearing by the District Board of Directors and must be filed with the California Department of Water Resources; and

WHEREAS, the District has prepared a 2015 UWMP covering the District to meet the requirements of the Urban Water Management Planning Act; and

WHEREAS, on September 16, 2016, the District circulated for public review a draft of the 2010 UWMP, in compliance with the requirements of the UWMP Act, and a duly noticed public hearing was held on October 6, 2016, by the District Board of Directors in accordance with said notice; and

WHEREAS, the District use of Method 1 to comply with SB X7-7 and the targets associated with meeting the requirements of SB X7-7 are included in the District's 2015 UWMP, and were the subject of a duly noticed public hearing held on October 6, 2016, by the District in accordance with said notice; and

WHEREAS, the District coordinated preparation of the 2015 UWMP with other appropriate agencies in the area; provided notices to the County of Sonoma and the Sonoma County Water Agency; and encouraged the active involvement of diverse social, cultural, and economic elements of the population within the service area prior to and during the preparation of the plan as more fully described in the 2015 UWMP, in compliance with the requirements of the UWMP Act; and

WHEREAS, a copy of the draft 2015 UWMP was made available for public inspection at the District's office and on the District's website on September 16, 2016 and at the Guerneville Branch of the County of Sonoma Public Library on September 16, 2016; and

WHEREAS, on October 6, 2016, the District Board of Directors held a public hearing on the 2015 UWMP and on the reaffirmation of Method 1 of SB X7-7, notice of the time and place of which was published in the Sonoma West Times, a newspaper of general circulation on September 21, 2016 and September 28, 2016; and

WHEREAS, the District Board of Directors have reviewed and considered all comments received on the adoption of Method 1 and the draft 2015 UWMP.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DISTRICT AS FOLLOWS:

1. Method 1 of SBx7-7 is the appropriate approach for the District use to report its compliance with meeting the water use reduction targets of SB X7-7 and the targets developed shall be included in the 2015 UWMP.

2. The District's 2015 UWMP is based on substantial evidence, includes reasonable assumptions about future conditions, and meets all requirements of the Urban Water Management Planning Act.

3. Method 1 and the 2015 UWMP are hereby approved and adopted.

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly and regularly adopted and passed by the Board of Directors of the SWEETWATER SPRINGS WATER DISTRICT, Sonoma County, California, at a meeting held on October 6, 2016, by the following vote:

Director	Aye	No
Sukey Robb-Wilder	____	_____
Tim Lipinski	____	_____
Gaylord Schaap	____	
Richard Holmer	____	_____
Pip Marquez de la Plata	____	_____

_____
Tim Lipinski
President of the Board of Directors

_____
Attest: Julie A. Kenny
Clerk of the Board of Directors

Appendix A. Water Shortage Contingency Plan

A.1. Water Shortage Emergency Response

During declared shortages, or when a shortage declaration appears imminent, the General Manager, or his designated representative(s), shall be responsible for notification of the appropriate personnel and agency representatives. The personnel and agencies to be contacted include: The District Board of Directors, District Staff, the Russian River & Monte Rio Fire Protection Districts, the California Division of Drinking Water, the Sonoma County Office of Emergency Services and such other agencies and/or persons as deemed appropriate. The District may also notify all customers through its automated calling service, as appropriate. The District's general response to any emergency is also described in the District's Emergency Preparedness Response and Recovery Plan.

The District Plan includes responses to regional and statewide drought emergencies. In most of these cases where the requested reduction is 20% or less, the District would specify a list of water use restrictions but not declare Stage I of the Water Shortage Contingency Plan. The possible water use restrictions include:

1. The application of potable water to any driveway or sidewalk is prohibited.
2. Using a hose that dispenses potable water to wash a motor vehicle, unless the hose is fitted with a shut-off nozzle is prohibited.
3. Using potable water in a fountain or decorative water feature, unless the water is recirculated, is prohibited.
4. Irrigating turf or ornamental landscapes during and 48 hours following measurable precipitation is prohibited.
5. Restaurants and other food service establishments can only serve water to customers on request; and
6. Operators of hotels and motels must provide guests with the option of choosing not to have towels and linens laundered daily and prominently display notice of this option.

During situations that require 20% or less water use, District will rely extensively on public information to let people know of the need to reduce water use.

A.1.1. Emergency Response Check List.

The following Table A-1 summarizes the actions the District will evaluate during a water supply emergency.

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Table A-1. Possible Disaster Response Activities	
Examples of Potential Actions to Discuss	**Check if Discussed**
Determine what constitutes a proclamation of a water shortage.	
Stretch existing water storage.	
Obtain additional water supplies.	
Develop alternative water supplies.	
Determine where the funding will come from.	
Contact and coordinate with other agencies.	
Create an Emergency Response Team/Coordinator.	
Create a catastrophe preparedness plan.	
Put employees/contractors on-call.	
Develop methods to communicate with the public.	
Develop methods to prepare for water quality interruptions.	

A.2. Emergency Response Stages and Reduction Goals

The District has a three-stage Emergency Response Plan (Table 8-1) to invoke during declared water shortages. The Emergency Response Plan includes voluntary and mandatory reductions, depending on the causes, severity, and anticipated duration of the water supply shortage.

Table A-2 Stages of Water Shortage Contingency Plan (DWR Table 8-1)		
Stage	Percent Supply Reduction[1]	Water Supply Condition
Add additional rows as needed		
.I	20-30%	Regional or Statewide drought declaration, or local reduction in water supply requiring 20-30% reduction, short term reduction in water use
II	31-50%	Reduction in water supply requiring 31-50% reduction in water use
III	>50%	Greater than 50% reduction in water supply
[1] One stage in the Water Shortage Contingency Plan must address a water shortage of 50%.		
NOTES:		

A.2.1 Priority by Use

Priorities for use of available potable water during shortages are based on the legal requirements set forth in the California Water Code, Sections 350-358. Water allocations are established for all customers according to the following ranking system:

- Minimum health and safety allocations for interior residential needs (includes

single family, multi-family, hospitals and convalescent facilities, retirement and mobile home communities, and fire fighting and public safety)

- Commercial, industrial, institutional/governmental operations (where water is used for manufacturing and for minimum health and safety allocations for employees and visitors), to maintain jobs and economic base of the community (not for landscape uses)
- Permanent agriculture (orchards, vineyards, and other commercial agriculture which would require at least five years to return to production).
- Existing landscaping
- New customers, proposed projects without permits when shortage declared.

A.2.2 Health and Safety Requirements

Based on commonly accepted estimates of interior residential water use in the United States, Table A-3 indicates per capita health and safety water requirements. In Stage I, customers may adjust either interior or outdoor water use (or both), in order to meet the voluntary water reduction goal.

Under the Stage II the District would ask customers for greater reductions in use, including indoor uses to reduce their usage to essential interior water use. Stage III water use reductions would require that most customers make changes in their interior water use habits (for instance, not flushing toilets unless "necessary" or taking less frequent showers).

Table A-3
Per Capita Health and Safety Water Quantity Calculations

	Non-Conserving Fixtures		**Habit Changes** 1		**Conserving Fixtures** 2	
Toilets	3 flushes x 5.5 gpf	16.5	3 flushes x 5.5 gpf	16.5	5 flushes x 1.6 gpf	8.0
Shower	4 min x 4.0 gpm	16.0	4 min x 3.0 gpm	12.0	5 min x 2.0	10.0
Washer	12.5 gpcd	12.5	11.5 gpcd	11.5	11.5 gpcd	11.5
Kitchen	4 gpcd	4.0	2 gpcd	2.0	3 gpcd	3.0
other	4 gpcd	4.0	2 gpcd	2.0	3 gpcd	3.0
Total (gpcd)		53.0		44.0		35.5

1 Reduced shower use results from shorter and reduced flow. Reduced washer use results from fuller loads.
2 Fixtures include ULF 1.6 gpf toilets, 2.0 gpm showerheads and efficient clothes washers.

A.2.3 Water Shortage Stages and Triggering Mechanisms

Specific criteria for triggering the District's rationing stages are shown in Table A-4. Examples of possible reduction methods are shown in Table A-5.

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Table A-4 Water Shortage Stages and Triggering Mechanisms			
Percent Reduction of Supply	**Stage I 20 - 30%**	**Stage II 30 -50%**	**Stage III >50%**
Water Supply Condition			
Current Supply	Total supply is70 – 80% of "normal." or conservation is needed to stretch existing supplies, or participation in a regional or statewide drought emergency OR	Total supply is 69 – 50% of "normal." or conservation is needed to stretch existing supplies OR	Total supply is less than49% of "normal." or conservation is needed to stretch existing supplies OR
Future Supply	Projected supply insufficient to provide 80% of "normal" deliveries for the next two years. OR	Projected supply insufficient to provide 70% of "normal" deliveries for the next two years. OR	Projected supply insufficient to provide 60% of "normal" deliveries for the next two years. OR
Water Quality	Contamination of water supply (exceeds primary drinking water standards) for 3 days OR	Contamination of water supply (exceeds primary drinking water standards) for up to one week OR	Contamination of the water supply (exceeds primary drinking water standards) for over one week OR
Disaster Loss	Disaster loss	Disaster loss	Disaster Loss

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Table A-5: Restrictions and Prohibitions on End Uses (DWR Table 8-2)			
Stage	Restrictions and Prohibitions on End Users	Additional Explanation or Reference	Penalty, Charge, or Other Enforcement?
Add additional rows as needed			
	Landscape - Restrict or prohibit runoff from landscape irrigation	This is required at all times.	Yes
	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	This is required at all times.	Yes
I	CII - Restaurants may only serve water upon request		No
I	CII - Lodging establishment must offer opt out of linen service		No
I	Other - Require automatic shut of hoses		Yes
I	Other - Prohibit use of potable water for washing hard surfaces		Yes
I	Landscape - Limit landscape irrigation to specific days		Yes
II	Landscape - Prohibit all landscape irrigation		Yes
II	Other - Prohibit vehicle washing except at facilities using recycled or recirculating water		Yes
NOTES:			

A.3. Water Shortage Ordinance

The District has adopted a Wastage of Water Ordinance (3090.90) listed below.

