SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: July 3, 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 May was 22,092 units (50.7 AF, Guerneville cycle) and production was 71.3 AF. Compared to one year ago, sales and production were lower (61.6 AF and 76.8 AF, respectively). The water lost percentage increased a bit to 25.8%, as shown in Figure 1.

3. **Leaks:** In May we had 20 total leaks and spent 151 man-hours on them. Those are more leaks and man-hours compared to the prior month and more leaks and man-hours compared to May one year ago (12 leaks, 31 man-hours). Figure 2 shows service and main leaks separately with a total breaks line as well.

4. **Flow at Hacienda:** Figure 3 shows the flow in the Russian River this spring compared to last year, 2009 and the 2000-2008 average. 2009 was a similarly dry year, last year had a historically dry January through the summer, and the 2000-2008 average was the former standard for summer flow but we will likely not see that again. So far this year flows are down, but that's what we should expect giving reservoir storage and the early start of flow reductions this winter – it's very similar to last year. My understanding is that the TUC only runs until June 29, so flows may get higher then (or the upper basin conditions may be such that a critically dry situation exists without a TUC).

5. **2014 CIP/2015 CIP:** The Notice of Completion for the 2014 CIP has been approved and recorded. The construction contract for the 2015 CIP, Old Monte Rio Road, was awarded at last month's meeting, the contract has been executed and we expect the contractor, Piazza Construction, to start work the week of July 7.

6. **Toilet Rebate/Direct Install Program:** My understanding is that SCWA got 75% of its requested grant. That may mean we will be adding $18,000 to the direct install program. No toilet rebates were approved in June. The current Direct Install Program accounting numbers are as follows: 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.

7. **In-House Construction Projects:** There was one in-house projects reported for June. Staff prepared the area around a meter on Old Cazadero Road (Spooners) for a double check valve (3.75 hours).

8. **Gantt Chart:** The Gantt Chart was revised for the new fiscal year. Please look at it to see if I missed anything. In July we have milestones for the start of CIP construction (it's happening), office lease renewal (we haven't heard back from Ferrellgas) and Annual Review (on the agenda).

