

Town of Lauderdale-By-The-Sea

December 2010 Monthly Activity Report for the Municipal Services Department

<u>CITIZEN REQUEST FOR SERVICES</u>	<u>DECEMBER 2010</u>
Received	5
Previous Pending	0
Total	5
Closed	5
Pending	0

The Citizen Requests for Services in December consisted of trimming back bushes around fire hydrant on E Commercial Blvd, installing plants between fence and side walk on Lombardy Ave. and Seagrape Drive and cleaning up debris in landscaping on Marine Ct.

<u>STAFF REQUEST FOR SERVICES</u>	<u>DECEMBER 2010</u>
Received	4
Previous Pending	0
Total	4
Closed	4
Pending	0

Staff Requests for service in December consisted of installing a new light fixture that was flickering in finance, installing a new automatic lock on entry door of roll call room for added security at Public safety Complex and addressing Fire Station safety repairs following a safety inspection.

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Work Order Summary (Approximate December hours)

1. Building Maintenance and Repair:	277
2. Vehicle Maintenance:	19
3. Grounds Maintenance and Repair:	639
4. Recreation Areas Maintenance:	279
5. Street Maintenance and Repair:	95
6. Support of the Parking System	9

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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. December projects included:

1. Demolition of men's restroom inside Town Hall which consisted of removal of drywall, tiles, sink and toilet
2. Drained pool at Public Safety Complex, removed concrete and relocated pipes. Removed signs and gate
3. Painted Commercial Blvd Pavilion
4. Re-set breakers for Christmas Lights/ Decorations on Commercial Blvd
5. Repaired and painted curbing on Commercial Beach End
6. Replaced and painted old rusted meter heads and yolks. Straightened posts Townwide
7. Picked up barricades from Christmas By The Sea parade on El Mar Drive
8. Performed drain work and raised grate on Commercial Blvd Beach End
9. Performed demolition of new parking lot on A1A. Removed parking stops, bollards and removed phone booth
10. Replaced broken sign posts on Bougainvillea Drive
11. Performed irrigation work on El Mar Drive. (Replaced clocks and batteries for zone valves. Replaced heads and repaired pipe)
12. Placed hours of operation decals on Town Hall front and rear doors
13. Cleaned fountain at courtyard
14. Replaced old rusted chain and cleavace pins and seats on swings in Municipal Park. Repaired twisted gate hinges.
15. Installed door closer and fan at Public Safety Complex
16. Worked on garage door offsite. Freed chain from electrical box
17. Hung shelves at Development Services Bldg
18. Hung flat screen TV at Senior Center
19. FPL pole broken. Removed broken piece and ground. Removed eyebolts and asphalt. Installed guidewire, bolts and asphalt on Bougainvillea and A1A to prevent a trip hazard

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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. December work included:

1. Removed old crown of thorn plants, installed topsoil and spread throughout Commercial Blvd medians. Installed new drought resistant landscaping
2. Fertilized and watered plants Townwide
3. Painted Commercial Blvd Pavilion
4. Cut out and removed dead trees Townwide
5. Trimmed trees away from streelight on Seagrape Drive
6. Filled in hole and spread dirt at Municipal Park
7. Repaired sprinklers on Commercial Blvd
8. Painted curbs in Anglin Square
9. Straightened poles and signs Townwide
10. Set up Jarvis Hall for holiday party