3090.90 Wastage of Water: No consumer shall cause or permit any water furnished to their property by the District to run to waste in any gutter or otherwise. Notwithstanding section 3080.30-3080.60, the District may, after one warning, terminate the service of any consumer for failure to comply with the foregoing rule. Restoration of service may be conditioned upon installation of a flow restrictor on the consumer's service. Fees will be charged for the flow restrictor and installation or removal in addition to the turn-on charge provided for in section 3020.112.

The District would consider implementing a moratorium on new connections during declared water shortages, and revisions to the wastage of water ordinance or adoption of other water shortage-related ordinances as appropriate to the type of emergency. A draft emergency water shortage ordinance is in Appendix D.

A.3.1. Excessive Use Penalties

Any customer violating the regulations and restrictions on water use shall receive a verbal warning for the first such violation. Upon a second violation, the customer shall receive a written warning. If the written warning is not complied with water service may be disconnected; it shall be restored only upon payment of the turn-on charge fixed by the Board of Directors.

A.4. Mechanism to Determine Reductions in Water Use

Under normal water supply conditions, potable water production figures are recorded daily. All customers are metered and are billed on a bimonthly basis. Production totals are reported monthly to the Field Supervisor and the General Manager, and are incorporated into the District's water production report and the General Manager's Report presented at each monthly Board meeting. Bimonthly sales information is also incorporated into the General Manager's monthly report.

During a Stage II or Stage III water shortage, or during a water emergency, daily production figures will be reported to the Field Manager, as appropriate. The Field Manager will compare the weekly production to the target weekly production to verify that the reduction goal is being met. Weekly reports will be forwarded to the General Manager, the Board of Directors and the State Division of Drinking Water or other appropriate regulatory agencies. If reduction goals are not met, the General Manager will notify the Board of Directors so that corrective action can be taken.

A.5. Revenue and Expenditure Impacts and Measures to Overcome Impacts

The District maintains a reserve equal to 15% of its annual operating budget expenses (approximately $1.75 million Operating Budget expenses) for the purposes of dealing with emergencies and disaster-related expenses. This reserve amount is $264,000 for FY 16. The District has additional budget reserves for economic uncertainty, debt repayment and capital expenses. The total District Reserve Policy amount is approximately $1 million.

The analysis shown in Table 8-4 Cost Impacts Associated with Water Shortages assumes that water revenues are consistent with metered use in the 2005/2006 fiscal years upon which the District's Rate Model is based. It also assumes that total district operating expenses would increase during these major water shortage events with greater increases during larger shortages. Table 8-4 shows the estimated cost impacts of the major shortage events:

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Table A-6 Cost Impacts Associated with Water Shortages			
	Stage i	**Stage II**	**Stage III**
% Reduction in Annual Sales	20%	35%	50%
Reduction in Water Sales Revenue	$120,000	$210,000	$300,000
Increased Operating Costs	$50,000	$100,000	$150,000
Total Net Reduction in Revenue	**170,000**	**$310,000**	**$450,000**

As shown in Table 8-4, the District would have sufficient reserves to sustain a major (greater than Stage 1) water shortage emergency for over one year, but the financial impacts of these unlikely events would be substantial. During this period the Board of Directors would have ample time to assess the need for rate increases consistent with the type of water shortage. It may be that a rate restructuring would be needed to encourage reduced water use while developing sufficient revenues for sustained operations.

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APPENDIX B

RESOLUTION OF ADOPTION – URBAN WATER MANAGEMENT PLAN

Resolution No. 16-10

A RESOLUTION OF THE SWEETWATER SPRINGS WATER DISTRICT BOARD OF DIRECTORS ADOPTING THE 2015 URBAN WATER MANAGEMENT PLAN AND REAFFIRMING METHOD 1, GALLONS PER CAPITA PER DAY APPROACH, FOR MEETING THE WATER CONSERVATION TARGETS OF THE WATER CONSERVATION ACT OF 2009 (SB X7-7)

WHEREAS, the Urban Water Management Planning Act (UWMP Act), which is codified at California Water Code 10610 et seq, requires that every urban water supplier which provides 3,000 acre feet or more of water annually (AFY) or which directly or indirectly supplies water for municipal purposes to more than 3,000 customers shall prepare an Urban Water Management Plan (UWMP), the primary objective of which is to plan for the conservation and efficient use of water; and

WHEREAS, the Water Conservation Act of 2009 (SB X7-7), which is codified at California Water Code 10608 et seq, has the general goal of a 20 percent reduction in water use Statewide, and requires each urban retail water supplier to develop urban water use targets and an interim urban water use target, in accordance with specified requirements and report those targets in its 2010 UWMP; and

WHEREAS, Sweetwater Springs Water District (District) supplies less than 1,000 AFY but has more than 3,500 customers and thus must comply with both Acts; and

WHEREAS, SB X7-7 requires that the urban water supplier adopt one of four methods to report on achieving the 20% reduction in individual water supplier water use by 2020 and the targets shall be reported in the 2015 UWMP and

WHEREAS, staff have determined that Method 1, the gallons per capita per day approach (Method 1), is the most sensible approach for developing water use targets under SBx7-7 because it is the easiest to calculate and understand approach to demonstrate that the District is meeting the 20% reduction target, and has reported such targets in the 2010 UWMP and reaffirmed this approach in the 2015 UWMP; and

WHEREAS, the District has prepared a 2015 UWMP covering the District to meet the requirements of the UWMP Act; and

WHEREAS, the 2015 UWMP and the method used to comply with SB X7-7 water use reduction targets must be reaffirmed after public review and a public hearing by the District Board of Directors and must be filed with the California Department of Water Resources; and

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WHEREAS, the District has prepared a 2015 UWMP covering the District to meet the requirements of the Urban Water Management Planning Act; and

WHEREAS, on September 16, 2016, the District circulated for public review a draft of the 2010 UWMP, in compliance with the requirements of the UWMP Act, and a duly noticed public hearing was held on October 6, 2016, by the District Board of Directors in accordance with said notice; and

WHEREAS, the District use of Method 1 to comply with SB X7-7 and the targets associated with meeting the requirements of SB X7-7 are included in the District's 2015 UWMP, and were the subject of a duly noticed public hearing held on October 6, 2016, by the District in accordance with said notice; and

WHEREAS, the District coordinated preparation of the 2015 UWMP with other appropriate agencies in the area; provided notices to the County of Sonoma and the Sonoma County Water Agency; and encouraged the active involvement of diverse social, cultural, and economic elements of the population within the service area prior to and during the preparation of the plan as more fully described in the 2015 UWMP, in compliance with the requirements of the UWMP Act; and

WHEREAS, a copy of the draft 2015 UWMP was made available for public inspection at the District's office and on the District's website on September 16, 2016 and at the Guerneville Branch of the County of Sonoma Public Library on September 16, 2016; and

WHEREAS, on October 6, 2016, the District Board of Directors held a public hearing on the 2015 UWMP and on the reaffirmation of Method 1 of SB X7-7, notice of the time and place of which was published in the Sonoma West Times, a newspaper of general circulation on September 21, 2016 and September 28, 2016; and

WHEREAS, the District Board of Directors have reviewed and considered all comments received on the adoption of Method 1 and the draft 2015 UWMP.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DISTRICT AS FOLLOWS:

1. Method 1 of SBx7-7 is the appropriate approach for the District use to report its compliance with meeting the water use reduction targets of SB X7-7 and the targets developed shall be included in the 2015 UWMP.

2. The District's 2015 UWMP is based on substantial evidence, include sreasonable assumptions about future conditions, and meets all requirements of the Urban Water Management Planning Act.

