

CITY OF GREENACRES

INTEROFFICE MEMORANDUM

#2016.01LN4.01

TO: Thomas Lanahan, Acting City Manager

FROM: Carlos Cedeño, Public Works Director

RE: Public Works Department Report

DATE: January 11, 2016

Listed below is a brief summary of the activities undertaken by the Public Works Department during the period of December 28, 2015 through January 8, 2016.

1. ADMINISTRATION:

ACTIVITY	COMMENTS	12/28/15 – 01/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
Annual Licenses and Reports Submitted	Tree City USA	1	3	7
Citizen Requests Processed	(3) WebQA, (5) recycling bins	8	63	225

2. ROADS AND DRAINAGE MAINTENANCE

- a. Removed all holiday banners from City light poles.
- b. Completed painting head walls along L-11 canal.

ACTIVITY	COMMENTS	12/28/15 – 01/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
Medians Maintained (72)	Jog Rd, 10 th Ave N., Forest Hill Blvd., Lake Worth Rd., 57 th Ave.	4	22	N/A
Canal Maintenance (A & B Canals)	1 Mile	3	16	N/A
R-O-W Litter Removal	City Streets	2	14	N/A
R-O-W Landscape Maintenance	City Streets	1	7	N/A
Trees on medians, right-of-ways, & green areas maintained (2,021)	Trimmed (33) Sabal Palms and (2) Green Buttonwoods on Swain Blvd.	35	391	788
Landscape Maintenance Retention Ponds/Lakes	Harwich Court & Ramblewood Circle	1	2	N/A

ACTIVITY	COMMENTS	12/28/15 – 01/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
Alleyway Maintenance	5.56 Miles	1	8	N/A
Underground utility locate ticket requests	N/A	26	146	550

3. VEHICLE MAINTENANCE

ACTIVITY	COMMENTS	12/28/15 – 01/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
Inspections	(5) Fuel storage tanks, (6) generators, (1) hazardous materials inspection at Public Safety 1	10	68	N/A
Repair Orders Completed	(7) Patrol cars, (6) fire & medic trucks, (7) Public Works trucks, (12) small engine equipment, and (4) buses	36	313	1,250
Preventive Maintenance Performed	(4) Patrol cars, and (1) Public Works truck	5	137	325
Service Calls	(2) Public Works trucks, (1) fire & medic truck, and (1) small engine equipment	4	17	N/A

4. BUILDING SERVICES

- a. Performed quarterly preventative maintenance on air compressors.

ACTIVITY	COMMENTS	12/28/15 – 01/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
HVAC Systems (34) Repairs	(1) Public Safety Station 2, (2) Former City Hall, (3) Community Center, (1) Community Hall, (3) Public Works	10	28	N/A
Monthly PM for Interior Lights	18 Buildings	29 bulbs	112	N/A
Monthly PM for (18) Buildings	Includes inspection and replacement of A/C filters, flags, fire sprinkler gauges, battery recycling and rust removal from irrigation	1	4	12
Work Orders Completed	18 Buildings	39	244	935

5. PARKS MAINTENANCE

- a. Replaced tennis court posts and net at Gladiator Park.

ACTIVITY	QUANTITY	12/28/15 – 01/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
Mowing Public Building Grounds	11.7 acres	1	11	36
Mowing of Parks' Grounds	66.5 acres	2	12	40
Mowing of Sports Turf	15 acres	5	29	70
Athletic Fields (9) Maintained and Prepped	Ballfield, Soccer, Football	31	257	N/A
Athletic Courts (26) Maintained	Tennis, Basketball, Racquetball, Shuffleboard, Volleyball	4	28	N/A
Parks and Buildings Litter Removal	92 acres	8	46	N/A
Trees in parks and building grounds maintained (4,463)	Trimmed (1) Queen Palm and (59) Sabal Palms at Bowman Park, and (28) Sabal Palm at Freedom Park	88	217	892
Playground Areas Maintained (15)	N/A	6	42	N/A
Parks and Playground Safety Inspections	15 Playgrounds, 13 Parks, 9 Athletic Fields, & 8 Public Buildings	1	4	12
Community Events Assisted (12)	Fiesta de Pueblo	1	4	12

6. DEPARTMENT OF CORRECTIONS WORK SQUAD

ACTIVITY	COMMENTS	12/28/15 – 01/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
Canal Maintenance	(1) A Canal, (1) B Canal	1	3	N/A
Alleyway Maintenance	5.56 miles	1	4	N/A
Landscape maintenance	Bowman Park	1	3	N/A
Landscape maintenance	Freedom Park	1	5	N/A
Landscape maintenance	Gladiator Park	1	1	N/A
Work Squad Total Hours Worked	5 inmates for 8 days	227.5	1634	Estimated 5,500 hr/yr