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

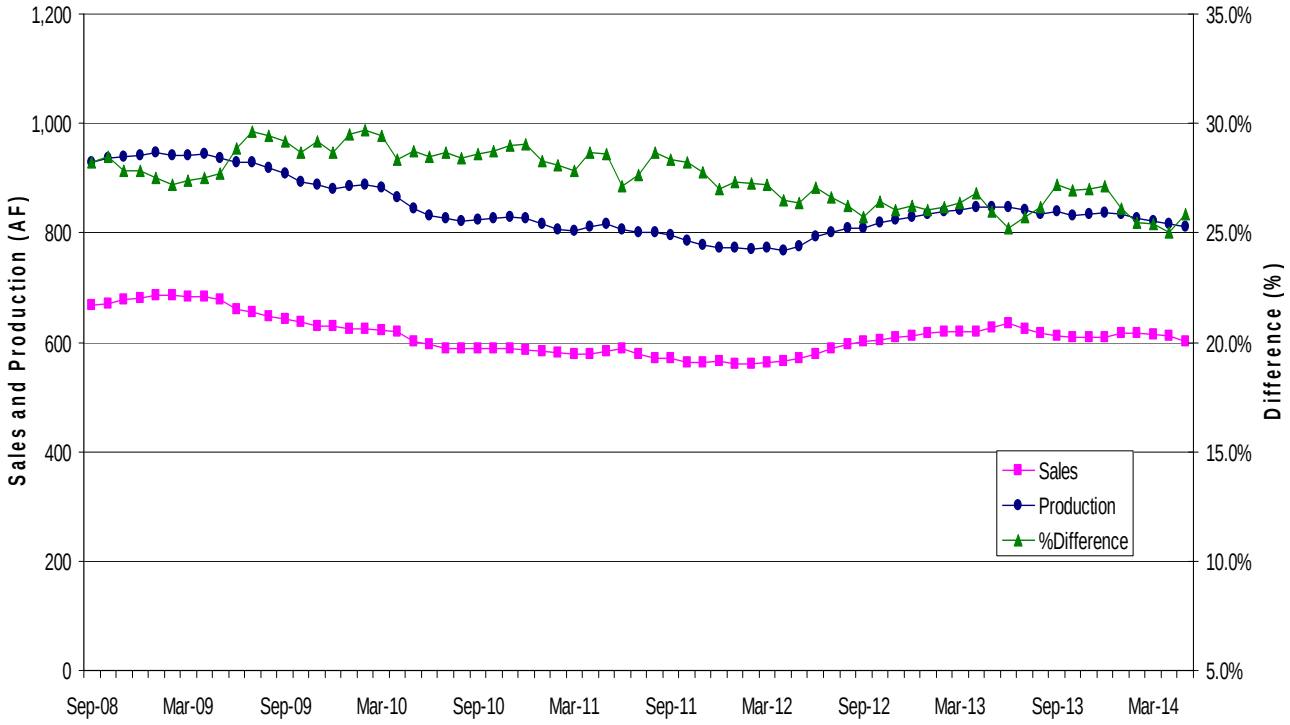

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2008

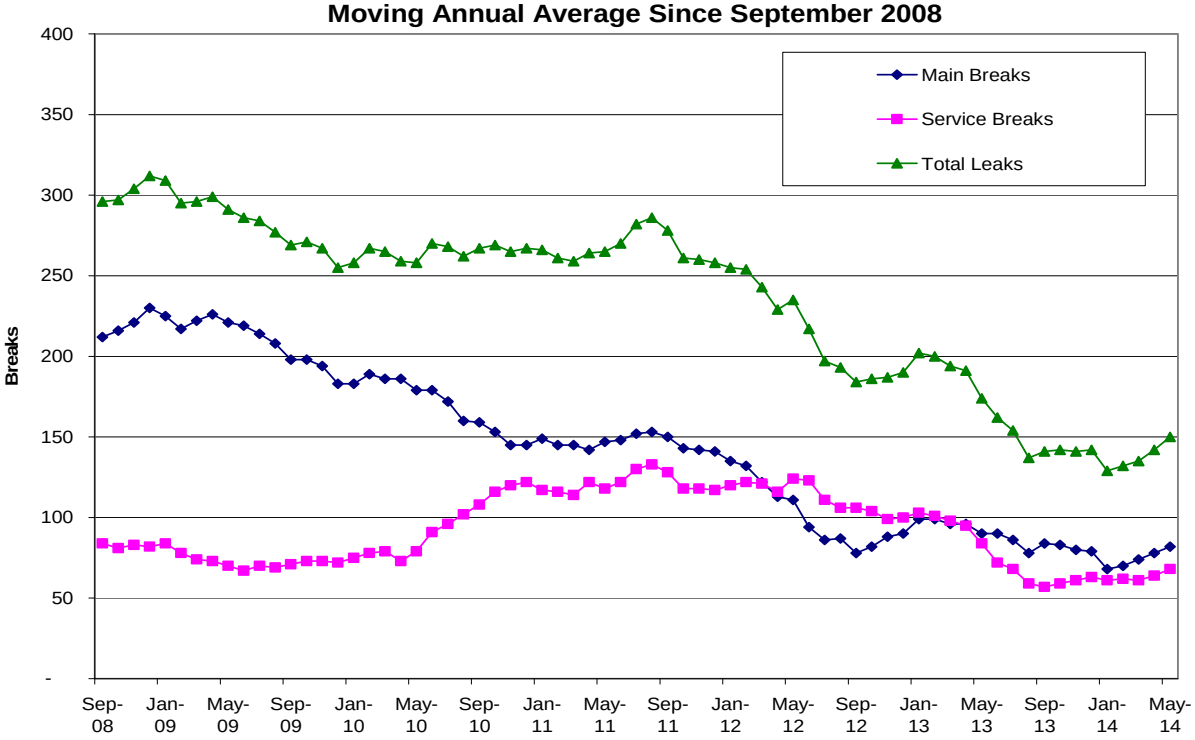

Figure 3. Russian River Summer Flow at Hacienda Bridge, 2014 Compared to Earlier Years and the 2000-2008 Average, Updated June 25, 2014

