SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: February 6, 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 December was 16,316 units (37.5 AF, Monte Rio cycle) and production was 59.4 AF. Compared to one year ago, sales was very similar and production was a bit higher (37.3 AF and 57.7 AF, respectively). The water lost situation between the Guerneville and Monte Rio is staying the same as shown in Figure 1 – Guerneville with losses above 30% and Monte Rio at about 14%. We are planning to switch our billing to completely system based – one month will be completely Guerneville and the other will be solely Monte Rio. That will make our billing unbalanced, but will give us better data for tracking the water loss situation.

3. **Leaks:** In December we had 14 total leaks and spent 93 man-hours on them. Those are more leaks and man-hours compared to the prior month and compared to December one year ago (13 leaks, 61.3 man-hours). Figure 2 shows service and main leaks separately with a total breaks line as well.

4. **Guerneville Rainfall (Drought):** Still little rain; the line remains below 1977, the driest year on record, with almost no rain in January at the Guerneville rain gage. The drought will remain a major news subject until we get a few storms – the California Governor has declared a drought and we have received notice that the State Water Resources Control Board may be providing direction on use of water rights. The District has a water right in the Russian River for 1137 AF per year. We are currently using about 837 AF on an annual moving average and that is 74% of our water right amount. If we are ordered to reduce our water use, we don't know whether that reduction will be directed at our water right or current use amount. 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. A couple decent rain storms will soften the drought for this area; the rest of the State has a more serious situation.

5. **2014 CIP/2015 CIP:** The 2014 CIP is near completion – the booster pump is operating and all services on Hidden Valley Road are switched over to the new system – this element is done except for road paving; the Guernewood Lane element is nearly done, except for the paving. Design for the 2015 CIP (Old Monte Rio Road) is moving forward.

6. **Toilet Rebate/Direct Install Program:** No toilet rebates were approved in January. The current Direct Install Program accounting numbers are as follows: 31 customers have had 49 direct install toilet installations completed, 3 customers have not acted after being notified they are approved for installation and 11 previously approved customers are on a wait list. .

7. **In-House Construction Projects:** There were four in-house project reported for January. Staff replaced 100 feet of 2 inch main and two services on Highway 116 (67.5 hours, actually completed in December), 180 feet of main line and four services on Old Cazadero Road (100 hours), reinstalled the bollards for a flushout on Riverlands Road (5.75 hours), and replaced a service line and relocated the meter box on Canyon 7 (13.5 hours).

8. **Russian River Biological Opinion Public Policy Facilitating (whew!) Committee**: This group which consists of the government agencies involved in the Russian River Biological Opinion (Corps of Engineers, National Marine Fisheries, Sonoma County Water Agency, Mendocino County and Flood Control District, California Department of Fish and Wildlife, and Northcoast Regional Water Quality Control Board) had their annual meeting on January 17. The group congratulated each other for working so well together and presenters gave summaries of what has happened in the past year with emphasis on the Estuary Project and the Dry Creek Project. The drought got some mention but nothing much specific. Upcoming milestones outside this group announced at the meeting included a meeting at the Regional Water Qualify Control Board on the Russian River Pathogen TMDL on March 14 and release of the Fish Flow EIR at the end of the year.

9. **Monte Rio Triangle:** No movement on this - the agreement with the Torrs and the Monte Rio Chamber has been shared with them; at this time it appears to be acceptable and we are waiting on a lease agreement.

10. **Gantt Chart:** February in the Gantt Chart shows that 2014 CIP construction should be complete (in November) – it's not, as discussed above, design of the 2015 CIP – that's happening, and continuation of the 2014-2015 Budget process which is Item B on the on the agenda for this meeting. Also the red box for the Decision 1610 Revision EIR has been moved to the last column (December 2014?) as mentioned above.

    One item that is off in the distance but not too far off is renewal of the office lease – the lease expires July 31, 2014 and we have an opportunity to renew it for 3 more years 60 days prior to that at the same rent plus annual CPI increases.

