

MEMO

TO: Board of Directors

FROM: District Manager

SUBJECT: ADMINISTRATION DEPARTMENT STATUS REPORT
WEEK ENDING NOVEMBER 25, 2005

DATE: November 28, 2005

RECOMMENDATION:

It is recommended that the Board of Directors review and file the Administration Department status report for the week ending November 25, 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 February 2006.

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

This project is substantially complete. Final fencing activities are scheduled to be completed during the period of November 28-December 9, 2005. Replacement of solar panels has been completed.

James A. Mueller
District Manager

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