SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: May 1, 2014

Subject: GENERAL MANAGER'S REPORT

RECOMMENDED ACTION: Receive report from the General Manager.

FISCAL IMPACT: None

DISCUSSION:

1. **Laboratory Testing:** Water quality tests confirm that all SSWD water meets all known State and Federal water quality standards.

2. **Water Production and Sales:** Water sales in March was 17,053 units (39.1 AF, Guerneville cycle) and production was 53.8 AF. Compared to one year ago, sales and production were lower (41.1 AF and 57.1 AF, respectively). The water lost percentage stayed flat (approximately 25%), compared to the prior month, for the system as a whole as shown in Figure 1.

3. **Leaks:** In March we had 9 total leaks and spent 45 man-hours on them. Those are fewer leaks and man-hours compared to the prior month and more leaks and fewer man-hours compared to March one year ago (8 leaks, 57 man-hours). Figure 2 shows service and main leaks separately with a total breaks line as well.

4. **Guerneville Rainfall (Drought):** April has been fairly dry (as of the date of this report). We continue to stay a track similar to 2009 which was also a dry year. Lake Mendocino has improved to approximately half full (60% of average for this time of year) but that still isn't a great situation for this time of year. We intend to participate in any regional drought response – information provided by the Sonoma County Water Agency is on our website or provided by links on the website to the information. The drought has been softened a bit for this area but it's still a serious situation. The rainy season is typically over in March but some late season rainfall will really help out; it's happened in the past (namely 2009).

5. **2014 CIP/2015 CIP:** The 2014 CIP is completed and we were hoping to have it on the agenda for a Notice of Completion, but the contractor did not get his paperwork in on time. We will be looking to have the NOC on the June agenda. Design for the 2015 CIP (Old Monte Rio Road) has been slower than anticipated, but we should have this project ready for award of contract at the June meeting.

6. **Toilet Rebate/Direct Install Program:** No toilet rebates were approved in April. The current Direct Install Program accounting numbers are as follows: 31 customers have had 49 direct install toilet installations completed, 3 customers have not acted after being notified they are approved for installation and 11 previously approved customers are on a wait list. A letter was sent to Grant Davis thanking him for the Sonoma County Water

Agency support for the toilet rebate/direct install programs and other water conservation program support.

7. **In-House Construction Projects:** There were 3 in-house projects reported for April. Staff replaced a 2 inch gate valve on Wright Drive (10.5 man-hours), replaced a service on Wright Drive (22.5 man-hours), and replaced 325 feet of 2 inch line on Gabes Rock Road (123 man-hours).

8. **Russian River County Sanitary District Spill:** A report by the Sonoma County Water Agency on the February 13 spill has been emailed to you. North Coast Regional Board staff passed this report on to me and said that the Regional Board staff is considering recommending an enforcement action regarding this incident.

9. **Gantt Chart:** May in the Gantt Chart shows approval of the Budget and award of the contract for the 2015 CIP – that's discussed above.

