

Upcoming Dates of Interest:

Monday, January 15

All City Offices Closed for Martin Luther King Day

Tuesday, January 16

6:00 p.m.

City Council Meeting
Council Chambers

REPORTS FROM THE STAFF

Assistant City Manager Cason Reports:

Lake City Gateway Airport (Roland Luster):

- Performed weekly maintenance checks on airport vehicles and daily foreign object debris (FOD) checks on all active taxiways and runways.
- Processed and posted monthly billing for Hangar Leases and Monthly Tie-Downs for the month of January.
- Public Works on-site on Monday 01-08 removing asphalt and replacing with concrete for a helipad utilized by base tenant Med-Trans/Trauma-One.
- Airport employees replaced the burned out bulbs on the light poles on the ramp side behind the old FBO building.
- On Tuesday, 1-9, an aircraft, after landing, experienced a landing gear collapse. Minimal damage to Runway 10/28. Minimal damage to aircraft and no injuries.

	Gallons	Sales	Aircraft
100 LL	1,011.4	\$4,114.05	25
Jet-A	1555.0	\$6,631.85	7
Totals	2,566.4	\$10,745.90	32

Finance (Donna Duncan)

- 232 invoices and 44 purchasing card receipts were scanned into the On Base data imaging system for the period January 4-10.
- Payment of 109 accounts payable and payroll payables were processed for period January 4 - 10 for total disbursement of \$305,291.99.
- Purvis, Gray and Company city auditors are on site for the 2017 financial audit. Staff continues to work with auditors supplying worksheets, backup information and resources.

Human Resource (Michele Greene):

- We are accepting applications for the following positions:
 - Airport Lineman- Airport
 - Collection Technician I- Distribution and Collections
 - Community Development Administrator- Growth Management
 - Communication Officer- Police
 - Customer Service Representative- Customer Service
 - Natural Gas Technician I- Natural Gas
 - Police Officer- Police
 - Superintendent of Public Works- Public Works
- Completed two (2) employment verifications.

- Coordinated three (3) potential new hire for pre-employment appointments.
- Participated in contract negotiations with Police Union (FOP).

Information Technology (Brian Hawkins):

- Working with Procurement on preparing RFP for City website reconstruction.
- Preparing for City wide server update.
- Preparing for City wide network refresh.
- Preparing for Public Safety server hardware refresh.
- Cloud migration of City management application nearing completion.
- Public Safety Firewall upgrade in progress.
- Resolved 33 Help Desk tickets.

Procurement (Laurette Burks):

- Invitation to Bid (ITB) 007-2018 Electrical Services and Repair Annual Contract. Responses are due no later than Tuesday, January 16, 2018 at 11:00 a.m.
- RFP-003-2018 Audit Services Evaluation Committee Member Meeting was held in the Council Chambers at 10 am.
- Distributed the Contract for Resolution 2017-105 with Lake City Plumbing Inc for the Retrofit of the City's Public Restrooms.
- Issued the Notice to Proceed to Lake City Plumbing Inc. for the Retrofit of the City's Public Restrooms.
- Finalizing Invitation to Bid (ITB) 002-2018 Radio Communication Equipment & Infrastructure Support for the Information Technology Department.
- Awaiting return of the executed contract authorized by Resolution 2017-090 from the Florida Department of Environmental Protection for Access Utility Easements over City Lands.
- Awaiting return of the executed contract authorized by Resolution 2017-106 from SRWMD Memorandum of Agreement for the Public Restroom Retrofit Project Grant.
- Verifying vendor information submitted at www.VendorRegistry.com and contacting vendors with incomplete registrations.
- Responses on Invitation to Bid (ITB) 005-2018 Security Fence Installation were received on January 9, 2018 at 2:30 p.m. and are under evaluation.
- Responses for (ITB) 006-2018 Fuel Farm for the Lake City Gateway Airport have been changed and are due no later than 2 p.m., Tuesday, January 16, 2018.
- Issued budgeted Kubota UTV to the Water Treatment Plant from NJPA Cooperative Purchasing Contract.
- Continued contacting vendors for updated Vendor Insurance Compliance in the New World System.
- Issued five hundred and eighty five (585) items to departmental employees.
- Twenty-two (22) inventory tickets completed.
- Received replacement shaft to repair the Ditch Witch for Distributions and Collections.
- Processed 2 critical tickets for 6" and 4" Water line repair.
- Ordered replacement batteries for the defibrillators for the Lake City Fire Department.

