August Utilities Department Report

To: Brian L Barroso, City Manager **Date: September 8, 2025**

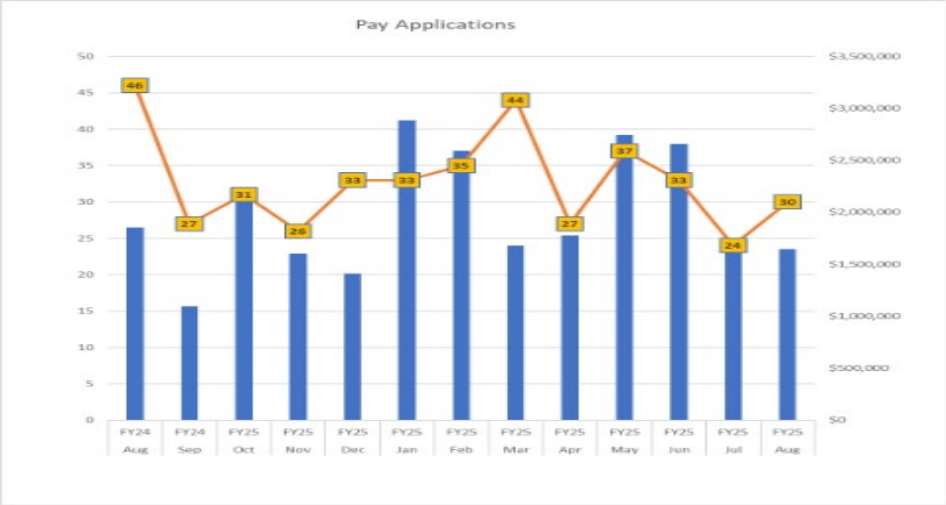
From: Matt Willman, Utilities Director

Subject: August Report 2025

Utilities Department

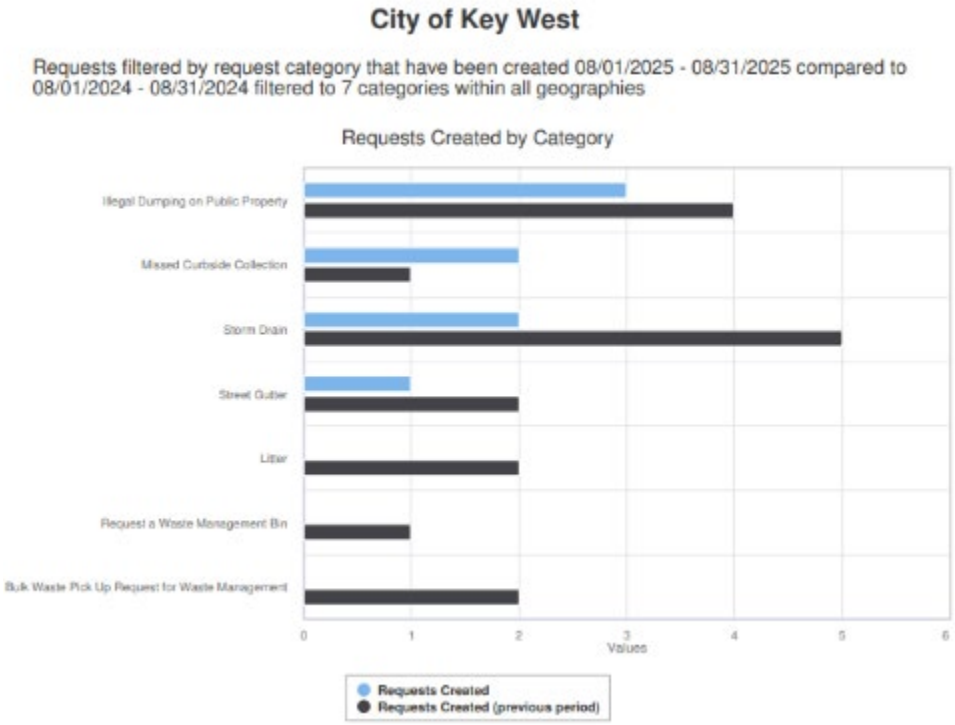
Administrative

- Pay Apps Processed: 30 for $1,644,769



- Purchase Requests Submitted: 8 for $1,079,210

- Issues Resolved-Click Fix 8 of 8 resolved to date (all categories)



