SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: September 6, 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 July were 33,190 units (76.2 AF, Guerneville cycle) and production was 98.1 AF. Compared to one year ago, sales and production this July were higher (65.4 AF and 88.6 AF, respectively). The annual average difference between sales and production decreased compared to the prior month, 26.6%. Figure 1 shows the 12 month moving average since September 2006, data are available back to May 2001.

3. **Leaks:** In July we had 20 total leaks and spent 81.5 man-hours on them. Those are less compared to the prior month and substantially less for both compared to July one year ago (40 leaks, 240 man-hours). Figure 2 is continued showing service and main leaks separately with a total breaks line as well. The annual average has broken though the 200 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 and July improvements 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. Another explanation is the cumulative effect of the recent capital projects is resulting in a measurable decrease in number of leaks, even though we are not seeing a commensurate effect in the difference between production and sales.

4. **Russian River Flow at Hacienda:** Russian River flow at Hacienda is shown in Figure 3. The past two months flow has stayed near or above 100 cfs and looks more like last year than that 2009 drought year.

5. **2013 CIP:** Construction of the 2013 CIP has had a late start – the Lovers Lane element started on July 27. Mainline replacement there should be

completed the week of August 27 with service connections following. Lovers Lane will be followed by Canyon 7, Starrett Hill and Middle Terrace.

6. USDA Financing: The pre-application for the USDA financing was submitted in early August. After some miscommunications on District revenue (the Flat Charge revenue was missed by USDA staff), we are discussion whether this application will work for both USDA goals and the District. The pre-application is 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:** The Direct Install program is active. Bill inserts went with the August billing (Guerneville system) and will go with the September bill (Monte Rio system and some Guerneville). 12 applications have been approved to date, 4 in August.

8. **In-House Construction Projects:** There were 6 in-house projects reported for August requiring 152.5 man-hours. The largest project was the replacement of 200 feet of 2 inch and 100 feet of 1 inch water line on Willow Road in Monte Rio (76 man-hours). Other projects included installing 100 feet of line on Solar Ridge, exercising two hydrants, installing flushout on David Lane, and replacing a service on Redwood Lane.

9. **Monte Rio System Facilities Tour:** Last May we did a tour of Guernville System facilities and have talked about doing a tour of Monte Rio System facilities this fall. I have talked to staff and determined that we are pretty busy right now. Perhaps a later fall – late November – would work out for staff (and we can hope for dry weather), or perhaps this should wait until next Spring and at least until the new Director is on board.

10. **Gantt Chart:** September in the Gantt Chart shows 2013 CIP construction underway – as noted above it started late (late July).