- Received the shipment of machine bushings for Distribution and Collections.
- Placed orders to replenish stock for the Cage, Gas and Water Department.
- Received ordered “Smell Gas” Signs for the Gas Department.
- Scanned and indexed thirty two (32) documents into the OnBase Imaging System.
- Processed record retention boxes for storage and destruction.

Risk Management (Steve Roberts):

- Workers’ Compensation claims files – 1
- General Liability cases files – 1
- Vehicle Accident claims filed – 1
- Followed up on open Workman Comp cases.
- Attended FEMA conference meeting.
- Investigated vehicle accident.
- Met with league attorney on WC open cases.
- Submitted Prescription Safety Glasses/Shoes policy for review.
- Preparing Teen Town repairs with league.
- Investigated damaged lighting equipment.
- Instigated investigation on reported FEMA equipment with no expert certification.
- Contacted roofing company for City Hall eave and downspout issues.
- Replaced 98 floodlights at City Hall.
- Preparing report for FEMA headquarters.

Code Enforcement:

- Complaints received – 3
- Property inspections performed (36) – 17 Hrs.
- Meeting with responding property owners/customers (2) – 2 Hrs.
- Notices of violations/Notice of Hearing issued (4) – 2 Hrs.
- Warning Notices issued (11) – 3 Hrs.
- Cases brought into voluntary compliance – 21
- Business License processing (new/renewals/closures) (15) – 6 Hrs.
- Phone calls received – 20

Fire Chief Armijo Reports:

The Lake City Fire Department responded to 39 Emergency calls for service, with an average response time of 4 minutes and 20 seconds, including good intent calls that only require a non-priority response (no lights or siren).

Fire Inspections/Plans Review	5
Pre-Fire Plans	2

Growth Management Director Hoefert Reports:

Permitting and Building Inspections:

• Permit applications received	20
• Permits issued	20
• Building inspections	3
• Plumbing inspections	2
• Electrical inspections	2

- Mechanical Inspections 1
- Inspections approved 8
- Update of Contractor requirements (6) 1 Hr.
- Permits Fees & Information Log 1 Hr.

Current period (Wk) # permits/\$ amount	Prev Yr Period # permits/\$ amount	Year to Date #permits/\$ amount	Prev YTD # permits/ \$ amount
20- \$1,669.57 Valuation\$774,230	14- \$5,291.21 Valuation \$1,041,891	20-\$1,669.57 Valuation \$744,230	14- \$5,291.21 Valuation \$1,041,891

Planning & Zoning:

- Assisted with sign specifications for 4 new commercial developments 4 Hrs.
- Verified Zoning Districts for 7 customers 4 Hrs.
- Amended Land File Database 3 Hrs.
- Prepared for and attended December Zoning Board meeting 6 Hrs.
- Prepared for and attended December Council Meeting 3 Hrs.
- Due diligence report for 2 commercial sites 6 Hrs.
- CDBG Grant Administrative services 4 Hrs.
- Transcribed minutes for December Zoning Board Meeting 4 Hrs.
- Notification letters for December Zoning Board Meeting 2 Hrs.

CRA – Wilson Park Project:

- Met with North Florida Professional Services for Park Master Plan in design phase
- Roadway Work – in process of executing ordinance to vacate portion of NE Calhoun Street
- Matthews Property – property has been appraised and purchase agreement executed

Active New Site Developments:

- Blanche Hotel Renovation Permit issued
- LaQuinta Hotel Pending permit
NW Cali Road
- Martin Orthodontics Construction in Progress
SW Perimeter Glen
- Cornerstone Commercial Site Pending permit
Hwy 247 & Home Depot Drive
- Kicklighter Reuse Plant Construction in Progress
- Waffle House Remodel Construction in Progress
3639 US Hwy 90 West
- LC Municipal Airport Hanger Construction in Progress
Hwy 90 East
- Luxury Nail Salon Construction in Progress
Hwy 90 West/Gleason Place
- Hunter Chevron Construction in progress
Hwy 90 West & Commerce Drive

- Harper Lake Assisted Living Facility
NW Cole Road Construction in progress
- HCA Hospital Parking Lots
NW Commerce Drive Construction in Progress
- Tru by Hilton Hotel
NW Centurion Drive Pending permit
- Lake City Hotels
Hwy 90 W (Inn & Out Campground) Site Plan Review in progress
- Murphy Oil - Rebuild
Hwy 90 West & Bascom Norris Road Pending permit

