SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: February 7, 2013

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 were 16,242 units (37.3 AF, Monte Rio cycle) and production was 57.7 AF. Compared to one year ago, sales and production this December were higher (33.6 AF and 51.0 AF, respectively). The annual average difference between sales and production increased slightly compared to the prior month, 26.2%. Water sales in the past 12 months has increased 8.4%. Figure 1 shows the 12 month moving averages since September 2006, data are available back to May 2001. Figure 1A shows similar information split out for the Guerneville and Monte Rio systems. The trends are similar; of interest is the percent water lost – Guerneville in 2010 was above 30%, Monte Rio has not changed as much and both are now at similar levels.

3. **Leaks:** In December we had 13 total leaks and spent 61.5 man-hours on them. Those are more leaks and fewer man-hours compared to the prior month and more of both compared to December one year ago (10 leaks, 32.25 man-hours). Figure 2 is continued showing service and main leaks separately with a total breaks line as well. The annual average is staying below the 200 per year mark and the 12 month average of service leaks continues to be more than main leaks numbers. Overall, the annual average of total leaks is down 26% from one year ago.

4. **Guerneville Rainfall:** January has been a dry month. The interesting thing about Figure 3 is how similar this year compares to 2011. 2011 ended up being wetter than average; we'll have to see what happens this year.

5. **2013 CIP:** The contractor has made good progress this month: Starrett Hill Road should be switched over by the time of the Board meeting and Middle Terrace is not far behind. When that is done the only work needed for this

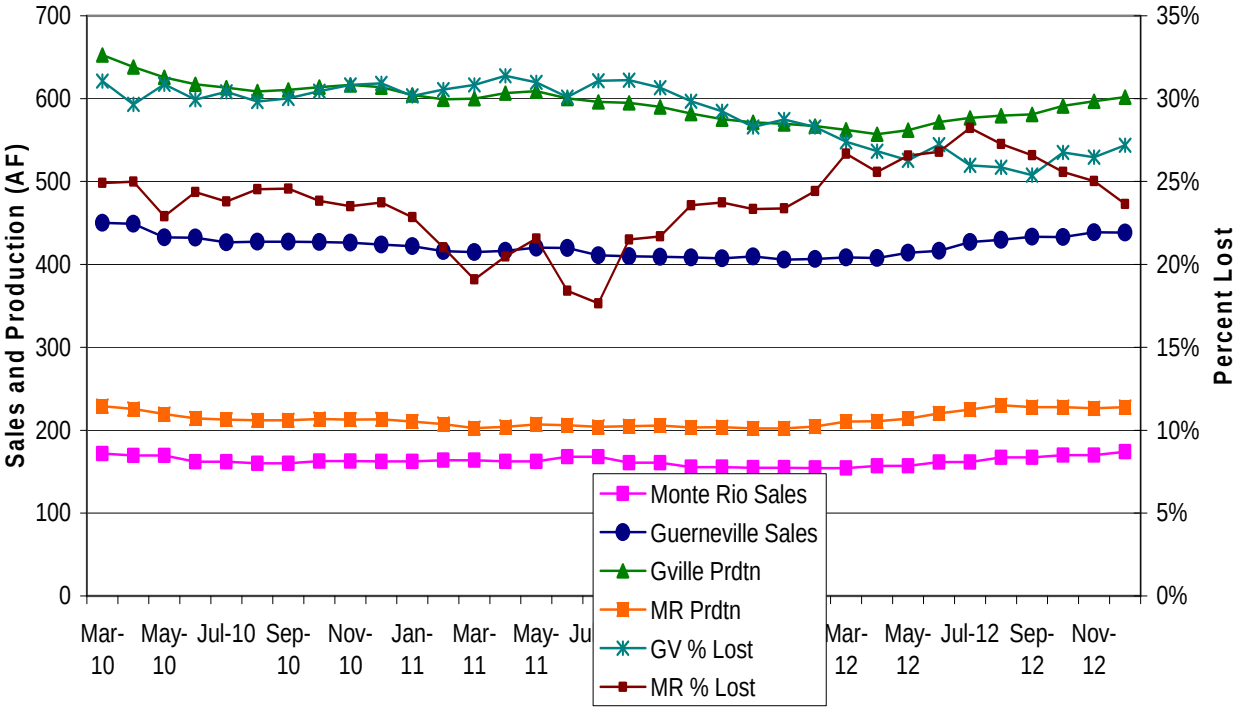
project is paving Starrett Hill Road and Middle Terrace (which may be put off until warmer weather) and cleanup.

6. **Toilet Rebate/Direct Install Program:** We believe the available funding has been exhausted. The most current accounting is 17 customers have had 27 direct install toilet installations completed, 13 customers with 17 toilets have been approved for installation and 21 customers with 37 toilets are on a wait list.

7. **In-House Construction Projects:** There were three in-house projects reported for January. A temporary tank and necessary plumbing installed at the Natoma Tank site while a liner was being installed in the permanent tank (51 hours); 60 feet of 2" poly was installed on Guernewood Lane – this was sleeved inside a 4" main as a temporary fix until the permanent fix is done as part of the 2014 CIP (20 hours); and a 1" service upgrade was done on Laurel Place (29 hours).

