



# Monthly Utilities Department Report

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To: Albert P. Childress  
City Manager

APC

Date: November 9, 2023

From: Kelly Crowe, P.E.  
Utilities Director

Subject: October 2023 Utilities Department Report

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## Capital Project Update

- **Dennis Street Pump Station:** Requested final inspection from the State of Florida for the HMGP grant closeout. Project will be completed by 12/31/2023.
- **Oil/Gas Waste Stations:** Project is substantially complete and punch list items are under way. The project will be completed by 12/31/2023.
- **Transfer Station Cameras:** Check Electric began the electrical installation. Cameras will be installed and project completed by 12/31/2023.
- **United Street Drainage:** Drainage structures are being completed and the pipe has been installed. Drainage scope will be complete by 12/31/2023.
- **RAS/WAS Upgrades:** Contractor is in the procurement phase. Installation of pumps is expected to start in February 2024.
- **Pump Station 'G':** Project is out for competitive bid. Expect to award a contract at the 12/14 Commission meeting.
- **Fleming Key Force Main:** Design is in progress. Expect to bid for construction in June 2024.
- **10<sup>th</sup> and Harris:** A public meeting has been scheduled for 11/16 to discuss design direction and address any concerns from the community.
- **3<sup>rd</sup> and Fogarty Drainage:** RFQ is out for solicitation. Staff ranking will occur on 11/15. Expect ranking approval to be on the 12/14 Commission Agenda.

## Division Updates

### **Sewer/Storm/GIS**

- Assisted in data collection of annual report.
- Implemented a new addressing schema for Peary Court.
- Attended Intergovernmental Support Agreements discussion with NAS and other City Directors.
- Reviewed Stormwater Management software demo, obtained cost estimate for FY 25 budget.
- Collected new Storm Water improvement system location data.
- Consulted with Planning Director regarding City RoW vacations.
- Met with Planning & HARC to improve TRAKiT reviews and inspections.
- Attended October DRC meeting

## **Solid Waste**

- Waste Hauled
  - Municipal Solid Waste: 2,932 tons
  - Recycling: 339 tons
  - Yard Waste: 448 tons
  - Construction and Demolition: 30 tons
  - Metal: 15 tons
- White Goods Pick Ups: 115 Pick Ups
- Bulk Item Pick Ups Waste Management: 403 Pick Ups
- Bulk Pick Ups by Public Works: 67 tons
- Extra Pick Ups: 7 Pick Ups
- Carts Delivered: 57
- Carts Repaired: 0
- Carts Exchanges: 17
- Commercial Recycling Participation Rate: 50%
- Solid Waste related code cases opened: 23
- Solid Waste code cases closed: 22
- Solid Waste See Click Fix Reports Created: 14
- Solid Waste See Click Fix Reports Closed: 12 (Two forwarded to Public Works for completion)

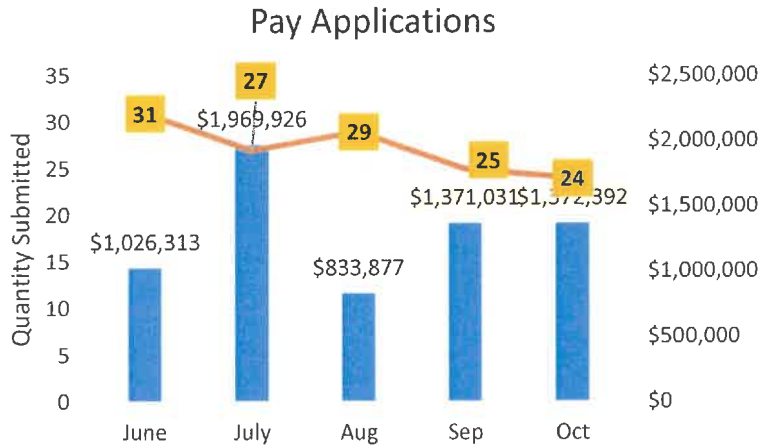
## ***Recycling Pilot Program Update***

- Six tons of retired unrepairable carts were hauled for recycling.
- Based on tonnage the transfer station outbound recycling rate for FY 2023 was 20%. This does not include data on the following:
  - Recycling efforts are conducted by businesses that self-organize and haul recyclables. C&D debris hauled and recycled that did not enter the city transfer station.
  - Food, clothing, household goods, toys, etc. donated to charitable organizations.
  - HHW & E-waste collected by WM.
- Thirty percent of the outbound vehicles hauling from the transfer station were carrying recyclable materials.
- Lithium batteries pose a public safety risk to the community. Proper disposal/recycling by residents and businesses needs to be addressed within the community.
- A comprehensive LTC will be issued in November with findings and recommendations.
- Working with consultant to develop expansion of the program.

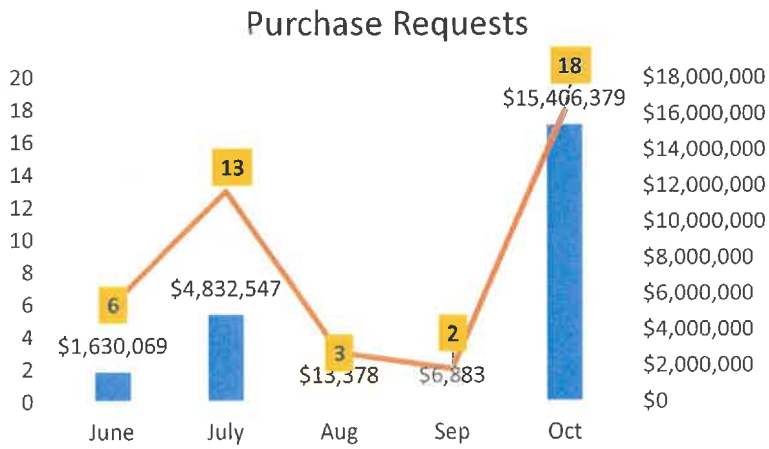
## **Administrative**

- 24 Pay Applications @ \$1,372,392 (Figure 1)
- 18 Purchase Requests Submitted @ \$15,406,379 (Figure 2)
- Issues Resolved in Click Fix: 16 of 18 Resolved to Date-all categories (Figure 3)
- Back Utility Fees Assessed/Collected: \$21,180 Assessed/\$9,955 Collected
- Undiscovered Sewer Base Charges recognized: 15 EDU's @ 25.01 = \$375.15/month
- Add or Reassess New Parcels: \$10 @ \$348.87; 5 @ \$117.79 = \$4,077.65/year

**Figure 1. Pay Applications**



**Figure 2. Purchase Requests**



**Figure 3. Click Fix Requests**

