SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: September 2, 2010

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 July were 32,328 units (74.2 AF) and production was 96.9 AF. Compared to one year ago, sales and production are both less (81.6 and 101 AF, respectively). The difference between production and sales increased a bit to 29%. The attached Figure 1 shows the 12 month moving averages since 2001.

3. **Leaks:** The District spends much staff time addressing leaks and we have an extensive capital program to replace water mains to reduce leaks in the system. In July we had 28 total leaks and spent 117 man-hours on them. That's fewer leaks and man-hours than last month (June) and similar to July one year ago (30 leaks, 119 man-hours). The high number of leaks of earlier this year has slowed down a bit. Figure 2 shows leak history and man-hours spent dealing with leaks since 2001.

4. **River Flow.** Figure 3 is the 2010 flow at Hacienda gage chart starting in May. For the chart this month, the maximum vertical scale value is 400 cubic feet per second (cfs) which gives better detail to the late summer flow levels. Flow is now approaching the 100 cubic cfs level which is still considerably higher than the flow at this time last year. I did a flow measurement at the Summer Crossing on Tuesday, August 24, and got a value of 134 cfs. The daily value on that day for Hacienda was 127 cfs, but during this time the real time flows were steadily dropping. The flow at Summer Crossing was probably affected by the two dams between the flow measurement spot and the Hacienda gage. The reported flows are still much higher than we expected for late summer when we started observing flows in May.

5. **CIP IV-B, Project 1**. Riverlands Road and Bonita Terrace should be paved and all work completed by the September Board meeting. The Handy Andy feed line work mostly completed with some work at the Old Monte Rio Road Bridge crossing still needed. Regarding the Schoolhouse Tanks, the upper tank has been mostly completed and the contractor is scheduled to start with the bolted steel tank assembly for the lower tank.

6. **CIP IV-B, Project 2**. KAT is mostly done with the mainlining for this project. The Rio Vista Terrace Project is out for bid and we are planning on a special Board meeting for award of contract on September 16.

7. **Toilet Rebate Program**. 4 toilet rebates were issued in August at a total cost of $1488.40. A total of 48 rebates have been approved, with $3,240 remaining from the funds allocated.

8. **In-House Construction Projects.** In August, staff did 7 in-house construction projects that required 173.25 estimated man-hours. 250 total feet of water line was replaced on Morningside and Lovers Lane, a flush out was abandoned on Old Monte Rio Road, and a buried meter box was raised at the end of Canyon 2 in Rio Nido.

9. **Gantt Chart**. September in the Gantt Chart shows construction for the CIP projects which are ongoing and described above. A left over item from prior months is labor negotiations which are on this meeting's agenda.

Figure 1. Water Production and Sales 12 Month Moving Average
Sweetwater Springs Water District

