

MEMO

TO: Board of Directors

FROM: District Manager

SUBJECT: ADMINISTRATION DEPARTMENT STATUS REPORT
WEEK ENDING MARCH 13, 2009

DATE: March 12, 2009

RECOMMENDATION:

It is recommended that the Board of Directors review and file the Administration Department status report for the week ending March 13, 2009.

BACKGROUND:

CAPITAL IMPROVEMENT PLAN

No activities on project during this reporting period.

Staff continues with activities associated with the 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 rescheduled for May 2009.

MANANA WOODS MUTUAL WATER COMPANY

District staff continued working with representatives of Manana Woods relative to transition activities. Staff is working on the obtainment of additional rights-of-way needed for operation and maintenance of the Manana Woods distribution system. District staff is working with representatives of the Hidden Glen Property Owners Association to acquire the final easement for a proposed storage tank to service four (4) homes in the area of upper Blueberry Drive. Staff is submitting a request for funding and payment of outstanding reimbursable operation and maintenance expenses.

WATER SUPPLY MASTER PLAN

This project consists of the development of an integrated Water Supply Master Plan for the District's existing ground and surface water sources. Staff has engaged the services of Nicholas M. Johnson, Water Resources Consultant to develop the Water Master Plan. Estimated completion date for an Administrative Draft has been rescheduled for April 2009.

NORTH/SOUTH INTERTIE PROJECT

No activities on project during this reporting period.

This project consists of the planning and design of a distribution system pipeline to interconnect the District's Northern and Southern distribution systems. Staff is work on a preliminary design for the proposed pipeline and required rights-of-way. Staff is preparing a RFP for the procurement of the services of an environmental consultant to perform an environmental assessment of the proposed project. Further activities relative to the project are pending completion of the Water Supply Master Plan.

ORDINANCE 8

No activities on 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 September 2009.

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 rescheduled for June 2009.

URBAN WATER MANAGEMENT PLAN

No activities on project during this reporting period.

Engineering Department has consolidated all work completed to date and forwarded this project to Administration. Staff has reviewed the project work to date, and forwarded this project to Nicholas M. Johnson, Water Resources Consultant for final review and completion. Further activities relative to this project are pending completion of the Water Supply Master Plan.

WATER RATE PROTEST HEARING

At the December 18, 2008 Board of Director's meeting, your Board directed Staff to proceed with all applicable actions to increase the District's water service rate schedule over a three (3) year period. The proposed rate increase was a fifteen percent (15%) in year one (March 15, 2009), ten percent (10%) in year two (January 1, 2010), and a five percent (5%) in year three (January 1, 2011). On January 15, 2009, in compliance with District Resolution No. 18 (06-07) and Proposition 218, information regarding the proposed rate increase was mailed to 7,289 properties. Each property owner was notified that they may object to the proposed rate

increase by filing a written protest with the District Secretary. On March 5, 2009, your Board conducted a public hearing regarding this matter. At the Conclusion of the public hearing the District Secretary provided a preliminary summary of tabulated protest. The District has further reviewed the protests and confirms the following official tabulation:

Total Protests Received:	1571
Invalid Protests:	<u>222</u>
Total Valid Protests:	1349

A majority protest would have required receipt of 3,645 valid protests. Valid protests represented approximately 37% of the majority protest threshold. The following provides a summary of invalid protests:

<u>Duplicate Protests</u>	143
More than one (1) protest received for a property	
<u>No Address</u>	11
No address or APN to identify the property	
<u>No Date</u>	44
Protest not dated	
<u>No Signature</u>	7
Protest contained no signature	
<u>Not District Property</u>	12
Property not a parcel upon which the increase in water rates is proposed for imposition.	
<u>Protest Received After Close of Public Hearing</u>	5
Protest that were received after the March 5, 2009 Public Hearing	
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Total Invalid Protests	222

James A. Mueller
District Manager

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