



Department Report

MEETING DATE: December 19, 2022

FROM: Carlos Cedeño, Public Works Director

SUBJECT: Public Works Department Report

DEPARTMENT HIGHLIGHTS

Listed below is a brief summary of the activities undertaken by the Public Works Department during the period of October 1, 2022 through November 30, 2022.

1. ADMINISTRATION:

- Staff coordinated a meeting and walkthrough with Directors, staff and architects for an interior space analysis study for future growth and expansion of City Hall.
- Staff met with designers and discussed options for interior upgrades and design to the City's Banquet Hall.
- Supervisors participated in an FAU training "Using Communication to Manage Interpersonal Relations"
- Public Works Staff participated in a "De-Escalation Training"
- All Divisions participated in the Fl. Department of Environmental Protections NPDES Audit.

2. ROADS AND DRAINAGE MAINTENANCE

- Six (6) new pedestrian crossing signs were installed throughout City Hall at crosswalk intersections.
- Fresh mulch was set throughout the medians on Jog Rd, Lake Worth Rd, S 57th Ave and Melaleuca Lane.
- Staff coordinated a safety meeting on "What to do when approached by a vicious animal".
- Gathered information and attended the 5-year NPDES Audit

3. VEHICLE MAINTENANCE

- Supervisor completed two (2) Emergency Vehicle Technician exams and received certifications.
 - Coordinated repairs of the generator at Fire Rescue Station 95.
 - Gathered information and attended the 5-year NPDES Audit
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4. BUILDING SERVICES

- Coordinated the installation of the manual transfer switch for connection of a portable generator at Fire Rescue 95.
- Staff assisted with the set up and take down of the City Managers Luncheon at the Council Chambers.
- Staff assisted with the set-up of the Holiday Tree in the lobby at City Hall.
- Gathered information and attended the 5-year NPDES Audit.

5. PARKS MAINTENANCE

- Coordinated the trimming of oak trees at Freedom Park, SJF Community Park and the Community Center.
 - Staff set up decorations, lights, and a Holiday Tree at SJF Community Park in preparation for upcoming Holiday events
 - Shade structure covers at City parks were removed in preparation of Hurricane Nicole and were reinstalled after the storm.
 - Gathered information and attended the 5-year NPDES Audit.
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