3. Method 1 and the 2015 UWMP are hereby approved and adopted.

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly and regularly adopted and passed by the Board of Directors of the SWEETWATER SPRINGS WATER DISTRICT, Sonoma County, California, at a meeting held on October 6, 2016, by the following vote:

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Director	Aye	No
Sukey Robb-Wilder	x	
Tim Lipinski	x	
Gaylord Schaap	x	
Richard Holmer	x	
Pip Marquez de la Plata	x	

Tim Lipinski
President of the Board of Directors

Attest: Julie A. Kenny
Clerk of the Board of Directors

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Appendix C.1 60 Day Notification Letter to County of Sonoma

Sweetwater Springs WATER DISTRICT

STEPHEN F. MACK, *General Manager*

April 13, 2016

Veronica Ferguson, Sonoma County Administrator
575 Administration Drive, Suite 104A
Santa Rosa, CA 95403

RE: 2015 Sweetwater Springs Water District Urban Water Management Plan Update

Dear Ms Ferguson:

The Sweetwater Springs Water District wishes to inform you that we are in the process of reviewing and revising our Urban Water Management Plan (UWMP). We welcome your participation in the revision of the UWMP and welcome any comments you might have. The UWMP update is a State-mandated process. As such we need to follow certain rules and plan format. But the UWMP is also an important planning document for the District and we hope to include information that is useful to our service area residents and cooperating public agencies and groups.

Major issues we see for the future of Sweetwater Springs Water District operations are reducing the number of leaks and amount of water lost through those leaks from the distribution system, upgrading the water system distribution system, and working with other water users of the Russian River system in revising the River flow rules so that all uses are protected.

We will be holding a public hearing on the draft revision of the Urban Water Management Plan in advance of the adoption. At this time we are anticipating having the public hearing at the District's Board meeting on August 4, 2016. We anticipate having the Draft UWMP on the District's website in advance of the public hearing and a copy of the draft will be available for viewing at the District office.

Please contact me if you would like more information on Sweetwater Springs Water District's urban water management planning process.

Thank you for your attention.

Sincerely,

Stephen F. Mack
General Manager

P.O. Box 48, 17081 Hwy. 116, Suite B, Guerneville, CA 95446 • 707-869-4000 • FAX 707-869-4005
email: sws@monitor.net • web site: www.sweetwatersprings.com

2. Copy of Published Notice of Publication

Insert Copy of Notice of Publication

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3. List of Public Participation and Public Information Activities

- 60 Day Notice Letter (above in A) to County of Sonoma and Sonoma County Water Agency on April 19, 2016.

- Announcement of UWMP process schedule on District website (www.sweetwatersprings.com), updated as appropriate, started on April 19, 2016.

- Population and Water Use Projections, and revisions to Water Shortage Contingency Plan discussed at regular District Board meeting on August 4, 2016. SB X7-7 gpcd goals also discussed at this meeting and direction to continue to use Method 1 provided by Board.

- August Board meeting summary to local newspapers (Sonoma West Times and News, The Sonoma County Gazette, Russian River Monthly) that included discussion of UWMP population and water use projections and the Water Shortage Contingency Plan.

- Draft UWMP discussed at regular District Board meeting on September 1, 2016.

- Letters to County of Sonoma and Sonoma County Water Agency informing them that the public hearing on the Draft Plan will be on October 6, 2016.

- Press release that the Draft UWMP was available online and in hard copy at the District Office and Guerneville Branch of the Sonoma County Public Library to local newspapers (Sonoma West Times and News, The Sonoma County Gazette, Russian River Monthly), Russian River Chamber of Commerce, Monte Rio Chamber of Commerce, Guernewood Park Neighborhood Association, Friends of Rio Nido, Friends of Villa Grande, and Russian River Watershed Protection Committee on September 15, 2016.

- 2015 UWMP and SB X7-7 Method 1 adopted by resolution at October 6, 2016 regular Board meeting after noticed public hearing.

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Appendix D. Draft Emergency Water Shortage Resolution

RESOLUTION XX-XX

AN EMERGENCY RESOLUTION OF SWEETWATER SPRINGS WATER DISTRICT DECLARING A WATER SHORTAGE AND PROVIDING PROVISIONS FOR CONSERVING WATER AND PROTECTING PUBLIC HEALTH

WHEREAS, Northern California has been experiencing severe drought conditions for XX [months/years] [or other condition that necessitates ordinance], which has created water shortage conditions with District water supplies, and;

WHEREAS, the water shortage conditions have created a water supply emergency such that District supplies are cut XX%; and

WHEREAS, failure to adopt water conserving measures and provide methods for enforcing those measures could cause the District's water supplies to be severely depleted and have the effect of endangering public health in the District's service area; and

WHEREAS, District staff have developed a water shortage contingency plan which sets out water reduction goals and priority water uses to reduce water use and protect public health by extending District water supplies; and

WHEREAS, District staff have determined that supplies have been reduced XX percent and that level of reduction is consistent with Stage XX of the Water Shortage Contingency Plan; and

WHEREAS, pursuant to sections 31026 and 31027 of the California Water Code, a county water district has the power to restrict the use of district water during an emergency caused by a drought or other threatened or existing water shortage conditions and to enact an ordinance that restricts and prohibits certain water uses during a water shortage, which ordinance becomes effective immediately upon adoption; and

WHEREAS, it essential that the provisions of this ordinance be enacted immediately to protect public health.

NOW THEREFORE BE IT ORDAINED by the Board of Directors of the Sweetwater Springs Water District, County of Sonoma, as follows:

Section 1. Stage X of the Water Shortage Contingency Plan is hereby declared.

Section 2. The following uses of water are declared nonessential and are prohibited:

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- The excessive use, loss, or escape of water through breaks, leaks or malfunctions in the water user's plumbing or distribution facilities.
- The washing of vehicles, building exteriors, sidewalks, driveways, parking areas, tennis courts, patios or other paved areas without the use of a positive shut-off nozzle on the hose, which results in excessive run-off, except where necessary to dispose of liquids or substances that would endanger the public's health and safety.

Section 3. [Insert additional water use prohibitions as applicable by the severity of the emergency.]

Section 4. The General Manager shall forthwith direct and cause the disconnection of the water service of any person or customer not in compliance with this ordinance. Such service shall be restored only upon the payment of the District's turn-on charge and other applicable charges as provided in the District Policies and Procedures.

Section 5. [ADD CEQA COMPLIANCE LANGUAGE DEPENDING ON NATURE OF EMERGENCY]

S**ection 6**. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held by a court of competent jurisdiction to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of the Ordinance. The Board hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases may be held invalid or unconstitutional.

Section 7. Effective Date. This resolution shall become effective immediately upon adoption by the Board of Directors.

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly and regularly adopted and passed by the Board of Directors of the SWEETWATER SPRINGS WATER DISTRICT, Sonoma County, California, at a meeting held on **Month day, 20XX**, by the following vote.

Director	Aye	No
Board Member 1	_____	_____
Board Member 2	_____	_____
Board Member 3	_____	_____
Board Member 4	_____	_____
Board Member 5	_____	_____

_____

President of the Board of Directors

_____

Attest: Clerk of the Board of Directors

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Appendix E. AWWA Water Audit Reporting Worksheet

AWWA Free Water Audit Software: Reporting Worksheet

WAS v5.0

American Water Works Association.
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? Click to access definition
+ Click to add a comment

Water Audit Report for: Sweetwater Springs Water District (4910004/0028)
Reporting Year: 2015 | 1/2015 - 12/2015

Please enter data in the white cells below. Where available, metered values should be used; if metered values are unavailable please estimate a value. Indicate your confidence in the accuracy of the input data by grading each component (n/a or 1-10) using the drop-down list to the left of the input cell. Hover the mouse over the cell to obtain a description of the grades

All volumes to be entered as: ACRE-FEET PER YEAR

To select the correct data grading for each input, determine the highest grade where the utility meets or exceeds all criteria for that grade and all grades below it.

Master Meter and Supply Error Adjustments

WATER SUPPLIED

<---------- Enter grading in column 'E' and 'J' ---------->

							Pcnt:		Value:	
Volume from own sources:	+ ?	8	658.000	acre-ft/yr	+ ?	7				acre-ft/yr
Water imported:	+ ?			acre-ft/yr	+ ?					acre-ft/yr
Water exported:	+ ?			acre-ft/yr	+ ?					acre-ft/yr

Enter negative % or value for under-registration
Enter positive % or value for over-registration

WATER SUPPLIED: 658.000 acre-ft/yr

AUTHORIZED CONSUMPTION

Click here: ? for help using option buttons below

					Pcnt:	Value:	
Billed metered:	+ ?	7	518.000	acre-ft/yr			
Billed unmetered:	+ ?			acre-ft/yr			
Unbilled metered:	+ ?			acre-ft/yr			
Unbilled unmetered:	+ ?		8.225	acre-ft/yr			acre-ft/yr

Enter a positive value, otherwise a default percentage of 1.25% (of billed metered) is applied and a grading of 5 is applied but not displayed

AUTHORIZED CONSUMPTION: ? 526.225 acre-ft/yr

Use buttons to select percentage of water supplied **OR** value

WATER LOSSES (Water Supplied - Authorized Consumption) 131.775 acre-ft/yr

Apparent Losses

					Pcnt:	Value:	
Unauthorized consumption:	+ ?		1.645	acre-ft/yr	0.25%		acre-ft/yr

Default option selected for unauthorized consumption - a grading of 5 is applied but not displayed

Customer metering inaccuracies:	+ ?	5	10.571	acre-ft/yr	2.00%		acre-ft/yr
Systematic data handling errors:	+ ?		1.295	acre-ft/yr	0.25%		acre-ft/yr

Default option selected for Systematic data handling errors - a grading of 5 is applied but not displayed

Apparent Losses: ? 13.511 acre-ft/yr

Real Losses (Current Annual Real Losses or CARL)

Real Losses = Water Losses - Apparent Losses: ? 118.264 acre-ft/yr

WATER LOSSES: 131.775 acre-ft/yr

NON-REVENUE WATER

NON-REVENUE WATER: ? 140.000 acre-ft/yr

= Water Losses + Unbilled Metered + Unbilled Unmetered

SYSTEM DATA

Length of mains:	+ ?	9	65.0	miles
Number of active AND inactive service connections:	+ ?	8	3,800	
Service connection density:	?		58	conn./mile main
Are customer meters typically located at the curbstop or property line?			Yes	
Average length of customer service line:	+ ?			

