



## Aquarina Waterworks, Inc.

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## City of Polk City Polk City Commissioners

February 2016 Utility Operations Summary

# Executive Summary

The following points are presented as an overall summary of water and wastewater utility department activities and events that occurred during the month of January, 2016:

- Attended City Commission workshop on February 25, 2016 to discuss budget and new generator install.
- February 22, 2016 - responded to a sewer back up on Jericho and Damascus. Called Roto-Rooter to jet Sewer lines.
- Met with Mr. Robert Best to finalize adding him to our staff at City of Polk City. He will begin March 14, 2016.
- Continued work on finalizing bids for new stand by generator at the Voyles Loop lift station.
- Arranged for sludge hauling to be done at Cardinal Hill wastewater facility. Sludge hauling will be done the first week of March 2016.
- Supervised the completion of work orders on all generators in the City.
- February 25, 2016 - responded to lift station #11. Pump #1 was tripped. Cleared it and reset alarm.
- February 26, 2016 - responded to a line break on 4949 Shoreline Drive.
- Staff completed 165 work orders.

## Operations and Maintenance Activities

- Monthly compliance sampling for February 2016 has been completed. Including sampling for all monitoring wells.
- All necessary reports have been filed
- Called and received quote for a third Flyght pump for Voyles Loop lift station.
- Continued to work on budget with City Manager.
- Hired Devon White as a lift station technician.
- Contacted Central Florida Controls to schedule meter calibrations on March 21, 2016.
- Continued daily cleaning at the Cardinal Hill wastewater treatment facility.

## **Miscellaneous Job Order Completions**

- 59 services turned on/off
- 15 locates
- 4 new meter installs
- 3 change-outs
- Assisted with meter reads and re reads.
- 3 call-outs from answering service/SCADA/auto dialers
- 165 work orders

## **Planned March Monthly Activities**

- Meet again with City Manager and Public Works Director to review five-year Capital Improvement Plan.
- Get signed work order for the contractor to start the Voyles Loop bypass valve.
- Continue to inspect sanitary sewer lines and manholes.
- Continue inspection of water lines and water isolation valves
- Get new generator for Voyles Loop approved.
- Interview and hire one more service individual to help at City of Polk City.
- Continue to gather cost estimates for 2016 capital improvement projects.
- Finish up all generator repairs so we can have service performed at end of April 2016 to get ready for the upcoming hurricane season.