SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: July 5, 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 May were 23,765 units (54.6 AF, Guerneville cycle) and production was 76.2 AF. Compared to one year ago, sales and production this May were higher (47.9 AF and 68.6 AF, respectively). The difference between sales and production was similar to the prior month, 26.3%. Figure 1 shows the 12 month moving average since September 2006, data are available back to May 2001.

3. **Leaks:** In May we had 29 total leaks and spent 103 man-hours on them. Those are more leaks and man-hours compared to the prior month and more leaks but fewer man-hours compared to May one year ago (23 leaks, 107 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 (hurrah!, but we're aiming for 50) and the 12 month average of service leaks continues to be more than main leaks numbers. One of the leaks in May was on Lovers Lane. We checked the past year number of leaks and found that we have had 15 leaks there – will replacing the main and services on Lovers Lane (2013 CIP) reduce our annual average by 15 a year from now?

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. Flow at the end of the month was in the 130 cfs range. While the flow may be similar, the water supply situation is much better this year – there's 30,000 acre feet (af) more water in Lake Mendocino at a similar time of year.

5. **2013 CIP:** A pre-construction meeting was held June 28. The notice to proceed will be issued July 2, and construction should start on July 16, with

Lovers Lane being the first element of the project, followed by Canyon 7, Starrett Hill and Middle Terrace.

6. **Toilet Rebate / Direct Install Program:** A total of 82 rebates have been approved. It's not clear how this will fare in coming months now that the Direct Install program is available to all District customers. One Direct Install toilet was completed in June.

7. **In-House Construction Projects:** There were 4 in-house projects reported for June requiring 67.75 man-hours. Two projects involved sleeving 50 feet of one inch poly under Bohemian Highway and 100 feet under Dutch Bill Creek to fix one problem leak. Other projects included replacement of a service line on Bohemian Highway and replacement of a loud pump at the Crespo Tank.

8. **Gantt Chart:** July in the Gantt Chart shows Goals and Objectives (on the agenda) and 2013 CIP construction underway – it's scheduled to start in mid July.

