



"Friday Letter"

**To the Board of Directors
November 16, 2012**

From: Rick Howard, General Manager

General Manager/Administration:

- ✓ I'd like to wish all of you and your families a joyous Thanksgiving. In recognition of the Thanksgiving holiday, all District offices will be closed on Thanksgiving Day and the Friday following.
- ✓ I will be away from the office Thanksgiving week visiting family in Southern California. As always, I am available by email, phone, and tin cans and string. I will be returning to Discovery Bay on Sunday, November 25th. While I am there, I am hoping to catch the USC-Notre Dame football game in Los Angeles. Go SC! That's for all you Stanford and/or Cal fans.
- ✓ Reminder - Please mark your calendars - Friday morning, December 7, 2012 will be our annual "Vendor Appreciation" recognition event. The event is a drop-in and will consist of a continental breakfast (bagels, muffins, coffee, etc.).
- ✓ I'd like to extend birthday wishes to Frank Cramer, our construction manager, who celebrated his birthday this week. Happy Birthday Frank!

Water and Wastewater Services

- ✓ The concrete pad for Solar Pad #4 is complete. The contractor will begin forming the walls and prepare them for the final portion of the initial phase of the Dewatering Project.
- ✓ As I noted last week, we had a very informative and productive meeting to locate a site for Well 7. We had zeroed in on a site off Bixler Road. However, this week we learned that there a sensitive biological issues with the parcel. We are hoping to see if the site can be remedied, and if so, what the likelihood is of using the site for Well 7 and the pipeline to carry the water to the Newport Treatment Plant. I will continue to keep you posted.

Parks and Landscape Services

- ✓ Now that Clipper is complete, and with the outlook for rain, the recently approved Cornell Park benches and picnic tables are being assembled, and installation should begin next week. The old benches are being dismantled, and a few of the ones in better condition will be donated to the Byron Boys Ranch.
- ✓ The Holiday lighting displays are scheduled to be installed the Saturday following Thanksgiving, along with the new holiday banners!

Financial Services

- ✓ In light of our most recent employee vacancy, Dina and crew will be working on filling the position. In the meantime, we will have a temp to answer phones and address basic customer inquiries.

Important Dates

Upcoming important dates are as follows:

- CSD Regular Board Meeting – Wednesday, November 21, 2012 – CANCELLED for the Thanksgiving Holiday
- CSD Regular Board Meeting – Wednesday, December 5, 2012 at 7:00 p.m.