SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: September 1, 2011

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 July were 28,486 units (65.4 AF, Guerneville cycle) and production was 88.6 AF. Compared to one year ago, sales and production are less (74.2 AF and 94.8 AF, respectively). Figure 1 shows the 12 month moving average since September 2006, data are available back to May 2001.

3. **Leaks:** The District spends much staff time addressing leaks and we have an extensive capital program to replace water mains to reduce leaks in the system. In July we had 40 total leaks and spent 210 man-hours on them. Those are similar numbers in leaks and man-hours compared to the prior month and more than July one year ago (28 leaks, 117 man-hours). While wondering why leaks have increased recently and in an attempt to see if there is a difference between service leaks and main leaks, I plotted them separately as shown in Figure 2. Figure 2 shows that service leaks have increased recently, while main leaks are staying steady.

4. Figure 3 is the 2011 flow at Hacienda gage chart starting in June. Because we are having back to back wet years, I am expecting summer flow this year to be similar to last – so far that is happening. Figure 3 has been changed to start in June and cut off maximum flows at 400 cfs – this shows the lower flows that we have this time of year in better detail; there were no flows below 400 cfs in May.

5. **CIP IV-B, Project 2:** This project is completed and a Notice of Completion is on this month's agenda.

6. **2012 CIP**: The Foothill Road, Monte Rio, part of the project is mostly completed – the mains have been pressure tested and have passed the bacteriological testing this week. All services should be switched over in approximately two weeks. The contractor has started mainlining in the Drake Estates part (Guerneville) of the project. That part of the project has been slowed somewhat by a tree cutting/trimming project closing Drake Road and limiting contractor access to the project area.

7. **Toilet Rebate Program:** No toilet rebates were issued in August. A total of 69 rebates have been approved.

8. **In-House Construction Projects:** There was one in-house project reported for August, which was the temporary fix of the Rio Vista Terrace Project leak. That required 24 man-hours to repair and was reimbursed by the contractor.

9. **Urban Water Management Plan (UWMP).** The update work is continuing – this item is on the agenda for discussion this month.

10. **Sonoma County Water Agency (SCWA) Water Rights Permit Revision Protest.** The Board requested that this item be on the Board agenda after discussion with Supervisor Carrillo. I have requested a meeting with Supervisor Carrillo, he responded favorably, but the meeting has not been scheduled as of the date of this report – that is still true this month.

11. **Gantt Chart:** September in the Gantt Chart shows that the 2012 CIP should be underway – it is and progress on those projects has been noted above. The Urban Water Management Plan public hearing is not happening this month – it is discussed as part of the Administrative Agenda.

