



**Town of Discovery Bay**  
**A California Community Services District**  
**"Friday Letter"**  
**To the Board of Directors**  
**December 6, 2013**

From: Rick Howard, General Manager

**General Manager/Administration:**

- ✓ We had failure on the website this week. The home page has been restored to a basic level of performance. All of the information on the home page that was lost is located elsewhere on the website in the drop down menus. We hope to have all of the home page information restored by early next week.
- ✓ Today we hosted our annual vendor appreciation breakfast here at the District Office. It's always nice to see the vendors that help make our operation what it is.



- ✓ This week interviews took place for the vacant administrative assistant position as well as the Recreation Projects Coordinator position. The interviews were conducted offsite - the Admin interviews took place at the Byron Bethany Irrigation District Office and the Recreation interviews took place at the Brentwood Community Center. Final interviews are scheduled for next week.
- ✓ Starting next week, we have upgraded our Caselle bill pay system with a partner program called Xpress Bill Pay. This will allow our customers to receive electronic statements instead of paper statements. The program also allows for customers to track their monthly usage online, and to set up recurring payments. This is a nice feature to be able to offer our customers. It goes online next week!



- ✓ As you know, the *Pipeline* and Activity Guide was delivered to homes throughout Discovery Bay a few days prior to Thanksgiving. We have had a number of responses and reservations to the recreation programs offered, and hope that as the classes approach they will start to fill up!
- ✓ This week, Fairin celebrated her 4<sup>th</sup> Anniversary with the District. Congratulations Fairin!

### **Water and Wastewater Services**

- ✓ Virgil and I met with Luhdorff and Scalmanini today to discuss a number of issues, most specifically the new Well 7 as well as the status of Well 5A. As you know, Well 5A has been experiencing high salt content and requires blending in order to meet Dept of Health thresholds.
- ✓ Staying on Well 7, the contractor tested the well on Tuesday and Luhdorff and Scalmanini are in the process of evaluating the data in order to size the necessary pump house.
- ✓ This week we transferred to temporary power at Waste Water Treatment Plant I. This temporary power is being supplied by a generator to run the plant while PG&E switches out the power and upgrades the power infrastructure to the plant. This is associated with the Influent Pump Station project.
- ✓ The final touches are being put on the bio-solids project. The electrical work is nearing completion and the project should be operational within the next two months after testing and break-in are complete.

### **Parks, Landscape and Recreation Services**

- ✓ Community Center repair work is gearing up. Most of the necessary materials are already onsite, and the contractor is just waiting for us to get the permit from the County. Once that takes place, the contractor anticipates a five day work period to complete the work.
- ✓ The Holiday lights went up last week, and as always, they look great. Banners are up on Bixler, but delayed on Discovery Bay Boulevard due to a power issue on the boom lift. The lift was returned Thursday and the holiday banners will be going up next week.

### **Important Dates**

Upcoming important dates are as follows:

- Discovery Bay Parade of Lights – Saturday December 7, 2013, 6:00 p.m., Discovery Bay Boulevard
- CSD Regular Board Meeting – December 18, 2013 at 7:00 p.m.