

CITY OF GREENACRES

INTEROFFICE MEMORANDUM

#2021.08AH4.01

TO: Andrea McCue, City Manager
FROM: Carlos Cedeño, Public Works Director
RE: Public Works Department Report
DATE: August 5, 2021

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

1. ADMINISTRATION:

- Coordinated a meeting with the contractor in preparation for the pressure cleaning of the medians on Jog Rd, Lake Worth Rd, 10th Ave N, Forest Hill Blvd, Sherwood Forest, 57th Ave and Melaleuca Lane.
- Staff participated in a Credit Card Reconciliation refresher training provided by Purchasing.

2. ROADS AND DRAINAGE MAINTENANCE

- Staff communicated with vendor in preparation for mulch to be placed in the medians of Jog Rd and Lake Worth Rd following the pressure cleaning.

3. VEHICLE MAINTENANCE

- Public Works staff participated in the OSHA Safety Data Sheet (SDS) Training.
- Staff participated and received certification in the OSHA Lift Truck Practical & Hands on Training.
- Supervisor completed a webinar training on “The Future of Commercial Fleets is Electric”.
- Researched specifications on a Sports Field Top Dresser for procurement in FY2022.

4. BUILDING SERVICES

- Renovation of the kitchen at Fire Rescue Station 95 has been completed.
- Playgrounds throughout the City were inspected and repairs needed were made.
- Quarterly inspections of City owned Buildings was performed.
- Bermuda Sod was placed at the South Soccer field of Freedom Park.

5. PARKS MAINTENANCE

- Organized the installation of lights at the Bankshot Court at Freedom Park
- Staff assisted with set up and cleanup during the 4th of July Event.