Tap & Impact:

3 New Tap Applications submitted
 \$390.00 Tap Fees
 \$1,050.00 Impact Fees

Police Chief Gilmore Reports:

Major Case Synopsis:

CHILD ABUSE INVESTIGATION RESULTS IN ARREST

On Friday, January 5, 2018, at approximately 11:35pm, the Lake City Police Department received a complaint of Child Abuse from the Florida Department of Children and Families. According to the complaint, Victoria L. Pope (4/18/1997) and her boyfriend Malik A. Jackson (4/15/1998) took Pope's six-month old daughter to a local pediatrician, who was concerned about injuries they observed on the child. According to staff, Pope and Jackson were unreceptive to diagnosis from the doctor and refused to follow doctor's orders for treatment.

Staff at the doctor's office, concerned for the child's wellbeing, contacted DCF, who made contact with the family at their home. After observing the infant, Investigators with DCF took her to Shands Lake Shore Hospital, where the child was confirmed to have a recent, trauma-caused break to both bones in her arm.

DCF took protective custody of the infant with assistance from the Lake City Police Department. LCPD Investigators initiated a criminal investigation, and spoke with both Pope and Jackson. During interviews, Pope revealed that she often left the infant in the care of Jackson, and had noted several times in the past that the infant would return with red marks and bruises, but never notified authorities. When Jackson was questioned regarding the infant's broken arm he told investigators that he believed it was merely a "birth defect" with her arm. Later in the same interview, he stated that the infant had rolled over wrong and twisted her own arm. Both of these descriptions were inconsistent with findings from medical staff.

It was also discovered that Jackson is on probation in Georgia, where he is also under court order to have no contact with Pope and to attend anger management classes.

The infant remains in the care of DCF as the criminal investigation is ongoing. Jackson was arrested for Aggravated Cruelty/Abuse Towards a Child and transported to the Columbia County Jail where he remains currently on a \$10,000.00 bond.

Major Executive Summary:

RIVER CITY CUP & CAKE SHOWS APPRECIATION

Thank you, River City Cup & Cake from Michigan for stopping by and treating the Lake City Police Officers, and Fire Fighters to a cup of coffee in support and appreciation for their dedication to protect & serve.



JANUARY IS “MOVE OVER” AWARENESS MONTH



The Florida Division of Highway and Safety Motor Vehicle have designated January as “Move Over” Awareness Month. DHSMV is committed in educating all Florida motorists on the importance of the Move Over law which is to protect all law enforcement and service responders.

Under Florida Statute 316.126 requires you to Move Over a lane:

- When you can safely do so stop for law enforcement, emergency, sanitation, utility service vehicles and tow trucks or wreckers.
- If you can't move over — or when on a two-lane road — slow to a speed that is 20 mph less than the posted speed limit.

- Slow down to 5 mph when the posted speed limit is 20 mph or less.
- When you fail to move over, you put yourself and others at risk; you could crash into a vehicle or worker.
- Violating the Move Over Law will result in a fine, fees, and points on your driving record.

NEXT BREAKFAST WITH THE CHIEF SCHEDULED

The next Breakfast with the Chief is scheduled location will be Mount Olivet Missionary Baptist Church, date will be forthcoming. Please join Chief Gilmore and staff in sharing breakfast and to discuss concerns within the community.

RAPE AGGRESSION DEFENSE (R.A.D.) TRAINING

The next class will begin January 22, 2018. There are still several openings. If you are interested in this program, please contact Officer Andy Mangrum at 386-719-5469 or mangruma@lclflapd.com. Each class has a maximum of 20 people per class.

LAKE CITY POLICE EXPLORER PROGRAM

Are you, or is someone you know, between the ages of 14 and 21 and interested in a possible Law Enforcement career? The Lake City Police Explorer Program is designed to help young men and women gain a realistic understanding of a police career and learn valuable leadership skills while performing service for their community. If interested please call Officer Mike Lee at 386-758-5489 for more information.

Community Relations and Crime Prevention Report:

- Officer Mangrum working with Columbia Bank on security services
- Officer Mangrum planning a Place of Worship Security Awareness brief.
- Officer Mangrum will be attending Open House and Ribbon cutting for Flip the Switch Media on January 11th.
- Officer Mangrum will be attending Chamber Mixer at Florida Gateway Foundation on January 18th.
- Officer Mangrum working with McDonald's for next "Coffee with a Cop" event.

