

M E M O

TO: Board of Directors

FROM: District Manager

SUBJECT: ADMINISTRATION DEPARTMENT STATUS REPORT
WEEK ENDING SEPTEMBER 9, 2005

DATE: September 9, 2005

RECOMMENDATION:

It is recommended that the Board of Directors review and file the Administration Department status report for the week ending September 9, 2005.

BACKGROUND:

IRWIN BOOSTER PUMP STATION PROJECT

No activities on this project during this reporting period. This project consists of the complete replacement and relocation of the existing Irwin Booster Pump Station electrical and control systems generally located along Irwin Way, Boulder Creek. The new Irwin Booster Pump Station electrical and control system have been completed and are in operational service. Minor additional SCADA program updates were completed during the week of June 6, 2005.

Outstanding completion items include final painting and coatings. Estimated completion date for this project is September 30, 2005.

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. Staff will complete editing changes and revisions prior to additional review. Final presentation has been rescheduled to December 2005.

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 is scheduled for September 30, 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. Estimated final completion date is scheduled for September 30, 2005.

James A. Mueller
District Manager

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