SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: February 4, 2016

Subject: GENERAL MANAGER'S REPORT

RECOMMENDED ACTION: Receive report from the General Manager.

FISCAL IMPACT: None

DISCUSSION:

1. **Water Production and Sales:** Water sales in December were 12,727 units (29.2 AF, Monte Rio cycle) and production was 47.4 AF. Compared to one year ago, sales were higher and production was lower (27.4 AF and 52.6.1 AF, respectively). The water lost percentage increased a bit (22.2) compared to this November and December last year. The reduction from December 2013, the State Board standard, was 20.1%, better than the State mandate of 16%., and we are still averaging approximately 25% for the summer/fall/winter (May-December). GPCD for December was 53.2. Figure 1 shows sales, production and % difference since 2008.

2. **Leaks:** In December we had 6 total leaks and spent 32 man-hours on them. Those are fewer leaks man-hours compared to the prior month and compared to December one year ago (8 leaks, 34 man-hours). Figure 2 shows service and main leaks separately with a total breaks line as well.

3. **Guerneville Rainfall**: We are in the fourth month of an El Nino rain year and rainfall amounts have picked up. Figure 3 shows historical rainfall compared to this year's rain. It's looking better - almost as good as last year at this time and it's still early - El Nino-related rains typically don't happen until after the New Year.

4. **2016/2017 CIP:** We were hoping for the Notice of Completion for the 2016 CIP but we need some dry weather to complete the remaining task - perhaps next month. The preliminary design of the 2017 CIP is ongoing; the preliminary cost estimate is $1.98 million.

5. **Toilet Rebate/Direct Install Program:** No toilet rebates reported for January.

6. **In-House Construction Projects:** In January one in-house construction project was reported: replacement of a service and relocation of the meter on Wright Driver. (35 man-hours).

7. **Gantt Chart:** The Gantt Chart for February has the Budget Committee meeting for preparation of the Budget - that's happening.

