



Monthly Utilities Department Report

To: Todd Stoughton
Interim City Manager

Date: October 10, 2024

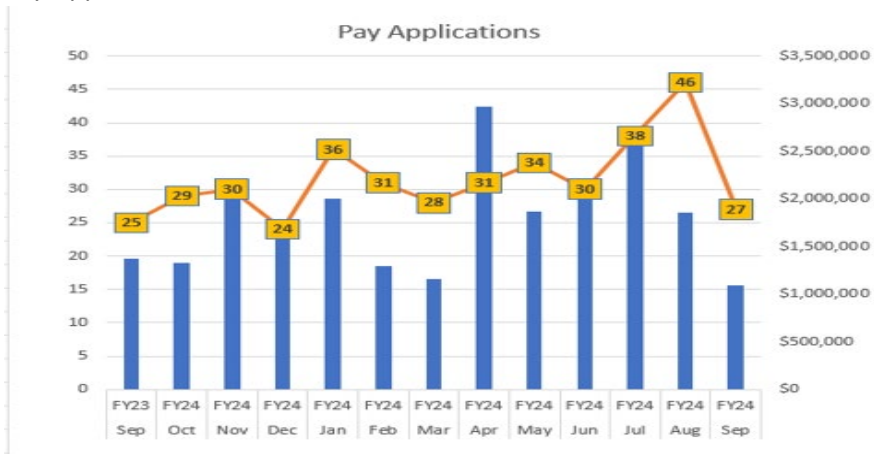
From: Matt Willman
Interim Utilities Director

Subject: September 2024 Utilities Report

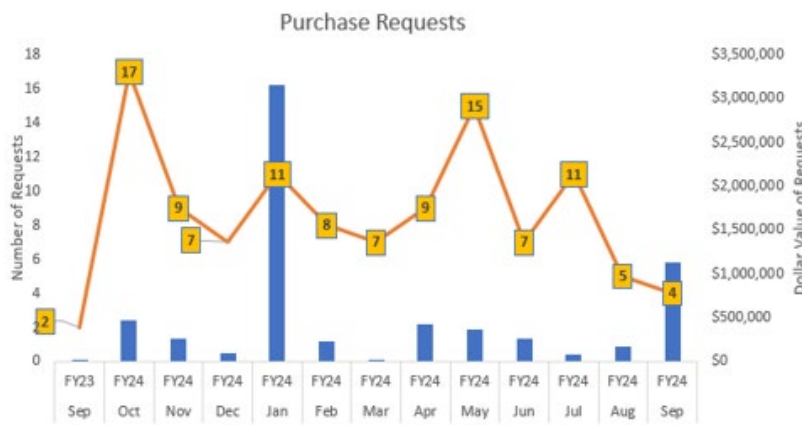
Utilities Department

Administrative

- Pay Apps Processed: 27 for \$1,094,115



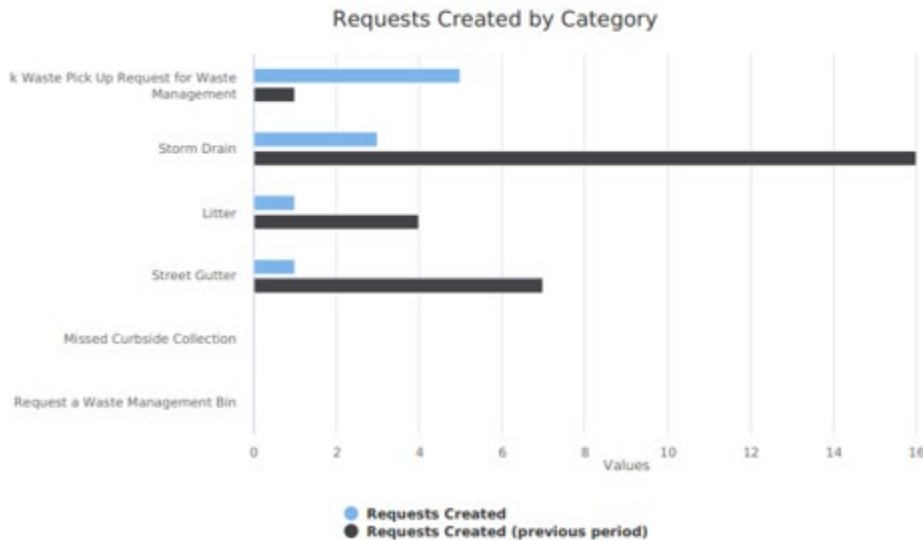
- Purchase Requests Submitted: 4 for \$1,139,142



