SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: January 2, 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 November was 23,452 units (53.8 AF, Guerneville cycle) and production was 59.0 AF. Compared to one year ago, sales and production were higher (52.4 AF and 56.6 AF, respectively). The annual average difference between sales and production increased slightly compared to the prior month to 27.0%. Figure 1 shows the system wide 12-month moving average for the entire system – annual production is staying above 800 AF and annual sales is a little above 600 AF.

3. **Leaks:** In November we had 11 total leaks and spent 58.25 man-hours on them. Those are more leaks and man-hours compared to the prior month and fewer of both compared to November one year ago (12 leaks, 81.5 man-hours). Figure 2 shows service and main leaks separately with a total breaks line as well.

4. **Guerneville Rainfall:** Still little rain; the line is now below 1977, the driest year on record, with almost no rain in December at the Guerneville rain gage (at the time of writing this report with no rain in the forecast). We really need to pick it up. This item is discussed more in agenda item B.

5. **2014 CIP:** Little progress in the last month - the contractor, Piazza Construction has nearly completed the Hidden Valley element – the variable speed pumps have been installed and we are still waiting on power for bringing this part of the project online. The contractor has finished boring Guernewood Lane and is waiting on a CalTrans permit to finish tieing 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 and now waiting on PG&E and CalTrans.

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 has been completed.

7. **Toilet Rebate/Direct Install Program:** No toilet rebates were approved in December. The Direct Install Program accounting numbers are as follows: the most current accounting is 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. We are starting a new calendar year which means SCWA funding will be available for more direct-install projects. We believe the waiting list is full; we'll have to see who still needs a toilet.

8. **In-House Construction Projects:** There were two in-house project reported for December. Staff replaced a service on River Lane (25 hours) and installed a 12" riser, fiber box, and 6" riser sleeve for isolation valve on Monte Vista Terrace (2.5 hours).

9. **Monte Rio Triangle:** No movement on this - 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:** January 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 the start of the 2014-2015 Budget process which is Item A on the on the agenda for this meeting. Also there is a red box for the Decision 1610 Revision EIR – severe droughts tend to interrupt the regulatory process, so there may be some delay with this item. Severe droughts are also tests for the modeling and other analyses that back up revision requests (severe drought is the test of a water supply), so this may be an interesting year for this.

