



CITY OF MARCO ISLAND, FLORIDA  
PUBLIC WORKS DEPARTMENT  
MEMORANDUM

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50 Bald Eagle Drive, Marco Island, Florida 34145  
Phone: (239) 389-5018  
MEMORANDUM

To: City Council  
Through: Michael McNees, City Manager  
From: Timothy E. Pinter, P.E., Public Works Director  
Re: Public Works Department Monthly Report – July 2020  
Date: August 17<sup>th</sup>, 2020 City Council Meeting

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The following activities were conducted by the Street and Drainage Staff:

- Swale grading on Amber Drive. Sod was installed and concrete was poured.
- Citywide Crosswalk inspections were performed.
- A drainage pipe was installed at the intersection of Amber/Baltic.
- Repaired brick pavers on Bald Eagle/Collier Blvd.
- Potholes were filled in on Fieldstone and Ludlow.
- Public Works crew formed and pour concrete to create a storm drain structure on Barfield Drive.
- Pothole on San Marco and Heartwood Drive was repaired.
- Pothole located on Whiteheart Ave./Sunflower was repaired.
- Public Works installed turtle shields on street lightning Collier/San Marco Road.
- Put in new locates for swale grading on South Barfield Drive.
- Public Works Swept bike paths.
- Swale grading on South Barfield Drive.
- 4 pallets of sod were installed on South Barfield.
- Cleaned storm drains lids from rainstorm.
- Changed hydraulic filters on 85 G Excavator.
- Filled in a sinkhole over a storm pipe on Whiteheart.

- Swale grading on South Collier Blvd.
- Sod was installed on South Collier Blvd.
- Public Works staff removed 5 concrete panels on Greenview St.
- 2 large potholes were repaired on North Barfield.
- Poured 25 feet of concrete sidewalk on Greenview St.
- Changed the red traffic light on Bald Eagle/Collier.
- Repaired numerous of potholes on North Barfield Dr., San Marco Rd, and Collier Blvd.
- Public Works staff cleaned half of the traffic light signal heads and lenses on the Island.
- Public Works staff installed new speed limit signs on South Collier.
- Repaired numerous sinkholes over storm pipes throughout the City.
- Cleaned storm pipes on Bald Eagle.
- Removed filters from storm drains in problem areas prior to the tropical storm.

The following activities were completed by Stormwater Engineer:

- Three (3) Site Development Plan reviews and four (4) Building Permit reviews
- Six (6) Right-of-Way permit reviews.
- Erosion & Sediment Control inspections and reports during construction – Avg. 3-5 per week.
- MS4 Compliance/Reporting/Records. Updated scheduling and created a record keeping procedure.
- MS4 reporting preparation for Cycle 1, Year 5.
- Coordinate field work and various tasks with ERD.
- Educational material for MS4 compliance (Cycle 1 & 2).
- Waterways Advisory Committee meeting. Liaison
- Prepared monthly Water Quality Testing solicitation
- FSA webinars – Annual Conference
- FDEP webinar for Statewide Stormwater Design Criteria

The following activities were completed by PW Administrative Assistant:

- Finishing up P-Card statements for the month of July for the department of public works.
- Creating the agendas for Waterways Advisory Committee, Hideaway Beach Tax Board and Beautification Advisory Committee.
- Completing the meeting minutes for Beautification Committee.
- Organizing and restructuring the master drainage list.
- Putting tickets in new locates for Public Works swale grading projects.
- Contacting vendors and receiving on Purchase Orders.
- Modifying and adjusting Marco Island's Public Works website.
- Purchasing equipment for Public Works employees.
- Gathering test results, combining all of them together and publishing them on the waterways page for the month of June and July.