SWEETWATER SPRINGS WATER DISTRICT

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

FROM: Steve Mack, General Manager

Meeting Date: December 3, 2009

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 October were 23,111 units (53.1 AF) and production was 66.7 AF. Compared to one year ago, sales and production are less (59.1 and 81.1, respectively). The attached Figure 1 shows the 12 month moving averages since 2001.

3. **Leaks:** The District spends much staff time addressing leaks and we have an extensive capital program to replace water mains. In October we had 22 total leaks and spent 83 man-hours on them. That's about the same as September of this year and a similar number of leaks, but fewer man hours than October one year ago. Figure 2 shows leak history and man-hours spent dealing with leaks since 2001 and continues to show a declining trend for both leaks and man hours.

4. **Rainfall.** Figure 3 is the rainfall chart for this year starting in October. I have included November even though there are still a few days left in the month. The forecast is for mostly dry weather through the weekend, so I felt comfortable using the rainfall totals that are available through November 24. November, so far, is below average, so the cumulative amount is close to last year.

Figure 1. Water Production and Sales 12 Month Moving Average
Sweetwater Springs Water District

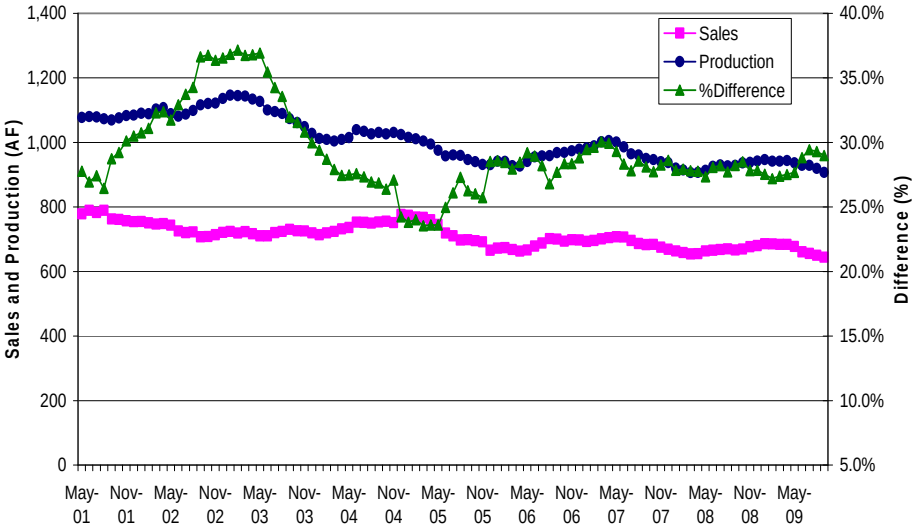

Figure 2. Sweetwater Springs Water District Total Pipeline Breaks
and Hours Spent in Repair, Moving Annual Average

