



*"Friday Letter"*  
**To the Board of Directors**  
**June 29, 2012**

From: Rick Howard, General Manager

**General Manager/Administration:**

- ✓ I hope everyone has a safe and sane 4<sup>th</sup> of July Holiday. The District office will be closed on the 4<sup>th</sup>, reopening on Thursday, July 5<sup>th</sup> as normal.
- ✓ As I indicated to you under separate cover, I will be on vacation for the next two (2) weeks, returning to the office on Monday, July 16<sup>th</sup>. While I am away, Virgil will be Acting General Manager.
- ✓ I have spent a considerable amount of time this week working with the Financing Team to ensure all of our documents for the financing are accurate and ready for our rating meeting with Standard and Poor's. Since this is our first offering, I want to make sure all of the i's are dotted and the t's are crossed before we go for our rating. From a scheduling standpoint, the financing subject will be on our next two (2) Board agendas, and it will be the convening of the Discovery Bay Financing Authority.

**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 spent the week in training with Datamatic, the vendor who maintains the MOSAIC system that reads all our water meters. It has been extremely beneficial to him and the District in general.
- ✓ The Bio-solids Project continues to move forward. The concrete slab is being poured in five different sections. The third portion will be poured Monday.
- ✓ The Caltrans Highway 4 Project is causing a few logistical issues to the access to both wastewater plants. The K-rail limits turning radiuses and large concrete trucks have a difficult time accessing the turn into WWTP #2.

### **Financial Services**

- ✓ Lesley Marable started on Monday as the new Senior Accounting Clerk. Please stop by say hello!
- ✓ Liz, Lesley, Virgil and Dina also participated in the Datamatic training this week. It's important to make sure that all of our water meters are transmitting their reads to the home office.
- ✓ Pauline Sanguinetti of Croce and Co. had to reschedule until later in July for the final conversion from QuickBooks to Caselle. This should not have any adverse affect on the conversion to Caselle for July 1<sup>st</sup>.

### **Parks and Landscape Services**

- ✓ The Clipper Drive Landscape Enhancement Project is continuing, and if any of you have not had a chance to swing by lately, you will not recognize the place. As stated previously, the project will continue through the summer.
- ✓ Last week's Great American Campout was a rousing success! There were almost 500 participants this year, up from 300 last year.
- ✓ The new basketball court at Regatta is getting almost constant use. However, there is a problem with the concrete cracking and subsiding that needs to be corrected while the court is under the warranty period. Fairin is working with the County on getting the issues resolved.

### **Important Dates**

Upcoming important dates are as follows:

- 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.