(length of service line, beyond the property boundary, that is the responsibility of the utility)

Average length of customer service line has been set to zero and a data grading score of 10 has been applied

Average operating pressure:	+ ?	7	75.0	psi

COST DATA

Total annual cost of operating water system:	+ ?	9	$1,733,000	$/Year
Customer retail unit cost (applied to Apparent Losses):	+ ?	10	$2.73	$/100 cubic feet (ccf)
Variable production cost (applied to Real Losses):	+ ?	7	$300.00	$/acre-ft

☐ Use Customer Retail Unit Cost to value real losses

WATER AUDIT DATA VALIDITY SCORE:

*** YOUR SCORE IS: 74 out of 100 ***

A weighted scale for the components of consumption and water loss is included in the calculation of the Water Audit Data Validity Score

PRIORITY AREAS FOR ATTENTION:

Based on the information provided, audit accuracy can be improved by addressing the following components:

1: Volume from own sources
2: Customer metering inaccuracies
3: Billed metered

AWWA Free Water Audit Software:
System Attributes and Performance Indicators

WAS v5.0

American Water Works Association.
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Water Audit Report for: Sweetwater Springs Water District (4910004/0028)

Reporting Year: 2015 | 1/2015 - 12/2015

*** YOUR WATER AUDIT DATA VALIDITY SCORE IS: 74 out of 100 ***

System Attributes:

	Apparent Losses:	13.511	acre-ft/yr
+	Real Losses:	118.264	acre-ft/yr
=	Water Losses:	131.775	acre-ft/yr
?	Unavoidable Annual Real Losses (UARL):	77.43	acre-ft/yr
	Annual cost of Apparent Losses:	$16,065	
	Annual cost of Real Losses:	$35,479	Valued at Variable Production Cost

Return to Reporting Worksheet to change this assumpiton

Performance Indicators:

Financial:	Non-revenue water as percent by volume of Water Supplied:	21.3%	
	Non-revenue water as percent by cost of operating system:	3.1%	Real Losses valued at Variable Production Cost
Operational Efficiency:	Apparent Losses per service connection per day:	3.17	gallons/connection/day
	Real Losses per service connection per day:	27.78	gallons/connection/day
	Real Losses per length of main per day*:	N/A	
	Real Losses per service connection per day per psi pressure:	0.37	gallons/connection/day/psi

From Above, Real Losses = Current Annual Real Losses (CARL):	118.26	acre-feet/year
? Infrastructure Leakage Index (ILI) [CARL/UARL]:	1.53	

* This performance indicator applies for systems with a low service connection density of less than 32 service connections/mile of pipeline

APPENDIX F – SB X7-7 VERIFICATION TABLES

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Appendix F. SB X7-7 Verification Forms

SB X7-7 Verification Form Version FINAL.1

Table 4-C.4 has been modified from the FINAL version.

WUEdata Entry Exceptions
The data from the tables below will not be entered into WUEdata tables (the tabs for these tables' worksheets are colored **purple**). These tables will be submitted as separate uploads, in Excel, to WUEdata.
Process Water Deduction SB X7-7 tables 4-C, 4-C.1, 4-C.2, 4-C.3, 4-C.4 and 4-D A supplier that will use the process water deduction will complete the appropriate tables in Excel, submit them as a separate upload to the WUE data tool, and include them in its UWMP.
Target Method 2 SB X7-7 tables 7-B, 7-C, and 7-D A supplier that selects Target Method 2 will contact DWR (gwen.huff@water.ca.gov) for SB X7-7 tables 7-B, 7-C, and 7-D.
Target Method 4 These tables are only available online at http://www.dwr.water.ca.gov/wateruseefficiency/sb7/committees/urban/u4/ptm4.cfm A supplier that selects Target Method 4 will save the tables from the website listed above, complete the tables, submit as a separate upload to WUE data, and include them with its UWMP.

SB X7-7 Table 0: Units of Measure Used in UWMP* *(select one from the drop down list)*
Acre Feet
**The unit of measure must be consistent with Table 2-3*
NOTES:

SB X7-7 Table-1: Baseline Period Ranges		
Baseline	**Parameter**	**Value**
10- to 15-year baseline period	2008 total water deliveries	942.4
	2008 total volume of delivered recycled water	-
	2008 recycled water as a percent of total deliveries	#N/A
	Number of years in baseline period[1, 2]	10
	Year beginning baseline period range	1997
	Year ending baseline period range[3]	2006
5-year baseline period	Number of years in baseline period	5
	Year beginning baseline period range	2003
	Year ending baseline period range[4]	2007

[1] If the 2008 recycled water percent is less than 10 percent, then the first baseline period is a continuous 10-year period. If the ar delivered in 2008 is 10 percent or greater, the first baseline period is a continuous 10- to 15-year period.

[2] requires that the baseline period is between 10 and 15 years. However, DWR recognizes that some water suppliers may not have of baseline data.

[3] The ending year must be between December 31, 2004 and December 31, 2010.

[4] The ending year must be between December 31, 2007 and December 31, 2010.

NOTES:

Units
Acre Feet
Acre Feet
Percent
Years
Years
mount of recycled water
The Water Code
the minimum 10 years

SB X7-7 Table 2: Method for Population Estimates	
Method Used to Determine Population (may check more than one)	
☐	**1. Department of Finance** (DOF) DOF Table E-8 (1990 - 2000) and (2000-2010) and DOF Table E-5 (2011 - 2015) when available
☐	**2. Persons-per-Connection Method**
☑	**3. DWR Population Tool**
☑	**4. Other** DWR recommends pre-review
NOTES: Census data plus Sonoma County population estimates	

SB X7-7 Table 3: Service Area Population		
Year		**Population**
10 to 15 Year Baseline Population		
Year 1	1997	8173
Year 2	1998	8198
Year 3	1999	8210
Year 4	2000	8261
Year 5	2001	8263
Year 6	2002	8306
Year 7	2003	8333
Year 8	2004	8,368
Year 9	2005	8,415
Year 10	2006	8,445
Year 11		
Year 12		
Year 13		
Year 14		
Year 15		
5 Year Baseline Population		
Year 1	2003	8,333
Year 2	2004	8,368
Year 3	2005	8,415
Year 4	2006	8,445
Year 5	2007	8,066
2015 Compliance Year Population		
2015		7,755
NOTES:		

SB X7-7 Table 4: Annual Gross Water Use *								
			Deductions					
Baseline Year *Fm SB X7-7 Table 3*		**Volume Into Distribution System** *This column will remain blank until SB X7-7 Table 4-A is completed.*	**Exported Water**	**Change in Dist. System Storage (+/-)**	**Indirect Recycled Water** *This column will remain blank until SB X7-7 Table 4-B is completed.*	**Water Delivered for Agricultural Use**	**Process Water** *This column will remain blank until SB X7-7 Table 4-D is completed.*	**Annual Gross Water Use**
10 to 15 Year Baseline - Gross Water Use								
Year 1	1997	1,100						1,100
Year 2	1998	1,044						1,044
Year 3	1999	1,068						1,068
Year 4	2000	1,093						1,093
Year 5	2001	1,086						1,086
Year 6	2002	1,137						1,137
Year 7	2003	1,047						1,047
Year 8	2004	1,034						1,034
Year 9	2005	947						947
Year 10	2006	980						980
Year 11	0	-						-
Year 12	0	-						-
Year 13	0	-						-
Year 14	0	-						-
Year 15	0	-						-
10 - 15 year baseline average gross water use								**1,053**
5 Year Baseline - Gross Water Use								
Year 1	2003	1,047						1,047
Year 2	2004	1,034						1,034
Year 3	2005	947						947
Year 4	2006	980						980
Year 5	2007	937						937
5 year baseline average gross water use								**989**
2015 Compliance Year - Gross Water Use								
2015		657.7	-					**658**

* NOTE that the units of measure must remain consistent throughout the UWMP, as reported in Table 2-3

SB X7-7 Table 4-A: Volume Entering the Distribution System(s) Complete one table for each source.				
Name of Source	Russian River Underflow			
This water source is:				
☑	The supplier's own water source			
☐	A purchased or imported source			
Baseline Year *Fm SB X7-7 Table 3*		Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)*	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1997	1099.6		1,100
Year 2	1998	1044.3		1,044
Year 3	1999	1067.5		1,068
Year 4	2000	1093.2		1,093
Year 5	2001	1086.2		1,086
Year 6	2002	1136.5		1,137
Year 7	2003	1046.6		1,047
Year 8	2004	1033.7		1,034
Year 9	2005	947.1		947
Year 10	2006	979.6		980
Year 11	0			-
Year 12	0			-
Year 13	0			-
Year 14	0			-
Year 15	0			-
5 Year Baseline - Water into Distribution System				
Year 1	2003	1046.6		1,047
Year 2	2004	1033.7		1,034
Year 3	2005	947.1		947
Year 4	2006	979.6		980
Year 5	2007	936.7		937
2015 Compliance Year - Water into Distribution System				
2015		657.7		658
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				
NOTES:				