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

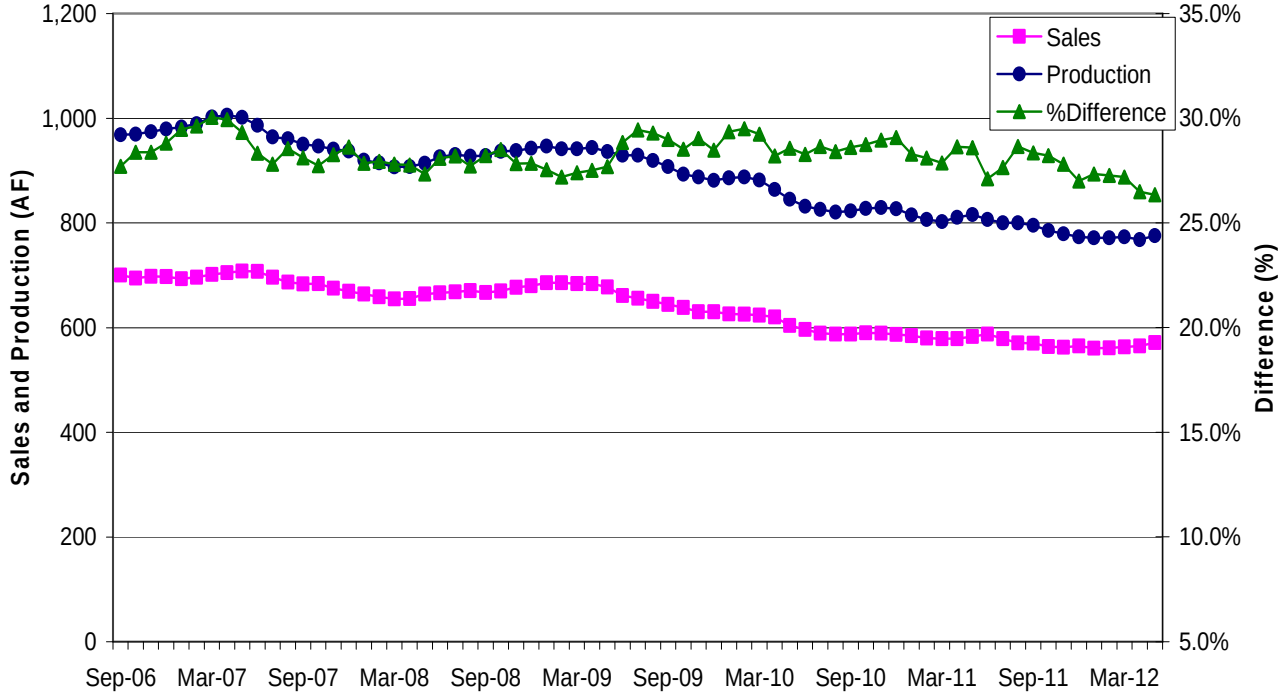

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2006

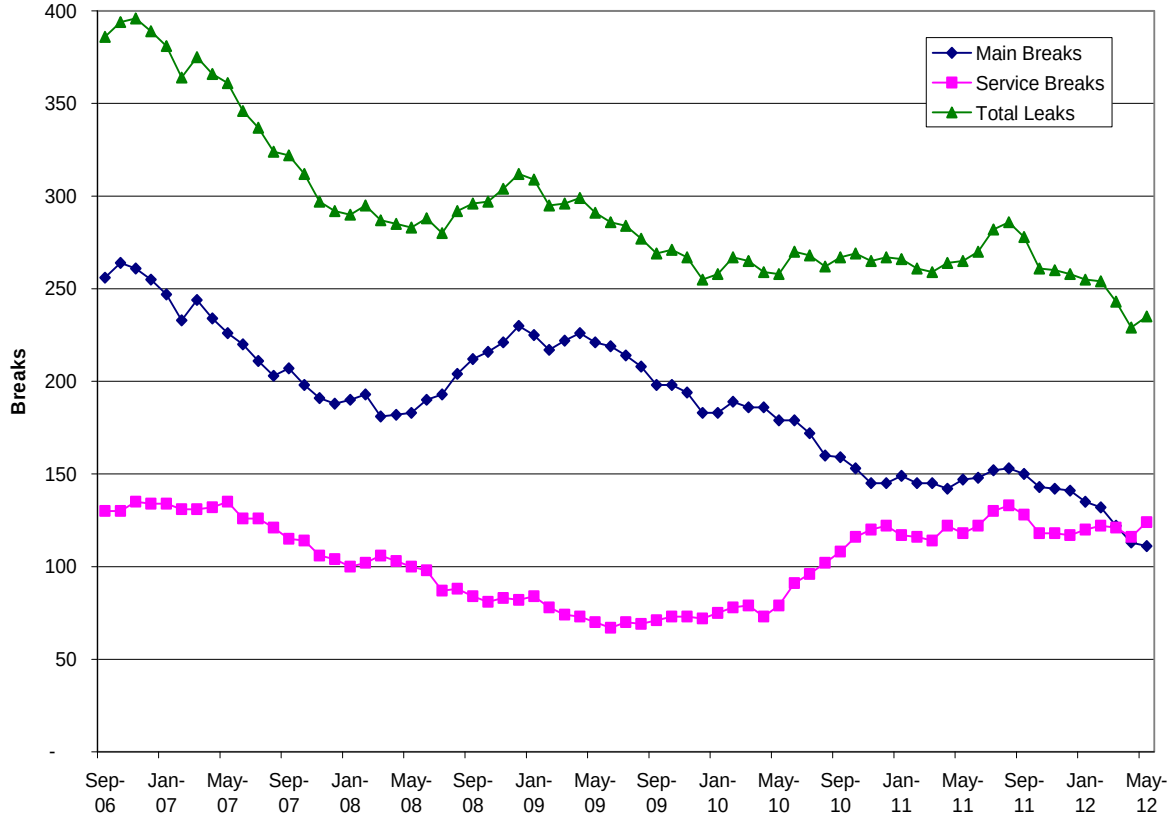

Figure 3. Russian River Summer Flow at Hacienda Bridge, 2012 Compared to Earlier Years and the 2000-2008 Average, Updated June 28, 2012

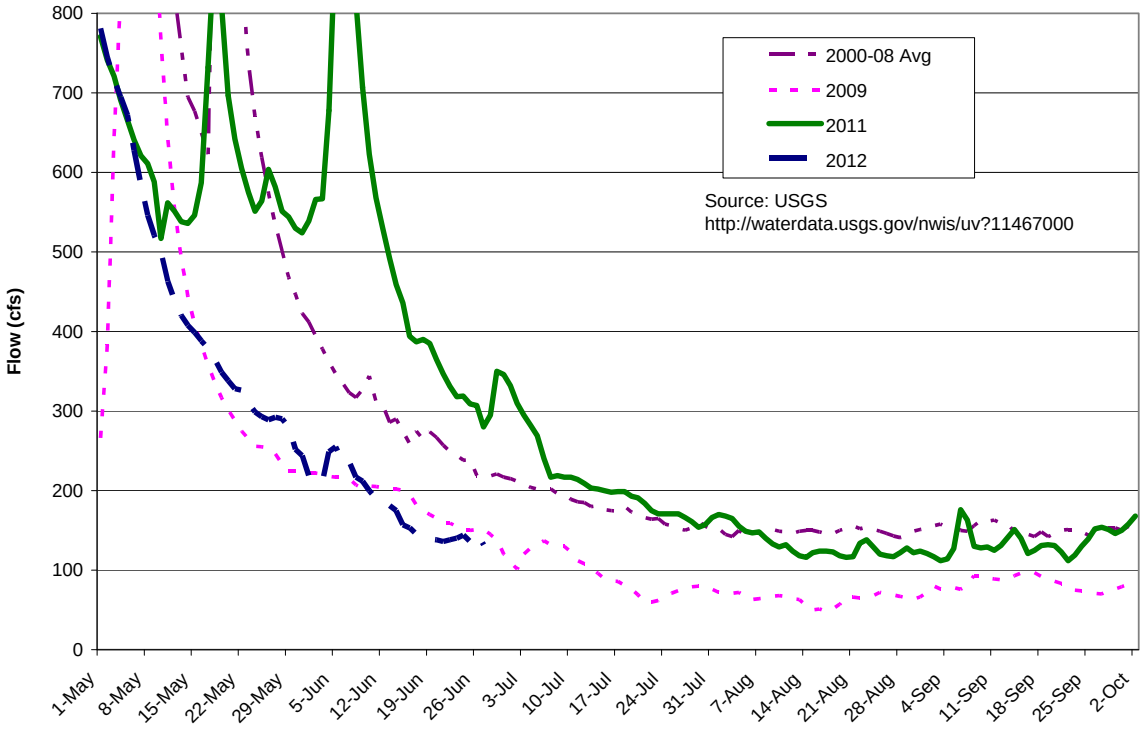

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	FY 14+
Ongoing Activity																						
Board Action																						
Other Milestone											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