SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: November 7, 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 September was 31,628 units (72.6 AF, Guerneville cycle) and production was 80.6 AF. Compared to one year ago, sales were lower and production was higher (77.4 AF and 76.0 AF, respectively). The annual average difference between sales and production increased compared to the prior month to 27.2%. Figure 1 shows the differences between the Guerneville and Monte Rio systems – much higher losses continue with the Guerneville system while the Monte Rio system seems to have reached the system losses goal we have been looking for. September included the water main break on Mill Street – that single break may have been as much as 1 acre foot in water loss on the 15th and we don't know how long it was leaking before the catastrophic break.

3. **Leaks:** In September we had 16 total leaks and spent 160 man-hours on them. Those are more leaks and man-hours compared to the prior month and September one year ago (12 leaks, 52.0 man-hours). Figure 2 shows service and main leaks separately with a total breaks line as well. We took a step backward in September but the long-term trend is still a declining one.

4. **Flow at Hacienda Bridge:** Figure 3 shows flow at the Hacienda Bridge which since the June rain event has tracked very similarly to last year's flow. Before that it was well below historical averages and the flow during the 2009 dry year – that was done on purpose to maintain water in Lake Mendocino. This will be the last flow chart for the year – we're focusing on rain now.

5. **Guerneville Rainfall:** October is the start of the rainy season – no rain yet. Last January through June was the driest first six months on the year on record and we had river flow reductions because of that. Hopefully, we'll do better this fall.

6. **2014 CIP:** The contractor, Piazza Construction has nearly completed the Hidden Valley element – only the variable speed pumps need to be installed; the customers are being switched over to the new pipes as this report is being written. During the pressure testing two saddles failed; we believe we understand why and the completed system is in good shape. During tie-ins we discovered approximately 25 feet of unexpected 2-inch pipe on

Cherry Street (the rest is 6-inch). That was replaced and will result in a change order and improved water flow for Cherry Street customers. The contractor should be moving to Guernewood Lane soon and that element will be bored as Hidden Valley Road was. The changes to boring in the project should save the District approximately $130,000.

7. **Mill Street Emergency Project**: The Mill Street Emergency Project is largely completed. On Wednesday, October 30, customers were switched over to the new pipe so there is no longer a threat of a blowout from the old pipe. Paving and investigations into street repairs still need to be completed.

8. **Toilet Rebate/Direct Install Program:** No toilet rebates were approved in October The Direct Install Program numbers remain the same: 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.

9. **In-House Construction Projects:** There were two in-house project reported for October. Staff replaced 270 feet of 2-inch main and 9 services on Guerne Hill Road (193 hours) and raised a meter box to grade on Mt. Jackson Trail (3.5 hours).

10. **Monte Rio Triangle:** The agreement with the Torrs is still being developed.

11. **Flushing Program:** From late October into December, District staff will be doing the annual flushing program to improve water quality. We put out bill stuffers that announced the program and provided a schedule, announcements are put out on the streets in the affected areas, and it was put on our website as well.

12. **Gantt Chart:** November in the Gantt Chart shows that 2014 CIP construction is continuing and is expected to be completed this month. Staff will be discussing the CIP during the month and it will be on the December Board Meeting Agenda.

Figure 1. Monte Rio and Guerneville Sales and Production 12 Month Moving Averages, SSWD Since March 2010

