SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: November 3, 2011

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 September were 32,091 units (73.7 AF, Guerneville cycle) and production was 76.7 AF. Compared to one year ago, sales were similar and production was less (74.2 AF and 81.0 AF, respectively). Figure 1 shows the 12 month moving average since September 2006, data are available back to May 2001.

3. **Leaks:** The District spends much staff time addressing leaks and we have an extensive capital program to replace water mains to reduce leaks in the system. In September we had 21 total leaks and spent 85 man-hours on them. Those are smaller amounts in leaks and man-hours compared to the prior month and fewer leaks but similar man-hours compared to September one year ago (29 leaks, 83 man-hours). Figure 2 is continued showing service and main leaks separately. It shows that both service leaks main leaks were lower that September one year ago – the moving average dropped for both.

4. Rainy season is on its way, so Figure 3 is now the cumulative annual Guerneville rainfall. In October, at the time of this report, October rainfall in Guerneville was 3.22 inches which is close to the long-term average.

5. **2012 CIP**: This project will be discussed at Agenda Item V-B.

6. **Toilet Rebate Program:** There was one toilet rebate issued in October. A total of 70 rebates have been approved. Program discussed at Agenda Item V-G.

7. **In-House Construction Projects:** There were three in-house projects reported for October requiring 63.75 man-hours. The largest project was the elimination of a redundant line on Edgehill. The other projects were a 6" valve replacement and the temporary fix of 3rd saddle failure on Rio Vista Terrace which will be reimbursed by W.R. Forde Construction.

8. **Urban Water Management Plan (UWMP).** The UWMP was approved at the October meeting. The data from the UWMP has been entered into the California Department of Water Resources Online data entry program. The final report is at the printers and will be distributed shortly.

9. **Sonoma County Water Agency (SCWA) Water Rights Permit Revision Protest.** No new action on this item; I mean to call about the EIR and the recent USGS data report, but a recent cold has affected my voice and I'm waiting for voice improvement before making a phone call.

10. **Rio Vista Terrace.** This item will be discussed at Agenda Item V-D.

11. **Gantt Chart:** November in the Gantt Chart shows that the 2012 CIP should be completed – this item is on the agenda. 2013 CIP design contract is on this agenda.