Traffic Offender Patrol:

- Traffic Stops: 5
- Warnings: 2
- Citations: 8
- Felony: 1
- Arrests: 1
- Crash Reports: 4
- Traffic Details: 4
- Property Checks: 5
- Assisted Shift: 4

- Offense Reports: 1

Criminal Interdiction Unit:

Investigations Worked on by Unit:

Task Force watched for narcotic activity in the area of Alma Ave., Long St., Dixie, Winn Dixie, Joe Coney and Morgan, and MLK St. Conducted park and walk at Gateway Center, and Common Loop. Obtained and executed search warrant and Task Force is continuing to work on long term investigations.

Sweepstakes Casino – conducted surveillance of parking lot and walk through of business

Traffic Stops: 18

- Warnings: 15
- Citations: 2
- Misdemeanors: 2
- Arrests: 5
- Complaint Affidavits: 1

Narcotic Seizure:

- Marijuana: 8.59 grams
- Methamphetamine: 4 grams

Property Checks: 27

Assist Shift: 16

- Traffic Stop:3
- Domestic Violence: 3
- Criminal Mischief
- Disturbance: 2
- PD Assist: 4

Offense Report: 3

- Warrant
- Narcotics: 2

K9 Utilized: 1

Area of Focus by Unit:

- 5 Alpha, Westside, Long, Wilson, Aberdeen, MLK, Casinos, 375 NW Hilton, Joe Coney/Morgan, 580 NE MLK.
- Sweepstakes Casino – Walked through and observed no fish tables. Checked parking lot and inside business for narcotic activity.

Case Briefs Worked on by Unit:

- Affidavit: Suspect charged with Possession of Less Than 20 Grams of Marijuana
- Arrested: Suspect charged Violation of Probation (Possession of Marijuana Less Than 20 Grams), and No License
- Arrested: Suspect charged with Possession of Marijuana less than 20 grams, and Possession of Narcotic Equipment.
- Arrested: Suspect charged with Possession of Methamphetamine, and Possession of Drug Paraphernalia

Criminal Investigation Division:

- Total Cases Investigated: 19
- Total Solved: 6
- Total Cases Unsolved: 13
- Total Arrests: 1
- Total Charges Filed: 10
- Assault: 1
- Burglaries: 12
- Criminal Mischief: 1
- Missing Persons: 2
- Sex Offense: 1
- Other: 2

Patrol Division:

- Reckless Driving (Criminal): 1
- DUI: 2
- Driver Must Be Licensed: 1
- Driving While License Suspended/Revoked: 3
- Battery: 5
- Battery (Felony): 1
- Aggravated Battery: 1
- Kidnapping: 1
- Carrying Concealed Firearm: 1
- Sexual Assault: 1
- Property Damage: 5
- Burglary: 13
- Larceny (Petit): 4
- Larceny (Felony): 11
- Retail Theft: 2
- Property Recovered: 1
- Fraud: 2
- Cruelty towards a Child (Aggravated Abuse): 1
- Child Neglect: 1
- Uttering False Instrument: 3
- Possession of Methamphetamine W/O a Prescription: 1
- Possession of Less Than 20 Grams of Marijuana: 2
- Obtained Controlled Substance by Fraud: 1
- Possession of Narcotic Equipment: 2
- Felony Warrant: 3
- Deprive/Hinder the use of 911, Prevent Communication: 1
- Violation of Probation: 1
- Active Warrants for Arrests: 15
- Affidavit Warrants: 13
- Traffic Warnings: 3

- Traffic Stops: 22
- Accidents: 18
- Citations: 28
- Arrests: 4
- DUI: 1

Public Works Director Henry Reports:

We have been slow, due to people taking off due to the holidays, but we are gearing up for another great year.

