

CITY OF GREENACRES

**INTEROFFICE MEMORANDUM
#2016.07LN4.01**

TO: Andrea McCue, City Manager
FROM: Carlos Cedeño, Public Works Director
RE: Public Works Department Report
DATE: July 11, 2016

Listed below is a brief summary of the activities undertaken by the Public Works Department during the period of June 13, 2016 through July 8, 2016.

1. ADMINISTRATION:

- a. Staff completed *Communicating with Persons with Disabilities* training.
- b. Director attended 2016 Florida Stormwater Association Annual Conference.
- c. Director attended Local Mitigation Strategy Working Group meeting.
- d. Coordinated Indoor Environmental Assessment for Former City Hall building (WIC).

ACTIVITY	COMMENTS	06/13/16 – 07/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
Citizen Requests Processed	(3) WebQA, (16) recycling bins, (1) complaints	10	172	225

2. ROADS AND DRAINAGE MAINTENANCE

- a. Coordinated installation of 1,000 Bougainvillea on Jog Road medians.
- b. Staff completed *Communicating with Persons with Disabilities* training.

ACTIVITY	COMMENTS	06/13/16 – 07/08/16	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	57	N/A
Canal Maintenance (A & B Canals)	1 Mile	3	39	N/A
R-O-W Litter Removal	City Streets	4	39	N/A

ACTIVITY	COMMENTS	06/13/16 – 07/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
R-O-W Landscape Maintenance	City Streets	4	22	N/A
Trees on medians, right-of-ways, & green areas maintained (2,021)	Coordinated trimming of (250) Sabal Palms, (1) Tabebuia tree and (102) Live Oaks on Jog Road medians, (28) Sabal Palms, (4) Tabebuia trees, (20) Live Oaks, & (3) Green Buttonwoods on Forest Hill Blvd medians, and (16) Sabal Palms and (27) Live Oaks on Lake Worth Road medians by contractor.	451	1418	788
Landscape Maintenance Retention Ponds/Lakes	Ramblewood Circle & Harwich Court	1	5	N/A
Alleyway Maintenance	5.56 Miles	1	13	N/A
Sidewalks Repaired	Replaced 5 l.f. of damaged sidewalk on Perry Avenue at IVB Complex	5 l.f.	666 l.f.	N/A
Underground utility locate ticket requests	N/A	63	574	550

3. VEHICLE MAINTENANCE

- a. Staff completed *Communicating with Persons with Disabilities* training.
- b. Vehicle Maintenance Supervisor attended *Lift Truck Operation Train the Trainer Certification Class*.
- c. Received new EMS truck (CIP Project #088).
- d. Passed Storage Tank Facility Annual Compliance Site Inspection for Fire Rescue Station 94/PBSO District 16 by FDEP.

ACTIVITY	COMMENTS	06/13/16 – 07/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
Inspections	(5) Fuel storage tanks, (6) generators, (1) hazardous materials inspection at Public Safety 1	20	198	N/A
Repair Orders Completed	(14) fire & medic trucks, (8) Public Works trucks, (5) Building trucks, (18) small engine equipment, and (6) LS buses	51	683	1,000

ACTIVITY	COMMENTS	06/13/16 – 07/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
Preventive Maintenance Performed	(1) small engine equipment, and (1) LS bus	2	182	325
Service Calls	(1) fire & medic trucks, (2) Public Works trucks, & (1) small engine equipment	4	46	N/A

4. BUILDING SERVICES

- a. Staff completed *Communicating with Persons with Disabilities* training.
- b. Electrician/Tradesworker attended 2-Day *Arc Flash Electrical Safety NFPA 70E Seminar*.

ACTIVITY	COMMENTS	06/13/16 – 07/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
HVAC Systems (34) Repairs	(1) FR Station 94/PBSO District 16, (2) Public Works	3	52	N/A
Monthly PM for Interior Lights	17 Buildings	42 bulbs	322	N/A
Work Orders Completed	18 Buildings	80	760	1,000

5. PARKS MAINTENANCE

- a. All staff completed *Communicating with Persons with Disabilities* training.
- b. Coordinated replacement of fencing at Friends Park.

ACTIVITY	QUANTITY	06/11/16 – 07/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
Mowing Public Building Grounds	11.7 acres	4	28	36
Mowing of Parks' Grounds	66.5 acres	4	30	40
Mowing of Sports Turf	15 acres	8	71	90
Athletic Fields (11) Maintained and Prepped	Ballfield, Soccer, Football	72	832	N/A
Athletic Courts (26) Maintained	Tennis, Basketball, Racquetball, Shuffleboard, Volleyball	1	61	N/A
Parks and Buildings Litter Removal	92 acres	14	121	N/A

ACTIVITY	QUANTITY	06/11/16 – 07/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
Trees in parks and building grounds maintained (4,484)	Trimmed (18) Live Oaks at Community Park, (3) Live Oaks at Freedom Park, and (2) Washingtonian Palms at IVB Complex	23	989	892
Playground Areas Maintained (15)	N/A	6	117	N/A
Community Events Assisted (14)	Ignite the Night	1	14	14

6. DEPARTMENT OF CORRECTIONS WORK SQUAD

ACTIVITY	COMMENTS	06/13/16 – 07/08/16	FISCAL YEAR TO DATE	FY2016 BUDGET
Canal Maintenance	(1) A Canal, (1) B Canal	1	10	N/A
Alleyway Maintenance	5.56 miles	1	10	N/A
Median Landscape Maintenance	Jog Road	1	3	N/A
Parks Litter Removal	13 Parks	1	4	N/A
Landscape maintenance	Veterans Park	1	3	N/A
Landscape maintenance	Community Park	1	7	N/A
Landscape maintenance	Empire Park	1	1	N/A
Landscape maintenance	Gladiator Park	1	2	N/A
Landscape maintenance	Freedom Park	2	14	N/A
Landscape maintenance	Municipal Complex	1	15	N/A
Work Squad Total Hours Worked	3 inmates for 1 day, 4 inmates for 9 days, 5 inmates for 1 day, 6 inmates for 2 days	315.5	4103.25	Estimated 5,500 hr/yr