SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: August 2, 2012

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 June were 22,850 units (52.5 AF, Monte Rio cycle) and production was 85.9 AF. Compared to one year ago, sales and production this June were higher (46.1 AF and 69.2 AF, respectively). The annual average difference between sales and production increased compared to the prior month, 27.1%. Figure 1 shows the 12 month moving average since September 2006, data are available back to May 2001.

3. **Leaks:** In June we had 28 total leaks and spent 105 man-hours on them. Those are similar amounts compared to the prior month but substantially less for both compared to June one year ago (46 leaks, 201 man-hours). Figure 2 is continued showing service and main leaks separately with a total breaks line as well. The annual average continues below the 250 per year mark and the 12 month average of service leaks continues to be more than main leaks numbers. One possible explanation for the June improvement compared to a year ago is the late start with the capital projects – mainline repairs typically result in some line breaks at the startup of the project.

4. **Russian River Flow at Hacienda:** Russian River flow at Hacienda is shown in Figure 3. It is looking similar to the early summer flow in 2009, the drought year, but has stayed above 100 cfs this month, which is more than in 2009.

5. **2013 CIP:** Construction of the 2013 CIP has had a late start – we are expecting the Lovers Lane element starting on July 26. Lovers Lane will be followed by Canyon 7, Starrett Hill and Middle Terrace.

6. USDA Financing: I am in the process of completing the pre-application for the USDA financing. I have been told that the financing is approved on a

year-by-year basis. I am applying for funding for the Old Monte Rio and Hidden Valley Road projects, a total of $1.6 million which will put us back to doing both projects in one year.

7. **Toilet Rebate/Direct Install Program:** A total of 82 rebates have been approved. There was no activity with the direct install program reported for July.

8. **In-House Construction Projects:** There were 3 in-house projects reported for June requiring 115 man-hours. The largest project was the replacement of 100 feet of water line on Hill Street in Monte Rio (2 services, 83 man-hours). On Park Avenue in separate projects staff replaced a service line and cleared a fallen tree near the Park Avenue Tank.

9. **California Department of Public Health Inspection (DPH**): In June DPH staff inspected the Guerneville system and they recently issued their report. Please see the correspondence for the cover letter submitting the report. It was a good report; the field staff did a good job getting District facilities ready for the inspection, providing assistance during the inspection, and providing needed information for the report.

10. **Vacation:** I will be on vacation from August 3 through August 16, returning to work on August 17. Kevin Gilman will be acting General Manager while I am gone.

11. **Gantt Chart:** August in the Gantt Chart shows 2013 CIP construction underway – as noted above it's scheduled to start in late July.

Figure 1. Water Production and Sales 12 Month Moving Averages
Sweetwater Springs Water District Since September 2006

