SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: January 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 November were 20,299 units (46.6 AF, Guerneville cycle) and production was 52.7 AF. Compared to one year ago, sales and production this November were less (47.8 AF and 58.8 AF, respectively). Figure 1 shows the 12 month moving average since September 2006, data are available back to May 2001.

3. **Leaks:** In November we had 11 total leaks and spent 42.25 man-hours on them. Those are similar amounts in leaks and man-hours compared to the prior month and a similar amount of leaks but less in man-hours compared to November one year ago (12 leaks, 72 man-hours). Figure 2 is continued showing service and main leaks separately with a total breaks line as well. The curves have flattened out a bit this month as the totals from a year ago were similar.

4. **The rainy season is here, but who can tell?** Figure 3 is the cumulative annual Guerneville rainfall starting in October. We only received an official .3 inches in December in Guerneville (at the time of this report), and I don't recall even that much. The cumulative curve for this year has dropped below the 2008-2009 curve – a drought year (but it's still early).

5. **2012 CIP**: The Notice of Completion is on this agenda.

6. **Toilet Rebate Program:** There were 2 toilet rebates issued in December. A total of 73 rebates have been approved.

7. **In-House Construction Projects:** There were three in-house projects reported for December requiring 59.25 man-hours. The largest project was

the relocation of 190 feet of main between the Santa Rosa Booster and the Crespo Tank on Santa Rosa Avenue. The other projects were service line replacements on Old Monte Rio Road and Redwood Drive.

8. **Sonoma County Water Agency (SCWA) Water Rights Permit Revision Protest.** I have exchanged emails with SCWA staff regarding a meeting to discuss and review the permit revision efforts and its relationship to ongoing analysis. No meeting has been scheduled yet.

9. **Plastiras Claim Litigation**. The Plastiras Claim litigation, litigation pursued by Mr. Basil Plastiras after the rejection of his claim for $4500 in damages due to mud flow flooding of his property during a March 2011 storm, was settled for $2,000. This litigation was handled by the District's insurance carrier, Special Districts Risk Management Association (SDRMA).

10. **Gantt Chart:** January in the Gantt Chart shows the start of the annual budget process with staff preparing a draft budget. The Notice of Completion for the FY 2012 CIP is on this agenda.

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

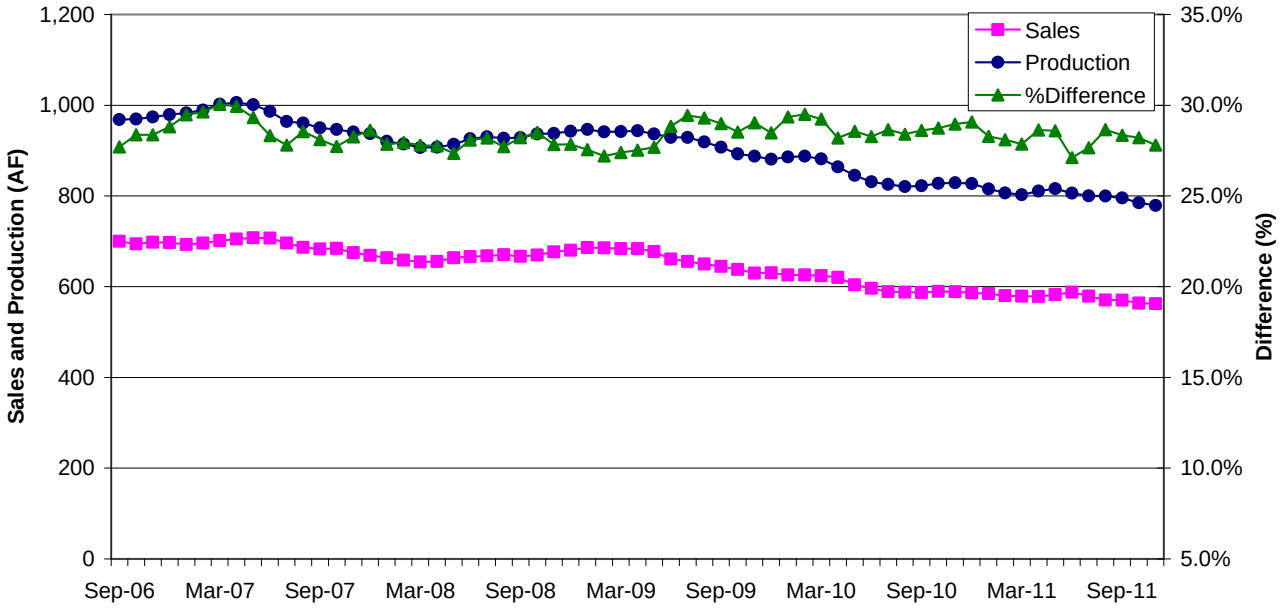

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks Moving Annual Average Since September 2006