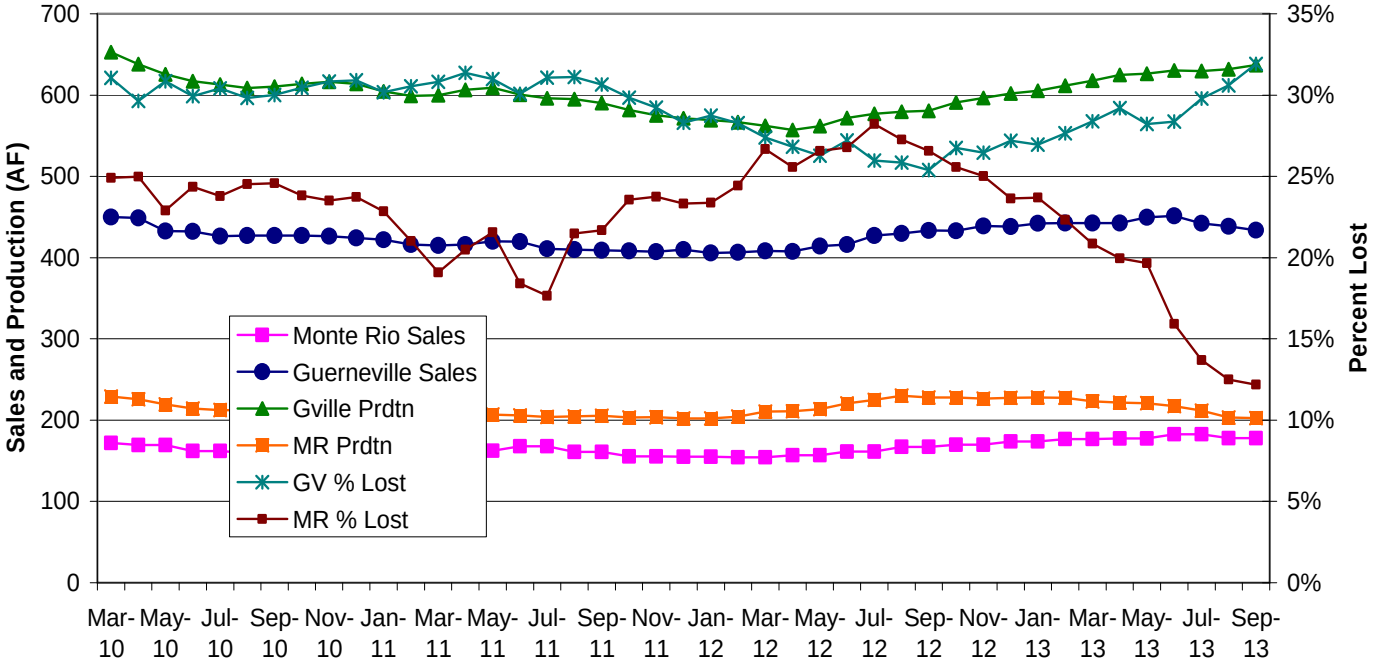

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2008

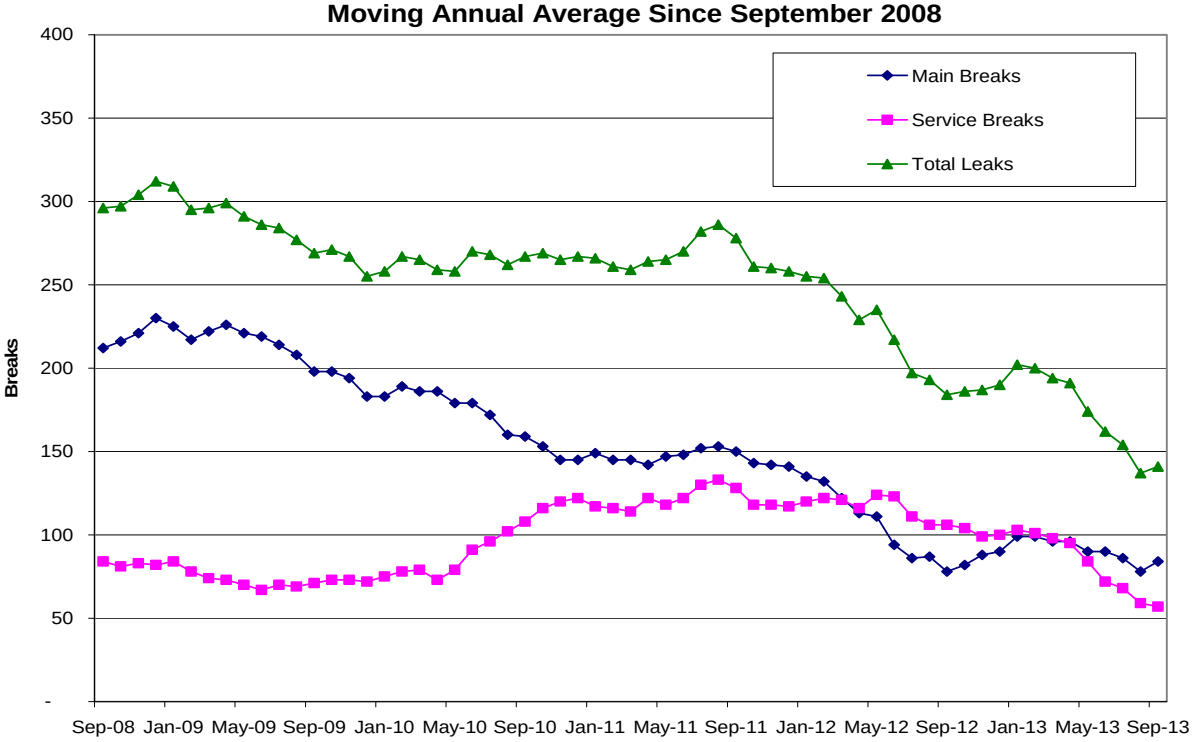

Figure 3. Russian River Summer Flow at Hacienda Bridge, 2013 Compared to Earlier Years and the 2000-2008 Average, Updated October 4, 2013