SB X7-7 Table 4-A: Volume Entering the Distribution	
Name of Source	Russian River Underflow
This water source is:	
☐	The supplier's own water source
☐	A purchased or imported source

Baseline Year *Fm SB X7-7 Table 3* **Baseline Year** *Fm SB X7-7 Table 3*		Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0
Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0
Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0
Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				
NOTES:				

SB X7-7 Table 4-A: Volume Entering the Distribution	
Name of Source	Source 3
This water source is:	
☐	The supplier's own water source
☐	A purchased or imported source

Baseline Year *Fm SB X7-7 Table 3* **Baseline Year** *Fm SB X7-7 Table 3*		Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0

Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0
Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0
Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				
NOTES:				

SB X7-7 Table 4-A: Volume Entering the Distribution				
Name of Source	Source 4			
This water source is:				
☐	The supplier's own water source			
☐	A purchased or imported source			
Baseline Year *Fm SB X7-7 Table 3* **Baseline Year** *Fm SB X7-7 Table 3*	Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System	
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0
Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0

Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0
Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				
NOTES:				

SB X7-7 Table 4-A: Volume Entering the Distribution				
Name of Source	Source 5			
This water source is:				
☐	The supplier's own water source			
☐	A purchased or imported source			
Baseline Year *Fm SB X7-7 Table 3* **Baseline Year** *Fm SB X7-7 Table 3*		Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0
Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0
Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0

Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				
NOTES:				

SB X7-7 Table 4-A: Volume Entering the Distribution				
Name of Source	Source 6			
This water source is:				
☐	The supplier's own water source			
☐	A purchased or imported source			
Baseline Year *Fm SB X7-7 Table 3* **Baseline Year** *Fm SB X7-7 Table 3*		Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0
Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0
Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0
Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				

NOTES:

SB X7-7 Table 4-A: Volume Entering the Distribution				
Name of Source	Source 7			
This water source is:				
☐	The supplier's own water source			
☐	A purchased or imported source			
Baseline Year *Fm SB X7-7 Table 3* **Baseline Year** *Fm SB X7-7 Table 3*		Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0
Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0
Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0
Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				

NOTES:

SB X7-7 Table 4-A: Volume Entering the Distribution	
Name of Source	Source 8
This water source is:	
☐	The supplier's own water source
☐	A purchased or imported source

Baseline Year *Fm SB X7-7 Table 3* **Baseline Year** *Fm SB X7-7 Table 3*		Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0
Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0
Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0
Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				
NOTES:				

SB X7-7 Table 4-A: Volume Entering the Distribution	
Name of Source	Source 9
This water source is:	
☐	The supplier's own water source
☐	A purchased or imported source

Baseline Year *Fm SB X7-7 Table 3* **Baseline Year** *Fm SB X7-7 Table 3*		Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0

Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0
Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0
Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				
NOTES:				

SB X7-7 Table 4-A: Volume Entering the Distribution				
Name of Source	Source 10			
This water source is:				
☐	The supplier's own water source			
☐	A purchased or imported source			
Baseline Year *Fm SB X7-7 Table 3* **Baseline Year** *Fm SB X7-7 Table 3*		Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0
Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0

Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0
Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				
NOTES:				

SB X7-7 Table 4-A: Volume Entering the Distribution				
Name of Source	Source 11			
This water source is:				
☐	The supplier's own water source			
☐	A purchased or imported source			
Baseline Year *Fm SB X7-7 Table 3* **Baseline Year** *Fm SB X7-7 Table 3*		Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0
Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0
Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0

Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				
NOTES:				

SB X7-7 Table 4-A: Volume Entering the Distribution				
Name of Source	Source 12			
This water source is:				
☐	The supplier's own water source			
☐	A purchased or imported source			
Baseline Year *Fm SB X7-7 Table 3* **Baseline Year** *Fm SB X7-7 Table 3*		Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0
Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0
Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0
Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				

NOTES:

SB X7-7 Table 4-A: Volume Entering the Distribution				
Name of Source	Source 13			
This water source is:				
☐	The supplier's own water source			
☐	A purchased or imported source			
Baseline Year *Fm SB X7-7 Table 3* **Baseline Year** *Fm SB X7-7 Table 3*		Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0
Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0
Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0
Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				

NOTES:

SB X7-7 Table 4-A: Volume Entering the Distribution	
Name of Source	Source 14
This water source is:	
☐	The supplier's own water source
☐	A purchased or imported source

Baseline Year *Fm SB X7-7 Table 3*	Baseline Year *Fm SB X7-7 Table 3*	Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0
Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0
Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0
Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				
NOTES:				

SB X7-7 Table 4-A: Volume Entering the Distribution	
Name of Source	Source 15
This water source is:	
☐	The supplier's own water source
☐	A purchased or imported source

Baseline Year *Fm SB X7-7 Table 3*	Baseline Year *Fm SB X7-7 Table 3*	Volume Entering Distribution System	Meter Error Adjustment* *Optional (+/-)Meter Error Adjustment**	Corrected Volume Entering Distribution System
10 to 15 Year Baseline - Water into Distribution System				
Year 1	1,997			0
Year 2	1,998			0

Year 3	1,999			0
Year 4	2,000			0
Year 5	2,001			0
Year 6	2,002			0
Year 7	2,003			0
Year 8	2,004			0
Year 9	2,005			0
Year 10	2,006			0
Year 11	-			0
Year 12	-			0
Year 13	-			0
Year 14	-			0
Year 15	-			0
5 Year Baseline - Water into Distribution System				
Year 1	2,003			0
Year 2	2,004			0
Year 3	2,005			0
Year 4	2,006			0
Year 5	2,007			0
2015 Compliance Year - Water into Distribution System				
2015				0
** Meter Error Adjustment - See guidance in Methodology 1, Step 3 of Methodologies Document*				
NOTES:				

SB X7-7 Table 5: Gallons Per Capita Per Day				
Baseline Year *Fm SB X7-7 Table 3*		Service Area Population *Fm SB X7-7 Table 3*	Annual Gross Water Use *Fm SB X7-7 Table 4*	Daily Per Capita Water Use (GPCD)
10 to 15 Year Baseline GPCD				
Year 1	1997	8,173	1,100	120
Year 2	1998	8,198	1,044	114
Year 3	1999	8,210	1,068	116
Year 4	2000	8,261	1,093	118
Year 5	2001	8,263	1,086	117
Year 6	2002	8,306	1,137	122
Year 7	2003	8,333	1,047	112
Year 8	2004	8,368	1,034	110
Year 9	2005	8,415	947	100
Year 10	2006	8,445	980	104
Year 11		-		
Year 12		-		
Year 13		-		
Year 14		-		
Year 15		-		
10-15 Year Average Baseline GPCD				**113**
5 Year Baseline GPCD				
Baseline Year *Fm SB X7-7 Table 3*		Service Area Population *Fm SB X7-7 Table 3*	Gross Water Use *Fm SB X7-7 Table 4*	Daily Per Capita Water Use
Year 1	2003	8,333	1,047	112
Year 2	2004	8,368	1,034	110
Year 3	2005	8,415	947	100
Year 4	2006	8,445	980	104
Year 5	2007	8,066	937	104
5 Year Average Baseline GPCD				**106**
2015 Compliance Year GPCD				
2015		7,755	658	76

SB X7-7 Table 6: Gallons per Capita per	
10-15 Year Baseline GPCD	113
5 Year Baseline GPCD	106
2015 Compliance Year GPCD	76
NOTES:	

SB X7-7 Table 7: 2020 Target Method *Select Only One*		
Target Method		Supporting Documentation
☑	Method 1	SB X7-7 Table 7A
☐	Method 2	SB X7-7 Tables 7B, 7C, and 7D *Contact DWR for these tables*
☐	Method 3	SB X7-7 Table 7-E
☐	Method 4	Method 4 Calculator
NOTES:		

SB X7-7 Table 7-A: Target Method 1	
10-15 Year Baseline GPCD	**2020 Target GPCD**
113	**91**
NOTES:	

SB X7-7 Table 7-E: Target Method 3				
Agency May Select More Than One as Applicable	Percentage of Service Area in This Hydrological Region	Hydrologic Region	"2020 Plan" Regional Targets	Method 3 Regional Targets (95%)
☐		North Coast	137	130
☐		North Lahontan	173	164
☐		Sacramento River	176	167
☐		San Francisco Bay	131	124
☐		San Joaquin River	174	165
☐		Central Coast	123	117
☐		Tulare Lake	188	179
☐		South Lahontan	170	162
☐		South Coast	149	142
☐		Colorado River	211	200
Target *(If more than one region is selected, this value is calculated.)*				**0**

NOTES:

SB X7-7 Table 7-F: Confirm Minimum Reduction for 2020 Target			
5 Year Baseline GPCD *From SB X7-7 Table 5*	Maximum 2020 Target[1]	Calculated 2020 Target[2]	**Confirmed 2020 Target**
106	101	91	**91**

[1] Maximum 2020 Target is 95% of the 5 Year Baseline GPCD except for suppliers at or below 100 GPCD.

