



*"Friday Letter"*  
**To the Board of Directors**  
**June 22, 2012**

From: Rick Howard, General Manager

**General Manager/Administration:**

- ✓ On Thursday morning Vice President Graves and I attended the Byron Bethany Irrigation District's (BBID) Board meeting where they approved the formation of the JPA and the Public Financing Authority. We both expressed our appreciation to BBID.
- ✓ Today, I attended the new Contra Costa County Civil Grand Juror orientation and training. I was part of a three (3) team panel that spoke to the subject of Special Districts, their roles, and how they function. They seemed pleased by the information. I was pleased to be invited and be able to share my expertise with them. It was a very positive experience for the District.
- ✓ Carol will be on vacation from Monday, June 25<sup>th</sup> through Wednesday, July 4<sup>th</sup>. She will be visiting family in Kansas.

**Water and Wastewater Services**

- ✓ The Salinity Study is making progress. Virgil will have a brief update at the next Board meeting.
- ✓ Aaron, our Water Service Technician will be doing operational training most of next week with Datamatic, the vendor who maintains the MOSAIC system that reads all our water meters.
- ✓ The Bio-solids Project continues to move forward. A major portion of the concrete slab was poured on Thursday. See photo, below.



### **Financial Services**

- ✓ Lesley Marable will be joining us beginning Monday, June 25<sup>th</sup> to assume the Senior Accounting Clerk position. Please stop by sometime next week and say hello!
- ✓ Liz, Lesley, and Dina will also be training most of next week with Datamatic on the administrative side of the Mosaic system.
- ✓ Pauline Sanguinetti of Croce and Co. will also be here next week assisting with the final conversion from QuickBooks to Caselle. The chart of accounts is the final conversion project and we plan to have the new accounts effective with the new fiscal year beginning July 1<sup>st</sup>.

### **Parks and Landscape Services**

- ✓ The Clipper Drive Landscape Enhancement Project continues to move forward, and will do so all summer long. Fairin indicates that she gets a lot of resident input as the project borders a heavily utilized walking path.
- ✓ Fairin is working on last minute details pertaining to the Great American Campout, scheduled for tomorrow at Cornell Park.

## **Important Dates**

Upcoming important dates are as follows:

- 2<sup>nd</sup> Annual Great American Campout at Cornell Park – Saturday, June 23, 2012
- DB Chamber Mixer at the DB Yacht Club – Tuesday, June 26, 2012 at 6:00p.m.
- Annual Paddle for Fame and Community Concert at DB Marina – Saturday June 30, 2012
- CSD Regular Board Meeting for Wednesday, July 4, 2012 has been cancelled
- CSD Regular Board Meeting – Wednesday, July 18, 2012 at 7:00 p.m.