Traffic:

- Locates 49
- Trouble Calls 12
- Replaced damaged traffic signal cabinet on US 90 and Marion Avenue; damage caused by a vehicle accident
- Installed new test cabinet in shop
- Trouble shoot fiber modem at US 90 and Marion Avenue
- Respond to power outages (Traffic Signals) during ice storm

Signs:

- Made four signs—1-Airport, 2 -20 MPH Speed Limit and 1-Curve sign
- Installed two new sign posts at Alachua / Franklin and Nassau / Marion Streets
- Installed new “Watch for Children” sign, and post on Putnam Street

Street and Storm water:

- Cleaning PW yard, hauling off debris
- Cleaning ditches and culverts in various areas of the City

Grounds:

- Routine park maintenance, picking up trash at Lake Montgomery, Lake Isabella, Campbell Park, Olustee Park, Young’s Park, Wilson Park, Sally May Park and around Lake Desoto
- Taking Christmas decorations down at Olustee Park, Marion Avenue and around Lake Desoto and storing in warehouse
- Picking up trash downtown
- Picking up trash in neighborhoods after the holidays

Small Engine Shop:

- Working in shop fixing weed eaters and lawn mowers
- Pumping water from pump on Vac-con
- Replaced chain on chain saw

Tree and Asphalt:

- Patching pot holes around City streets
- Picked up nine trees downed in ice storm
- Trimming trees in various parts of the City

Administrative:

- Processed 10 purchasing card receipts and 21 purchase orders
- Entered mileage for Public Works, Fleet Utilities D & C, Utility Maintenance, Recreation
- Received 12 citizen complaint calls

- Working on obtaining prices for multiple items for CRA
- Communicating with Engineer on Wilson Park
- Communicating with Asphalt contractor on overlaying various City roads

Fleet Shop:

- Installed three batteries in three vehicles
- Serviced one vehicle
- Installed skid plates on street sweeper
- Installed window regulator on one PD vehicle
- Finished installing transmission on one PD vehicle
- Installed two tires on one vehicle
- Greasing and fueling machines

Recreation Director Phillips Reports:

Recreation:

We have issued 520 cards to gain entry to the Racquetball Facility as of today's date. Cards are still being issued at the Teen Town Center. You must have a photo ID/Driver's License and complete a usage agreement application.

Girls Club Center:

Our afterschool registration has begun for our Winter II session. We still have openings in all age groups for the girls. The fee is \$250.00 and it is first come first served up to the first 75 members who register. We pick up from all public area schools excluding Fort White. Girls may be in kindergarten to attend our after school program. We do encourage prospective new members to tour the facility and meet our leaders. Our staff is truly amazing and ensures each member's needs are met on an individual developmental basis socially, cognitively, and emotionally. We offer homework assistance, arts and crafts, gaming events, as well as special events. The more new smiles the better! We are eager to mentor all of our new friends and have an awesome New Year together! It is our goal to develop the total child in a safe and thriving environment. If we can assist your family's after school needs in anyway, please call us at 386-719-5840. Our next registration period for our SPRING SESSION is February 26th – March 9th.

This is our first week back from Christmas vacation and the girls have enjoyed playing outside, doing crafts, and playing on the playground.

Athletics – Teen Town Center:

Our afterschool registration has begun for our Winter II session. We still have openings in all age groups for the boys. The fee is \$250.00 and it is first come first served up to the first 50 members who register. We pick up from all public area schools excluding Fort White. Boys may be in kindergarten to attend our after school program. We do encourage prospective new members to tour the facility and meet our leaders. Our staff is truly amazing and ensures each member's needs are met on an individual developmental basis socially, cognitively, and emotionally. We offer homework assistance, arts and crafts, gaming events, as well as special events. The more new smiles the better! We are eager to mentor all of our new friends and have an awesome New Year together! It is our goal to develop the total child in a safe and thriving environment. If we can assist your family's

after school needs in anyway, please call us at 386-719-5840. Our next registration period for our SPRING SESSION is February 26th – March 9th.

This is our first week back from Christmas vacation and the boys have had fun playing football, soccer, scooters, and playing on the playground.



Staff Photos

For more information on the Boys Club at Teen Town or renting our facility, please call the Teen Town Center at 386-754-3607.

