SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: March 1, 2012

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 January were 16,641 units (38.2 AF, Guerneville cycle) and production was 52.9 AF. Compared to one year ago, sales and production this January were less (42.2 AF and 54.8 AF, respectively). The difference between sales and production was fairly steady this month, still approximately 27%. Figure 1 shows the 12 month moving average since September 2006, data are available back to May 2001.

3. **Leaks:** In January we had 10 total leaks and spent 36 man-hours on them. Those are similar amounts in leaks and man-hours compared to the prior month and fewer compared to January one year ago (13 leaks, 74 man-hours). Figure 2 is continued showing service and main leaks separately with a total breaks line as well.

4. **The rainy season is here?** Figure 3 is the cumulative annual Guerneville rainfall starting in October. The wet January weekend got the local rain gages in action but little has happened since then and there is no significant activity forecast for the remainder of February – so far 2.30 inches for the month. We are back to the 2008-2009 cumulative curve – a drought year - and we may see similar reductions in lower River flows (and calls for conservation) if March doesn't produce a turnaround in the weather.

5. **Toilet Rebate Program:** There were 5 toilet rebates issued in February. A total of 79 rebates have been approved. We have traded revisions of a draft amended agreement from the Sonoma County Water Agency to allow the direct install program during February. It's not quite ready for Board approval this month – we expect to have it on the agenda for April.

6. **In-House Construction Projects:** There were 4 in-house projects reported for February requiring 111 man-hours. There were two service replacements, one abandonment of a short section on main on River Blvd, and construction of an overhang to protect electronics at the Harrison Tank.

7. Upcoming Events: I intend to go to the ribbon cutting ceremony for the UV system at the Russian River County Sanitation District Treatment Plant on March 24 (I believe our joining CUWCC allowed a low-interest loan for this project); I will be attending a 2-day workshop on Adaptation Strategies and Information Needs in Response to Extreme Events in Santa Rosa on March 13-14; and I am planning on attending a portion of the CA-NV AWWA conference in Santa Clara on April 2-4 (they are having a session on HDPE)

8. **Gantt Chart:** March in the Gantt Chart shows that the design of the FY 2013 CIP being completed this month – we are on schedule for that to happen. The draft Budget was presented to the Board at this meeting, a bit ahead of the Gannt Chart schedule.

Figure 1. Water Production and Sales 12 Month Moving Averages
Sweetwater Springs Water District Since September 2006

