"Friday Letter"
To the Board of Directors
January 13, 2012

From: Rick Howard, General Manager

General Manager/Administration:

- ✓ Tomorrow's Board Workshop begins at 9:00 a.m. I anticipate a lively discussion on the future goals of the Board for this year.

- ✓ District office will be closed in recognition of Martin Luther King Jr. on Monday, January 16, 2012. We will reopen on Tuesday, January 17, 2012.

- ✓ Discovery Bay Disposal will begin distributing the 13,000 new refuse bins to the community on Monday. You should begin seeing them in the next week or so. They should all be distributed by the end of January.

- ✓ Future versions of the "Friday Letter" to the Board of Directors will be posted to the website for information and archival purposes.

- ✓ On Wednesday, I met with Rick Gilmore of the Byron Bethany Irrigation District to discuss their recent (relatively speaking) capital financing project. It was a good discussion and one that will hopefully prove beneficial to DB as we move forward with discussions on the possibility of financing our capital improvements.

- ✓ On Wednesday night, I attended the Mountain House Board meeting. At that meeting, the MH Board of Director's named their Board room in honor of the late Mike McGrew, forever naming their Board Room the "Michael Forbes McGrew Memorial Board Room". Mike's family was present and I acknowledged to them that the tribute was fitting. They seemed extremely appreciative of the acknowledgement.

- ✓ Oliver, the "District Dog" had minor "paw" surgery yesterday. He is resting comfortably under my desk.

Financial Services

- ✓ The District's Auditors, Croce and Co, will be on site beginning next Thursday. I anticipate them being here for the remainder of January as they perform the Fiscal Year 2010-11 audit.

- ✓ The payroll transition from bi-monthly to bi-weekly is in full swing, and the first pay period on the new schedule will be January 20, 2012.

Water and Wastewater Services

- ✓ The Water and Wastewater subcommittee will be meeting next Wednesday at 3:00 p.m. to discuss and put the final touches on the Water Master Plan.

  Both master plans are scheduled to come before the Board on February 1, 2012.

- ✓ The Bio-Solids project is out to bid. There is a mandatory pre-bid meeting on Wednesday, January 18, 2012, with a bid opening date of February 8. We anticipate a bid award at the February 15th Regular Board meeting.

- ✓ On Wednesday, Virgil met with a representative of Fluid Conservation Systems (FCS), a leak detection equipment company. The representative performed a demonstration of this highly technical equipment on Marlin Court, where a pesky water leak has been for some time. We can't pinpoint the source of water, and are uncertain if it is a leak, ground water or irrigation. The demo could not locate a leak at that location, even with the highly sophisticated equipment.

  They performed a second demonstration where a leak is known to exist and the leak was identified almost immediately by the equipment.

Parks and Landscape Services

- ✓ The Regatta Park Basketball Court is scheduled to be completed by the end of the month.

- ✓ Beginning next week, crews will begin applying a gypsum product on our playing surfaces. This process is aimed at soil enhancement.

- ✓ Fairin was notified by the County that the transfer of the two (2) county owned parks (Slifer and Regatta) to the District will take place in the future. The county is currently working with another CSD to transfer a park to that District and once complete, they will use that process as the template for the two (2) parks in Discovery Bay that are owned by the County.

Important Dates

Upcoming important dates are as follows:

- Next CSD Board Meeting – 2012 Planning Workshop – Saturday, January 14, 2012 at 9:00 a.m.
- District Office Closed – Monday, January 16, 2012 – Martin Luther King, Jr. Day
- Special CSD Board Meeting – Tuesday, January 17, 2012 at 6:30 p.m.
- Next CSD Regular Board Meeting – Wednesday, January 18, 2012 at 7:00 p.m.
- State of the Town – Discovery Bay Country Club – Saturday, January 21, 2012 at 5:30p.m.