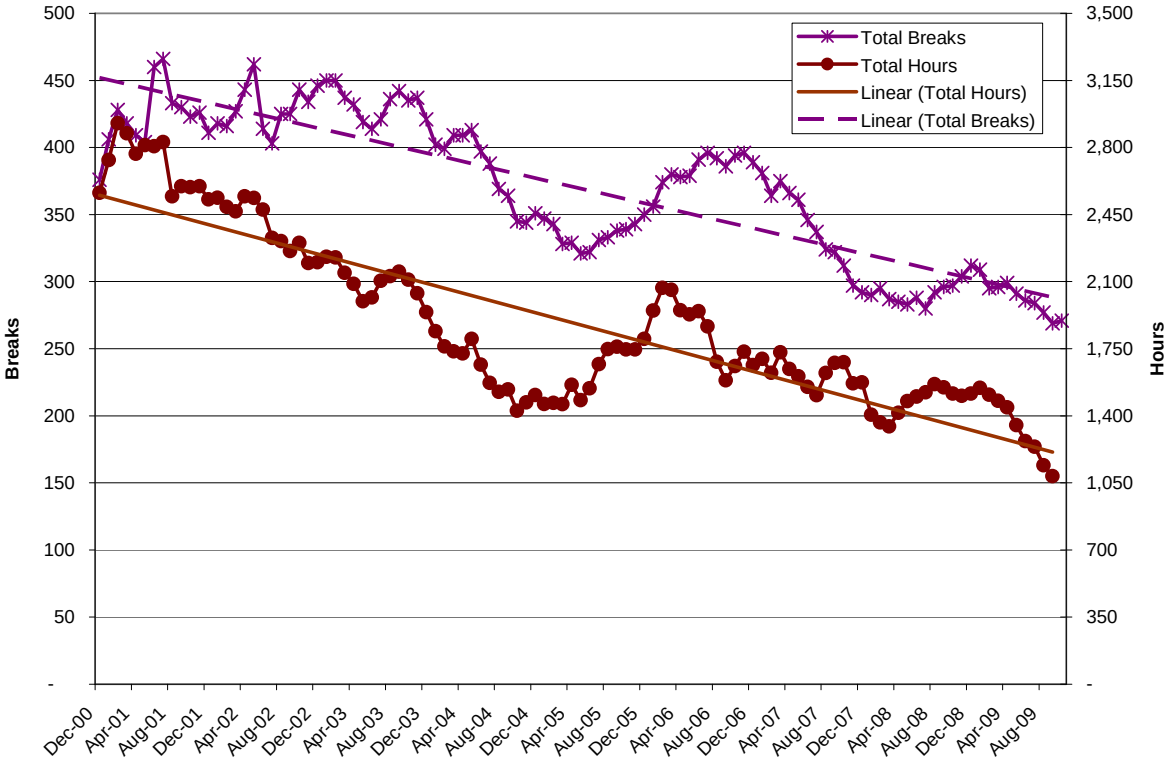

Figure 3. Guerneville Cumulative Monthly Rainfall

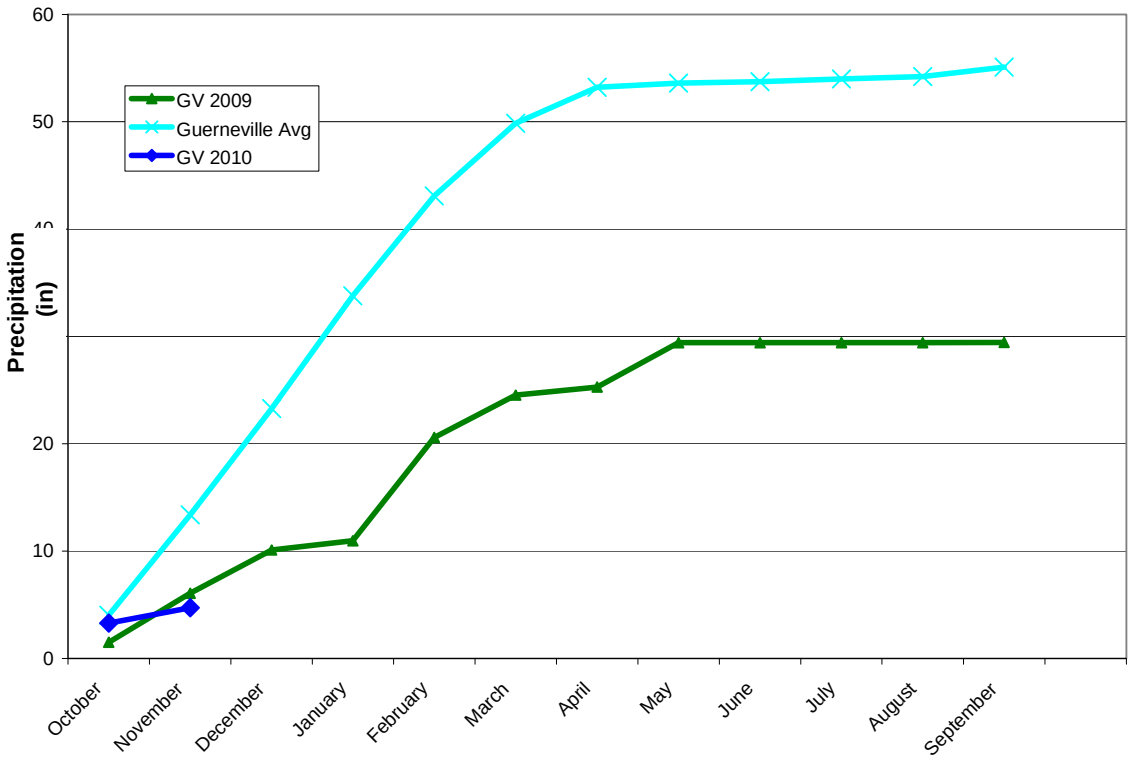

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Jun-09	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	2011	2012
Ongoing Activity																						
Board Action																						
Other Milestone																						
Current Month																						
By Activity																						
Action Item/Milestone	**Projected Completion/ Milestone Date**																					
Crystal Communications Lease	Completed																					
2009 Water Rates Revision	Completed																					
2009 Water Rates Changes																						
• Board Direction on Rate Changes																						
• Prop 218 Mailing																						
• Public Hearing on Proposed Rates																						
• Adopt Rates with Budget																						
2009-10 Budget preparation	Completed																					
2010-11 Budget preparation																						
• Capital Improvement Program Board Discussion	December-09																					
• Staff Budget Preparation Begins																						
• Ad Hoc Budget Committee Reviews Draft Budget																						
• Draft Budget to Board for Discussion/Action	April-09																					
• Approve Budget	May-09																					
Capital Projects																						
• CIP IV-A, Project 1 Completion	Completed, June 09																					
• CIP IV-A, Project 2 Construction Start	May-09																					
• CIP IV-A, Project 2 Completion	October-09																					
• Phase IV-B Design	January-08																					
• Presentation of CIP Phase IV-B for Board Discussion/Action	February-08																					
• RRROC for CIP IV-B	July-09																					
• CIP Phase IV-B, Project 1 Construction Starts	April-10																					
• CIP Phase IV-B, Project 1 Construction Completed	October-10																					
Water Rights	Completed, License June																					
Contract Negotiations																						
• Start Negotiations Preparation	December-08																					
• Negotiations Start	April-10																					
• End of Contract	June-10																					
Building Lease																						
• Lease Ends	July-11																					
Policies and Procedures																						
• Capacity Charge Policy																						
• Budget Reserve Policy																						
• Other Policy																						
• Overall Review																						
Board and General Manager Goals and Objectives	July-09																					