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

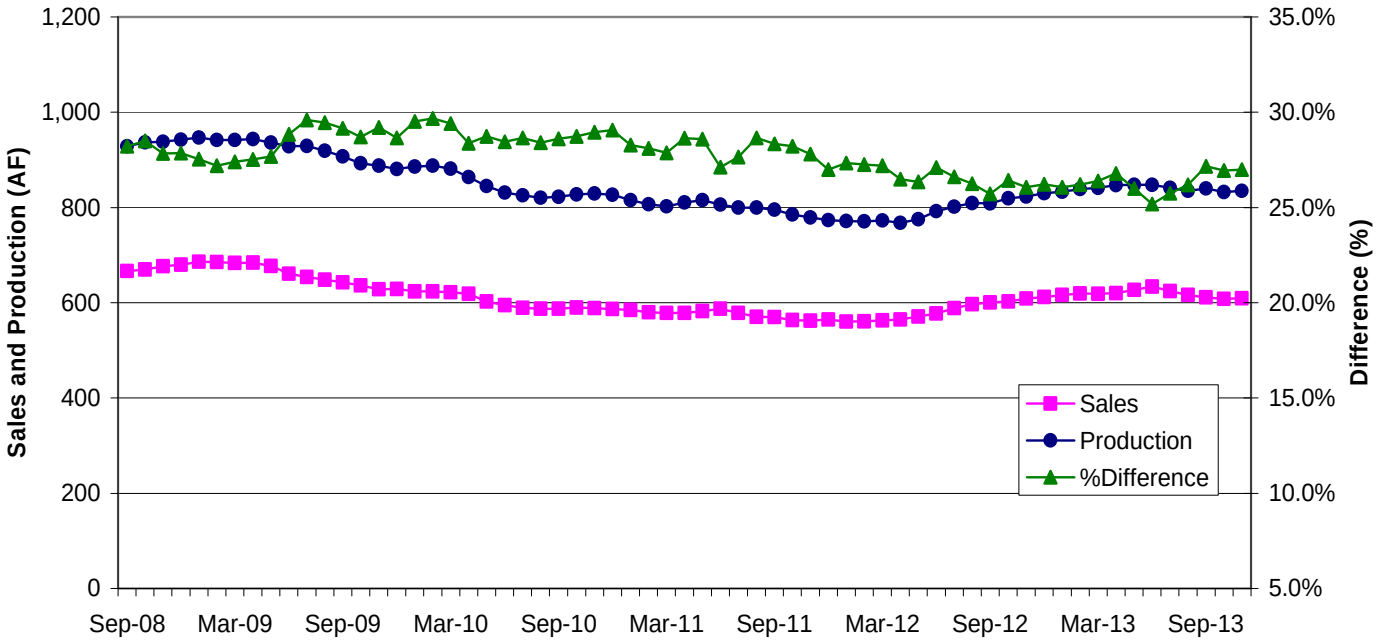

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2008

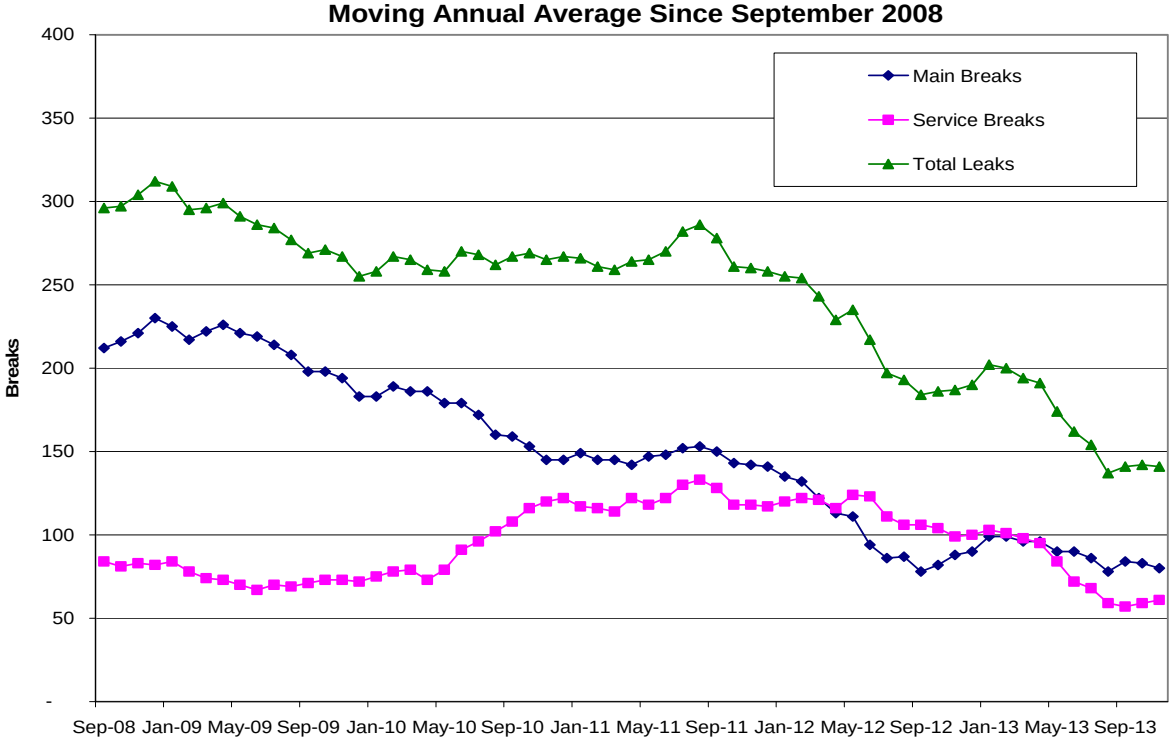

Figure 3. Guerneville Cumulative Monthly Rainfall

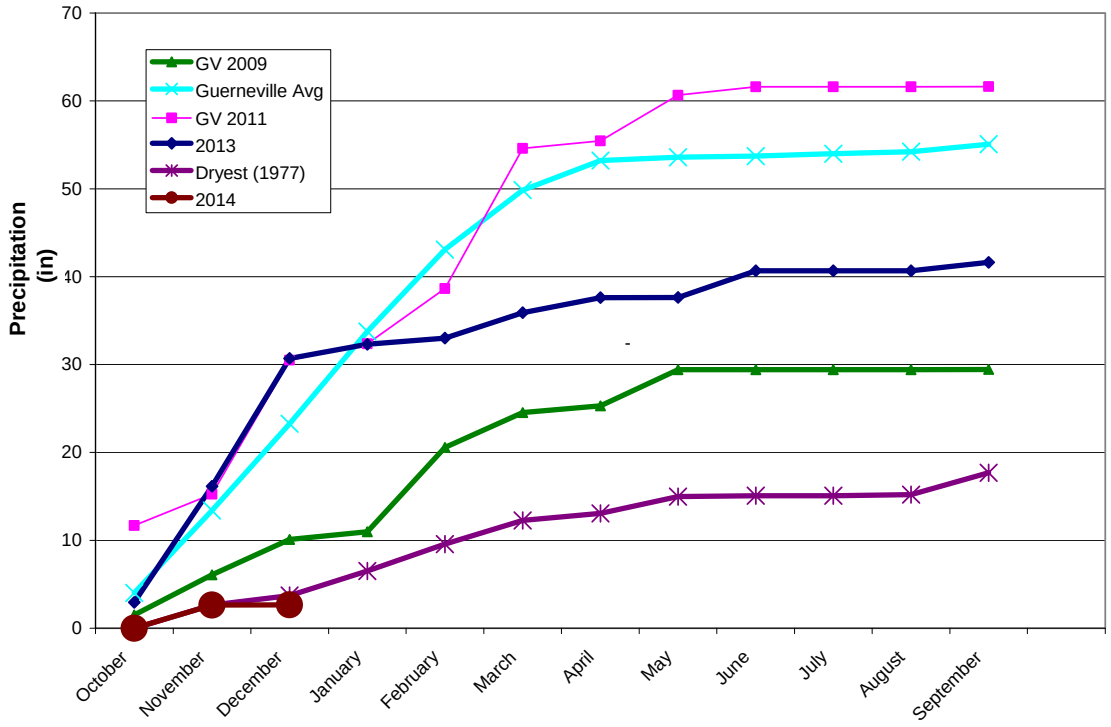

Table 4. Sweetwater Springs WD Calendar Gantt Chart		Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	FY 15+
Ongoing Activity																						
Board Action																						
Other Milestone											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