



CITY OF MARCO ISLAND, FLORIDA
PUBLIC WORKS DEPARTMENT
MEMORANDUM

To: City Council
Through: Michael A. McNees, City Manager
From: Timothy E. Pinter, P.E., Public Works Director
Re: Public Works Dept Monthly Report August 2021
Date: September 7, 2021, City Council Meeting

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

- Jim Vensil Way repair road in front of Sand Bar 15 Bags of asphalt.
- Crystal Shores Beach Access changed out bad shower valve and refastened shower base to brick pavers.
- Collingswood speed limit sign reset pole.
- Level up numerous street signs island wide.
- Crosswalk inspections.
- Jolly Bridge trash pickup.
- Collier Blvd./ Bald Eagle installed 4 ped crossing signs on traffic light mast arms.
- Jamaica and Yellowbird replace wood sign pole with metal pole.
- Persian Ct. replaced wood sign with metal pole.
- Cleaned all the bike lanes.
- Repaired numerous small potholes on N Barfield Dr.
- Swale grade N. Barfield/ Windmill. Replaces sod.
- San Marco Rd/ Heathwood cleaned up mortar mix in roadway.
- Weeks Way repair pothole used 2 bags of cold patch.
- Capt. Horrs Way clean concrete gutter with Gradall/ dump truck.
- 467 Nassau Ct parge outfall pipe at sea wall.
- Bald Eagle/ Tampa Place road sunk around manhole use cold patch level up.
- Diplomat CT roadway sank around manhole, used cold patch leveled up.
- Delbrook Way sinkhole 1400 Block found cleaned pipe with Vac Truck and camera out fall out pipe make temp repairs filled sinkhole.
- Install new Wayne Ave sign that was missing.

- S Floral Place/Sheffield Dr. 57 stone edge of roadway that had washed out, clean off roadway.
- Collier N Barfield installed 4 state law yield to ped on traffic mast arms.
- S Barfield DR/ Ludlow move stop sign closer to crosswalk paint new stop bar.
- Repair pothole in front of Pier 81 on Bald Eagle Dr.
- Repair brick pavers at Founders Park sidewalk.
- Marco Lake Dr. swale grade inlet and outlet of lake.
- Bentley Electric changed photocell at N. Barfield DR/ Collier Blvd.
- Repaired numerous edges of roadways with cold patch.
- Dogwood Dr/ Covewood trim trees back on sharp corner of roadway.
- S Barfield Dr. shared use pathway cleaned weeds from edge of pavement.
- 800 Chestnut investigated sidewalk complaint.
- Bald Eagle Dr. was flooded put water over roadway signs and checked drains.
- 225 Rockhill Ct check on storm water complaint found no issue talked to homeowner.
- Marco Lake/ 2nd Ave stormwater complaint lake level high so its draining slow.
- Sweep problem areas after a heavy rain.
- Remove floating debris from canal on Rainbow Ct.
- 1000 Block Bald Eagle removed rusted failing driveway pipe that was backing up swale area all the way to Elm Ct.
- Marco Lake Dr. cleared the swale area to lake.
- 1500 Block of Buccaneer Ct repair children at play sign.
- Repair Abaco Ct stop sign.
- Yellowbird St./Bald Eagle place base rock on edge of roadway.
- Pick up trash on San Marco Road and Jolly Bridge.
- Trim trees back at N Barfield Dr/ Windmill Bridge.
- Bayport Ave place dirt/sod along roadway after paving was complete.
- Biscayne Way/ Columbus Way changed out wooden street sign pole with metal pole.
- S. Barfield Dr/ Caxambas Ct changed out wooden sign pole for metal pole.
- Herb Savage Bridge repair one way sign pole that was knocked down by car accident.
- Assisted LCEC set power pole with Vac truck in Herb Savage Alley.

- 35 New Issued Right of Way Permits
- 105 Right of Way Inspections

The following activities were conducted by the Stormwater Engineer:

- Eight (8) Right of Way Permit applications reviewed for compliance.
- Seven (7) Site Development Plan applications reviewed for compliance.
- Four (4) Building Permit applications reviewed for compliance.
- Erosion and sediment control inspections/site visits weekly (on going).
- Municipal separate storm sewer system (MS4) compliance/reporting/record keeping (on going).
- City MS4 inspections/investigations/repairs.
- Commercial stormwater management system inspections.
- MS4 Notice of Intent (NOI) Cycle 2 approved and issued.
- WAC Meeting.
- Investigations of MS4 related violations, complaints, calls, etc. (on going)
- ERD coordination – draft report.
- Single-family construction - erosion and sediment control plan permitting requirements and code revisions.
- Community Rating System (CRS) code revisions/additions for stormwater management.
- Amended the stormwater code for CRS compliance.

Job duties Admin Asst. Public Works -Tracey Barnett

Invoices

- Entering invoices, receiving.
- Balance gas statements monthly
- P-card statements (Monthly)
- P card invoices (daily)

Constant emails between accounting and or vendors for invoices to be paid.

Keeping all invoices electronically filed for convenient access.

Keep log of all incoming calls and messages.

- Setting up new Agendas.
- Finalize minutes from prior meeting.
- Draft minutes for new meeting.
- Attend Misc. meetings as recorder for meeting minutes.
- Upload minutes and videos of meetings.

- Finalize minutes.

Constant emails between Jim and committee members for updates to agendas and minutes

The following is a status update of various Public Works Projects:

- W. Winterberry Bridge Design – Plans are 95% complete. TY Lin is addressing comments from the Corps of Engineers, SFWMD and LCEC.
- Sidewalk Construction- Awarded contracts for the Inlet Drive Sidewalk, Bald Eagle Dr. Sidewalk, and the San Marco Road from Vintage Bay to Goodland Road. Construction to start October 4th for Bald Eagle and October 18th for Inlet Drive.
- Annual Roadway Resurfacing Project partial start up for the roadways around the schools (Jamacia, Trinidad, Kirkwood, Bermuda, and Cushing) so that the start of classes will not be disrupted, has been completed. Continuation of the paving operations for the remainder of the two areas is scheduled to begin on September 20th, to avoid the rainy season as much as possible.
- Veterans' Community Park Project Notice to Proceed with construction was issued on July 26th with a completion date scheduled for June 2022.
- LCEC will be installing eleven (11) 100 watt LED streetlights on existing power poles from Floral Ct. easterly to the Marco Island Academy to provide lighting along the new shared use pathway.
- Contract for the San Marco/Heathwood Intersection Project has been accepted by FEMA for final acceptance of the construction bids. Quality Enterprises, USA awarded the contract and will begin work in October (tentative)