SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: December 1, 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 (49.0 AF, Monte Rio cycle) and production was 61.2 AF. Compared to one year ago, sales and production this October were less (55.5 AF and 71.6 AF, respectively). Figure 1 shows the 12 month moving average since September 2006, data are available back to May 2001.

3. **Leaks:** In October we had 10 total leaks and spent 50 man-hours on them. Those are smaller amounts in leaks and man-hours compared to the prior month and compared to October one year ago (24 leaks, 70 man-hours). Figure 2 is continued showing service and main leaks separately and I added a total breaks line as well. It shows that the moving average has been dropping for all the past two months.

4. **The rainy season is here**, Figure 3 is the cumulative annual Guerneville rainfall starting in October. I estimated November rainfall in Guerneville for November as 4.58, adding 2 inches for the coming storms to the reported 2.58 as of November 21. This is below the long-term average but the rainfall year is just starting.

5. **2012 CIP**: This project is done. We wanted to have this project on the agenda for a Notice of Completion, but there were just too many loose ends. KAT was responsive to our efforts to move them along. The actual work on the project was completed during the week of November 14th. Both project areas look good.

6. **Toilet Rebate Program:** There was 1 toilet rebate issued in November. A total of 71 rebates have been approved. Program discussed at Agenda Item V-B.

7. **In-House Construction Projects:** There were three in-house projects reported for November requiring 90.5 man-hours. The largest project was the replacement of 400 feet of line from Canyon 3 to the Sweetwater Springs Tank. The other projects were moving a meter on Wright Drive and the temporary fix of **4th saddle failure on Rio Vista Terrace** which will be reimbursed by W.R. Forde Construction (discussed in Agenda item V-A).

8. **Sonoma County Water Agency (SCWA) Water Rights Permit Revision Protest.** Supervisor Carrillo and Grant Davis, General Manager of SCWA, and I held a meeting on this item on November 21. We had a congenial meeting discussing many lower River issues. I expressed my concern that SCWA would develop proposals for changing the rules of the River without stakeholder input until after the release of draft EIR on this item, when positions may have hardened. Mr. Davis offered to have me talk to SCWA staff so I could learn more about what is being considered. At the time of this report, these meetings have not been scheduled.

9. **Gantt Chart:** December in the Gantt Chart shows review of the District CIP – this item is on the agenda – and progress on the FY 2013 CIP design – contract for this was awarded last month. The FY 2012 CIP is essentially completed and a Notice of Completion will be on the January agenda.