[2] 2020 Target is calculated based on the selected Target Method, see SB X7-7 Table 7 and corresponding tables for agency's calculated target.

NOTES:

SB X7-7 Table 8: 2015 Interim Target GPCD		
Confirmed 2020 Target *Fm SB X7-7 Table 7-F*	10-15 year Baseline GPCD *Fm SB X7-7 Table 5*	**2015 Interim Target GPCD**
91	113	**102**

SB X7-7 Table 9: 2015 Compliance						
Actual 2015 GPCD	2015 Interim Target GPCD	Optional Adjustments *(in GPCD)*				
		Enter "0" if Adjustment Not Used			TOTAL Adjustments	Adjusted 2015 GPCD
		Extraordinary Events	Weather Normalization	Economic Adjustment		
76	102	-	-	-	-	76
NOTES:						

2015 GPCD *(Adjusted if applicable)*	**Did Supplier Achieve Targeted Reduction for 2015?**
76	**YES**

APPENDIX G – CUWCC COVERAGE REPORTS - 2013, 2014

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CUWCC BMP Retail Coverage Report 2013

Foundational Best Managemant Practices for Urban Water Efficiency

BMP 1.1 Operation Practices **ON TRACK**

826 Sweetwater Springs Water District

1. Conservation Coordinator provided with necessary resources to implement BMPs?

Name: Stephen Mack

Title: General Manager

Email: smack@sweetwatersprings.com

2. Water Waste Prevention Documents

WW Document Name	WWP File Name	WW Prevention URL	WW Prevention Ordinance Terms Description
Option A Describe the ordinances or terms of service adopted by your agency to meet the water waste prevention requirements of this BMP.			Waste of Water Policy: District Policy 3090.90. prohibits customers allowing water to run off to waste and allow termination of service after one warning.
Option B Describe any water waste prevention ordinances or requirements adopted by your local jurisdiction or regulatory agencies within your service area.			
Option C Describe any documentation of support for legislation or regulations that prohibit water waste.			
Option D Describe your agency efforts to cooperate with other entities in the adoption or enforcement of local requirements consistent with this BMP.			
Option E Describe your agency support positions with respect to adoption of legislation or regulations that are consistent with this BMP.			
Option F Describe your agency efforts to support local ordinances that establish permits requirements for water efficient design in new development.			

At Least As effective As No

Exemption No

Comments:

CUWCC BMP Retail Coverage Report 2013

Foundational Best Managemant Practices for Urban Water Efficiency

BMP 1.1 Operation Practices **ON TRACK**

CUWCC BMP Coverage Report 2013

Foundational Best Management Practices For Urban Water Efficiency

BMP 1.2 Water Loss Control **ON TRACK**

826 Sweetwater Springs Water District

Completed Standard Water Audit Using AWWA Software?	Yes
AWWA File provided to CUWCC?	Yes
AWWA-WAS-v5-09152014 Cal2013.xls	
AWWA Water Audit Validity Score?	74
Complete Training in AWWA Audit Method	Yes
Complete Training in Component Analysis Process?	Yes
Component Analysis?	Yes
Repaired all leaks and breaks to the extent cost effective?	Yes
Locate and Repar unreported leaks to the extent cost effective?	Yes
Maintain a record keeping system for the repair of reported leaks, including time of report, leak location, type of leaking pipe segment or fitting, and leak running time from report to repair.	Yes

Provided 7 Types of Water Loss Control Info

Leaks Repairs	Value Real Losses	Value Apparent Losses	Miles Surveyed	Press Reduction	Cost Of Interventions	Water Saved (AF)
142	61914	18563	0.5	False	1602921	

At Least As effective As No

Exemption No

Comments:

CUWCC BMP Coverage Report 2013

Foundational Best Management Practices For Urban Water Efficiency

BMP 1.3 Metering With Commodity

ON TRACK

826 Sweetwater Springs Water District

Numbered Unmetered Accounts	No
Metered Accounts billed by volume of use	Yes
Number of CII Accounts with Mixed Use Meters	0
Conducted a feasibility study to assess merits of a program to provide incentives to switch mixed-use accounts to dedicated landscape meters?	No
Feasibility Study provided to CUWCC?	No

Date: 1/1/0001

Uploaded file name:

Completed a written plan, policy or program to test, repair and replace meters	Yes

At Least As effective As No

Exemption No

Comments:

CUWCC BMP Coverage Report 2013

Foundational Best Management Practices For Urban Water Efficiency

BMP 1.4 Retail Conservation Pricing

826 Sweetwater Springs Water District

Implementation (Water Rate Structure)

Customer Class	Water Rate Type	Conserving Rate?	(V) Total Revenue Comodity Charges	(M) Total Revenue Fixed Carges
Single-Family	Increasing Block	Yes	349578	1155074
Multi-Family	Increasing Block	Yes	96921	294420
Commercial	Increasing Block	Yes	121769	83584
Institutional	Increasing Block	Yes	20696	17956
Fire Lines	Increasing Block	Yes	0	5160
			588964	**1556194**

Calculate: V / (V + M) **27 %**

Implementation Option: Use Canadian Water Wastewater Association Rate Design Model

☐ Use 3 years average instead of most recent year

Canadian Water and Wastewater Association

Upload file:

Agency Provide Sewer Service: No

At Least As effective As No

The inclining rate structure gives a clear signal on increasing water use.

Exemption No

Comments:

CUWCC BMP Coverage Report 2013

Foundational Best Management Practices For Urban Water Efficiency

BMP 2.1 Public Outreach

ON TRACK

826 **Sweetwater Springs Water District** **Retail**

Does your agency perform Public Outreach programs? Yes

The list of wholesale agencies performing public outreach which can be counted to help the agency comply with the BMP

Sonoma County Water Agency

Agency Name	ID number
Sonoma County Water Agency	208

The name of agency, contact name and email address if not CUWCC Group 1 members

Did at least one contact take place during each quater of the reporting year? No

Public Outreach Program List	Number
Flyers and/or brochures (total copies), bill stuffers, messages printed on bill, information packets	400
General water conservation information	400
Total	**800**

Did at least one contact take place during each quater of the reporting year? Yes

Number Media Contacts	Number
News releases	12
Total	**12**

Did at least one website update take place during each quater of the reporting year? Yes

Public Information Program Annual Budget

Description of all other Public Outreach programs

Comments:

At Least As effective As No

Exemption No 0

CUWCC BMP Coverage Report 2013

Foundational Best Management Practices For Urban Water Efficiency

BMP 2.2 School Education Programs

ON TRACK

826 Sweetwater Springs Water District **Retail**

Does your agency implement School Education programs? Yes

The list of wholesale agencies performing public outreach which can be counted to help the agency comply with the BMP

Sonoma County Water Agency

Materials meet state education framework requirements? Yes

District cooperates with Sonoma County Water Agency for this.

Materials distributed to K-6? Yes

District cooperates with Sonoma County Water Agency for this.

Materials distributed to 7-12 students? No (Info Only)

Annual budget for school education program:

Description of all other water supplier education programs

District cooperates with Sonoma County Water Agency for this.

Comments:

At Least As effective As No

Program is implemented by Sonoma County Water Agency

Exemption No 0

CUWCC BMP Retail Coverage Report 2014

Foundational Best Managemant Practices for Urban Water Efficiency

BMP 1.1 Operation Practices

ON TRACK

826 Sweetwater Springs Water District

1. Conservation Coordinator provided with necessary resources to implement BMPs?

Name: Stephen Mack

Title: General Manager

Email: smack@sweetwatersprings.com

2. Water Waste Prevention Documents

WW Document Name	WWP File Name	WW Prevention URL	WW Prevention Ordinance Terms Description
Option A Describe the ordinances or terms of service adopted by your agency to meet the water waste prevention requirements of this BMP.			Waste of Water Policy: District Policy 3090.90. prohibits customers allowing water to run off to waste and allow termination of service after one warning.
Option B Describe any water waste prevention ordinances or requirements adopted by your local jurisdiction or regulatory agencies within your service area.			
Option C Describe any documentation of support for legislation or regulations that prohibit water waste.			
Option D Describe your agency efforts to cooperate with other entities in the adoption or enforcement of local requirements consistent with this BMP.			
Option E Describe your agency support positions with respect to adoption of legislation or regulations that are consistent with this BMP.			
Option F Describe your agency efforts to support local ordinances that establish permits requirements for water efficient design in new development.			

