SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: December 5, 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 October was 20,729 units (47.6 AF, Monte Rio cycle) and production was 64.4 AF. Compared to one year ago, sales and production were lower (51.0 AF and 71.6 AF, respectively). The annual average difference between sales and production decreased slightly compared to the prior month to 26.9%. Figure 1 shows the differences between the Guerneville and Monte Rio systems – much higher losses continue with the Guerneville system while the Monte Rio system seems to have reached the system losses goal we have been looking for.

3. **Leaks:** In October we had 10 total leaks and spent 46.25 man-hours on them. Those are fewer leaks and man-hours compared to the prior month and more of both compared to October one year ago (9 leaks, 36.0 man-hours). There may be an increase compared to one year ago, but 10 leaks in a month is good for the District – we'd like to have that for a monthly average (for now, but when we achieve that, we'll want to do better). Figure 2 shows service and main leaks separately with a total breaks line as well.

4. **Guerneville Rainfall:** This rainy season is starting eerily identical to 1977, the driest year on record, with zero rain in October and 2.64 inches in November at the Guerneville rain gage (at the time of writing this report). We need to pick it up.

5. **2014 CIP:** The contractor, Piazza Construction has nearly completed the Hidden Valley element –the variable speed pumps have been installed and we are waiting on power for bringing this part of the project online. The contractor has finished boring Guernewood Lane and is working (at the time of this report) on tieing the main into the Hwy 116 main at both ends. We are a bit behind schedule but that was caused by the interruption by the Mill Street Emergency Project.

6. **Mill Street Emergency Project**: The Mill Street Emergency Project is completed. Some paving will need to be done if the street exhibits any more damage from the event. The repair of the parking lot is scheduled for the week of December 2.

7. **Toilet Rebate/Direct Install Program:** No toilet rebates were approved in November. The Direct Install Program numbers remain the same: 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.

8. **In-House Construction Projects:** There were two in-house project reported for November. Staff replaced 60 feet of 2-inch galvanized main with 2" HDPE on a bridge on Starrett Hill Road (9 hours) and installed a 2" riser on main valve and replaced a valve for a 2" line on Monte Vista Terrace (7.5 hours).

9. **Monte Rio Triangle:** 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. **Flushing Program:** The flushing program is continuing; we are near completion.

11. **Gantt Chart:** December in the Gantt Chart shows that 2014 CIP construction should be complete – it's not as discussed above, and shows review of the CIP which is on the agenda for this meeting.

