

M E M O

TO: Board of Directors

FROM: District Manager

SUBJECT: ADMINISTRATION DEPARTMENT STATUS REPORT
WEEK ENDING MARCH 31, 2006

DATE: March 31, 2006

RECOMMENDATION:

It is recommended that the Board of Directors review and file the Administration Department status report for the week ending March 31, 2006.

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 completed initial editing changes and revisions. Staff is undertaking additional editing and revision for completion of the Administrative Draft phase of this project. Final presentation is scheduled for June 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 June 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 June 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 June 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. Staff has scheduled a meeting with Bear Creek Estates customers for Wednesday April 26, 2006, 7:00 p.m. at the Bear Creek Country Club relative to adjustment of wastewater rates for the treatment plant modification project.

MANANA WOODS MUTUAL WATER COMPANY

On February 1, 2006, Santa Cruz LAFCO approved the District's application for annexation of Manana Woods Mutual Water Company. LAFCO will conduct a public hearing on April 5, 2006 to receive protests, if any, regarding the proposed annexation. District Staff is working with representatives of Manana Woods to develop transition plans and schedule activities.

James A. Mueller
District Manager

JAM/bsb