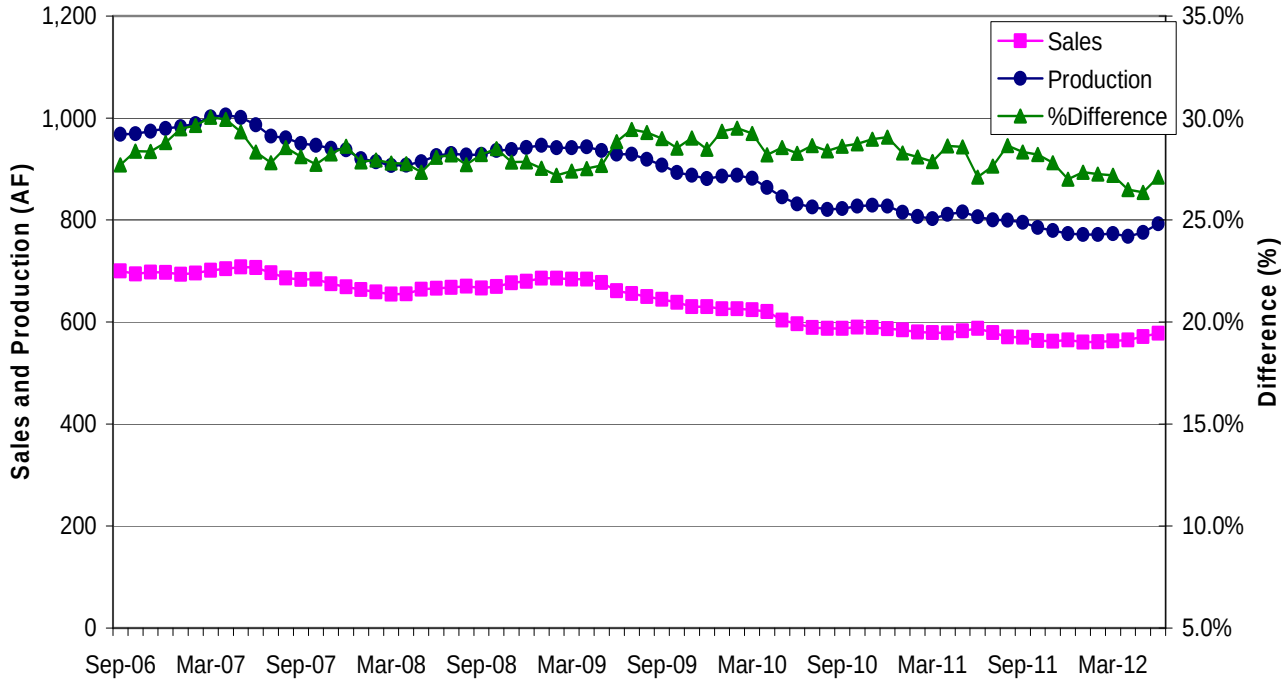

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2006

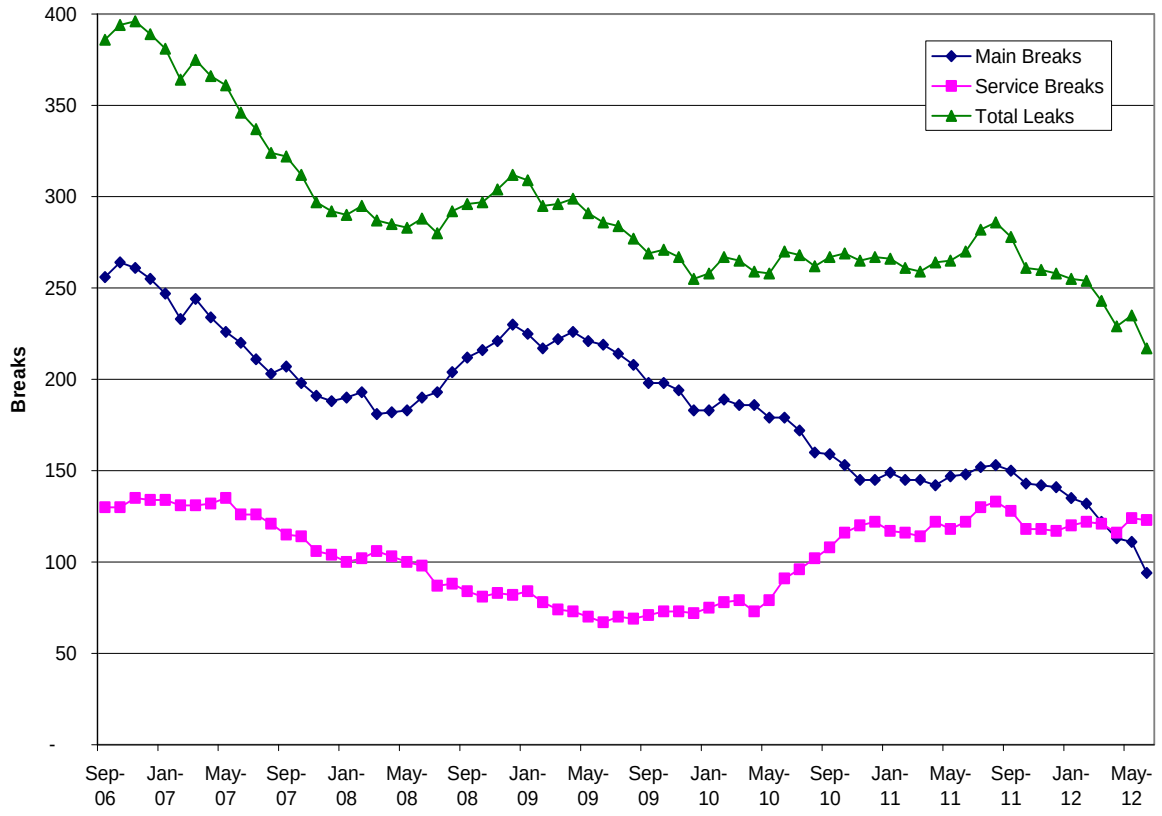

Figure 3. Russian River Summer Flow at Hacienda Bridge, 2012 Compared to Earlier Years and the 2000-2008 Average, Updated July 25, 2012