At Least As effective As No

Exemption No

CUWCC BMP Retail Coverage Report 2014

Foundational Best Managemant Practices for Urban Water Efficiency

BMP 1.1 Operation Practices **ON TRACK**

Comments:

CUWCC BMP Coverage Report 2014

Foundational Best Management Practices For Urban Water Efficiency

BMP 1.2 Water Loss Control **ON TRACK**

826 Sweetwater Springs Water District

Completed Standard Water Audit Using AWWA Software?	Yes
AWWA File provided to CUWCC?	Yes
AWWA-WAS-v5-09152014 Cal2014.xls	
AWWA Water Audit Validity Score?	74
Complete Training in AWWA Audit Method	Yes
Complete Training in Component Analysis Process?	Yes
Component Analysis?	Yes
Repaired all leaks and breaks to the extent cost effective?	Yes
Locate and Repar unreported leaks to the extent cost effective?	Yes
Maintain a record keeping system for the repair of reported leaks, including time of report, leak location, type of leaking pipe segment or fitting, and leak running time from report to repair.	Yes

Provided 7 Types of Water Loss Control Info

Leaks Repairs	Value Real Losses	Value Apparent Losses	Miles Surveyed	Press Reduction	Cost Of Interventions	Water Saved (AF)
154	42014	17103	0.5	False	1056658	

At Least As effective As No

Exemption No

Comments:

CUWCC BMP Coverage Report 2014

Foundational Best Management Practices For Urban Water Efficiency

BMP 1.3 Metering With Commodity

ON TRACK

826 Sweetwater Springs Water District

Numbered Unmetered Accounts	No
Metered Accounts billed by volume of use	Yes
Number of CII Accounts with Mixed Use Meters	0
Conducted a feasibility study to assess merits of a program to provide incentives to switch mixed-use accounts to dedicated landscape meters?	No
Feasibility Study provided to CUWCC?	No

Date: 1/1/0001

Uploaded file name:

Completed a written plan, policy or program to test, repair and replace meters	Yes

At Least As effective As No

Exemption No

Comments:

CUWCC BMP Coverage Report 2014

Foundational Best Management Practices For Urban Water Efficiency

BMP 1.4 Retail Conservation Pricing

826 Sweetwater Springs Water District

Implementation (Water Rate Structure)

Customer Class	Water Rate Type	Conserving Rate?	(V) Total Revenue Comodity Charges	(M) Total Revenue Fixed Carges
Single-Family	Increasing Block	Yes	357899	1219132
Multi-Family	Increasing Block	Yes	99515	331757
Commercial	Increasing Block	Yes	122617	86821
Institutional	Increasing Block	Yes	13772	19185
Fire Lines	Increasing Block	Yes	1.25	5123
			593804.25	**1662018**

Calculate: V / (V + M) **26 %**

Implementation Option: Use Canadian Water Wastewater Association Rate Design Model

☐ Use 3 years average instead of most recent year

Canadian Water and Wastewater Association

Upload file:

Agency Provide Sewer Service: No

At Least As effective As No

The inclining rate structure gives a clear signal on increasing water use. There is a 2x difference between Tiers 1 and 2 and approximately 1.5x between Tiers 2-3 and Tiers 3-4.

Exemption No

Comments:

CUWCC BMP Coverage Report 2014

Foundational Best Management Practices For Urban Water Efficiency

BMP 2.1 Public Outreach

ON TRACK

826 **Sweetwater Springs Water District** **Retail**

Does your agency perform Public Outreach programs? Yes

The list of wholesale agencies performing public outreach which can be counted to help the agency comply with the BMP

Sonoma County Water Agency

The name of agency, contact name and email address if not CUWCC Group 1 members

Did at least one contact take place during each quater of the reporting year? Yes

Public Outreach Program List	Number
Flyers and/or brochures (total copies), bill stuffers, messages printed on bill, information packets	400
General water conservation information	400
Total	**800**

Did at least one contact take place during each quater of the reporting year? Yes

Number Media Contacts	Number
News releases	12
Total	**12**

Did at least one website update take place during each quater of the reporting year? Yes

Public Information Program Annual Budget

Public Outreah Additional Programs
Meetings with local Chamgers of Commerce

Description of all other Public Outreach programs

Comments:

At Least As effective As No

Exemption No 0

CUWCC BMP Coverage Report 2014

Foundational Best Management Practices For Urban Water Efficiency

BMP 2.2 School Education Programs

ON TRACK

826 Sweetwater Springs Water District **Retail**

Does your agency implement School Education programs? Yes

The list of wholesale agencies performing public outreach which can be counted to help the agency comply with the BMP

Sonoma County Water Agency

Materials meet state education framework requirements? Yes

District cooperates with Sonoma County Water Agency for this.

Materials distributed to K-6? Yes

District cooperates with Sonoma County Water Agency for this.

Materials distributed to 7-12 students? No (Info Only)

Annual budget for school education program:

Description of all other water supplier education programs

District cooperates with Sonoma County Water Agency for this.

Comments:

At Least As effective As No

Program is implemented by Sonoma County Water Agency

Exemption No 0

CUWCC BMP Coverage Report 2014

826 Sweetwater Springs Water District

Baseline GPCD: 112.78

GPCD in 2014 84.72

GPCD Target for 2018: 92.50

Biennial GPCD Compliance Table

ON TRACK

		Target		Highest Acceptable Bound	
Year	Report	% Base	GPCD	% Base	GPCD
2010	1	96.4%	**108.70**	100%	**112.80**
2012	2	92.8%	**104.70**	96.4%	**108.70**
2014	3	89.2%	**100.60**	92.8%	**104.70**
2016	4	85.6%	**96.50**	89.2%	**100.60**
2018	5	82.0%	**92.50**	82.0%	**92.50**

Appendix H. UWMP Checklist

Checklist Arranged by Subject

CWC Section	UWMP Requirement	Subject	Guidebook Location	UWMP Location *(Optional Column for Agency Use)*
10620(b)	Every person that becomes an urban water supplier shall adopt an urban water management plan within one year after it has become an urban water supplier.	Plan Preparation	Section 2.1	Sections 2.1, 2.5
10620(d)(2)	Coordinate the preparation of its plan with other appropriate agencies in the area, including other water suppliers that share a common source, water management agencies, and relevant public agencies, to the extent practicable.	Plan Preparation	Section 2.5.2	Section 1.3
10642	Provide supporting documentation that the water supplier has encouraged active involvement of diverse social, cultural, and economic elements of the population within the service area prior to and during the preparation of the plan.	Plan Preparation	Section 2.5.2	**Section 2.1, Appendix B**
10631(a)	Describe the water supplier service area.	System Description	Section 3.1	Sections 3.1, 3.2
10631(a)	Describe the climate of the service area of the supplier.	System Description	Section 3.3	Section 3.3
10631(a)	Provide population projections for 2020, 2025, 2030, and 2035.	System Description	Section 3.4	Section 3.4
10631(a)	Describe other demographic factors affecting the supplier's water management planning.	System Description	Section 3.4	Section 3.4
10631(a)	Indicate the current population of the service area.	System Description and Baselines and Targets	Sections 3.4 and 5.4	Section 3.4
10631(e)(1)	Quantify past, current, and projected water use, identifying the uses among water use sectors.	System Water Use	Section 4.2	Sections 4.2-3
10631(e)(3)(A)	Report the distribution system water loss for the most recent 12-month period available.	System Water Use	Section 4.3	**Table 4-2-3**
10631.1(a)	Include projected water use needed for lower income housing projected in the service area of the supplier.	System Water Use	Section 4.5	Section 4.5
10608.20(b)	Retail suppliers shall adopt a 2020 water use target using one of four methods.	Baselines and Targets	Section 5.7 and App E	Section 5.2, Table 5-1
10608.20(e)	Retail suppliers shall provide baseline daily per capita water use, urban water use target,	Baselines and Targets	Chapter 5 and App E	Section 5.2-3, Table 5.-

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	interim urban water use target, and compliance daily per capita water use, along with the bases for determining those estimates, including references to supporting data.			1, 5-2
10608.22	Retail suppliers' per capita daily water use reduction shall be no less than 5 percent of base daily per capita water use of the 5 year baseline. This does not apply if the suppliers base GPCD is at or below 100.	Baselines and Targets	Section 5.7.2	Section 5.2-3, Table 5.-1, 5-2
10608.24(a)	Retail suppliers shall meet their interim target by December 31, 2015.	Baselines and Targets	Section 5.8 and App E	Section 5.2-3, Table 5.-1, 5-2
10608.24(d)(2)	If the retail supplier adjusts its compliance GPCD using weather normalization, economic adjustment, or extraordinary events, it shall provide the basis for, and data supporting the adjustment.	Baselines and Targets	Section 5.8.2	**NA**
10608.36	Wholesale suppliers shall include an assessment of present and proposed future measures, programs, and policies to help their retail water suppliers achieve targeted water use reductions.	Baselines and Targets	Section 5.1	**NA**
10608.40	Retail suppliers shall report on their progress in meeting their water use targets. The data shall be reported using a standardized form.	Baselines and Targets	Section 5.8 and App E	Section 5.2-3, Table 5.-1, 5-2
10631(b)	Identify and quantify the existing and planned sources of water available for 2015, 2020, 2025, 2030, and 2035.	System Supplies	Chapter 6	**Chapter 6**
10631(b)	Indicate whether groundwater is an existing or planned source of water available to the supplier.	System Supplies	Section 6.2	Section 6.2
10631(b)(1)	Indicate whether a groundwater management plan has been adopted by the water supplier or if there is any other specific authorization for groundwater management. Include a copy of the plan or authorization.	System Supplies	Section 6.2.2	Section 6.2
10631(b)(2)	Describe the groundwater basin.	System Supplies	Section 6.2.1	Section 6.2
10631(b)(2)	Indicate if the basin has been adjudicated and include a copy of the court order or decree and a description of the amount of water the supplier has the legal right to pump.	System Supplies	Section 6.2.2	**NA**
10631(b)(2)	For unadjudicated basins, indicate whether or not the department has identified the basin as overdrafted, or projected to become overdrafted. Describe efforts by the supplier to eliminate the long-term overdraft condition.	System Supplies	Section 6.2.3	**NA**
10631(b)(3)	Provide a detailed description and analysis of the location, amount, and sufficiency of groundwater pumped by the urban water supplier for the past five years	System Supplies	Section 6.2.4	NA
10631(b)(4)	Provide a detailed description and analysis of the amount and location of groundwater that is projected to be pumped.	System Supplies	Sections 6.2 and 6.9	Section 6.2