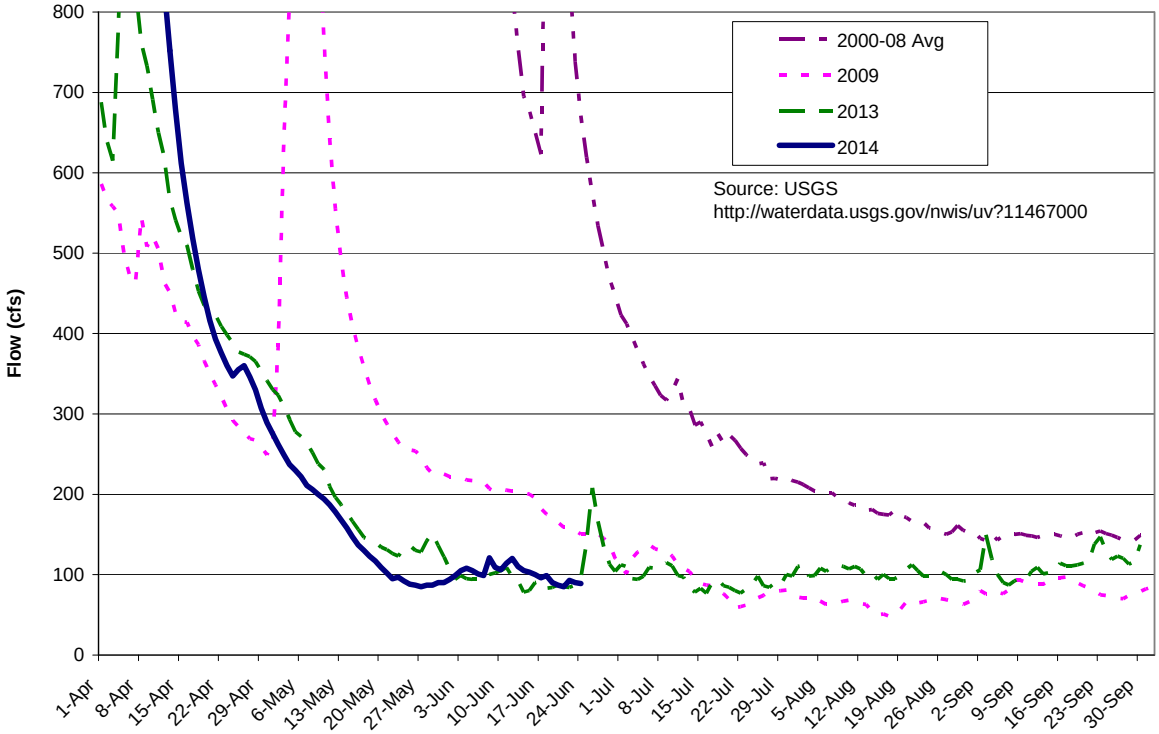

Table 4. Sweetwater Springs WD Calendar Gantt Chart		Jul-13	Aug-13	Sep-13	Oct-13	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15
Ongoing Activity																		
Board Action																		
Other Milestone																		
Current Month																		
By Activity																		
Action Item/Milestone	**Projected Completion / Milestone Date**																	
Crystal Communications Lease																		
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																		
• 2015 CIP Construction Starts																		
• 2016 CIP Design																		
• 2016 CIP Award of Contract																		
• 2016 CIP Construction Starts																		
Urban Water Management Plan	Dec-15																	
Water Rights	SCWA Protest																	
Emergency Response Plan Review																		
Building Lease																		
• Lease Renewal	July-14																	
Policies and Procedures																		
• Other Policy																		
• Overall Review																		
Board and General Manager Annual Review																		