- Issues Resolved-Click Fix 9 of 10 resolved to date (all categories)

City of Key West

Requests filtered by request category that have been created 08/30/2024 - 09/29/2024 compared to 08/30/2023 - 09/29/2023 filtered to 6 categories within all geographies



- Back Utility Fees Assessed/Collected: \$5545.01 Assessed / \$180.00 Collected
- Undiscovered Sewer Base Charges recognized: 60.75 EDUs @ \$25.01 = \$1519.36/month
- Add or Re-assess new parcels: 1 @ 348.87= \$348.87/year

Solid Waste

- Waste Hauled
 - Municipal Solid Waste: 3128 tons
 - Recycling: 341 tons
 - Yard Waste: 583 tons
 - Construction and Demolition: 11 tons
 - Metal: 29 tons
 - Leachate: 143 tons
 - Tires: 0 tons
- White Goods: 116 items collected
- Free Bulk Pick Ups by Waste Management: 285 locations
- Charged Bulk Pick Ups by Waste Management: 72 locations
- Tonnage of bulk picked up by Waste Management: 225 tons
- Bulk Pick Ups by Public Works: 127 billable tons in 241 vehicle trips
- Extra Pick Ups: 27
- Carts Delivered: 58
- Carts Repaired: 0
- Cart Exchanges: 4
- Commercial Recycling Participation Rate: 50%
- Solid Waste related code cases opened: 39

- Solid Waste code cases closed: 33

Recycling Update:

- Automation and a new data management system are progressing at the transfer station, with the goal of improving operational efficiency and decreasing costs.
- The Recycling Coordinator position has been posted for in-house applicants, aiming to find a qualified candidate to lead educational and compliance monitoring programs.

Sewer/Storm/GIS/Solid Waste

- Jacobs task order for Pump Station R rehab received; on Oct. 10th agenda
- ECS began work on Chlorine Contac Basin Repairs - making good progress
- 8-inch watermain repair at the Wastewater Treatment Plant closed out
- 100% Design and Specs reviewed for Trenchless Design Across Fleming Channel
- 100% Design and Specs received for 10th & Harris SW Improvements. Preparing Grant and FDEM submittals
- Tide Valve Replacement Permitting underway
- Olivia St. Drainage Improvement Permitting underway
- 100% Design for Dennis St. Pump Station and Drainage Improvements reviewed
- Delivered Certificates of Non-Ad Valorem Assessments to Monroe Co. Tax Collector for Solid Waste & Stormwater
- Added 1 EDU @ 612_R Petronia St Sanitary Sewer
- Participated in project update call with Central Sq for the new Pro Suite Dispatch module
- Represented the Utilities Dept for Pre-Construction Meeting - 918 Fort St, The Lofts at Bahama Villages
- Attended the September agenda setting meeting
- Conducted September biweekly project updates with Jacobs/OMI and City Staff
- Conducted September biweekly project updates with City Staff
- Conducted September biweekly project updates with City Staff and Waste Management
- Observed and was present for questions for the two City Commission Budget Hearings and adoption
- Participated in a Stormwater Management training
- Hosted the Ambassadors at the Wastewater Treatment Plant followed by presentation and discussion
- Presented information on several Ordinance amendments at the September City Commission meeting
- Met with Florida Keys Aqueduct Authority Staff for the Key Haven Force Main-Start Up
- Collaborated with Jacobs/OMI on king tide operations protocol
- Attended weekly Director meetings and the September after action meeting

- Discovered a unit not being assessed Non-Ad-Valorems and worked with Admin Staff to invoice the property retroactively
- Coordinated with Monroe Co. Engineering to address stormwater leaks on Bertha St
- Met with Commissioners regarding Land Development Regulations amendments
- Discussed stormwater drainage improvements with Von Phister St resident and shared concerns with Engineering Dept.
- Implemented a more productive asset management system with Utilities and OMI Staff
- Department attended the Duval Street Project Update meeting with Business Community
- Met with Navy Staff regarding the ongoing structuring of a new sewer billing process
- Prepared for hurricane Helene with the Emergency Management Team and OMI Staff
- Uploaded a damage assessment application in GIS should it be needed for the 2024 season.
- Requested quotes for certified mangrove trimmers and Charley Toppino & Sons. Responses due on October 30
- Requested quotes for certified backflow prevention assembly plumbers. Responses due October 10