

**GENERAL MANAGER'S REPORT**  
**(June 21 to July 18, 2009)**

Submitted by Dr. Martin D. Moore, General Manager  
Timberon Water and Sanitation District (TWSD)

**A. Introduction**

The purpose of this report is to update the Board of Directors and the public on work performed by TWSD staff and volunteers.

**B. Progress Summary: Accomplishments**

Accomplishments in this reporting period include:

- A summary Preliminary Engineering Report, design, and bid specifications for tank 2 rehabilitation.
- Completion of Carissa Springs summary hydrology report.
- Receipt of approved permit combining water rights for wells.
- Successful coordination of TWSD efforts to aid the suppression of and recovery from the Timberon fire.
- A community wide water outage was averted by the water department.
- The purchase of equipment for tank 2 repairs was accomplished within the deadline for the 2004 grants.

**C. Professional Activities:**

Water

- Water leaks continue to be monitored and fixed, with priorities based on severity, including a leak that was repaired in front of the Lodge area.
- Water meter installations have been caught up to date.
- TWSD water staff continues to mark valves as they find them, and create a record so that future water operators can more quickly isolate portions of town in case of water leaks.

Roads

- Maintenance of TWSD roads continues as work orders are received.
- TWSD has requested that Otero County patch holes in some of their roads, including Pleasant Valley Drive and Sacramento Road.

### Recreation

- The golf carts have been cleaned and the cart shed graveled.
- A scramble is being advertised for the July 25<sup>th</sup> weekend.
- The fishing lakes have healthy populations of trout, thanks to a re-stocking of 400 trout from the Forest Service.
- The swimming pool re-surfacing project is on hold. Otero County, who is in charge of the project, is working with inspectors and the contractor to insure that all proper permits are acquired and that construction (e.g. skimmers, lights, wiring) meets code requirements.

### Solid Waste

- Nothing new to report.

### Administration

- TWSD has placed 3 three temporary workers on short term layoff.
- TWSD is notifying the union and several full time employees of reductions in hours, short term layoffs, or dismissal due to a shortage of available funds. Prior to any action affecting union employees, union representatives will be contacted. This cash shortage is driven by steadily increasing legal costs. There are grant reimbursements that TWSD is seeking from the state which would help both the General Fund and the Water Enterprise Fund. I believe that a short term emergency operations loan or grant is in order to allow TWSD to operate.
- Due to hours reductions and layoffs, the office will be closed to the public on Fridays. To make up for this, open hours for the public on Monday through Thursday will expand from 4 to 6 hours. If you need to make a payment on Fridays, please drop them in the payment slot.
- The 2006/2007 fiscal year audit continues. They are examining TWSD financial records, including accounts payables, receivables, checks, standby fee accounts, grants, etc. in the period July 1, 2006 to June 30, 2007.
- Corrections are being made to the Worker's Compensation insurance information to reflect changes in the number and classification of employees.
- The treasurer's report is being re-designed to provide more complete information to the board and the public. Changes include a transactions summary for each bank account showing deposits and withdrawals, and a breakdown of standby fee expenditures.