8. **Gantt Chart:** February in the Gantt Chart is budget, budget, budget and we're talking about that in item C in the agenda. Design of the 2014 CIP is also in progress and on schedule.

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



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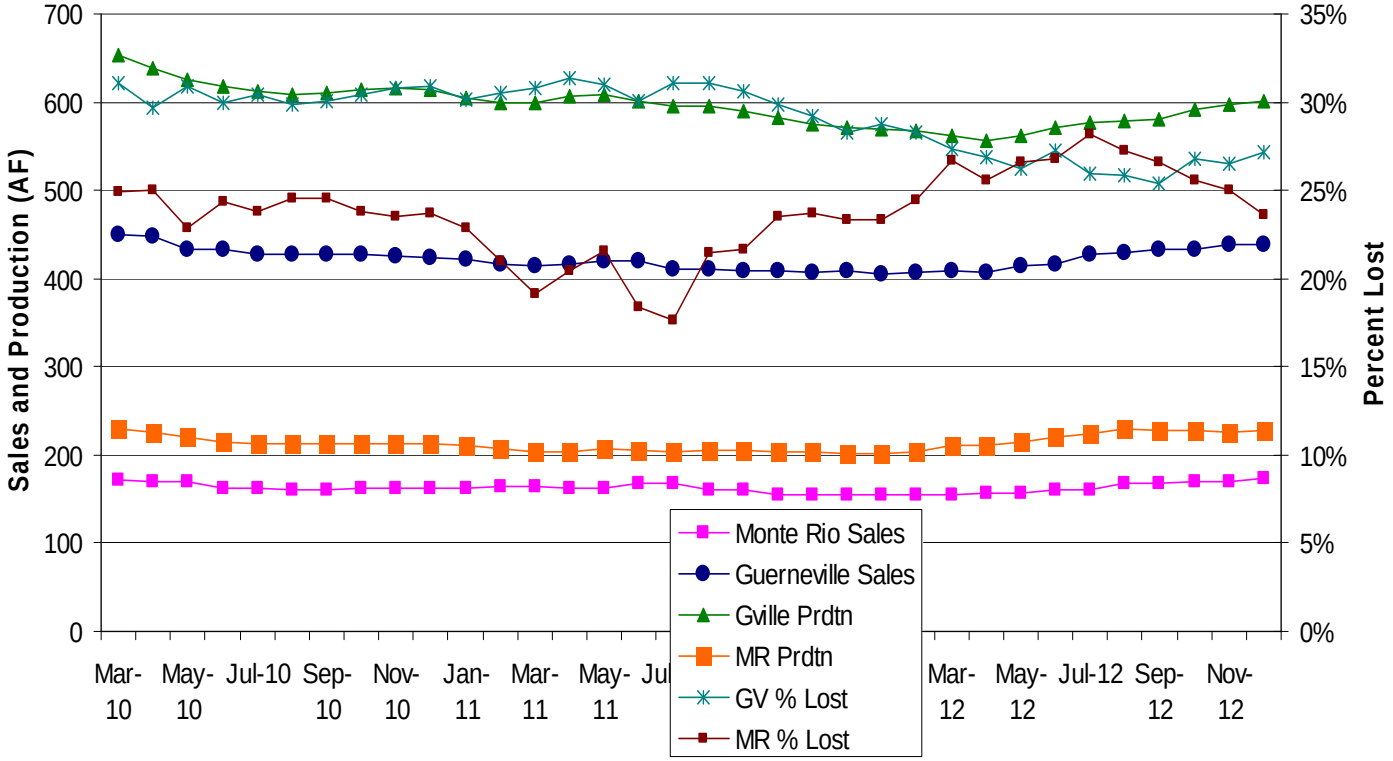

