



PUBLIC WORKS COMMITTEE
4:30pm, Wednesday, February 3, 2021
Virtual Meeting via Zoom call due to COVID-19 Pandemic
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>

MINUTES

1. Call to order

Present: Council members Smith, Streetman, Ward

Staff Present: Asst. Administrator Hanna, Director Pitts, Director Kerr

Also Present: Jennifer Hightower, Danny Kassis, Mark Branhan, James Swittenberg, Shane Kimble, Paul Fisher, Bill Turner, and Will Reid from Dominion Energy

2. Approval of previous meeting's minutes – January 6, 2021

Council Member Smith made a motion to approve the minutes of the January 6, 2021 meeting, and Council Member Streetman seconded the motion. The motion passed unanimously.

3. Citizens' Comments -- none

4. Department Reports – Director Pitts and Assistant Director Asero

Director Pitts' brief report occurred near the end of the meeting. He referred Committee members to the dashboard and Asst. Director Asero's report in the meeting packet. He said vehicle maintenance was under budget this month. He reported that Carolina Waste will be picking up trash from Seagrove Condominiums by mid-month. There have been no concerns expressed by residents regarding this change. He said he is not looking at stopping backdoor service to any other such communities as long as he can maintain a high level of service without overtime and additional equipment.

5. Old Business

A. Update on Phase III Drainage Project, small internal projects, and Waterway Boulevard path elevation – presentation by Thomas & Hutton

Director Kerr said Gulfstream will begin work at the intersection of 41st Avenue on February 15. He also shared they are waiting on a cost estimate from Thomas & Hutton for the elevation project at Waterway Boulevard. He will share the idea for lighting considerations along the path with Thomas & Hutton.

Thomas & Hutton has submitted permit requests for the Forest Trail and 30th Avenue outfalls. Director Kerr reported, "They are still working with their environmental consultant on the

mediation for the 41st Avenue project, so that one is a little bit behind in terms of submitting those requests to OCRM.”

B. Update on Memorandum of Understanding (MOU) between the City and Dominion Energy ahead of next tree-trimming cycle

Asst. Administrator Hanna said the MOU with Dominion Energy is actively being worked on but has not yet taken final shape.

C. Discussion of Dominion Energy’s Non-Standard Service Fund and list of eligible projects

Asst. Administrator Hanna listed the projects under consideration using the City’s Non-Standard Service Fund: undergrounding some overhead lines at the Marina, along 41st, 21st, and 14th avenues and Oak Harbor Boulevard between 11th and 13th avenues.

6. New Business

A. Presentation by Dominion Energy regarding utility undergrounding, maintenance trimming, and public communications

Committee members and Dominion Energy representatives talked about the needs for public education and active public relations/marketing ahead of the next tree-trimming cycle due in 2024. Dominion Energy representatives stressed the importance of citizens attending their tree trimming workshops. They will also put together some educational materials on “Right tree, right place.” Council Member Ward said he would like for Dominion Energy to give a tree-trimming presentation to City Council at least a year ahead of the next trimming.

Dominion Energy representatives said they are looking to the City for guidance on what the City wants and expects in an MOU.

Committee members and Dominion Energy representatives then talked about the eligible projects using the City’s Non-Standard Service Fund. There is approximately \$637,665 in the fund now, which represents monies from the City and Dominion Energy. The City will need to match the remaining 50% of the project cost upon completion. These are “use it or lose it” funds that drop off every 6th year. Mr. Kimble indicated that easement acquisition is the biggest wild card and the lengthiest part of any of these projects.

Committee members would like to present Projects 3 & 4 (21st Avenue Crossings Conversion and 14th Avenue Overhead to Underground Conversion) to the Ways & Means Committee for consideration on February 16. These projects could be done with the least amount of disruption during the beach season. Council Member Ward would like feedback on the prioritization of the projects from staff and the Committee members. Someone from Dominion Energy may need to be at the Ways & Means Committee to answer questions about the projects.

B. Discussion of adjustment of the multi-use path and driveway crosswalk in front of 1400 Palm Boulevard

Council Member Ward indicated that more preliminary work needs to be done on this before it can be discussed in Committee.

C. Discussion of Public Works 10-year Capital Plan

Asst. Administrator Hanna reviewed the items in the FY22 Capital Plan for Public Works regarding fleet replacement, facilities maintenance, and drainage.

8. Miscellaneous Business

The next meeting of the Public Works Committee will be Wednesday, March 3, 2021 at 4:30pm.

8. Adjournment

Council Member Streetman made a motion to adjourn, and Council Member Smth seconded the motion. The meeting was adjourned at 5:45pm.

Respectfully submitted,

Nicole DeNeane
City Clerk