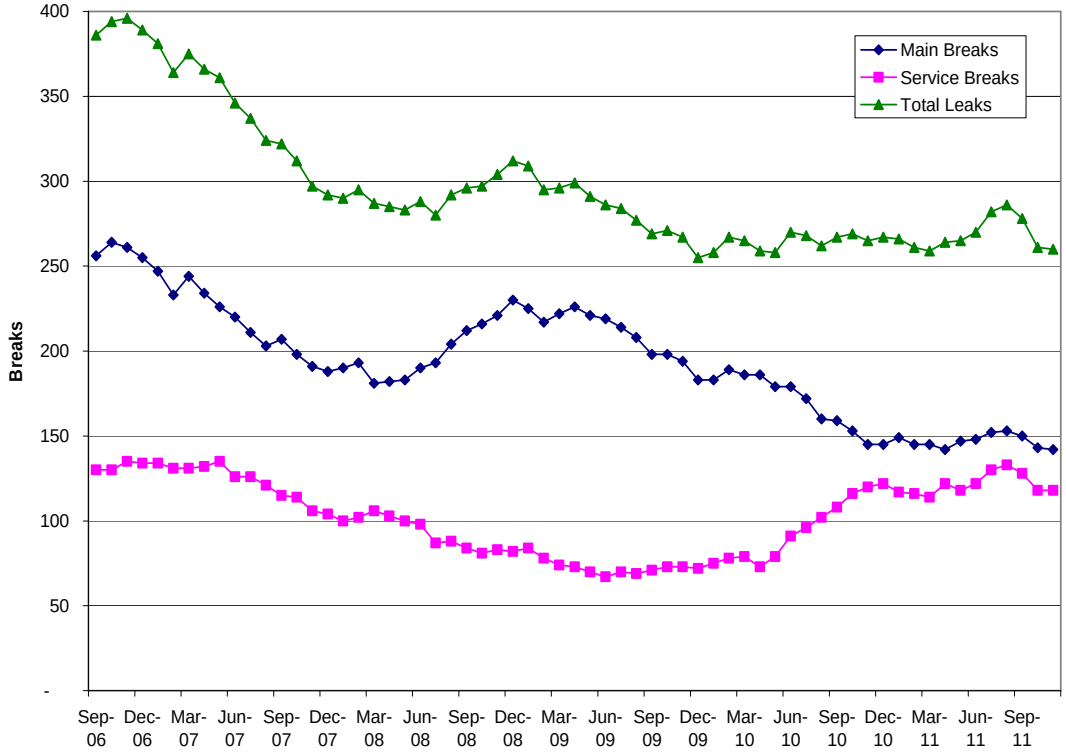

Figure 3. Guerneville Cumulative Monthly Rainfall

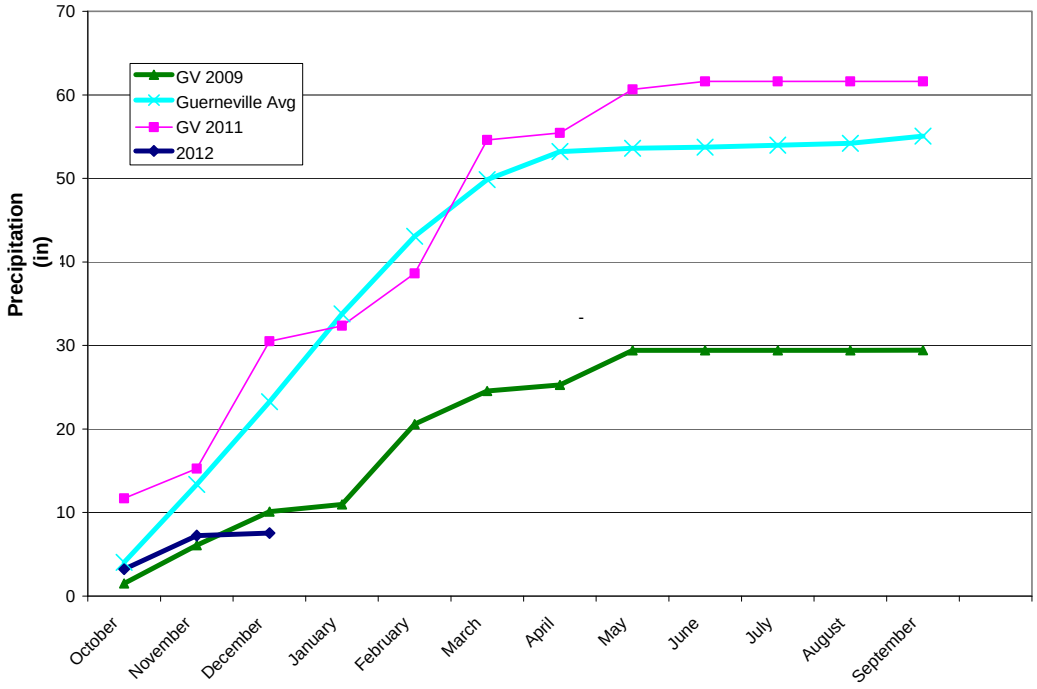

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	2012
Ongoing Activity																					
Board Action																					
Other Milestone																					
Current 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																					