Assistant City Manager Dyal (Utilities/Public Works) Reports:

Distribution & Collections (Brian Scott):

Construction

- Continuing to work on the Utility Maintenance Facility
- Assisted Lift Station Maintenance Division with power outages at Lift Stations

Distribution Maintenance

- Service Orders

- Turn On 5
- Turn Off 2
- Initial Read 24
- Final Read 46
- Various Assorted Service Orders 60
- Meter exchanges 1
- Set/ Exchange MXU 1
- Remove Meters 4
- Locates 39
- Read cycles 2 and 5 for billing
- Checked water leaks due to icy conditions
- Assisted with setting up generator for Lift Station Maintenance
- Capped off 3- inch sewer line
- Removed a fire hydrant from service at the Waste Water Treatment Plant
- Installed one 1” water taps
- Installed one 3/4” water taps
- Call-Out
 - Water 15
 - Sewer 1
 - Maintenance 3

Collection Maintenance

- Responded/Repaired-Sewer Calls 4
 - Installed a 3-inch conduit for electrical panel
 - Completed two flow checks on sewer mains
 - Power outages to four lift stations due to icy conditions

Natural Gas (Steve Brown):

- Locates 23
- (Gas) Service Orders 47
- Odorant Complaint 1
- Retirement of Services 3
- Installed a 3/4” new service, meter set, and smart point transceiver at 656 SW Rosemary
- Installed a gas service at the Utility Maintenance Facility
- Installed the smart point transceiver for Florida Gateway College – Building 5
- Researching and working on the proposed meter set for PSC
- Completed the pressure check and activated the smart point transceiver at 132 Hernando
- OQ Training
- Upcoming:
 - Cathodic Protection (reads, surveys, maintenance)
 - Retirement of services and removal of meters in order to meet compliance guidelines

Water Plant (Mike Osborn):

- Gallons Treated (Price Creek WTP) 3.51 MGD
- Gallons Treated (Brandon Brent WTP) 0.019 MGD
- Samples Processed In-House 176
- Samples Processed Outside Lab 7
- Complaints Serviced 1
- Safety Training: Power Tool Safety and SDS Sheets
- Vendors On Site
 - UniFirst
 - Odyssey
- Ongoing Maintenance
 - Shop & Building Maintenance/Housekeeping
 - Lawn Maintenance

Wastewater Treatment Plant (Cody Pridgeon):

- Gallons Treated 2.15 MGD
- Bio-Solid Loads Hauled (H&H) 3
- Inspected/Serviced Problems at WWTP 8
- Samples Processed In-House 90
- Samples Sent to Outside Lab 10
 - Daily Testing
- Vendors On Site
 - UniFirst
 - Waste Pro
 - Ortega
- Picked up RAS pump #403 form TAW
- Prepared the WWTP for freezing temperatures
- Ongoing Maintenance
 - Shop & Building Maintenance/Housekeeping
 - Lawn Maintenance
 - Preventative Maintenance at WWTP/Service Zone
 - Weekly/Monthly/Quarterly Inspections at WWTP/PAR/Plant 2

Sprayfield/Bio-Solids Site

- Ongoing (Sprayfield Operator)
 - Grounds Maintenance at Sprayfield, Reclaim Site, Bio-Solid Site & Steadly Field
 - Bio-Solid Site Inspection
 - Shop Maintenance at Sprayfield
 - Truck Maintenance/Equipment Maintenance/Repairs
 - Pumping Down Reservoir Levels at Sprayfield/Changing Laterals/Collected Samples
 - Flow Meter Readings/Reservoir Flow Reports
 - Swapped out Sludge Trailer (WWTP)

GIS and CAD:

- Cole Terrace
 - Reviewed plans for water line installation

- Surveyed and coordinated with Poole Engineering on mapping
- Assisted with the DEP permit
- Staked the right of way for the Lake City Assisted Living Facility

Customer Service (Jason Dumas):

● Phone Calls Taken		494*
● Walk-up Customers Assisted		680
● Bills Generated		92**
● Total Number of Payments Collected		2,246
● Total Amount of Payments		\$386,427.31
○ Over the Counter (945)		
▪ Cash	40,166.68	
▪ Check	42,809.54	
▪ Charge	19,320.58	
▪ Wire	64,775.63	
▪ Other	1,354.88	
○ Esuite payments (476)	45,572.26	
○ Lock box payments (506)	85,906.74	
● Pages Scanned		263
● Lien Requests Processed		1
● Postage Processed		136 parcels

**Not all phone calls were logged*

*** Skip Bill Week*

Service Orders Generated:

● Field Service Orders	182
● Meter Problem	2
● Leak Check	3
● Cut Off Non-Pay	4
● Turn Back On	8

Reads:

● Initial Read	38
● Final Read	32

Sensus Analytics Leak Alarm Report:

● Total number of accounts researched for a possible leak	133
● Total number of calls to notify customer of a possible leak	82

Meters Active on Flexnet System (to date): 12,529

● Water Meters – all sizes	9,628
● Gas Meters	2,901