SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: March 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 January was 20,967 units (48.1 AF, Guerneville cycle) and production was 53.6 AF. Compared to one year ago, sales was higher and production was lower (42.2 AF and 56.6 AF, respectively). The water lost improved a bit as shown in Figure 1.

3. **Leaks:** In January we had 9 total leaks and spent 68 man-hours on them. Those are fewer leaks and man-hours compared to the prior month and compared to January one year ago (22 leaks, 77 man-hours). Figure 2 shows service and main leaks separately with a total breaks line as well.

4. **Guerneville Rainfall (Drought):** Substantial improvement in February but we are still well below average; the early February storm put the line above 1977, the driest year on record, and the end of month rain has put us near 2009 which was still a dry year. The drought in this area will remain a major news subject until Lake Mendocino shows more improvement. 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 long-term weather outlook is for March to have above average rainfall; perhaps a good March will get us much closer to a normal year.

5. **2014 CIP/2015 CIP:** The 2014 CIP is mostly completed except for road 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 February. 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 three in-house project reported for February. Staff replaced a service and relocated the meter to the edge of the road on

Camino del Arroyo (47.5 hours), replaced a 1" air relief valve on Moscow Road (4 hours) and raised a valve box on Monte Vista Terrace ((3.75 hours).

8. **Monte Rio Triangle:** The agreement with the Torrs and the Monte Rio Chamber for water service at the Monte Rio Triangle has been signed by all parties. With payment of the first years capacity charge payment water service can begin.

9. **Gantt Chart:** March 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 introduction of the Draft 2014-2015 Budget which is Item B on the on the agenda for this meeting.

Figure 1. Water Production and Sales 12 Month Moving Averages
Sweetwater Springs Water District Since September 2008