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

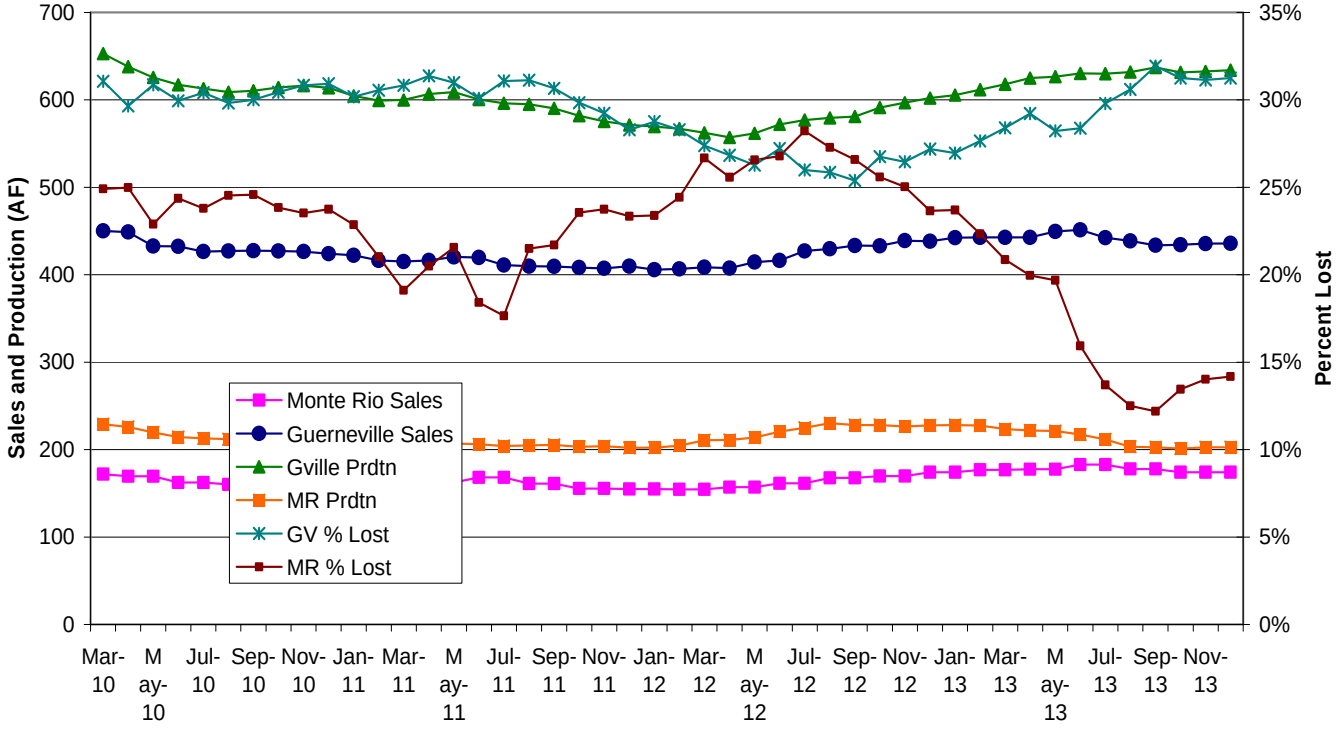

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2008

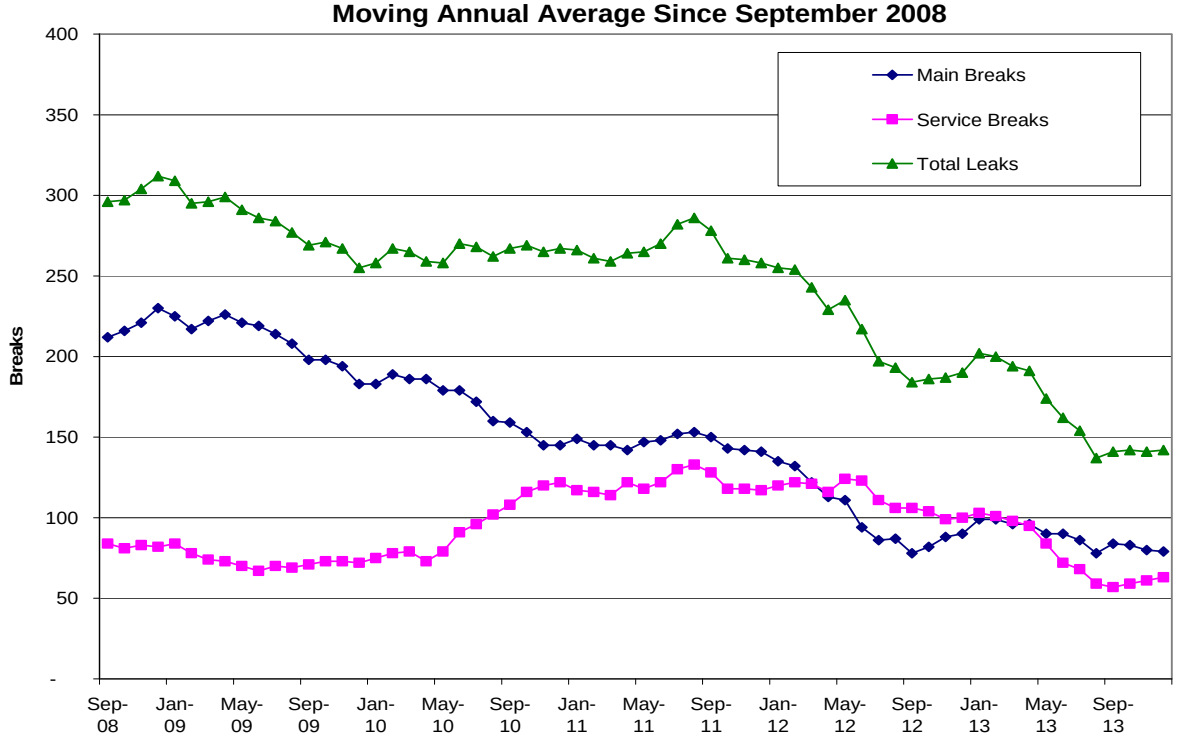

Figure 3. Guerneville Cumulative Monthly Rainfall

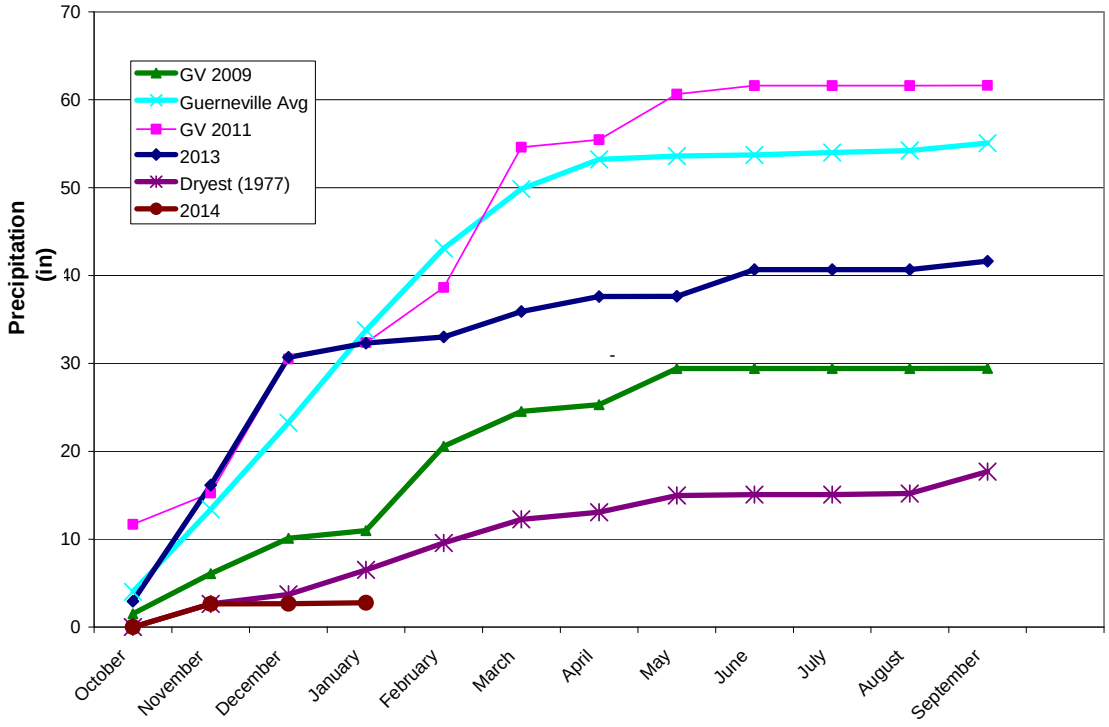

Table 4. Sweetwater Springs WD Calendar Gantt Chart		Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	FY 15+
Ongoing Activity																						
Board Action																						
Other Milestone																						
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																						