

## M E M O

TO: District Manager

FROM: Director of Operations

SUBJECT: Operations Department Project Status Report  
Week Ending September 12, 2008

DATE: September 12, 2008

### **RECOMMENDATION:**

It is recommended that the District Manager review and file the Operations Department Project Status Report for the week ending September 12, 2008.

### **BACKGROUND:**

#### Drought Contingency Plan

The Drought Contingency Plan, Phase Two is in full implementation. Drought flyers providing outdoor water conservation information are being mailed in the second water billing cycle. District staff is on the look out for water users not following the outdoor water use restrictions and have been handing out water conservation kits to water wasters. It is anticipated that phase two of the drought will be in force through October 15, 2008.

#### Ralston Water Tank and Water Line Project

During the reporting the two new water tanks were disinfected and prepared to be placed in service during the week of September 29<sup>th</sup>. The earthquake restraint system was installed. The project consists of relocation of the existing water tank, installation of an additional water tank, and installation of water line to Timberwood Drive.

#### SLV Water Acquisition of Cal-Am Felton

On August 27, 2008 at 12:00 noon the District took over ownership/operations of the Felton water system. Water Treatment staff are becoming familiar with operating the water treatment facility and water distribution system. During the reporting period staff repaired a mainline leak that has been leaking for over 20 years according to residents of the neighborhood. Staff is moving forward with a host of administrative procedures regarding the change of ownership and water quality sampling.

#### Administrative Building Remodeling

During the reporting staff relocated the Engineering Department to the rear of the Administration Building in preparation for relocating the Front Office into the Engineering Department. All departments in the Administration Building are being painted and carpet replacement.

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Rick Rogers  
Director of Operations