

# ***Public Works/Utilities Report***

## **November 2018**

### **Public Works**

**Summary:** Public Works completed renovations at the Library, new Public Works/Utilities Facilities

- **Library** - Built and installed shelving at Library
- Mowed and trimmed all City facilities
- Inspected Freedom Park, Recreation Courts, Fishing Pier, and McManigle Park, pressure washed and painted stage area at Freedom Park, repaired Bathroom facility at Freedom
- **Activity Center** – Set up and tear down of facility for Rental of Building
- Monitored and serviced storm drains throughout Polk City.
- Completed Work Orders-30 (Repairs and Maintenance of Equipment, Electrical, plumbing, etc.)
- Prepared Freedom Park for Annual Parade and Santa event- Pressure washed and Painted Stage

**December Objectives:** Install new stretching exercise equipment along City maintained portion of Van Fleet trail, continue maintaining the mowing and preventive maintenance of all City facilities, service equipment.

## **Utilities**

**Summary:** Water/Wastewater operator continues to maintain sampling of Water and Wastewater Treatment Plants to keep Polk City in compliance with regulations with DEP. ALL samples were in compliance. Completed monthly DMR/MOR reports for DEP. Completed monthly SWFWMD report as required.

All lift stations continue to have preventive maintenance. We are continuing to get all Verbatim/auto dialers running properly. Generator maintenance is being maintained and ongoing.

Service completed monthly meter reading, no reads for Utility Billing, locates, and Work Orders completed for:

- October - 176
- Turn on- 38
- Turn off- 32
- Misc- (rereads, laptops, vacation turn on, TBO from shut-off) – 104
- No reads- 83
- 7 Installs
- Fire hydrant flushing is being maintained and ongoing.
- Mowed and maintained Water and Wastewater Treatment Facilities, and continue preventive maintenance/housekeeping.
- Wasting, decanting weekly at WWTP
- 5 Water leaks

**December Objectives:** Continue maintenance on Mt Olive Water Plant. Complete Inventory of Utilities vehicles, and Utilities Facility. Maintain all reporting, and sampling as required for compliance. Service will maintain work orders and locates.