

MEMO

TO: Board of Directors

FROM: District Manager

SUBJECT: ADMINISTRATION DEPARTMENT STATUS REPORT
WEEK ENDING OCTOBER 28, 2005

DATE: October 28, 2005

RECOMMENDATION:

It is recommended that the Board of Directors review and file the Administration Department status report for the week ending October 28, 2005.

BACKGROUND:

WATERSHED PROTECTION PLAN

This project consists of a complete review and update of the District's Watershed Protection Plan which was adopted November 4, 1985. A Preliminary Administrative Draft of a revised Watershed Protection Plan has been completed. The Consultant (Al Haynes) completed a review of the Administrative Draft. District staff will complete editing changes and revisions prior to additional review. Final presentation has been rescheduled to January 2006.

ORDINANCE 8

No activities on this project during this reporting period. This project consists of the review and revisions of Ordinance 8. Upon complete review, the amended Ordinance 8 will be presented to your Board for review and adoption. Estimated completion date for this project has been revised to January 19, 2006.

AGREEMENT FOR FIRE HYDRANTS

No activities on project during this reporting period.

Staff met with representatives of the five (5) fire protection districts (Boulder Creek, Ben Lomond, Zayante, Felton and Scotts Valley) which operate within the boundaries of the San Lorenzo Valley Water District. The purpose of said meeting was to discuss the development of a mutual agreement regarding fire hydrants. A draft agreement will be prepared for consideration and possible adoption. Estimated completion date for a draft agreement has been revised to December 2005.

CAPITAL IMPROVEMENT PLAN

No activities on project during this reporting period.

Staff has started a review and update of the District's Capital Improvement Plan. The Capital Improvement Plan will identify and prioritize the District's future needs for capital improvement projects. Estimated completion date for this project has been revised to January 19, 2006.

BEAR CREEK WASTEWATER TREATMENT SYSTEM IMPROVEMENT PROJECT

Staff has completed all activities relative to construction of the treatment system portion of the Bear Creek Wastewater Treatment System Improvement Project. The new treatment system was placed into operation on May 12, 2005. The solar energy system has been completed and placed into operation effective June 8, 2005. Staff has substantially completed all outstanding "punch list" items with the exception of final fencing and paving activities. Final fencing and paving activities are scheduled for the period October 10-28, 2005. Estimated final completion date for this project has been revised to November 18, 2005.

JAM/kas

James A. Mueller
District Manager