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

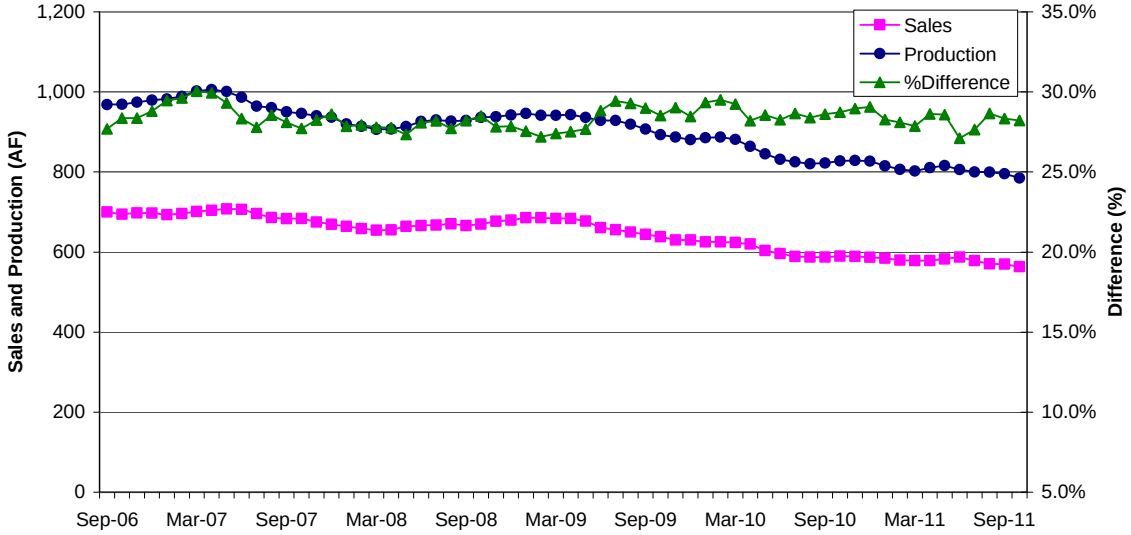

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2006

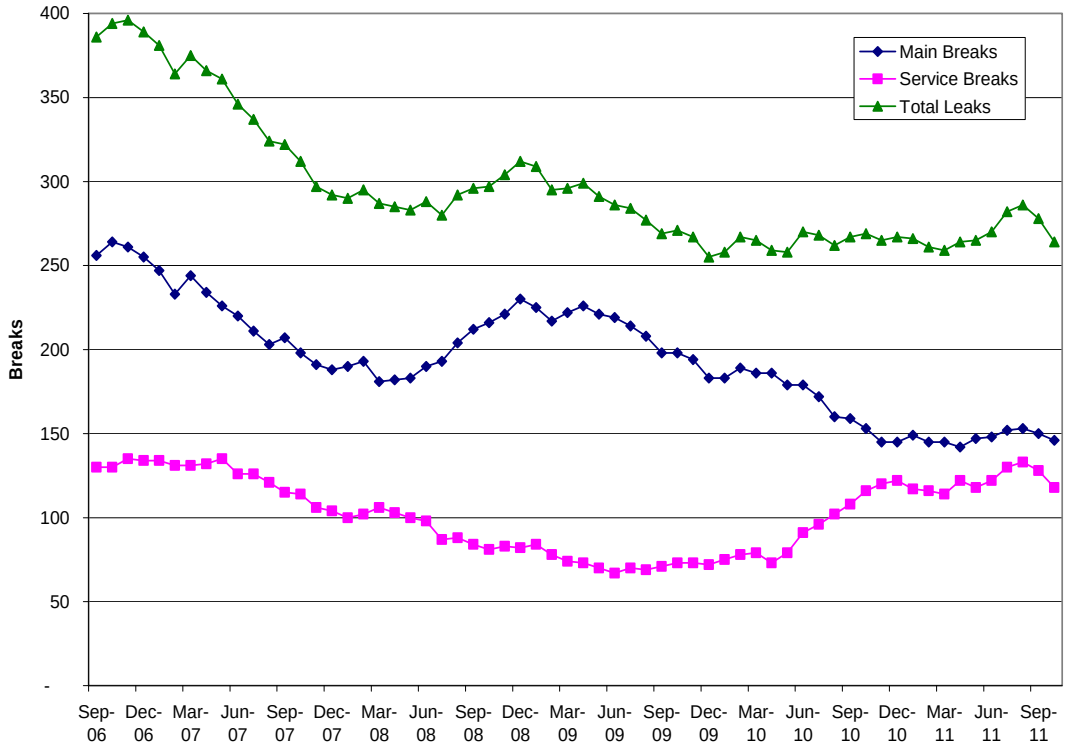

Figure 3. Guerneville Cumulative Monthly Rainfall

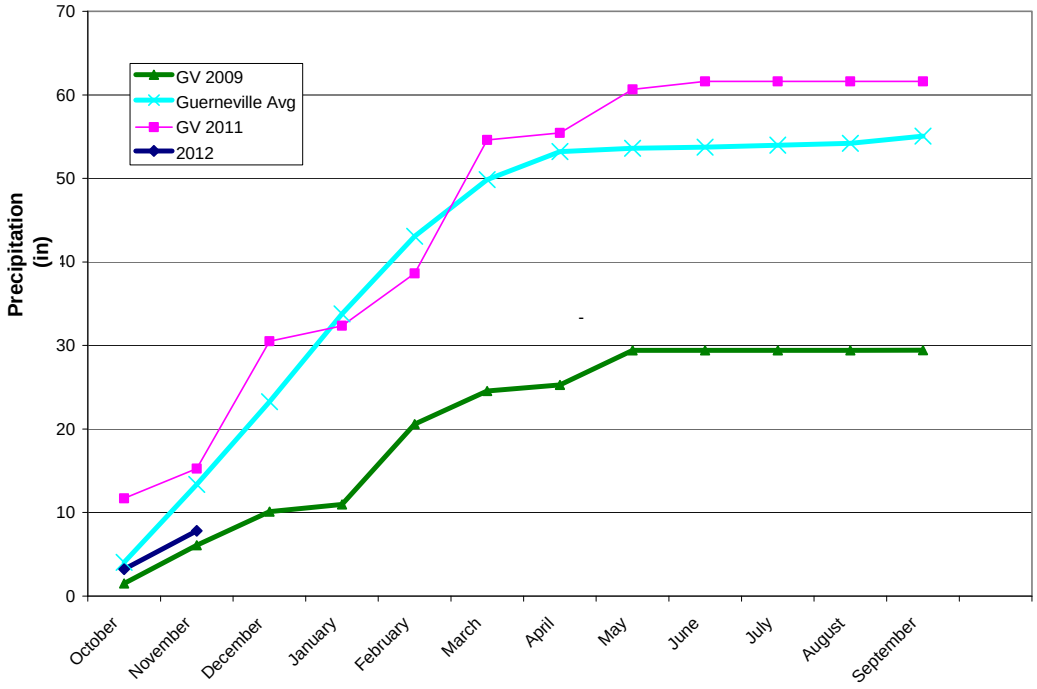

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	2012
Ongoing Activity																					
Board Action																					
Other Milestone																					
Current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