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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 May, 2013:

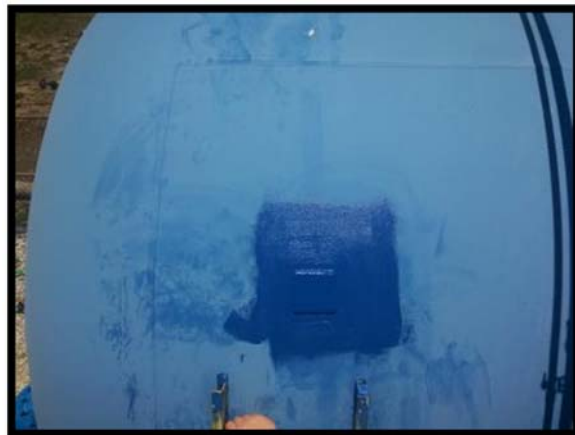
- Achieved all water and wastewater sampling and monitoring standards.
- Working with city's departments to assist with planning and inspections of all current construction projects impacting the city's utilities.
- Working closely with both GAI and Brande's Design on current construction project.
- Completed company's monthly safety requirements.
- Working with city staff on upcoming budget, and CIP program.
- Continuing work with FDOT on several projects which may impact the city's systems.
- Received Health Department's final approval for the city's CCR. CCR is ready for distribution to the city's customers.
- Continuing work with GAI and Brandes to troubleshoot new liftstation problems. Attempting to correct issues with new liftstations. Have discovered a possible solution to the current issues. Waiting on parts to determine whether modification will repair ongoing issues.
- Working with Master Meter to diagnose problems with meter readings.
- Hired a temporary replacement for Joseph Vince. Training new hire to take on as many responsibilities as possible moving forward as Joe's time frame for return is undetermined.

1. OPERATIONS AND MAINTENANCE ACTIVITIES

- Completed monthly compliance sampling.
- Replaced the 75hp motor at the Jacob WTP. Both wells are again operational.
- Repaired chlorine leak at the Jacob Rd. WTP.
- Working on the Hwy 33 sprayfield.
- Replaced autodialer at the Meandering Way liftstation.
- Programmed all the new autodialers installed during the WWTF upgrades.
- Took samples from the Cardinal Hill WWTF to an offsite lab for personal analysis.
- Ordered fuel for generators in need; in preparation for storm season.
- Found hole in Matt Williams Hydrotank. Called for an emergency patch of the tank. Notified Health Department of status of Hydrotank. Have discussed available options for state compliance options concerning condition of tank.



Leak repair on Island View Circle North. (before and after)



Hole found in the Matt Williams Hydrotank.

Patch welded over the hole in the Hydrotank.

1.1 MISCELLANEOUS JOB ORDER COMPLETIONS

- 86 wastewater lift station checks.
- 50 lift station repairs and maintenance items completed.
- 10 sewer line repairs; and maintenance items completed.
- 107 water line and hydrant repairs, and maintenance items.
- 2200 monthly meter readings.
- 21 locates
- 158 work orders completed.
 - 5 new meter installations.
 - 25 registers replaced
- 11 Call outs from answering service.

1.2 WATER SYSTEM FLOW INFORMATION

Month	Water Treatment Plant Flow, MGD		
	Monthly Total	Daily Max	Daily Ave
March 2013	10.911	0.483	0.352
April 2013	10.707	0.552	0.357
May 2013	11.866	0.577	0.383

2. PLANNED JUNE MONTHLY ACTIVITIES

- Continue working on improving the failed reading issues during meter reading. Working with master meter to improve ability to troubleshoot possible bad meters.
- Implement possible liftstation repair, and monitor for effectiveness.
- Working with city on new fiscal budget as well as 5 year CIP.
- Choose delivery method, and deliver City's CCR's to customers.
- Determine desired course for Hydrotank at the Matt Williams WTP.
- Rehab Cardinal Hill WWTF onsite sprayfield.
- Begin preparation for implementation of the Do Forms tablet based program for field and plant work.



One of the city's gravity flow sewer manholes. One of the city's ductile iron water mains.



Some of Polk City's local wild life.