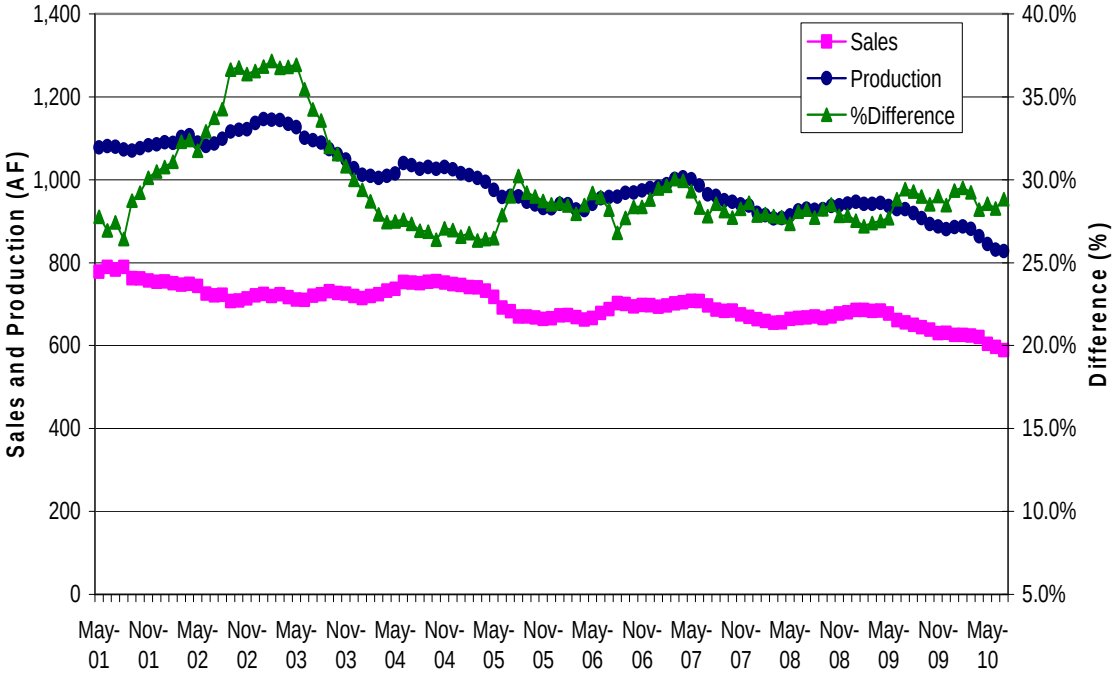

Figure 2. Sweetwater Springs Water District Total Pipeline Breaks and Hours Spent in Repair, Moving Annual Average

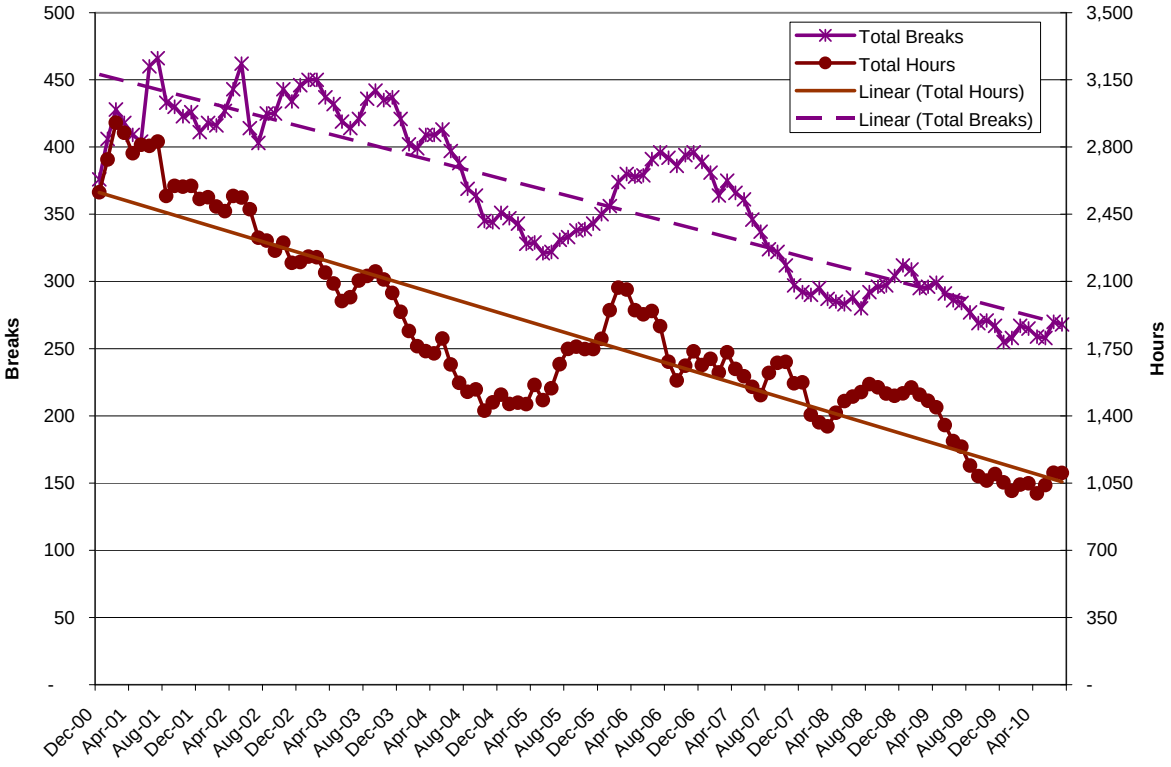

Figure 3. Russian River Summer Flow 2010
Hacienda Bridge, Updated August 27, 2010

