SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: June 6, 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 April was 15,225 units (35.0 AF, Monte Rio cycle) and production was 62.7 AF. Compared to one year ago, sales was similar – slightly higher - and production this April was higher (34.2 AF and 57.0 AF, respectively). The annual average difference between sales and production increased compared to the prior month, to 26.8%. Figure 1 shows the 12 month moving averages since September 2006, data are available back to May 2001.

3. **Leaks:** In April we had 8 total leaks and spent 57 man-hours on them. Those are more leaks and man-hours compared to the prior month and fewer leaks but more hours than April one year ago (11 leaks, 50.5 man-hours). Figure 2 is continued showing service and main leaks separately with a total breaks line as well.

4. **Flow at Hacienda Bridge:** May has continued the dry 2013 – approximately 7 inches of rain in Guerneville since January 1 compared to a long-term average of approximately 30 inches for the same period. And we can't expect much more rain this year until the rainy season returns in the fall. Figure 3 now switches to flow at Hacienda Bridge. Flow is well below the long-term average and the flow at the same time in the 2009 drought year. This will be discussed in detail in Agenda Item V-A.

5. **2014 CIP:** Opening of bids is expected for June 4. This item will be discussed thoroughly in Agenda Item V-D.

6. **Toilet Rebate/Direct Install Program:** No toilet rebates were approved in May. The Direct Install Program numbers are the same as last month: 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 May. Staff replaced 130 feet of 1.5 inch water line with 1 inch service line and 2 inch poly on Starrett Hill Drive in Monte Rio (79.5 hours), replaced a ¾ inch service and corp stop on Paradise Lane in Rio Nido (16.5 hours) and replaced a ¾ inch service with a new meter stop on Wright Lane (24 hours).

8. **Gantt Chart:** June in the Gantt Chart shows construction on the 2014 CIP and Board Goals and Objectives. Award of Contract for the 2014 CIP is on the agenda; the Goals and Objectives Committee is working on a new format for that item; we expect to have something for the July meeting.

