SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: January 8, 2015

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 21,256 units (48.4 AF, Guerneville cycle) and production was 49.1 AF. Compared to one year ago, sales and production were lower (53.8 AF and 59.0 AF, respectively). The water lost percentage decreased to 21.7, and is continuing the positive trend - Guerneville system is still looking better. The reduction from the prior year for production is 16.9% which doesn't meet the State Board directive but is still positive. It will be interesting to see what direction we get from the State going forward - clearly we are not in a short-term drought situation locally but Statewide the drought is still on until the larger Sierra-filled reservoirs have much more water or snowpack behind them.

3. **Leaks:** In November we had 7 total leaks and spent 33.75 man-hours on them. Those are fewer leaks and man-hours compared to the prior month and to November one year ago (11 leaks, 58.25 man-hours). Figure 2 shows service and main leaks separately with a total breaks line as well.

4. **Guerneville Rainfall**. Lots of rain in mid December - way above average for December and above average for the year; however below where we were at this time two years ago when it stopped raining in January for the rest of the year.

5. **2015/2016 CIP:** No real progress on the 2015 CIP as Piazza has been waiting on Caltrans permits and then shut down for the holidays - it's close to completion. Design of the 2016 CIP is progressing. Staff training for the GIS Mapping project with Open Spatial is set for January 15. This project looks really good; we're excited with its possibilities. I have pulled review of the long-term CIP from this agenda because Kevin Gilman, Field Manager, was not available for participation. The GIS Mapping project may help with this, as well.

6. **Toilet Rebate/Direct Install Program:** Because of the holidays I did not get information on this.

7. **In-House Construction Projects:** Ditto.

8. **Emergency Response Plan:** The flooding of December 12 resulted in cancellation of the flood meeting scheduled for that day - no word yet on a rescheduling. We reported into the County EOC (which was activated) that District operations were normal. .

9. **Gantt Chart:** The Gantt Chart for January includes design for the 2016 CIP which is on schedule, and further review of the CIP and introduction of the Budget process, both of which are on the agenda.

Figure 1. Water Production and Sales 12 Month Moving Averages
Sweetwater Springs Water District Since September 2008