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10631(d)	Describe the opportunities for exchanges or transfers of water on a short-term or long-term basis.	System Supplies	Section 6.7	**NA**
10631(g)	Describe the expected future water supply projects and programs that may be undertaken by the water supplier to address water supply reliability in average, single-dry, and multiple-dry years.	System Supplies	Section 6.8	Section 6.4
10631(h)	Describe desalinated water project opportunities for long-term supply.	System Supplies	Section 6.6	**NA**
10631(j)	Retail suppliers will include documentation that they have provided their wholesale supplier(s) – if any - with water use projections from that source.	System Supplies	Section 2.5.1	**NA**
10631(j)	Wholesale suppliers will include documentation that they have provided their urban water suppliers with identification and quantification of the existing and planned sources of water available from the wholesale to the urban supplier during various water year types.	System Supplies	Section 2.5.1	**NA**
10633	For wastewater and recycled water, coordinate with local water, wastewater, groundwater, and planning agencies that operate within the supplier's service area.	System Supplies (Recycled Water)	Section 6.5.1	Section 6.3
10633(a)	Describe the wastewater collection and treatment systems in the supplier's service area. Include quantification of the amount of wastewater collected and treated and the methods of wastewater disposal.	System Supplies (Recycled Water)	Section 6.5.2	Section 6.3
10633(b)	Describe the quantity of treated wastewater that meets recycled water standards, is being discharged, and is otherwise available for use in a recycled water project.	System Supplies (Recycled Water)	Section 6.5.2.2	Section 6.3
10633(c)	Describe the recycled water currently being used in the supplier's service area.	System Supplies (Recycled Water)	Section 6.5.3 and 6.5.4	Section 6.3
10633(d)	Describe and quantify the potential uses of recycled water and provide a determination of the technical and economic feasibility of those uses.	System Supplies (Recycled Water)	Section 6.5.4	Section 6.3
10633(e)	Describe the projected use of recycled water within the supplier's service area at the end of 5, 10, 15, and 20 years, and a description of the actual use of recycled water in comparison to uses previously projected.	System Supplies (Recycled Water)	Section 6.5.4	Section 6.3
10633(f)	Describe the actions which may be taken to encourage the use of recycled water and the projected results of these actions in terms of acre-feet of recycled water used per year.	System Supplies (Recycled Water)	Section 6.5.5	**NA**
10633(g)	Provide a plan for optimizing the use of recycled water in the supplier's service area.	System Supplies (Recycled Water)	Section 6.5.5	**NA**
10620(f)	Describe water management tools and	Water Supply	Section 7.4	Section 6.1

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	options to maximize resources and minimize the need to import water from other regions.	Reliability Assessment		
10631(c)(1)	Describe the reliability of the water supply and vulnerability to seasonal or climatic shortage.	Water Supply Reliability Assessment	Section 7.1	Section 7.1
10631(c)(1)	Provide data for an average water year, a single dry water year, and multiple dry water years	Water Supply Reliability Assessment	Section 7.2	Section 7.2
10631(c)(2)	For any water source that may not be available at a consistent level of use, describe plans to supplement or replace that source.	Water Supply Reliability Assessment	Section 7.1	**NA**
10634	Provide information on the quality of existing sources of water available to the supplier and the manner in which water quality affects water management strategies and supply reliability	Water Supply Reliability Assessment	Section 7.1	Section 7.1
10635(a)	Assess the water supply reliability during normal, dry, and multiple dry water years by comparing the total water supply sources available to the water supplier with the total projected water use over the next 20 years.	Water Supply Reliability Assessment	Section 7.3	Section 7.3
10632(a) and 10632(a)(1)	Provide an urban water shortage contingency analysis that specifies stages of action and an outline of specific water supply conditions at each stage.	Water Shortage Contingency Planning	Section 8.1	Chapter 8 and Appendix A
10632(a)(2)	Provide an estimate of the minimum water supply available during each of the next three water years based on the driest three-year historic sequence for the agency.	Water Shortage Contingency Planning	Section 8.9	Section 8.9 and Table 8-5
10632(a)(3)	Identify actions to be undertaken by the urban water supplier in case of a catastrophic interruption of water supplies.	Water Shortage Contingency Planning	Section 8.8	Section 8.8
10632(a)(4)	Identify mandatory prohibitions against specific water use practices during water shortages.	Water Shortage Contingency Planning	Section 8.2	Section 8.2 and Table 8-2
10632(a)(5)	Specify consumption reduction methods in the most restrictive stages.	Water Shortage Contingency Planning	Section 8.4	Section 8-4 and Table 8-3
10632(a)(6)	Indicated penalties or charges for excessive use, where applicable.	Water Shortage Contingency Planning	Section 8.3	Section 8.3
10632(a)(7)	Provide an analysis of the impacts of each of the actions and conditions in the water shortage contingency analysis on the revenues and expenditures of the urban water supplier, and proposed measures to overcome those impacts.	Water Shortage Contingency Planning	Section 8.6	Section 8.6
10632(a)(8)	Provide a draft water shortage contingency resolution or ordinance.	Water Shortage Contingency Planning	Section 8.7	**Appendix A**
10632(a)(9)	Indicate a mechanism for determining actual reductions in water use pursuant to the water shortage contingency analysis.	Water Shortage Contingency Planning	Section 8.5	Section 8.5

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10631(f)(1)	Retail suppliers shall provide a description of the nature and extent of each demand management measure implemented over the past five years. The description will address specific measures listed in code.	Demand Management Measures	Sections 9.2 and 9.3	**Appendix ? CUWCC Annual Reports**
10631(f)(2)	Wholesale suppliers shall describe specific demand management measures listed in code, their distribution system asset management program, and supplier assistance program.	Demand Management Measures	Sections 9.1 and 9.3	**NA**
10631(i)	CUWCC members may submit their 2013-2014 CUWCC BMP annual reports in lieu of, or in addition to, describing the DMM implementation in their UWMPs. This option is only allowable if the supplier has been found to be in full compliance with the CUWCC MOU.	Demand Management Measures	Section 9.5	**Appendix ? CUWCC Annual Reports**
10608.26(a)	Retail suppliers shall conduct a public hearing to discuss adoption, implementation, and economic impact of water use targets.	Plan Adoption, Submittal, and Implementation	Section 10.3	Section 10.2
10621(b)	Notify, at least 60 days prior to the public hearing, any city or county within which the supplier provides water that the urban water supplier will be reviewing the plan and considering amendments or changes to the plan.	Plan Adoption, Submittal, and Implementation	Section 10.2.1	Section 10.3
10621(d)	Each urban water supplier shall update and submit its 2015 plan to the department by July 1, 2016.	Plan Adoption, Submittal, and Implementation	Sections 10.3.1 and 10.4	**Appendix C**
10635(b)	Provide supporting documentation that Water Shortage Contingency Plan has been, or will be, provided to any city or county within which it provides water, no later than 60 days after the submission of the plan to DWR.	Plan Adoption, Submittal, and Implementation	Section 10.4.4	**Appendix C**
10642	Provide supporting documentation that the urban water supplier made the plan available for public inspection, published notice of the public hearing, and held a public hearing about the plan.	Plan Adoption, Submittal, and Implementation	Sections 10.2.2, 10.3, and 10.5	**Appendix C**
10642	The water supplier is to provide the time and place of the hearing to any city or county within which the supplier provides water.	Plan Adoption, Submittal, and Implementation	Sections 10.2.1	**Appendix C**
10642	Provide supporting documentation that the plan has been adopted as prepared or modified.	Plan Adoption, Submittal, and Implementation	Section 10.3.1	
10644(a)	Provide supporting documentation that the urban water supplier has submitted this UWMP to the California State Library.	Plan Adoption, Submittal, and Implementation	Section 10.4.3	
10644(a)(1)	Provide supporting documentation that the urban water supplier has submitted this UWMP to any city or county within which the supplier provides water no later than 30 days after adoption.	Plan Adoption, Submittal, and Implementation	Section 10.4.4	
10644(a)(2)	The plan, or amendments to the plan, submitted to the department shall be	Plan Adoption, Submittal, and	Sections 10.4.1 and	

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	submitted electronically.	Implementation	10.4.2	
10645	Provide supporting documentation that, not later than 30 days after filing a copy of its plan with the department, the supplier has or will make the plan available for public review during normal business hours.	Plan Adoption, Submittal, and Implementation	Section 10.5	

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