



## Department Report

**MEETING DATE:** November 29, 2021

**FROM:** Carlos Cedeño, Public Works Director

**SUBJECT:** Public Works Department Report

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### DEPARTMENT HIGHLIGHTS

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Listed below is a brief summary of the activities undertaken by the Public Works Department during the period of October 1, 2021 through October 31, 2021.

**1. ADMINISTRATION:**

- One of the Solid Waste Authority's *Blighted and Distressed Property Cleanup and Beautification* Grant was awarded to the City which will assist with funding for landscaping and a new paver walkway around City Hall .
- Phase 1 of the City Hall Landscape project has been completed which included the installation of Island Ficus Hedge and a total of 8 new trees being added. New grass will be installed after the completion of the Paver Walkway.
- Met with a Marine Construction company to discuss the construction of a dock at the lake behind City Hall.
- Staff participated in the Office 365 Training.

**2. ROADS AND DRAINAGE MAINTENANCE**

- Asphalt resurfacing was completed in the areas of Chickasaw, Chariot, Heather Dr, Ramblewood and Bowman Street.

**3. VEHICLE MAINTENANCE**

- Coordinated the issuance of a Purchase Order for a new 66 Passenger Bus for Youth Programs.
- Vehicle Maintenance Supervisor participated in "Leading in the Aftermath" Training.
- A purchase order has been issued to replace the vehicle maintenance shop vehicle lift.

**4. BUILDING SERVICES**

- Coordinated the annual inspection for all fire extinguishers in City buildings.

**5. PARKS MAINTENANCE**

- New irrigation and fill were installed in the front median of City Hall in preparation for new sod.
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