



"Friday Letter"

To the Board of Directors
November 9, 2012

From: Rick Howard, General Manager

General Manager/Administration:

- ✓ In honor of our Nation's Veterans the District Office will be closed this Monday, November 12th. Our staff placed American flags at the entrance to Town today in recognition.



- ✓ I'd like to congratulate Board Members Simon and Tetreault for their re-election to the Board this past Tuesday. I'd also like to officially welcome Board member elect Pease to the Board. Mr. Pease will officially assume his office at noon on December 7, 2012.
- ✓ As the Board may recall, we had an "out of agency" request about a year ago on the property across Highway 4 that had a failing septic system. They were being required by the County to connect to a municipal waste system, and consequently came to us to connect to our system. After all this time, we just received the final documentation and all of the approvals from LAFCO! Whew.
- ✓ 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). A flyer will be out soon.
- ✓ The handicap ramp replacement project at the District Office is done, pending a few punch list items. We will be adding sunbrella panels between the rails in the near future to complete the project.
- ✓ I will continue to remind the Board that the 2nd Board meeting in November will be cancelled. It is the day before Thanksgiving. Please plan accordingly. As always, if there is an urgent item that requires Board consideration and authorization, we will schedule a Special Meeting to address the subject.
- ✓ The new official Town seal has arrived and has been applied to the first of our District vehicles and equipment. See photo, below:



- ✓ It was very nice of Discovery Bay Elementary Principal Ms. Story to bring in a framed picture commemorating their API Score of 900+. The photo of the moment is below:



- ✓ I'd like to pass my condolences, and I know I speak for the entire staff and Board, to Director Mattison on the loss of his mother on Thursday afternoon. We wish Jim all the best during this most difficult time.

Water and Wastewater Services

- ✓ Concrete pours on the 4th Solar Pad continue. The contractor will be out again in the next two (2) weeks to finalize the concrete work. The initial phase, pending punch list items, is essentially complete. See final pour photo, below:



- ✓ We had a very informative and productive meeting this week in the hopes of locating a suitable location for Well 7. We have identified a series of tasks that are in the process of being developed. If they prove successful, we should be able to finalize a site in the next month or so.
- ✓ The new portable message board arrived on Tuesday. The board is presently being prepared to put it into service. See photo, below:



Parks and Landscape Services

- ✓ The Clipper Drive Landscape Project is finished! Crews have moved on to tree trimming and then constructing the new Cornell Park benches and tables as inclement weather permits.

- ✓ Last week I noted that Fairin (with a lot of Sue's help) completed the inventory needed to complete the transfer of Regatta and Slifer Parks over to the District. It wasn't until I saw the finished product did I realize what a monumental task they had completed. Most agencies would have contracted the work out, but with our dedicated Parks and Landscape staff we were able to accomplish this in-house. We will be sending this to the County for their review before we begin the discussion on the parks transfer agreements. The work was outstanding and the level of detail was excellent.

Financial Services

- ✓ This week in Financial Services has been relatively routine.

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.