

**FROM: Bill Lawrence, City Manager**

**DATE: November 8, 2019**

**TO: Commissioners**

**SUBJECT: Manager's Report**

**USDA Grant** is almost completed. I'm just waiting for the amended grant agreement from Mosaic with extended dates on the Community Center Grant they awarded the city in 2017.

**Smoke Test** was done around the Myrick Street section of Bowling Green. Rural Water assisted Wayne and his crew with the smoke testing.

**Citizen's Advisory Task Force Agenda** was completed for the November 12<sup>th</sup> meeting at 5:00 p.m. to discuss the next funding cycle of the CDBG Grant through the Florida Department of Economic Opportunity.

**Clerk's Office:** This week I worked on the Annual Audit Compliance for DEO. I also completed the Records Management Compliance Statement, the 457(b) Plan update for the City's retirement, and the minutes for the October meeting. I worked on adjustments and set-up our Hometown Health Advisor for December 11<sup>th</sup> to meet with staff and update health assessments. I also contacted Shafanta at the Florida League of Cities to follow-up on our automobile claim and sent her a copy of the police report. I have also been working on the City's Facebook page and hope to get that finished up by the end of the week. Vicky worked on end of the month balancing and updating employee time. She has also been working on end of year adjustments for our audit in two weeks. Maricruz worked on the gas log and the garbage list this week. She also created a Site Development Application and obtained Site Development fees from other cities to present to the City Commission. M. Carmen Silva, City Clerk

**Wastewater Plant:** This past week I've tested two lift station pumps and spoke with Wade from Barneys about them. One is a 6" and will only fit in the master lift station, not sure if it has enough horsepower. The other will fit in the other lift stations but will have to be modified to fit on the guide rail. I've spoken to four companies about getting a quote for a new pump for the Myrick lift station. Currently waiting on one. Trimmed back tree at the Dixiana lift station that was over the bypass pumps. We did a lot of extra mowing and weed eating in the back lot trying to get all the grass back to the back fence cut. Paige Jackson

The plant is running very well. Our laboratory reports are not reflecting the effluent quality that we are used to seeing overall however, we are not having any compliance issues. Paige and I both received a call from the City's FDEP compliance inspector Kim Cruz. She notified us that the governor has issued an executive order for FDEP to re inspect all facilities that have been done in the last six months. Kim plans to be here on November 15<sup>th</sup>. She will likely ask us for all the same information as before and this time tour both the old facilities and the new plant. Hopefully, we will be able to have information for how we plan to tackle the clean out of the old plants. Kim is also asking that four of our monthly data reports be updated due to slightly different formatting.

### Lift Stations & Collections System

Myrick lift station has had a bad pump in it for a while now. I have been advising that the pump be sent off for evaluation. Upon a call out received by the public works department they also discovered that the station has a check valve stuck closed. This could cause a pump issue as well but the pump still needs to be checked out because the alarm is for an internal issue. Paige advised me today that the City staff plans on pulling that pump tomorrow as well as changing the check valve out.

Florida Rural Water came and teamed up with City staff to do smoke testing of the collection systems. While we do not have the full report yet we did find areas of the lines that need to be investigated. The broken lines are your main source of problems for the Inflow and Infiltration problems. That inflow and infiltration problem is eating up the capacity in your treatment plant not to mention the cost to treat rain water/groundwater that's seeping in. Hopefully, some budgeted money sometime soon can help to fix the City's old infrastructure.

### Water Plant

This week has been a crazy ride with the onsite contractors and subs. CenState had hired a sub-contractor whose field guy read some plans wrong and ripped out the wrong chlorine pumps which is what doses your City's drinking water. When they ripped out the old pumps and placed two new smaller pumps in place they could not keep up with the well head pumping into the ground storage tank. We found this out before they left for the evening and the solution was that they would hook up an old pump and it would run the way it did before they touched it. I notified the contractor of the problem as well as Pennoni Engineer Jim Hall immediately. What was not known until the next morning was that somehow they fired the internal setting in order for the pump to be able to dose automatically. JC Clark our trainee temp and Paige Jackson discovered the ground storage tank with no chlorine in it on Wednesday morning. They immediately notified me and we began corrective actions. Kudos to both of them for finding this before the water reached the tower causing everyone to be on a City-wide boil water notice. This mistake put us into a position to have to dump 200,000 gallons of fresh water onto the ground and have two people from our county staff onsite nearly all day until we could get a temporary working solution for the plant. We finally got one together with the sub-contractors help and was able to return the City's drinking water back to normal. The sub-contractor will be onsite tomorrow to fix their mistake and replace the two pumps that they broke. We will be onsite to observe and make sure that the water stays safe to drink along with all automated controls to fill the system. We have logged all hours as well as pain and suffering this issue has caused for the City and will forward after tomorrow's events. E. Guffey