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2006

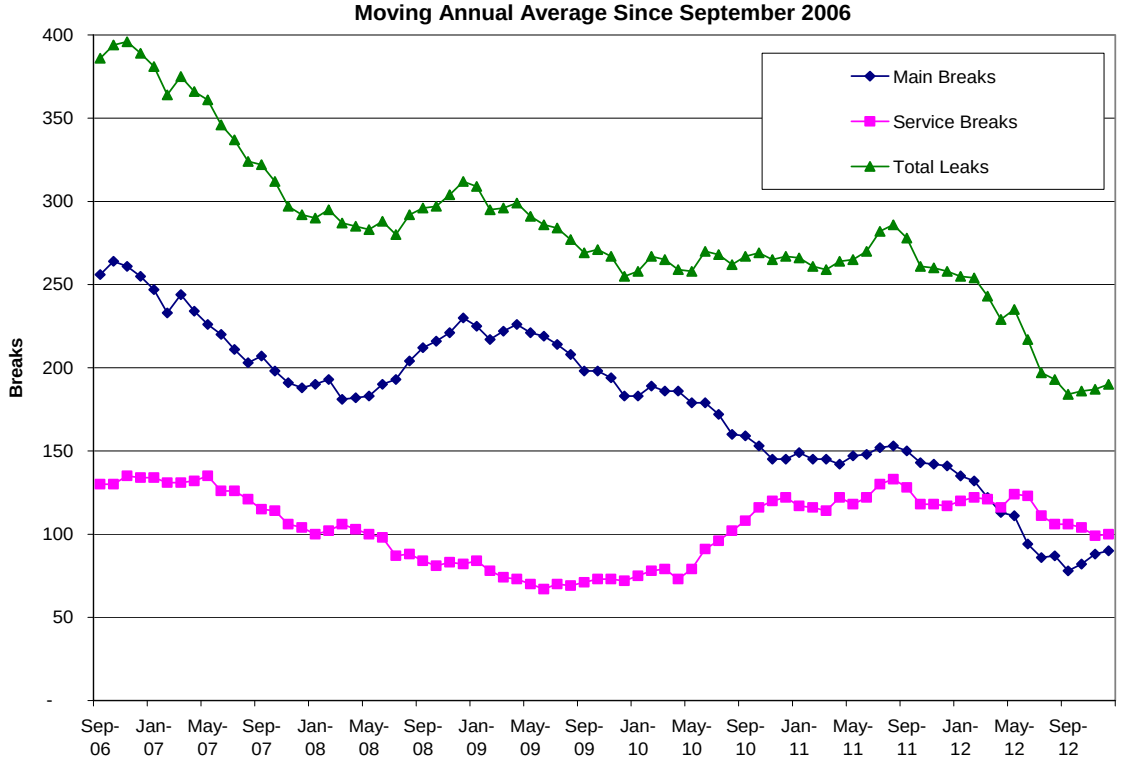

Figure 3. Guerneville Cumulative Monthly Rainfall

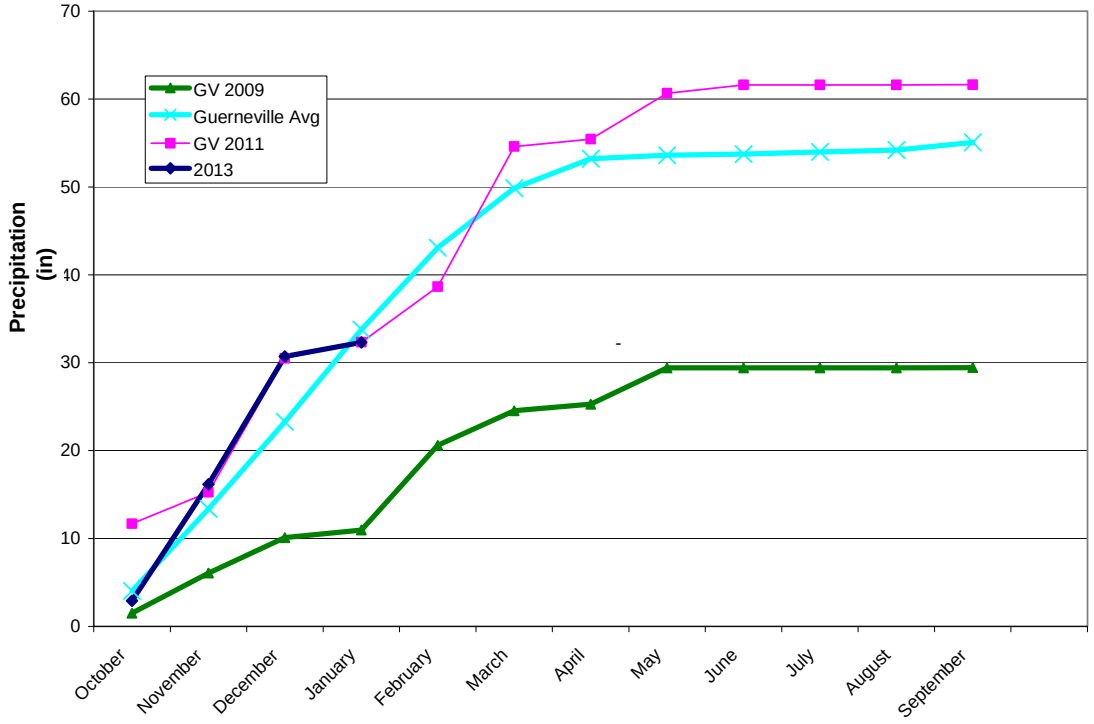

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	FY 14+
Ongoing Activity																						
Board Action																						
Other Milestone																						
Current Month																						
By Activity																						
Action Item/Milestone	**Projected Completion / Milestone Date**																					
Crystal Communications Lease																						
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																						
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																						
Capital Projects																						
• Update/Review District CIP																						
• 2013 CIP Design																						
• 2013 CIP Award of Contract																						
• 2013 CIP Construction Starts																						
• 2014 CIP Design																						
• 2014 CIP Award of Contract																						
• 2014 CIP Construction Starts																						
2010 Urban Water Management Plan	Dec-15																					
Water Rights	SCWA Protest																					
Building Lease																						
• Lease Ends	July-16																					
Policies and Procedures																						
• Other Policy																						
• Overall Review																						
Board and General Manager Goals and Objectives																						