

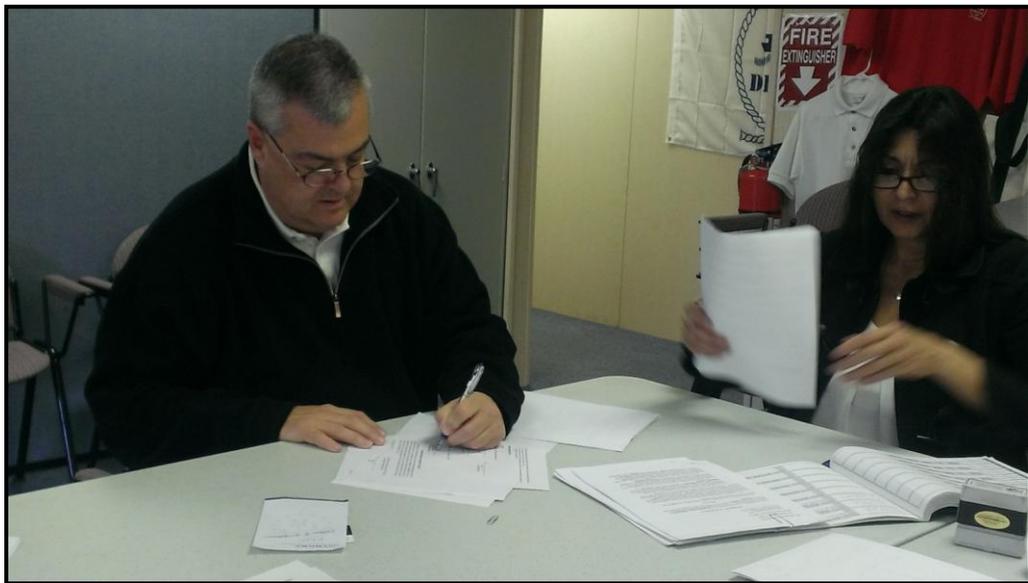


**A California Community Services District
"Friday Letter"
To the Board of Directors
February 8, 2013**

From: Rick Howard, General Manager

General Manager/Administration:

- ✓ Reminder - the Board Workshop is February 23, 2013 at 1:00 p.m.
- ✓ As you are aware, former Board Member Chet Loveland passed away this past Saturday. His wife Linda has asked to let you know that the flowers that she received from the Town were outstanding and beautiful.
- ✓ I signed all closing documents today associated with the purchase of the Discovery Bay Athletic Club property. Escrow is now expected to close on Tuesday, February 12, 2013. I'll let you know as soon as I hear it has closed. The photo below memorializes the moment:



- ✓ Staff is in the process of transferring utilities, scheduling the cleaning, changing the locks; we've ordered the software and purchased the computer to manage the programs, classes, payments, and user activities. The instructors have received the preliminary paperwork necessary to work as independent contractors, the front desk staff has been hired through

a temp agency, and the users of the facility have been notified of the change. The liability waiver forms for the patrons are under final review with legal. We are ready!

Once ownership transfers, broken windows will be replaced, electricians will correct identified areas of concern, holes in walls will be repaired, and the parking lot water leak repair will commence.

- ✓ The Community Center Committee will again meet Monday, February 11, 2013 to continue their efforts on helping develop long term Community Center recommendations.
- ✓ Last Friday, Carol McCool celebrated her 2nd Anniversary with the District. Congratulations Carol!
- ✓ Estevan celebrates a birthday on Monday, February 11, 2013 and we all wish him a happy birthday!

Water and Wastewater Services

- ✓ As I noted last week, we sent a letter to the California Department of Public Health seeking input into the proposed site for Well 7. Earlier this week I informed you under separate cover that we did receive a response approving our proposed Well 7 site. This is excellent news and our engineers are moving forward with the necessary planning to initiate the preliminary work that is necessary to eventually construct the Well at that site.
- ✓ Yesterday, we installed a sample of an L.E.D. light at treatment plant number two. The idea is to sample a few different lights to see which make the most sense, from both a cost and cost savings standpoint. As soon as we have more results I'll share those with you. In the meantime, if you drive past the plant at night you will notice one of the lights is much brighter than the others. Stay tuned! The photo below is of Estevan and Fermin Garcia (Veolia PM) making the lighting change out:



- ✓ Today I signed the documents necessary to begin the process of increasing production at Well 1B. As progress moves forward, I will keep you posted.
- ✓ A couple of weeks back I noted that we had a motor fail at Well 5. The failure was the result of an electrical short. We are in the process of obtaining quotes to remove the pump and have it repaired.

Parks and Landscape Services

- ✓ The 2013 Earth Day festival will take place at the Community Center on Saturday April 20, 2013. Fairin and Sue are developing a program where we can have the Earth Day festival and a Community Center opening at the same time. Staff will present the preliminary program to the Community Center Committee on Monday evening.
- ✓ In order to provide a smooth transition for the Community Center, I will be temporarily reassigning Sue Heidl into a Community Center Coordinator position. Sue will provide on-site support, what will be expected of the staff, and patron interaction.

Important Dates

Upcoming important dates are as follows:

- Community Center Committee Meeting – Monday, February 11, 2013 at 7:00 p.m.
- Peripheral Canal Town Hall meeting - Wednesday, February 13, 2013 at 6:30 p.m., Discovery Bay Elementary School.
- CSD Regular Board Meeting – Wednesday, February 20, 2013 at 7:00 p.m.
- Annual Board Planning Workshop – Saturday, February 23, 2013 at 1:00 p.m.