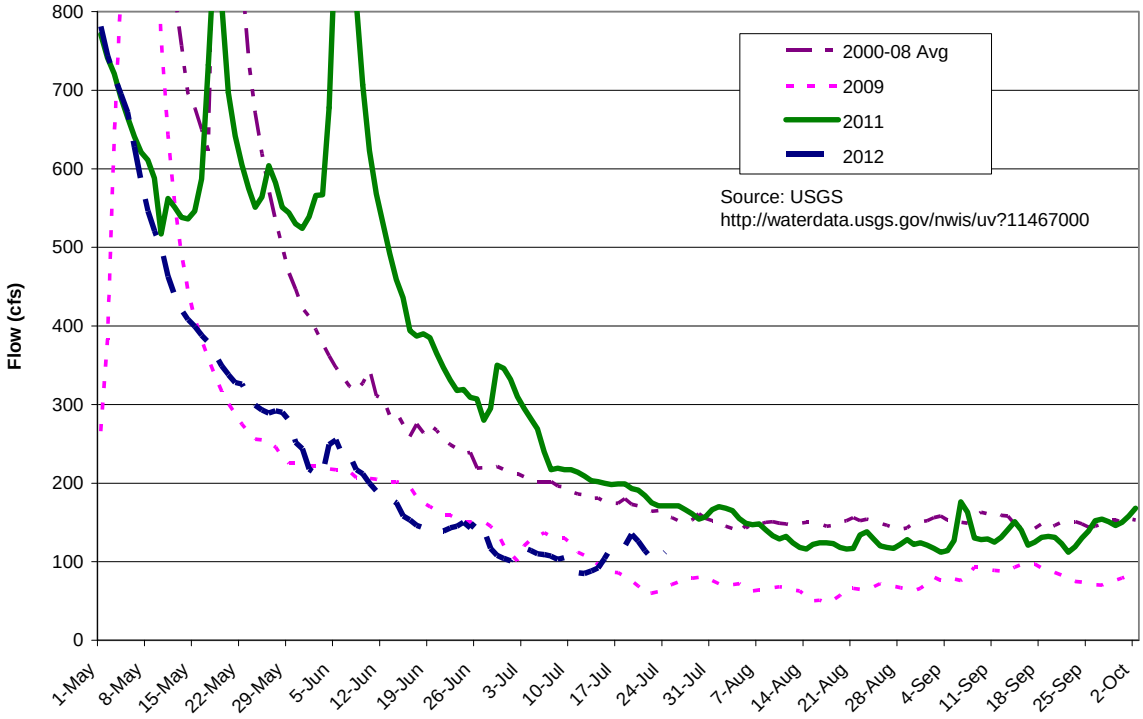

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	FY 14+
Ongoing Activity																						
Board Action																						
Other Milestone											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