



## CITY OF MARCO ISLAND, FLORIDA PUBLIC WORKS DEPARTMENT MEMORANDUM

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To: City Council  
Through: Michael A. McNees, City Manager  
From: Timothy E. Pinter, P.E., Public Works Director  
Re: Public Works Monthly Report for September 2021  
Date: October 4, 2021, City Council Meeting

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

- 600 Block of N Barfield Dr. small sinkhole over outfall pipe, filled hole.
- Numerous edges of roadways with cold patch.
- 1055 Bald Eagle Dr. swale grade vacant lot due to old driveway pipe falling in and water backing up.
- Crosswalk inspections.
- Bayport Ave/ Society Ct. prep for pipe job installing storm pipe under Society ct.
- Clean debris off storm grates.
- Sweep bike paths and problem areas.
- Nautilus Ct. replaced wood street sign pole with metal pole.
- Elkcarn Cir/ Collier Blvd. install yield to ped crossing signs on traffic light mast arms.
- 1055 Bald Eagle Dr place sod in swale we dug out.
- Elkcarn Cir repair edge of roadway with sod and cold patch. (Near Publix entrance)
- 800 Block of Chestnut Ct. filled sink hole over storm pipe waiting for a low tide to camera pipe.
- Repaired potholes on N. Barfield bike lane.
- Trim trees on shared pathways that were hanging too low.
- Hang beach access banner we had repaired at Marco Canvas.
- Barcelona Ct/ Winterberry Dr replace wood sign pole with metal pole.
- Repair edge of roadway on Elkcarn Cir. with cold patch.
- Install culvert pipe under Society Ct. restore roadway.
- Prep work for possible storm and continue work on Society Ct. pipe

- project.
- Sweep bike paths, crosswalk inspections.
- San Marco Rd/ Cushing Lane traffic light change out bully dog ped button that wasn't working.
- Society Ct. work on mitered ends.
- Repair small potholes on Herb Savage Way.
- Bayport Ave./Majorca Cir. install new drainage pipe under Bayport Ave.
- Society Ct form and pour concrete mitered ends.
- Tahiti Rd. clean out drain filters.
- Bayport Ave. form up mitered end new pipe installed under roadway.
- San Marco Rd. clean up concrete spill on roadway.
- Bald Eagle DR. clean up roadkill.
- Place sod at Bayport Ave/ Society Ct for pipe under roadway project.
- Pick up branches on Collier Blvd after storm blew through.
- 900 Block of Caxambas Dr. fill sinkhole over storm pipe with concrete for temp repair.
- Do a bridge light inspection.
- Repair shower valve at beach access point.
- Herb Savage Way install new street sign blade it comes up missing again.
- 200 Block of Collier Blvd repair pothole.
- N. Barfield Dr. repair numerous potholes in bike lane.
- West Elkcarn Cir/ Collier Blvd reset traffic light that was flashing all way red.
- Trim trees back on Sandhill Bridge.
- Collier Blvd/West Elkcarn install yield to ped signs on traffic mast arms.
- Form up concrete storm drain box lid.
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- 32 New Issued Right of Way Permits
- 90 Right of Way Inspections

**The following activities were conducted by the Stormwater Engineer:**

- Eleven (11) Right of Way Permit applications reviewed for compliance.
- Three (3) Site Development Plan applications reviewed for compliance.
- Seven (7) 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 – final report.
- Water Quality Restoration Plan.

## **Job duties Admin Asst. Public Works -Tracey Barnett**

### Invoices

- Working in Tyler Software, 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.

### Meetings

- Attending 3 committee meetings a month BAC, WAC, Hideaway Beach.
- Working in Legistar.
- Setting up new Agendas.
- Finalize minutes from prior meeting.

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 4<sup>th</sup> for Bald Eagle and October 18<sup>th</sup> for Inlet Drive.
- Annual Roadway Resurfacing Project is almost complete for the Group 7 streets. The milling has been completed for the Group 10 streets (Landmark Area) and the repaving should start September 30<sup>th</sup>.
- Veterans' Community Park Project Notice to Proceed with construction was issued on July 26<sup>th</sup> with a completion date scheduled for June 2022.
- LCEC completed the installation of 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 November or early December based on lead time for ordering of materials.