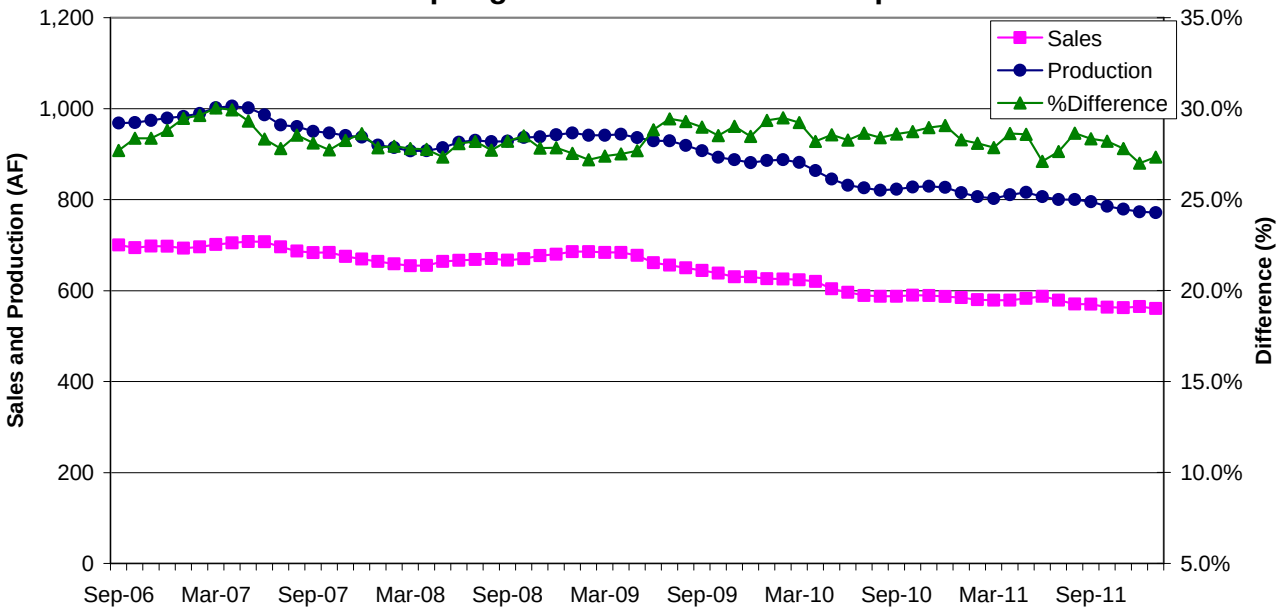

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2006

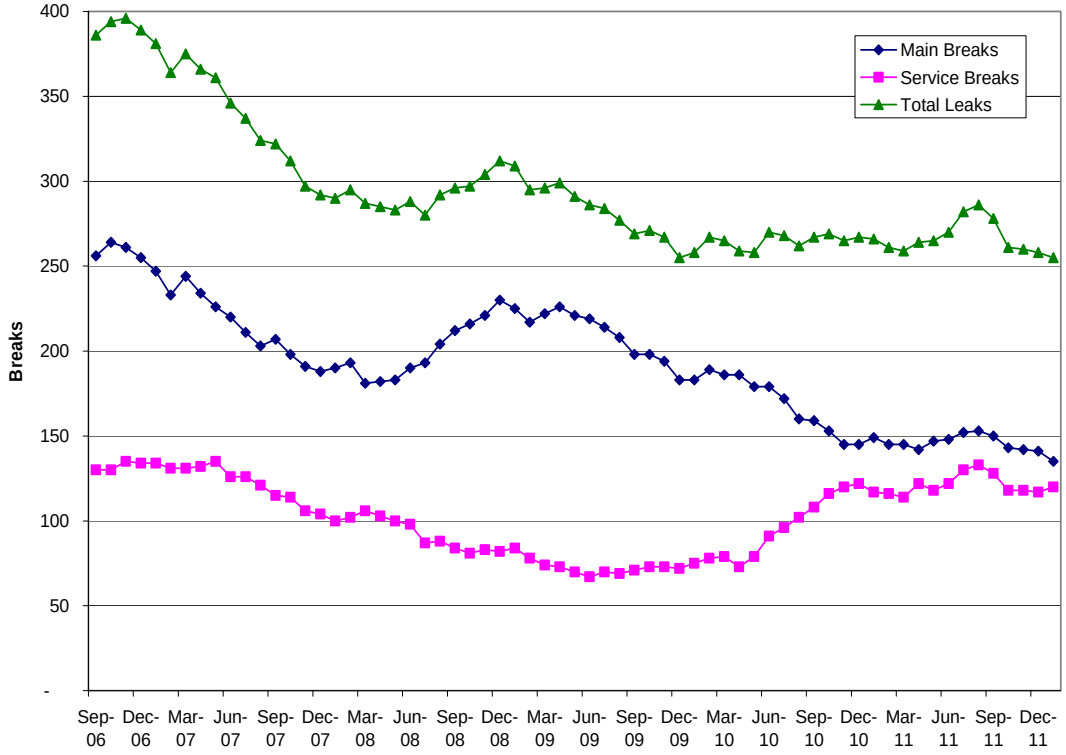

Figure 3. Guerneville Cumulative Monthly Rainfall

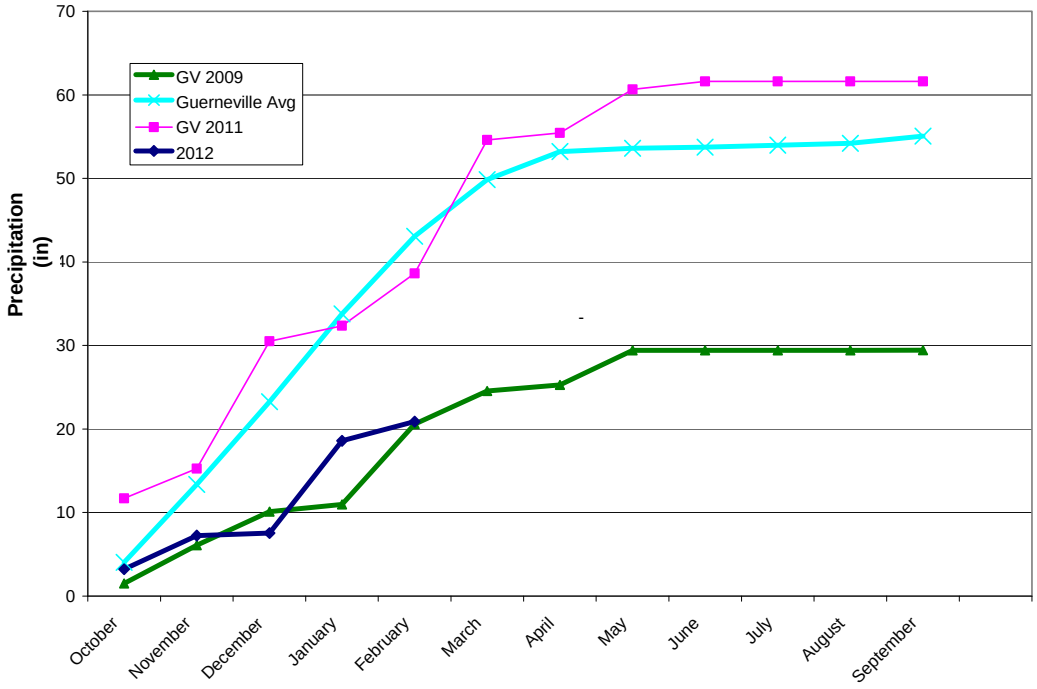

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	2012
Ongoing Activity																					
Board Action																					
Other Milestone																					
Current Month																					
By Activity																					
Action Item/Milestone	**Projected Completion / Milestone Date**																				
Crystal Communications Lease	Completed																				
2011-12 Budget Preparation																					
• Capital Improvement Program Board Discussion	December-11																				
• Staff Budget Preparation Begins																					
• Ad Hoc Budget Committee Reviews Draft Budget																					
• Draft Budget to Board for Discussion/Action	April-11																				
• Approve Budget	May-11																				
2012-13 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																					
• CIP Phase IV-B, Project 1 Construction Starts	April-10																				
• CIP Phase IV-B, Project 1 Construction Completed	October-10																				
• CIP Phase IV-B, Project 2 Construction																					
• CIP Phase IV-B, Project 2 Construction Completed																					
• 2012 CIP Construction Award of Contract																					
• 2012 CIP Construction Starts																					
• 2012 CIP Construction Complete																					
• Update/Review District CIP																					
• 2013 CIP Design																					
2010 Urban Water Management Plan	July-11										Public Hearing										
Water Rights	SCWA Protest						SCWA Response														
Building Lease																					
• Lease Ends	July-11																				
Policies and Procedures																					
• Other Policy																					
• Overall Review																					
Board and General Manager Goals and Objectives																					