

GENERAL MANAGER REPORT

MARCH 2025

FIELD OPERATIONS & MAINTENANCE:

- The monthly water sample results came back empty of contamination. No water service lines were installed or replaced.
- Kelley’s Construction removed and replaced a section of pipe and valve that continued to leak after their previous efforts to repair the leaking fire hydrant valve
- One water service line was replaced by Kelley’s Construction. 9025 Central Road
- Work truck repairs, filter and fluid changes, preventive maintenance performed in-house on the F-250 and Chevy 3500. The Tommy Liftgate has been repaired with only a few snap rings needing to be replaced. Once these last parts arrive the reassembly of the hydraulic components will be completed.
- A Temperature and Fluid level gauge was purchased and installed at the water wells along with an air pressure – Water Depth Gauge. This will allow staff to take a direct water level reading at each of the water wells.

Staff Comments:

ADMINISTRATIVE OFFICE SUMMARY

- Cleaning and Organizing the District office in anticipation of printing out documents to place in file folders, customer files, record keeping.
- Customer files will be scanned and saved electronically
- Monthly Drought Reporting Completed and filed online at the SAFER System
- The Electronic Annual Report (EAR) is complete and filed with the State.
- The Consumer Confidence Report or Water Quality Report (CCR) has a due date of June 30th. A draft CCR has been created and once approved by our Water Regulator staff will begin printing copies for public distribution.

Staff Comments:

MISC TOPICS

Master List of the District Inventory including repair parts and supplies, hand-tools, Fuel and Electrical equipment with the locations and quantities of of each item and labeled

Master List of the District Equipment tool Including: Dog Tags attached to all mobile equipment, Power-tools and components. The location of storage, Original purchase price and date, expected lifespan of items.

Staff Comments:

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