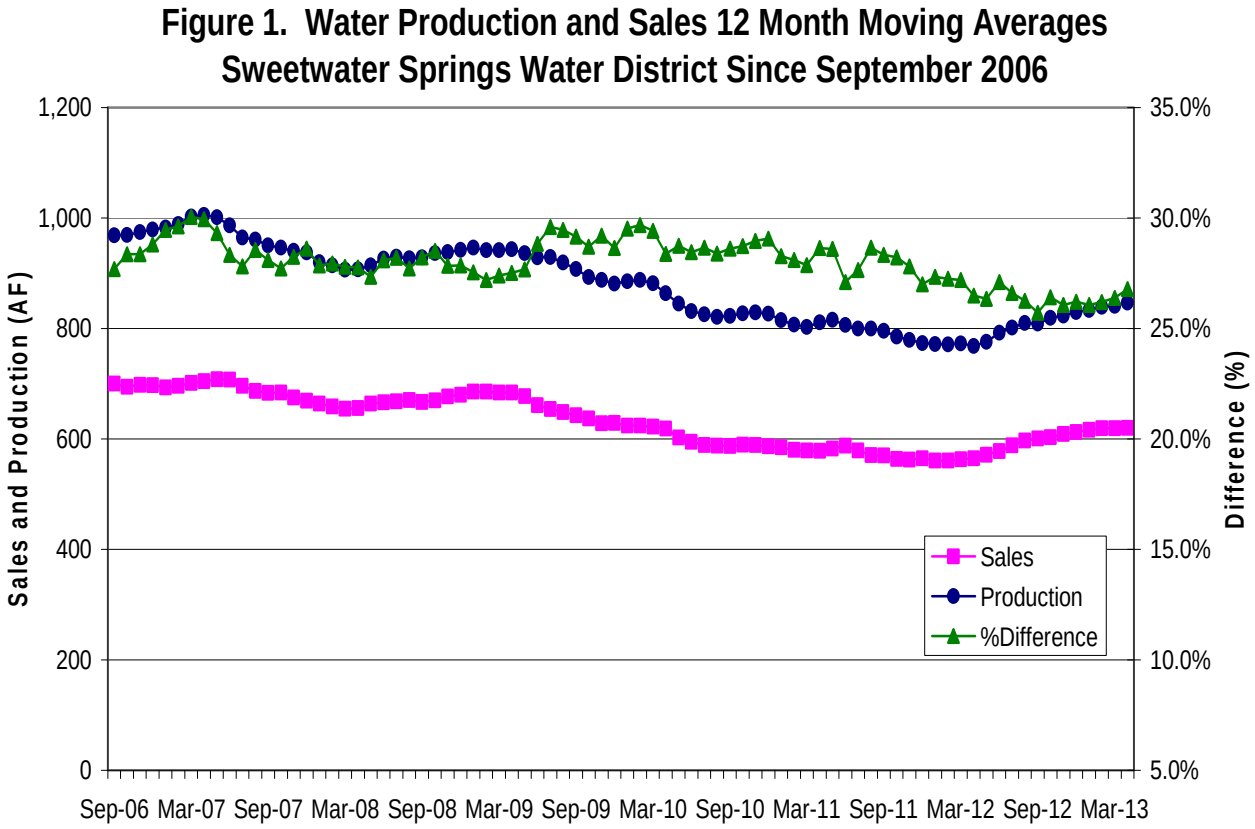

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Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2006