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

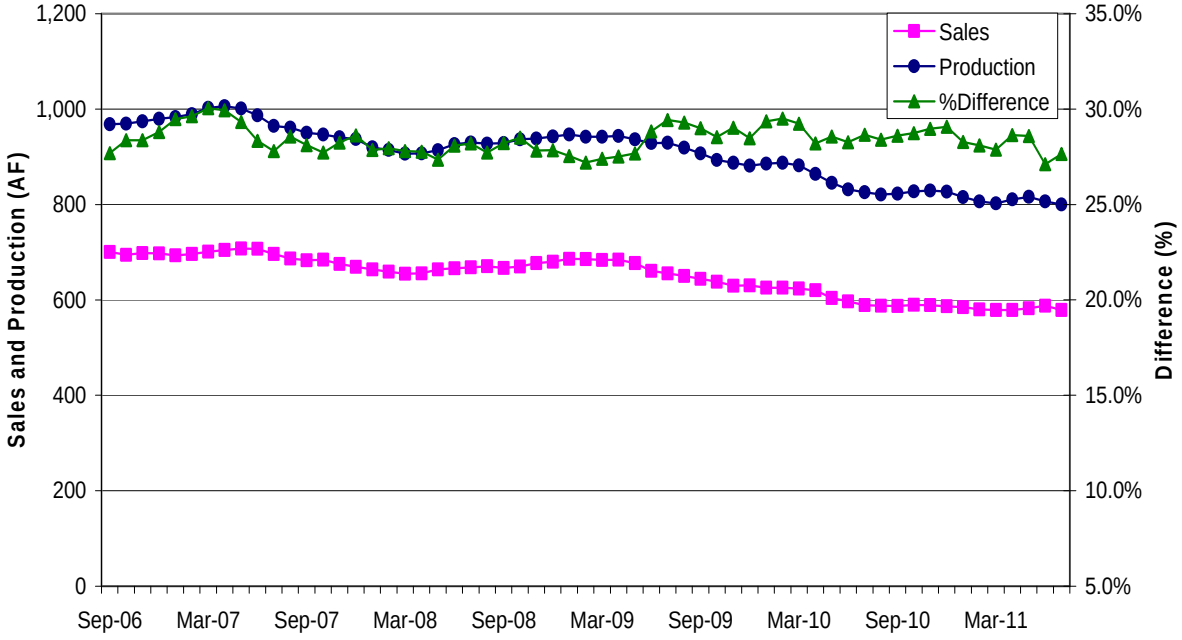

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2006

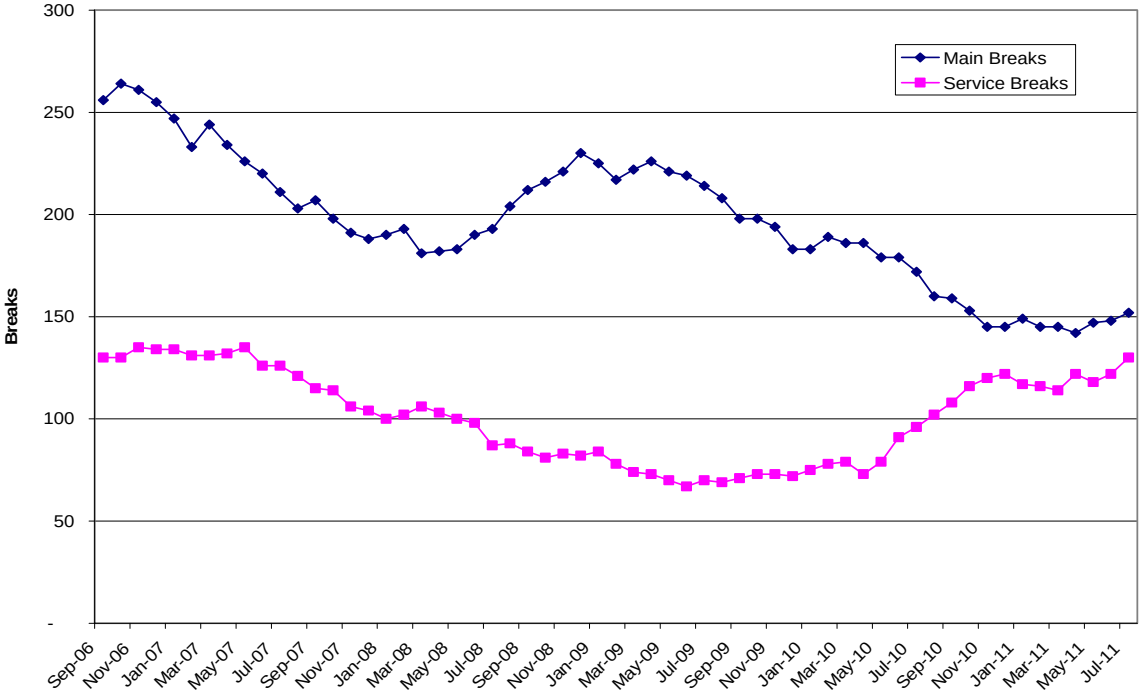

Figure 3. Russian River Summer Flow at Hacienda Bridge, 2011 Compared to Earlier Years and the 2000-2008 Average, Updated August 24, 2011