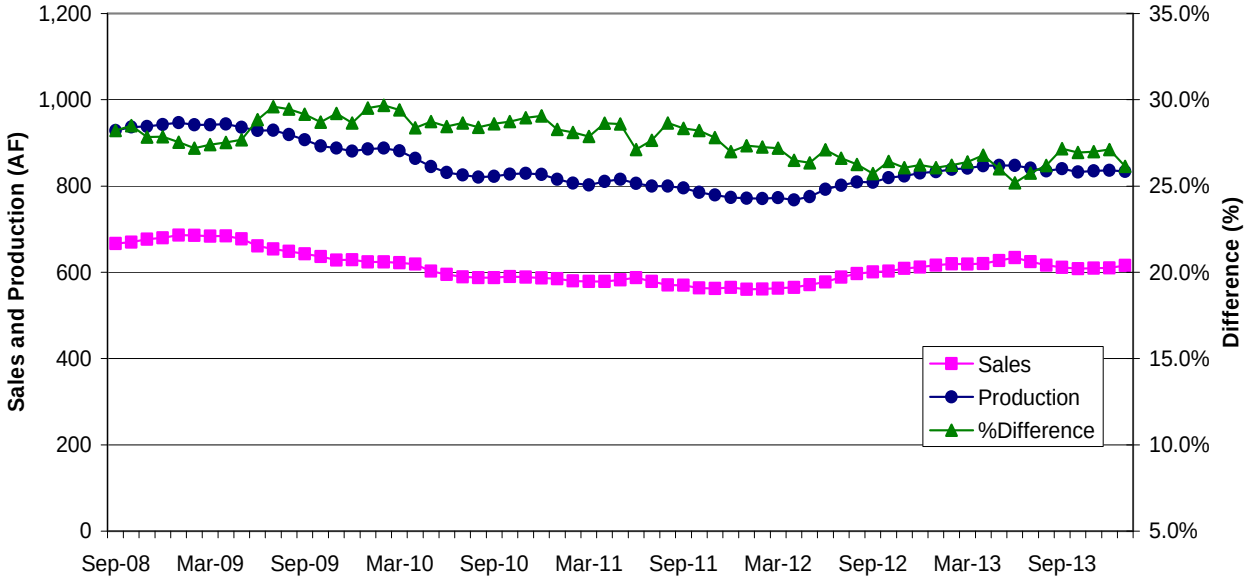

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2008

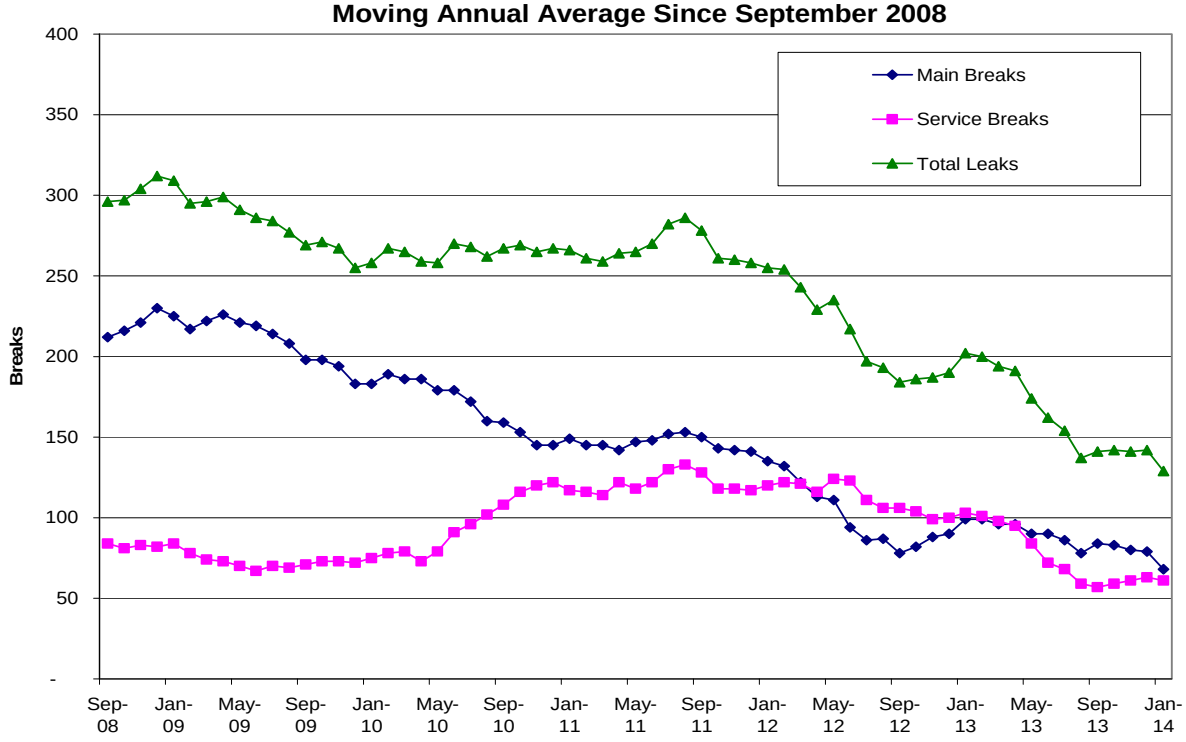

Figure 3. Guerneville Cumulative Monthly Rainfall

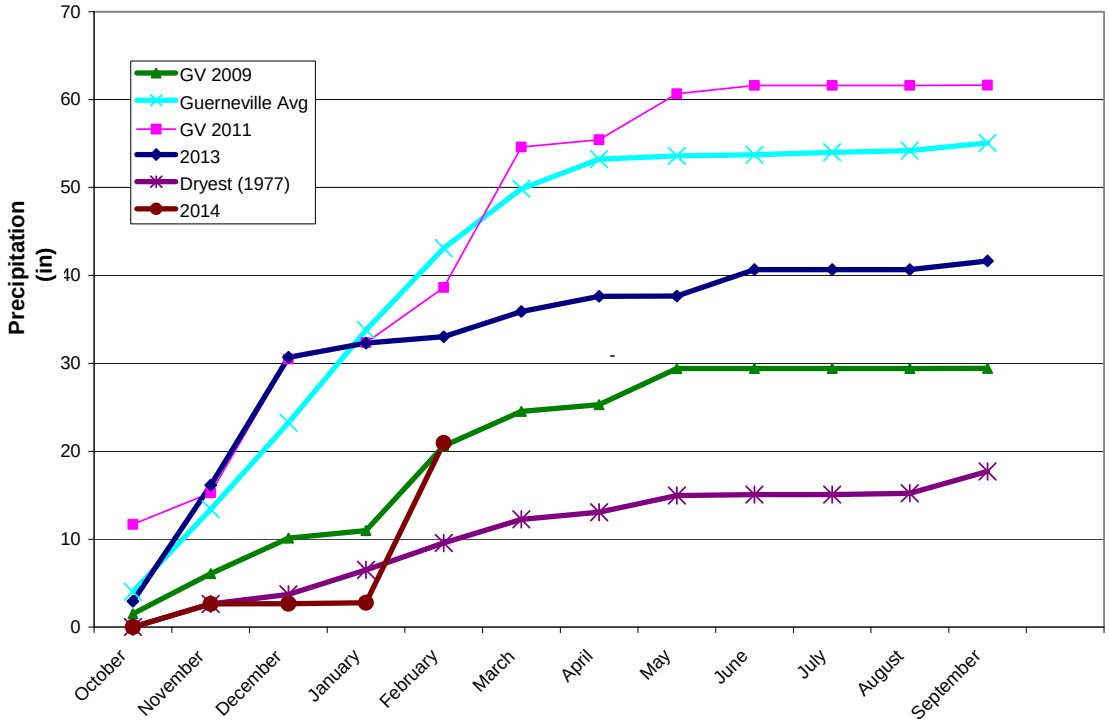

Table 4. Sweetwater Springs WD Calendar Gantt Chart		Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	FY 15+
Ongoing Activity																						
Board Action																						
Other Milestone											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