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

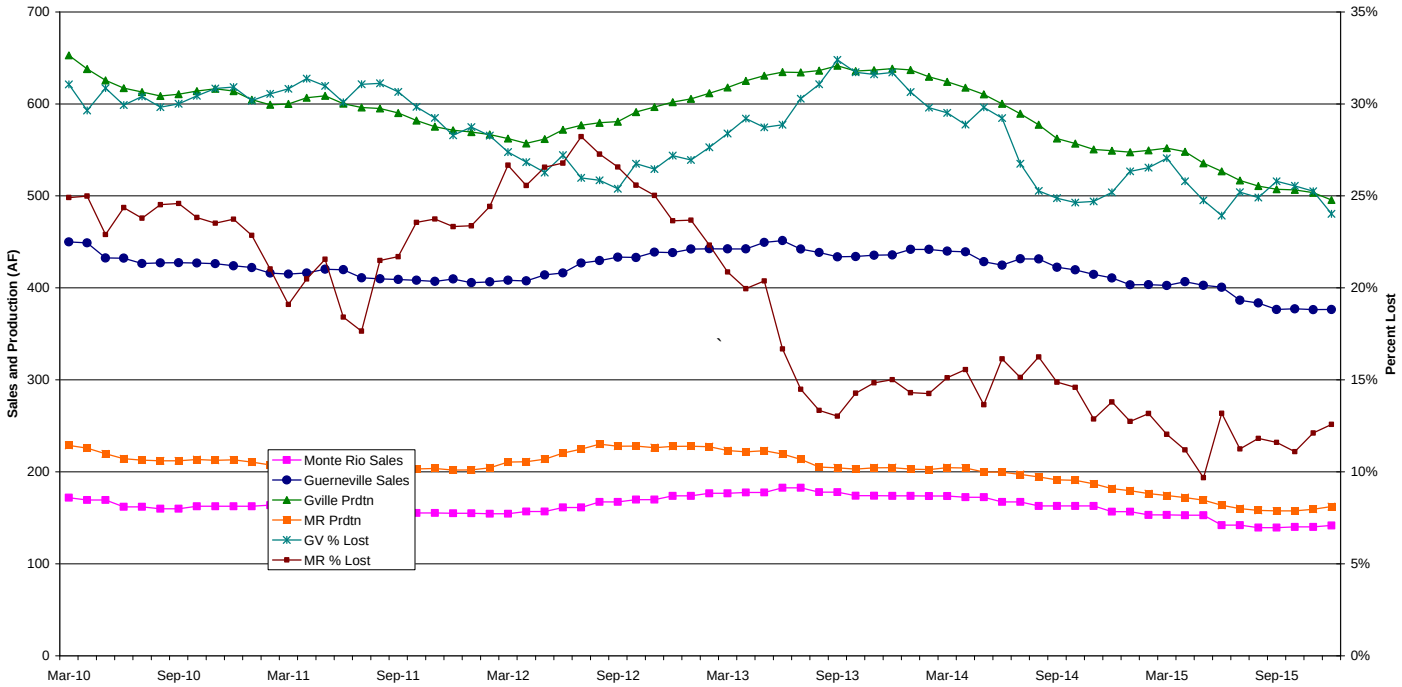

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2008

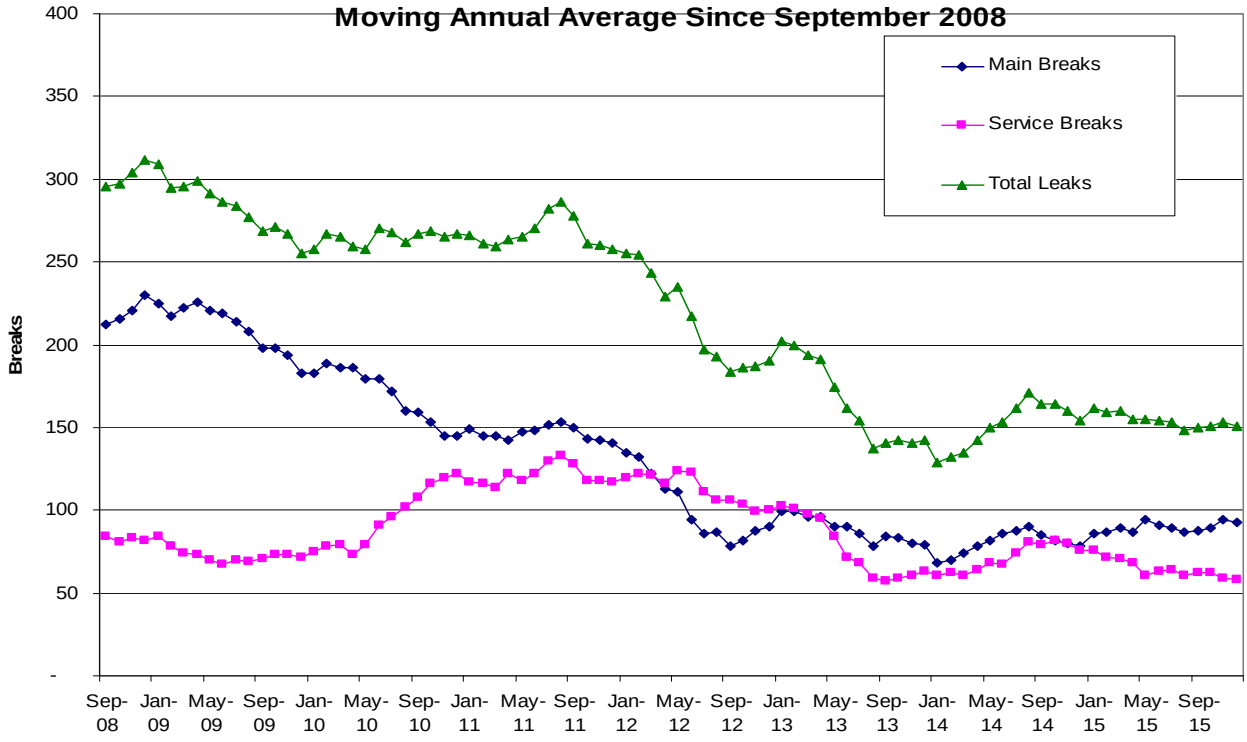

Figure 3. Guerneville Cumulative Monthly Rainfall

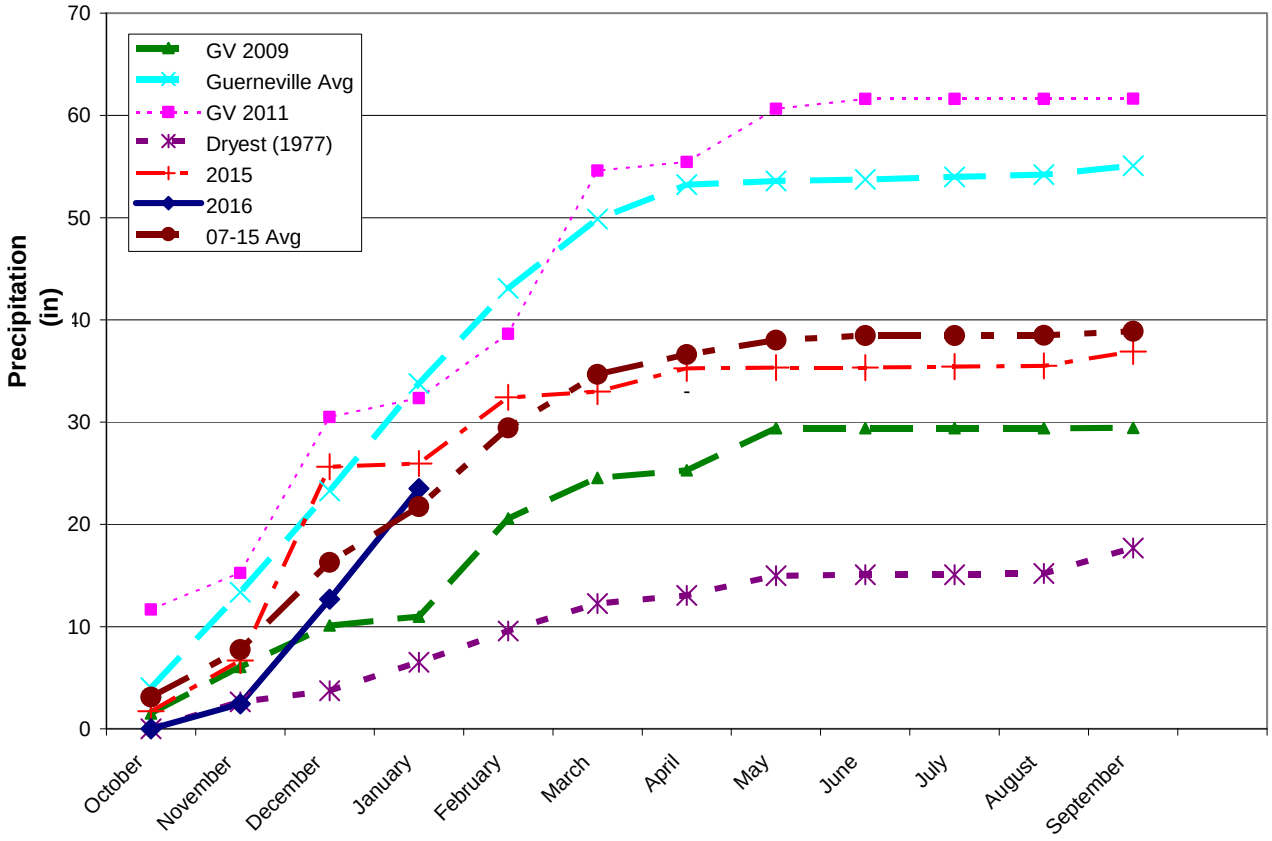

Figure 4. Sweetwater Springs WD Calendar Gantt Chart		Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	FY17+
Ongoing Activity																				
Board Action																				
Other Milestone																				
Current Month																				
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																				
• 2016 CIP Design																				
• 2016 CIP Award of Contract																				
• 2016 CIP Construction Starts																				
• 2017 CIP Design																				
• 2017 CIP Award of Contract																				
• 2017 CIP Construction Starts																				
Urban Water Management Plan	Jul-16																			
Water Rights	SCWA Protest												??							
Emergency Response Plan Review																				
Building Lease																				
• Lease Renewal	July-17																			
Policies and Procedures																				
• Other Policy																				
• Overall Review																				
Board and General Manager Annual Review																				