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

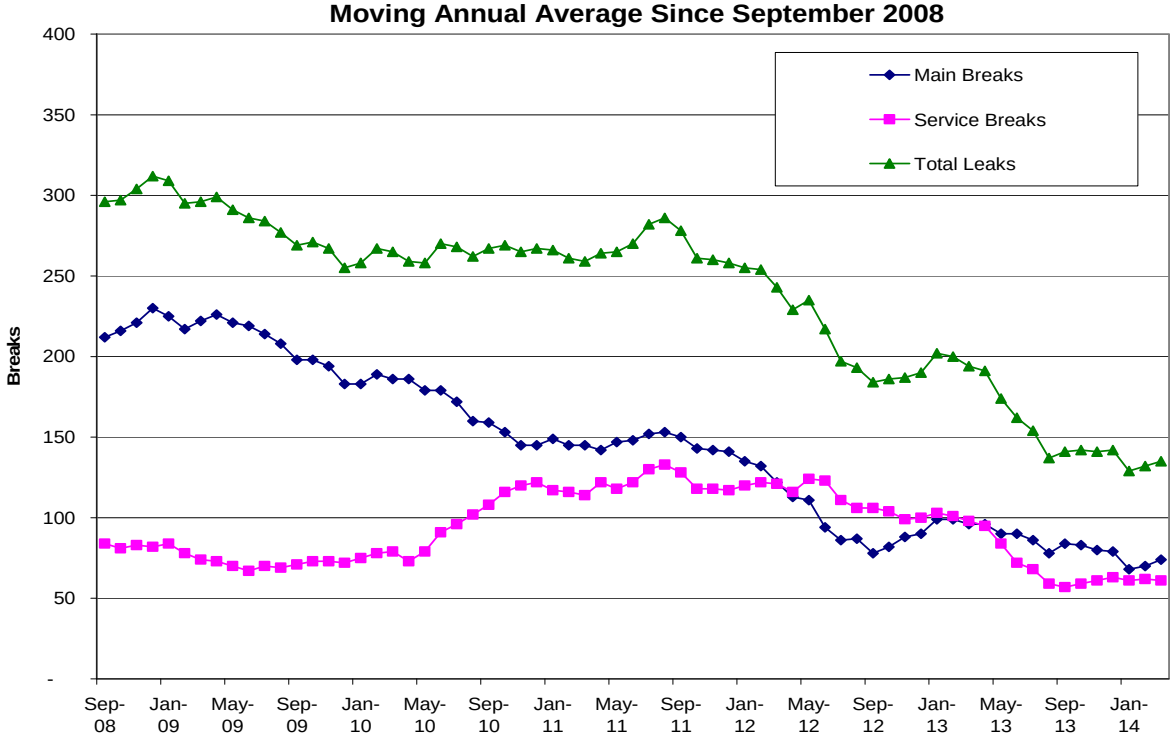

Figure 3. Guerneville Cumulative Monthly Rainfall

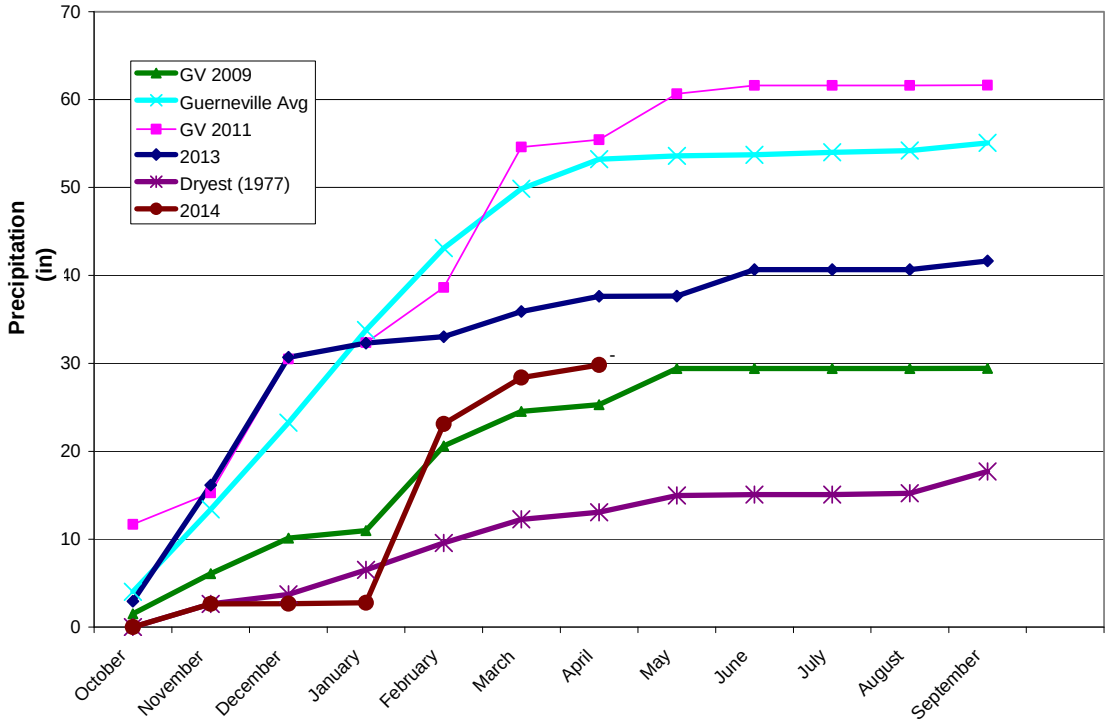

Table 4. Sweetwater Springs WD Calendar Gantt Chart		Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	FY 15+
Ongoing Activity																						
Board Action																						
Other Milestone																						
Current Month																						
By Activity																						
Action Item/Milestone	**Projected Completion / Milestone Date**																					
Crystal Communications Lease																						
2013-14 Budget Preparation																						
• Capital Improvement Program Board Discussion																						
• Staff Budget Preparation Begins																						
• Ad Hoc Budget Committee Reviews Draft Budget																						
• Draft Budget to Board for Discussion/Action																						
• Approve Budget																						
2014-15 Budget Preparation																						
• Capital Improvement Program Board Discussion																						
• Staff Budget Preparation Begins																						
• Ad Hoc Budget Committee Reviews Draft Budget																						
• Draft Budget to Board for Discussion/Action																						
• Approve Budget																						
Capital Projects																						
• Update/Review District CIP																						
• 2014 CIP Design																						
• 2014 CIP Award of Contract																						
• 2014 CIP Construction Starts																						
• 2015 CIP Design																						
• 2015 CIP Award of Contract																						
• 2015 CIP Construction Starts																						
Urban Water Management Plan	Dec-15																					
Water Rights	SCWA Protest																					
Emergency Response Plan Review																						
Building Lease																						
• Lease Renewal	July-14																					
Policies and Procedures																						
• Other Policy																						
• Overall Review																						
Board and General Manager Annual Review																						