

Town of Lauderdale-By-The-Sea

April 2011 Monthly Activity Report for the Municipal Services Department

<u>CITIZEN REQUEST FOR SERVICES</u>	<u>APRIL 2011</u>
Received	22
Previous Pending	0
Total	22
Closed	22
Pending	0

The Citizen Requests for Services in April consisted of the replacement of a faulty lock at the Municipal Park Men's bathroom, the removal of loose palm fronds at the Chamber of Commerce, the replacement of NO DOG signs at Hibiscus and Palm Portal, the repainting of parking lines on El Mar Drive by Washington Portal, and the replacement of two storm drain covers on Bombay Avenue.

<u>STAFF REQUEST FOR SERVICES</u>	<u>APRIL 2011</u>
Received	6
Previous Pending	0
Total	6
Closed	6
Pending	0

Staff Requests for services in April consisted of delivering Anglin Square bricks to Edco for engraving, putting old computer monitors in storage room, trimming loose palm fronds and hanging coconuts in front of Town Hall, transporting a file cabinet from the offsite complex to Town Clerk's Office and attaching building and code application racks to lobby wall at Development Services building.

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Work Order Summary (Approximate April hours)

1.	Building Maintenance and Repair:	270
2.	Vehicle Maintenance:	14
3.	Grounds Maintenance and Repair:	718
4.	Recreation Areas Maintenance:	252
5.	Street Maintenance and Repair:	58
6.	Support of the Parking System:	25

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Public Works Division

The Public Works Division is responsible for the repair and maintenance of Town streets, buildings, lighting, drains, signs and portals. April projects included:

1. Cut, painted and installed bollards next to irrigation pipes at Municipal Park
2. Installation of parking signs on Commercial Beach End
3. Performed drain inspections Townwide
4. Installed new shade umbrella on Hibiscus Beach End
5. Pressure washed Beach Ends Townwide
6. Installed traffic deflector in South Alley
7. Placed meter signs downtown
8. Checked for roof leak at Fire Department and sealed roof
9. Torched down thermoplastic Handicap spots Townwide
10. Set new tables and benches at Washingtonia Park
11. Painted over graffiti at Offsite building
12. Checked sprinklers at Seagrape Pumpstation
13. Asphalt repairs to lateral on Basin Drive
14. Added sand to playground at Municipal Park
15. Removed parking meters downtown, filled holes and added parking signs to trees
16. Installed Exit signs in A1A parking lot
17. Installed NO PARKING signs on Thomas Way
18. Repaired showers at Beach Ends Townwide
19. Installed smoke alarms at Chamber of Commerce
20. Removed dead turtle from the beach
21. Installed parking meters in old Wings section of A1A parking lot
22. Replaced faded Speed Limit signs on El Mar Drive
23. Removed old, rusted telephone booth on Commercial Blvd
24. Unclogged A/C line at the Chamber of Commerce
25. Emptied fountain, cleaned and repaired lines at the Municipal Park
26. Painted Commercial Pavilion
27. Painted wall and posts on Beach End and Palm Ave Pavilion
28. Re-tied wind screens on tennis court
29. Removed corroding metal benches from beach, grinded metal plate, filled in holes with concrete and replaced with new recycled plastic benches at El Prado Park

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Community Standards Division

The Community Standards Division performs daily work that consists of grounds maintenance, landscaping and janitorial maintenance of five Town buildings and facilities. April work included:

1. Taking out bushes, pulling weeds, cleaning flower beds, raking and cleaning on El Mar
2. Taking out planter boxes on El Mar Drive and installing new plants in medians on El Mar (This work will continue next month)
3. Pulling weeds in center median on Commercial median
4. Repairing sprinklers Townwide
5. Watering and fertilizing grass Townwide that was in poor condition to improve its appearance