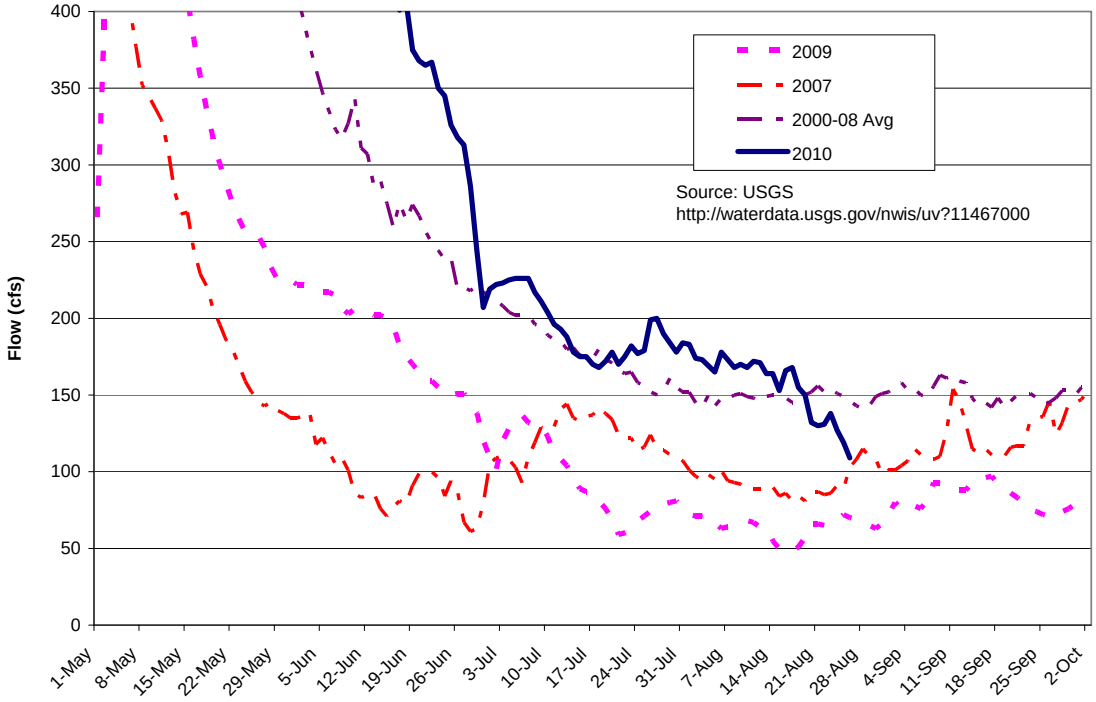

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	2012
Ongoing Activity																					
Board Action																					
Other Milestone																					
Current Month																					
By Activity																					
Action Item/Milestone	**Projected Completion / Milestone Date**																				
Crystal Communications Lease	Completed																				
2009 Water Rates Revision	Completed																				
Water Rates Changes																					
• Board Direction on Rate Changes																					
• Prop 218 Mailing																					
• Public Hearing on Proposed Rates																					
• Adopt Rates with Budget																					
2010-11 BudgetPreparation																					
• Capital Improvement Program Board	December-10																				
• Staff Budget Preparation Begins																					
• Ad Hoc Budget Committee Reviews Draft																					
• Draft Budget to Board for Discussion/Action	April-10																				
• Approve Budget	May-10																				
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																				
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																					
• Update District CIP																					
2010 Urban Water Management Plan	July-11																				
Water Rights	Completed, License June																				
Contract Negotiations																					
• Start Negotiations Preparation	December-09																				
• Negotiations Start	April-10																				
• End of Contract	June-10																				
Building Lease																					
• Lease Ends	July-11																				
Policies and Procedures																					
• Other Policy																					
• Overall Review																					
Board and General Manager Goals and Objectives																					