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

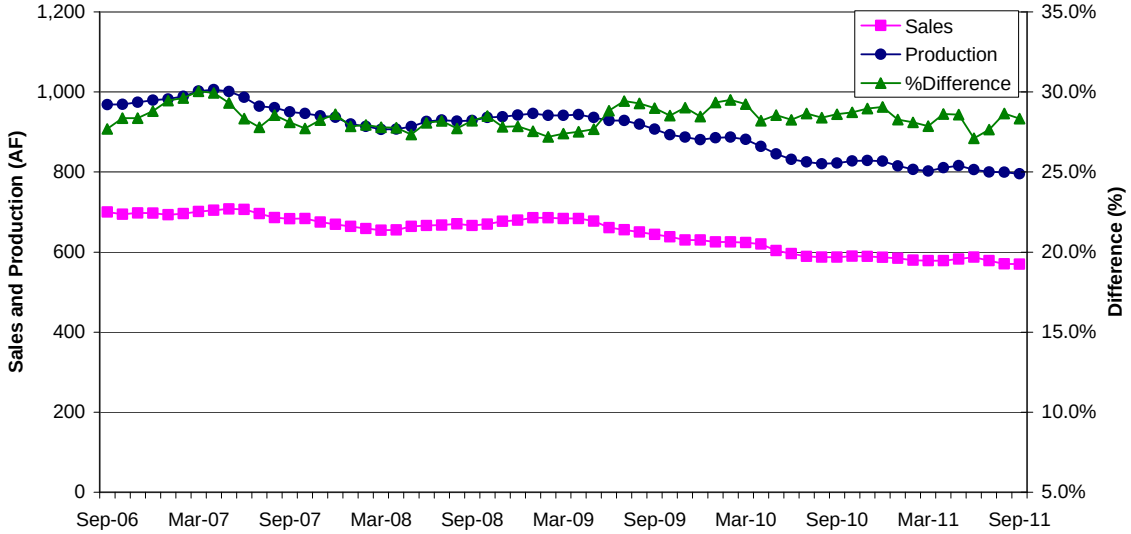

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2006

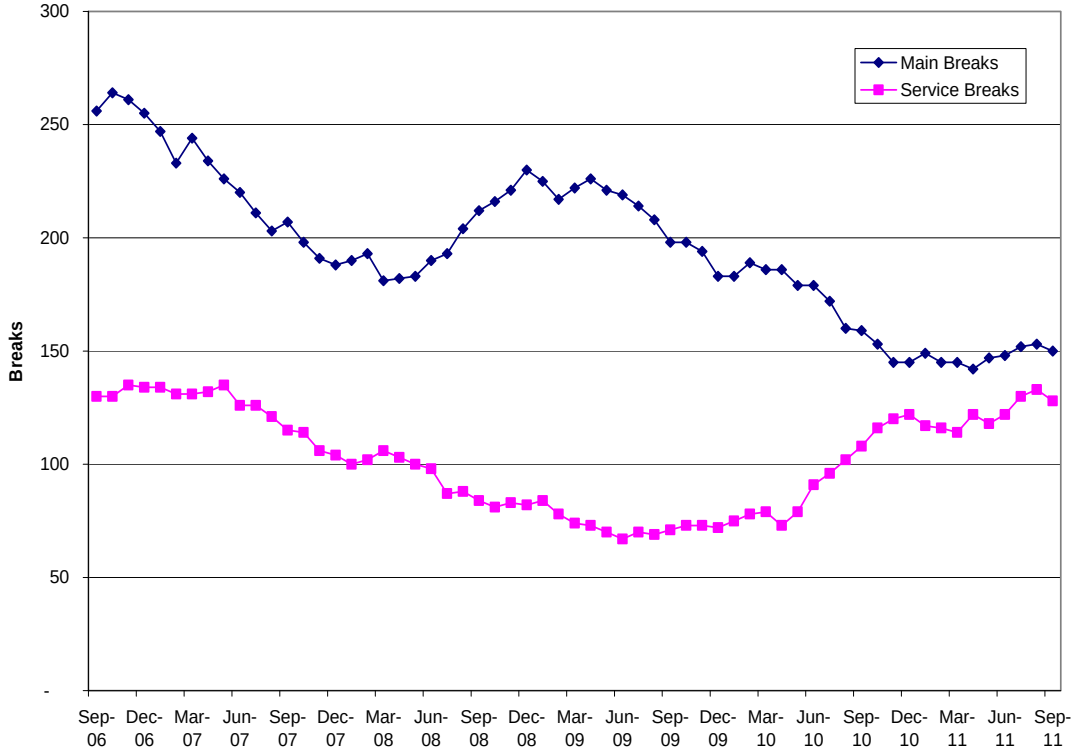

Figure 3. Guerneville Cumulative Monthly Rainfall

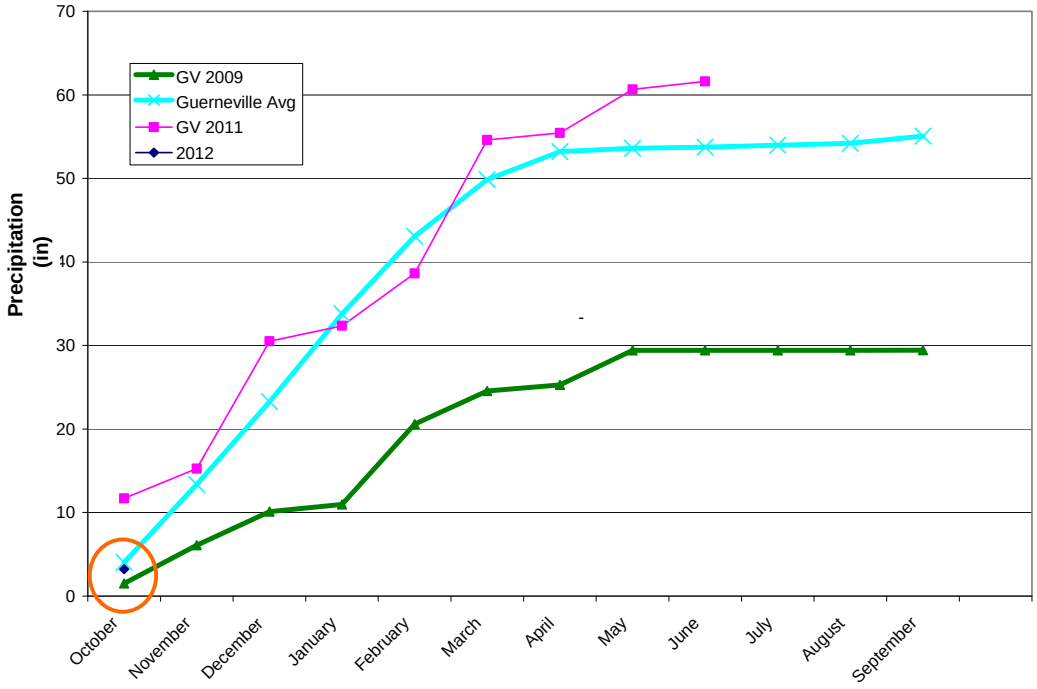

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	2012
Ongoing Activity																					
Board Action																					
Other Milestone																					
Current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