



CITY OF MARATHON PUBLIC WORKS

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MEMORANDUM

DATE: November 15, 2022

TO: Honorable Mayor and City Councilmembers

FROM: Carlos A. Solis, P.E. Director of Public Works & Engineering

THROUGH: George Garrett, City Manager

SUBJECT: Public Works & Engineering Department Introduction.

The mission of the Public Works & Engineering Department is to develop, maintain, and oversee all City Infrastructure and Capital Project development, and provide support services to all City Department for the continuous operation of City services in a friendly and responsive manor.

The department is typically referred to as Public Works, however it is responsible for Five divisions within the department as described below:

PUBLIC WORKS: The Public Works Division is primarily responsible for the repair, maintenance and upkeep of most of the City's Facilities, buildings and properties. These responsibilities include facility Plumbing, HVAC, Electrical, Landscaping, building repair & Maintenance, parking lot maintenance, ADA access, Parking revenue, Hurricane response and debris removal, and any other repair or issues that may arise in these facilities. The facilities include:

- City Hall
- Portions of the 104th Street Maintenance Facility & Yard
- Oceanfront Park
- Public Restrooms
- The Quay Property
- All Boat Ramps
- Sombrero Beach Parking area
- Sunset Park at Grassy Key

The department also provides maintenance support to the Parks & Recreation Department for other facilities such as Sombrero Beach, Coco Plum Beach, Rotary Park, Community Park, and Jessie Hobbs Park.

STREET MAINTENANCE: The Street Maintenance Division is responsible for the maintenance of all the 66 miles of Public Right-Of-Ways, street signs, bridge maintenance, R/W landscaping and mowing, including vegetation cutbacks, pavement repairs, US 1 medians (all other portions of US 1 is maintained by FDOT), Bike path and path lighting maintenance,

ENGINEERING & PROJECT MANAGEMENT: The engineering department is responsible for the development and execution of all City Capital Improvement projects including in-house design, oversight of design consultants, project management, and construction management. These projects include the design and construction of city facilities and infrastructure. Example of these include the upcoming replacement of Coco Plum Bridge, replacement of the 117th Street and 116th Street bridges, development of the Seven Mile Marina, Development of the Quay Property, Parks & Recreation Office Expansion, and all other new and redevelopment of City projects.

STORMWATER PERMITTING: The department provides services in conjunction with the Building Department for the review and inspection of the stormwater components of all new and re-development projects within the City of Marathon. We also manage the MS-4 permit with the State of Florida and ensure that the City and all developments within the City meet all State and Federal water quality regulations, as required to meet the conditions of our MS-4 permit.

FLEET MAINTENANCE: The Fleet Maintenance is responsible for the upkeep, repairs and routine maintenance of all City vehicle, except Utilities but include all fire department vehicle. Our mechanic recently obtained all required certifications to provide maintenance to the Fire Department vehicles, which not only saves substantial cost, but more important eliminates the need to send all vehicles to the mainland for even minor repairs, which often leaves these vehicles out of service for several weeks.