- Back Utility Fees: $0 Assessed / $5,448 Collected
- Add or Re-assess new parcels: 1@$357.59; 1@$121.31 = $478.89/year

Solid Waste

- Waste Hauled
    - Municipal Solid Waste: 3143 tons
    - Recycling: 374 tons
    - Yard Waste: 493 tons
    - Construction and Demolition: 14 tons
    - Metal: 76 tons
    - Leachate: 38 tons
    - Tires: 0 tons
- White Goods: 129 items collected
- Free Bulk Pick Ups by Waste Management: 279 locations
- Charged Bulk Pick Ups by Waste Management: 53 pick up locations
- Tonnage of bulk picked up by Waste Management: 167 tons in 80 vehicle trips
- Bulk Pick Ups by Public Works: 56 billable tons in 48 vehicle trips
- Key West Housing Authority: 32 unbillable tons
- Extra Pick Ups: 20
- Carts Delivered: 14
- Carts Repaired: 4
- Cart Exchanges: 55
- Commercial Recycling Participation Rate: 51%

- Solid Waste related code cases opened: 140
- Solid Waste code cases closed: 147
- 2990.17 tons of MSW hauled to Okeechobee, 152.31 tons hauled to Medley.
- Processed $26,196.09 in account holder receivable invoices and $29,490.16 in credit card "cash" customer transactions.
- Obtained city emails for transfer station scalehouse staff
- Obtained transfer station surveillance system monitoring for the scale house interior
- Audit of residential units to identify those rented commercial but receiving solid waste services via no-ad valorem assessment
- Tipping Fee Increase prepared for City Commission and notification to account holders

Recycling Update:

- Developed waste hierarchy flyer.
- Created yard waste flyer.
- Coordinated Coastlove *Trees Not Tees* pilot program with Mile 0 Events.
- Partnered with Keep Key West Beautiful for National Night Out.
- Met with KW Montessori teachers for compost program demo.
- Developed multi-unit recycling plan with the Lofts.
- Optimized flyers with QR codes linking to Spanish and Haitian Creole translations.
- Produced recycling bags for Lofts multi-unit program.
- Surveyed trash bins for condition assessment.
- Reconnected with Big Belly on bin program and County coordination.
- Reengaged with Center for Environmental Health on school reuse initiatives.
- Continued follow-up with participating *Skip the Stuff* businesses.
- Delivered two KW Montessori presentations: vermicomposting with upper grades (built bins) and collection bins with primary classes.

Sewer / Storm / GIS / Solid Waste

- Completed trench and asphalt restoration at nine locations citywide.
- Advanced infiltration & intrusion investigation with GIS documentation in Districts E, F, and G.
- Accepted South Roosevelt stormwater pump station from FDOT; transitioned maintenance to City/Jacobs.
- Secured Commission approval for Pump Station J rehabilitation design.
- Installed gate and cleaned culvert at Poinciana Easement.
- Completed Pump Station D flange leak and bolt replacement.
- Submitted MS4 NPDES Annual Report to FDEP.
- Filed notice of intent for NPDES stormwater discharge General Permit.
- Began wellhead valve replacements.
- Began design for wastewater effluent pumps and manifold replacement.
- Coordinated FDEP stormwater inspector training for code officers.
- Trimmed mangroves along Riviera Canal and Venetian–Government Road culvert.

- Conducted and attended bi-weekly and monthly coordination meetings with Directors, Waste Management, OMI, Navy SBIR, Florida Commerce, FDOT, and Monroe County.
- Partnered with Growth Development Director on impact fee staffing strategy.
- Met with City and AH Monroe at Lofts Project to address solid waste and recycling readiness.
- Reviewed Solid Waste Public Hearing requirements with Mayor Henriquez.
- Met with residents at 627 Simonton on yard waste handling.
- Prepared and submitted FDOR annual address report and planning.
- Hosted Ambassador group tour of Wastewater Treatment Plant.
- Launched Wastewater Asset Management Program development kickoff meeting.
- Conducted walkthrough of Utilities/Forerunner mobile app.
- Submitted items for Resilient Florida grant applications.
- Attended Flagler Avenue progress meeting with City and County.
- Met with construction contractor on 18" clarifier line lining at WWTP.