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

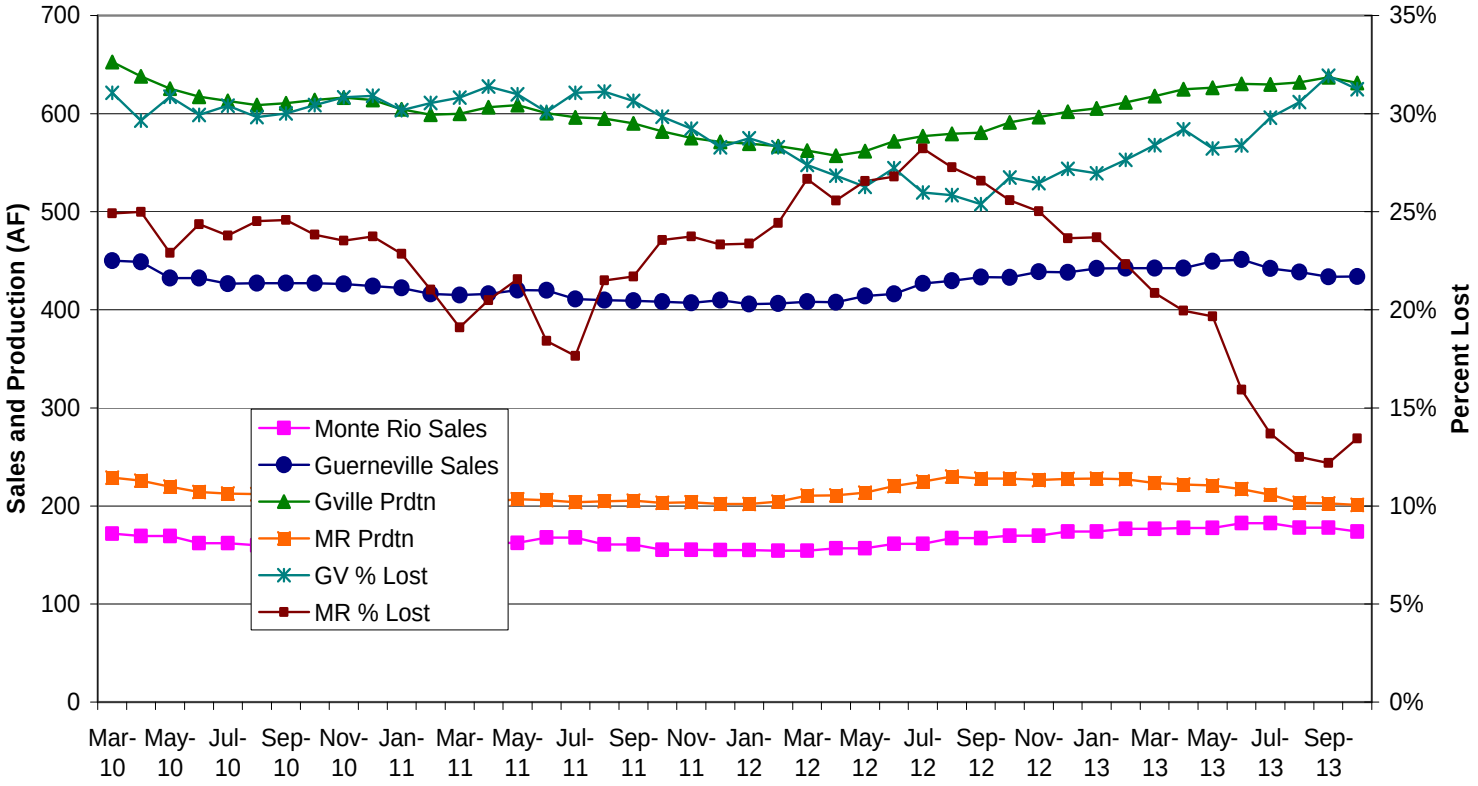

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2008

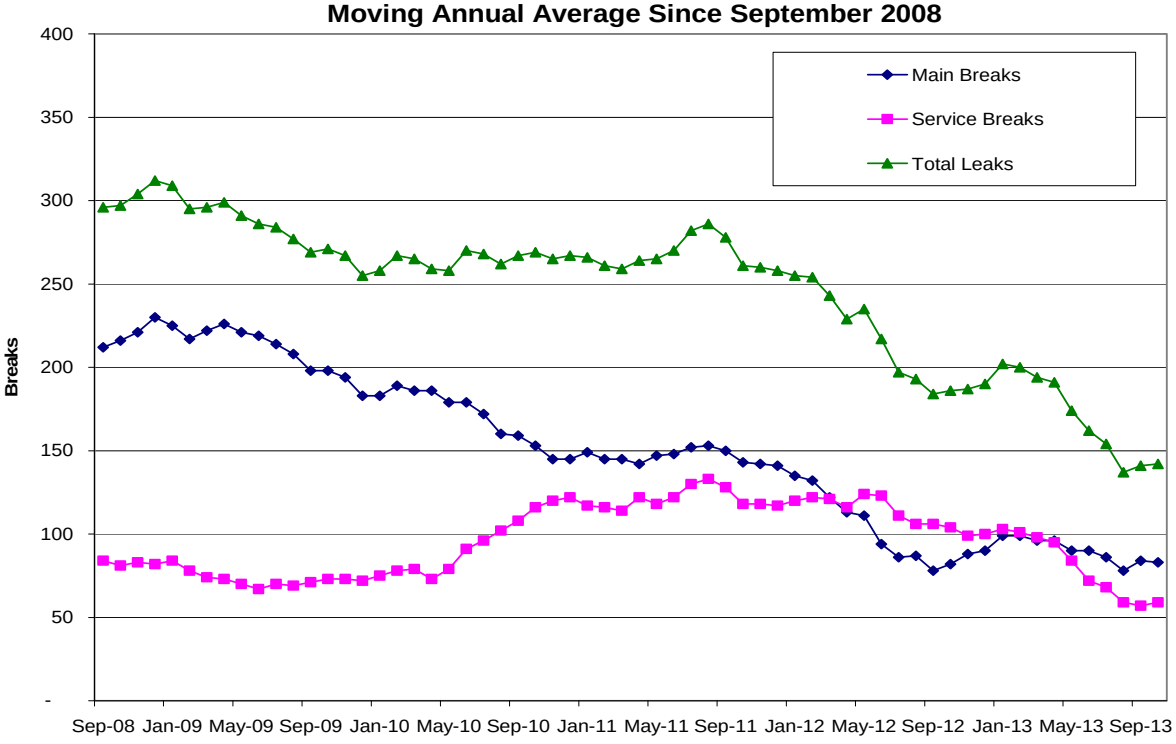

Figure 3. Guerneville Cumulative Monthly Rainfall

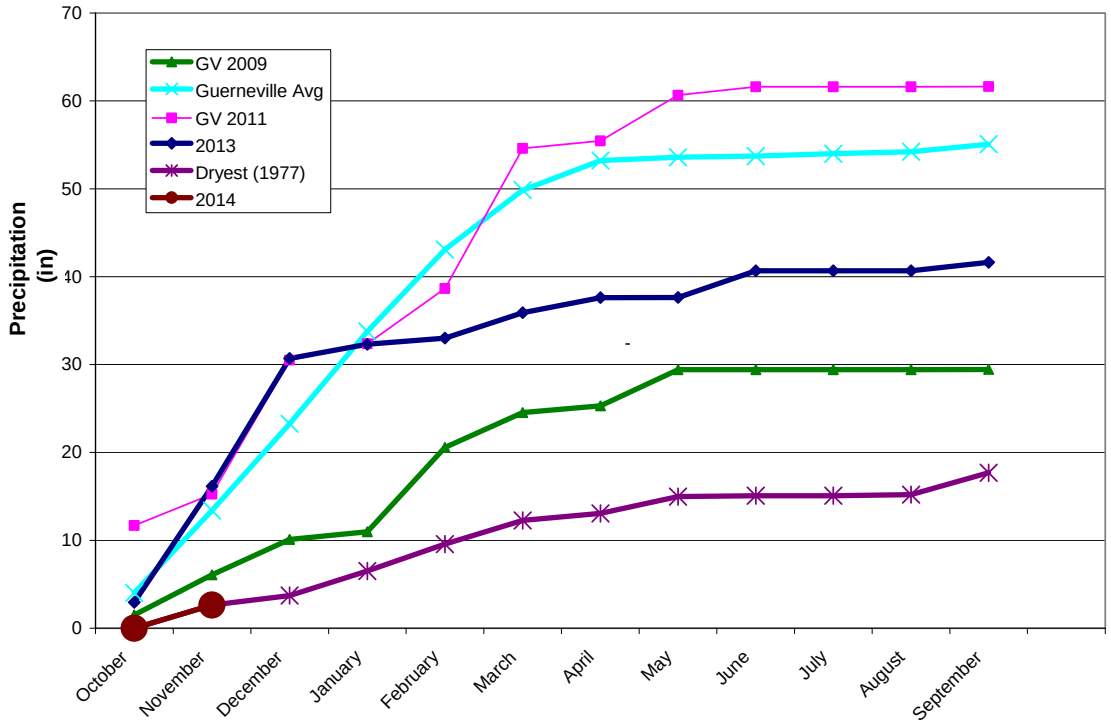

Table 4. Sweetwater Springs WD Calendar Gantt Chart		Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	FY 15+
Ongoing Activity																						
Board Action																						
Other Milestone																						
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 Ends	July-16																					
Policies and Procedures																						
• Other Policy																						
• Overall Review																						
Board and General Manager Annual Review																						