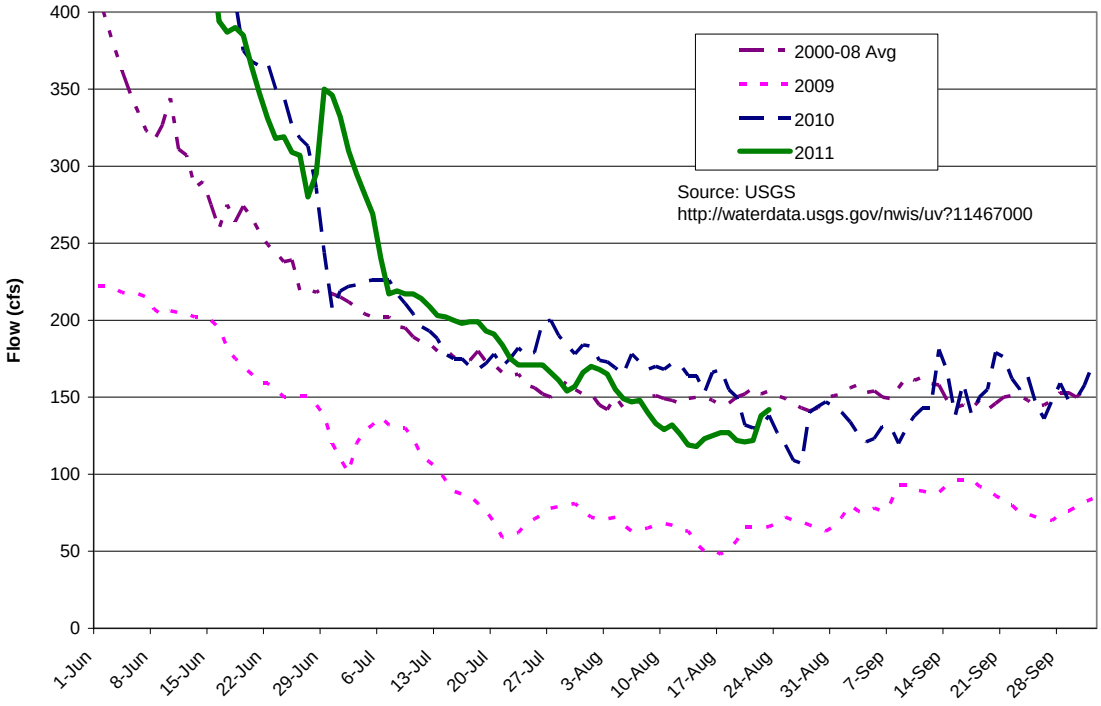

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	2012
Ongoing Activity																					
Board Action																					
Other Milestone																					
Current Month																					
By Activity																					
Action Item/Milestone	**Projected Completion / Milestone Date**																				
Crystal Communications Lease	Completed																				
2011-12 Budget Preparation																					
• Capital Improvement Program Board Discussion	December-11																				
• Staff Budget Preparation Begins																					
• Ad Hoc Budget Committee Reviews Draft Budget																					
• Draft Budget to Board for Discussion/Action	April-11																				
• Approve Budget	May-11																				
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																					
Capital Projects																					
• CIP Phase IV-B, Project 1 Construction Starts	April-10																				
• CIP Phase IV-B, Project 1 Construction Completed	October-10																				
• CIP Phase IV-B, Project 2 Construction																					
• CIP Phase IV-B, Project 2 Construction Completed																					
• 2012 CIP Construction Award of Contract																					
• 2012 CIP Construction Starts																					
• 2012 CIP Construction Complete																					
• Update/Review District CIP																					
• 2013 CIP Design																					
2010 Urban Water Management Plan	July-11										Public Hearing										
Water Rights	SCWA Protest						SCWA Response														
Building Lease																					
• Lease Ends	July-11																				
Policies and Procedures																					
• Other Policy																					
• Overall Review																					
Board and General Manager Goals and Objectives																					