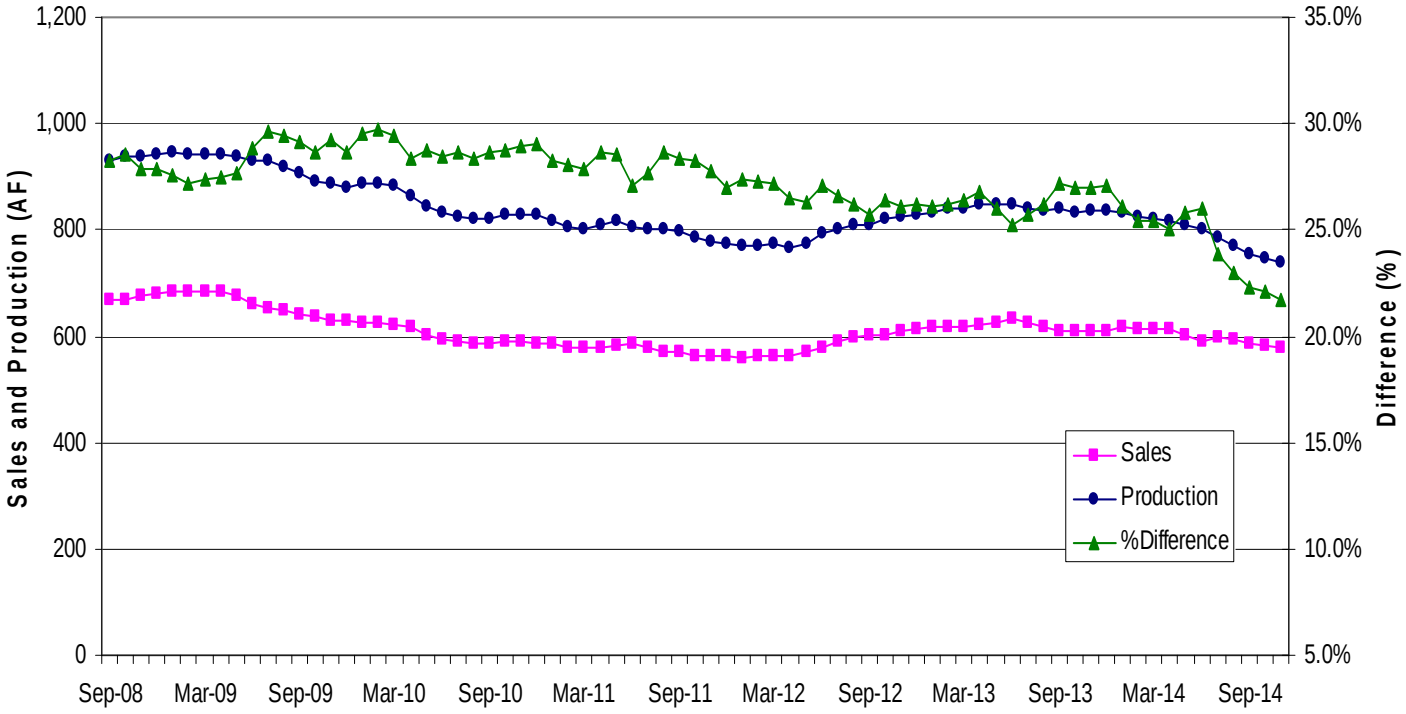

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2008

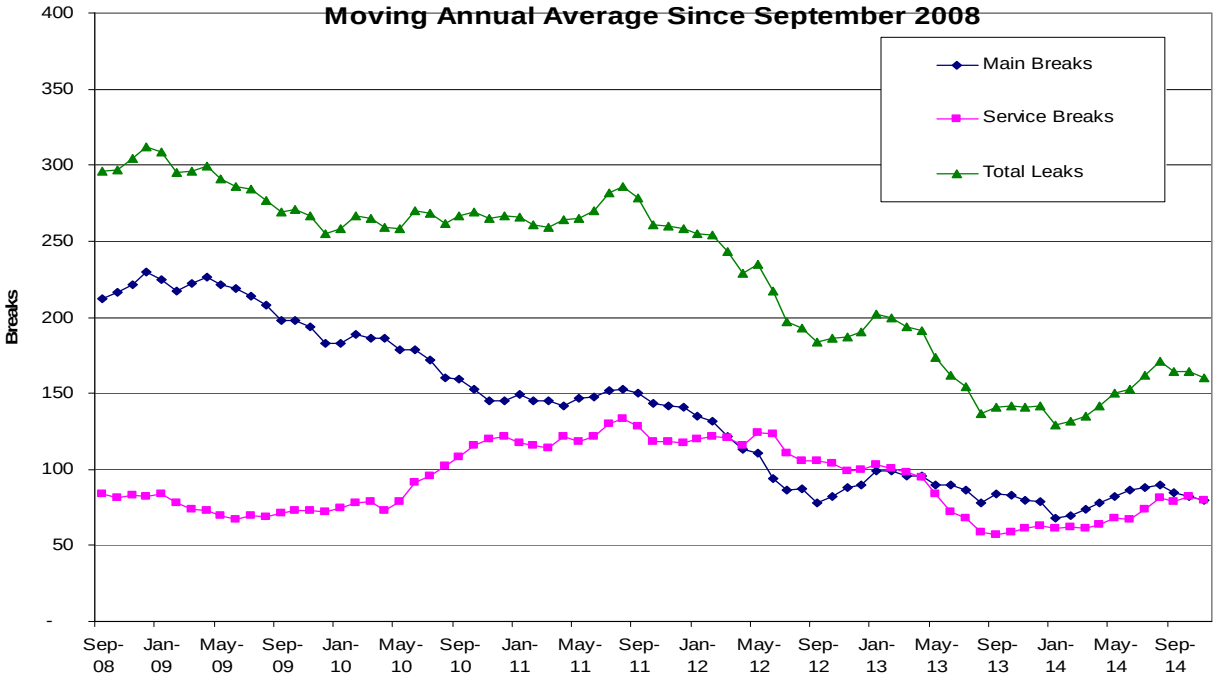

Figure 3. Guerneville Cumulative Monthly Rainfall

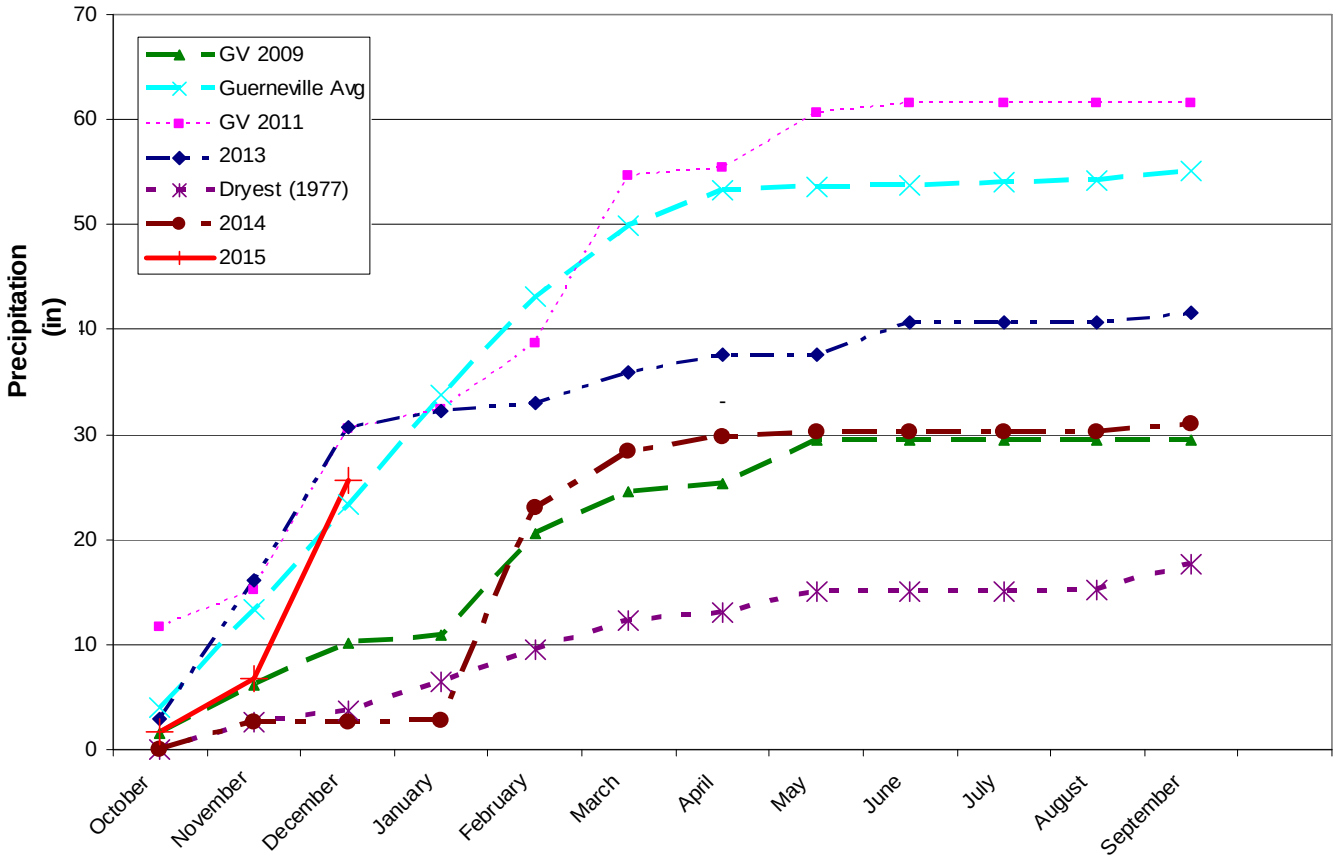

Figure 4. Sweetwater Springs WD Calendar Gantt Chart		Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	FY 15+
Ongoing Activity																
Board Action																
Other Milestone																
Current Month																
By Activity																
Action Item/Milestone	**Projected Completion / Milestone Date**															
Crystal Communications Lease																
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																
• 2015 CIP Construction Starts																
• 2016 CIP Design																
• 2016 CIP Award of Contract																
• 2016 CIP Construction Starts																
Urban Water Management Plan	Dec-15															
Water Rights	SCWA Protest															
Emergency Response Plan Review																
Building Lease																
• Lease Renewal	July-14															
Policies and Procedures																
• Other Policy																
• Overall Review																
Board and General Manager Annual Review																