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

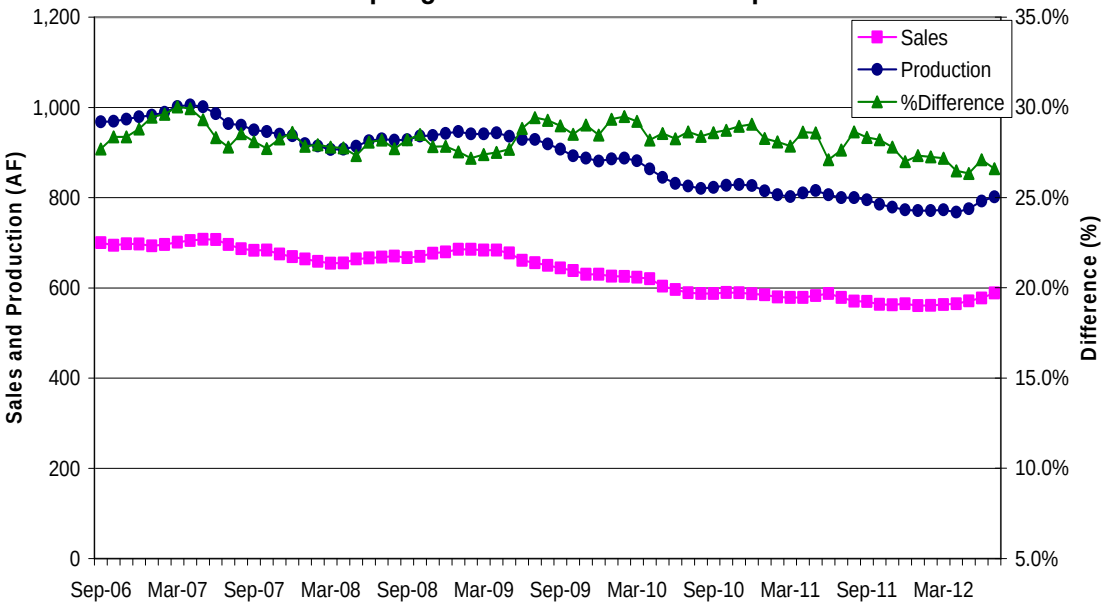

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2006

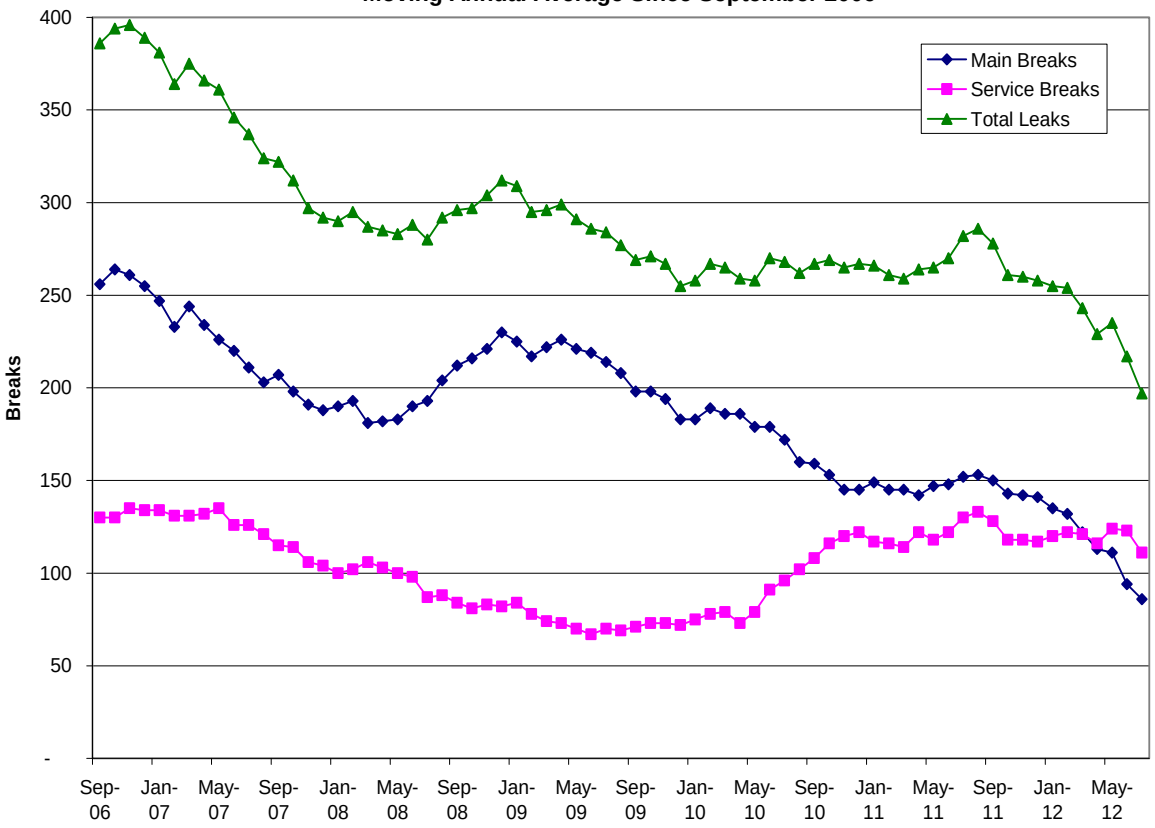

Figure 3. Russian River Summer Flow at Hacienda Bridge, 2012 Compared to Earlier Years and the 2000-2008 Average, Updated August 29, 2012

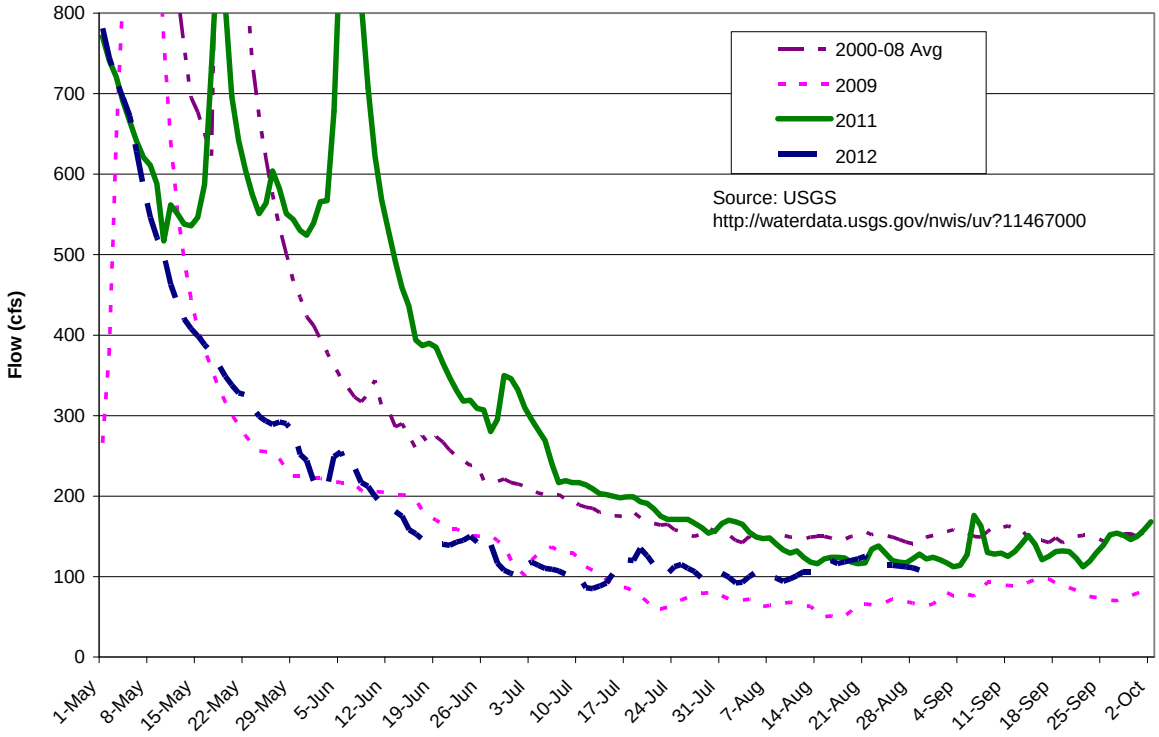

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	FY 14+
Ongoing Activity																						
Board Action																						
Other Milestone											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