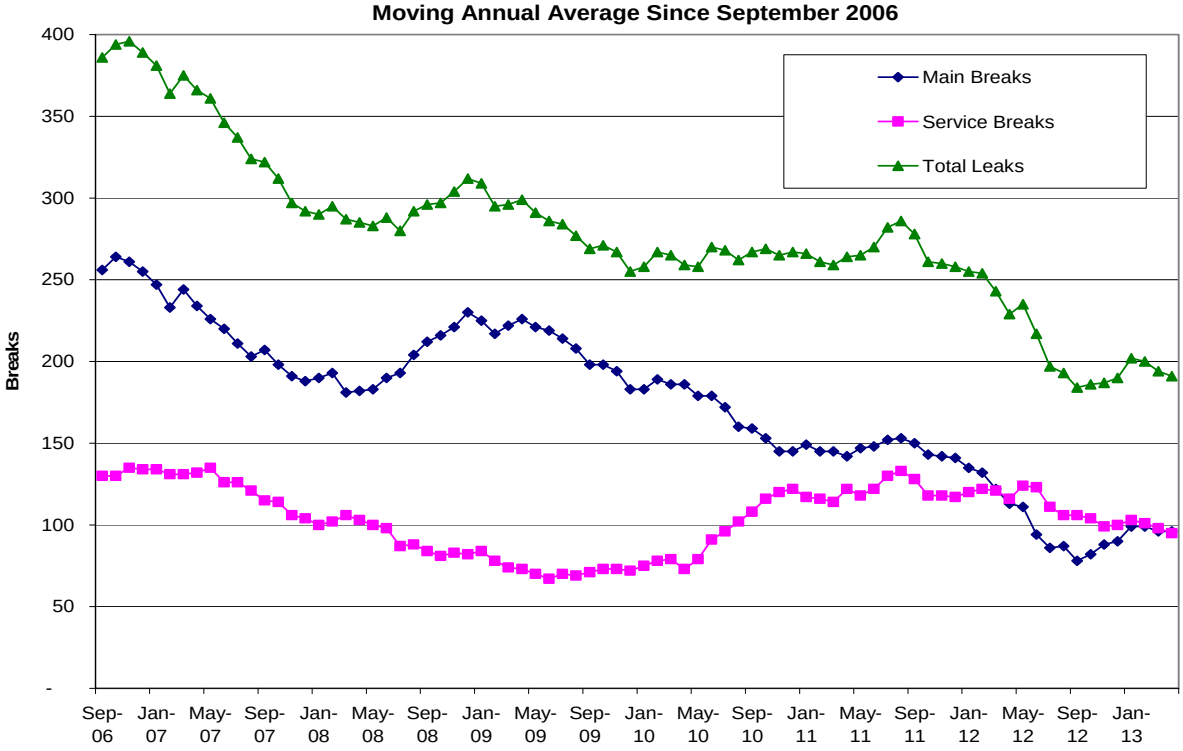

Figure 3. Russian River Summer Flow at Hacienda Bridge, 2013 Compared to Earlier Years and the 2000-2008 Average, Updated May 29, 2013

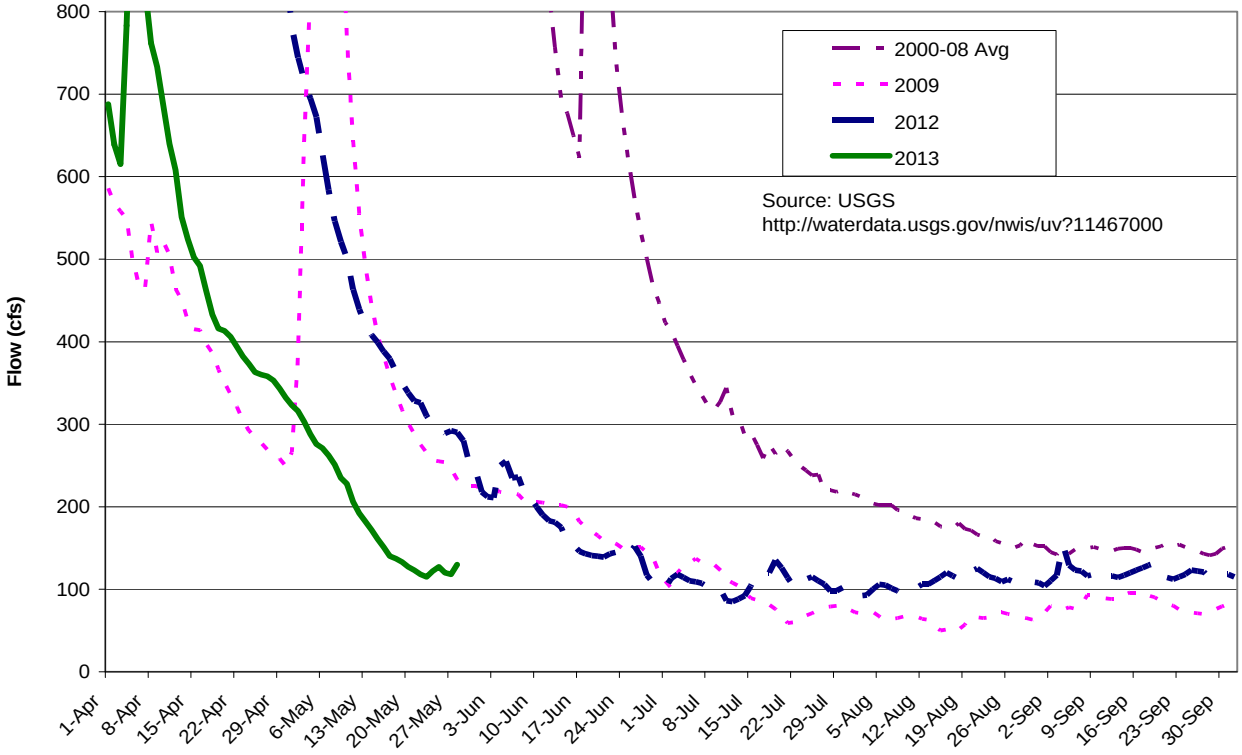

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	FY 14+
Ongoing Activity																						
Board Action																						
Other Milestone																						
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																						