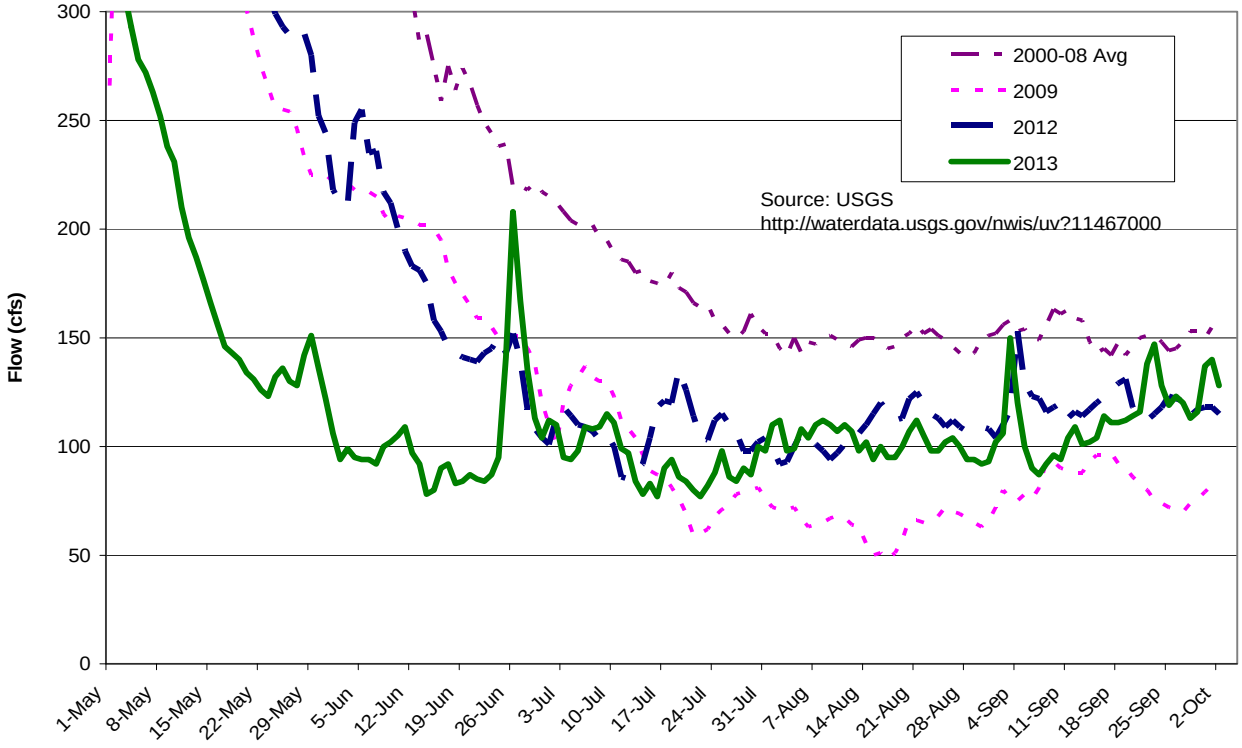

Figure 4. Guerneville Cumulative Monthly Rainfall

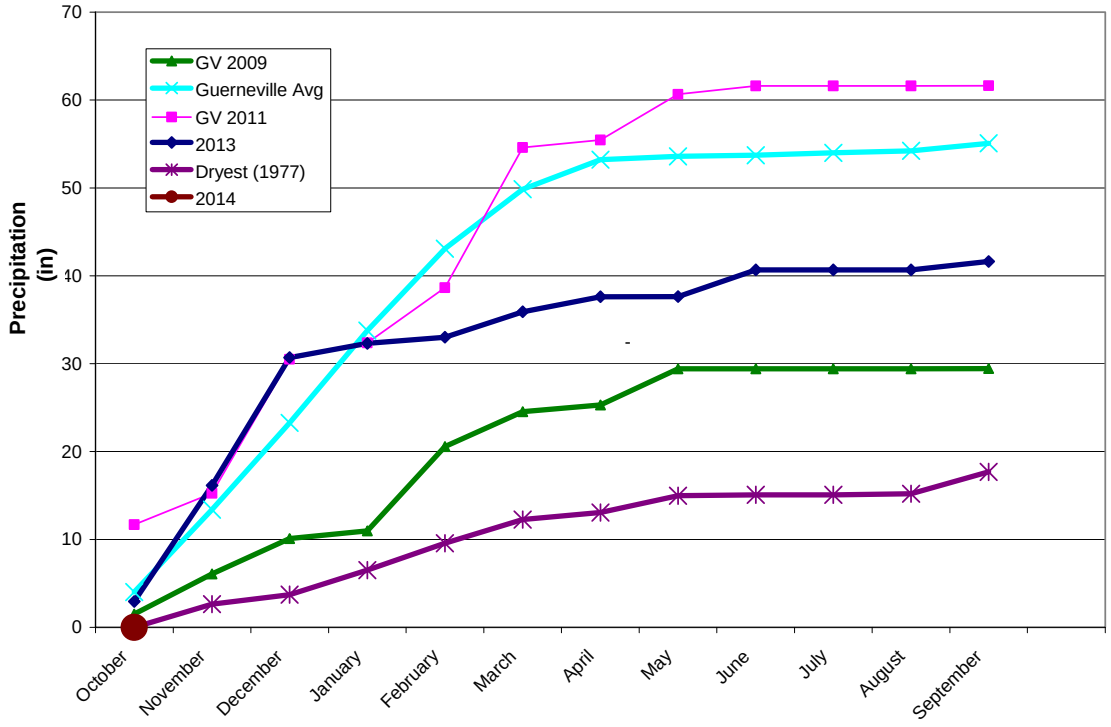

Table 4. Sweetwater Springs WD Calendar Gantt Chart		Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	FY 15+
Ongoing Activity																						
Board Action																						
Other Milestone																						
Current Month																						
By Activity																						
Action Item/Milestone	**Projected Completion / Milestone Date**																					
Crystal Communications Lease																						
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																						
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																						
• 2014 CIP Design																						
• 2014 CIP Award of Contract																						
• 2014 CIP Construction Starts																						
• 2015 CIP Design																						
• 2015 CIP Award of Contract																						
• 2015 CIP Construction Starts																						
Urban Water Management Plan	Dec-15																					
Water Rights	SCWA Protest																					
Emergency Response Plan Review																						
Building Lease																						
• Lease Ends	July-16																					
Policies and Procedures																						
• Other Policy																						
• Overall Review																						
Board and General Manager Annual Review																						