



TOWN OF LAUDERDALE-BY-THE-SEA

PUBLIC WORKS DEPARTMENT

DRAINAGE SECTION POLICIES AND STANDARD OPERATING PROCEDURES

SECTION MISSION STATEMENT: To provide for public safety and to contribute to a quality environment by maintaining the Town's drainage system. The Town consists of approximately 50,000 linear feet of drainage pipe, 59 outfalls and 551 drainage inlets

I. RESOURCES

STAFFING AND ORGANIZATION: Resources designated for staffing are appropriated in the annual budget adopted by the Town Commission.

OPERATING AND CAPITAL EXPENSES: Resources designated for the acquisition of materials, contractual services, capital equipment and facilities are appropriated in the annual budget by the Town Commission.

II. TAXONOMY OF DRAINAGE SYSTEM COMPONENTS

GENERAL: Drainage systems in South Florida consist of three distinct but interrelated components as follows:

Primary – The main canals operated by the South Florida Water Management District which connect and direct flows from the developed areas to the Atlantic Ocean to the east and the Everglades Conservation area to the west.

Secondary – The canals, lakes, culverts and pump stations which store and/or convey water to the primary system.

Tertiary – The storm water pipes, catch basins, swales and gutters which convey runoff to the secondary system.

III. SYSTEM INSPECTION STANDARDS

TOWN FACILITIES

GENERAL: This SOP recognizes that the inspection and subsequent maintenance of certain key drainage facilities is critical to the proper functioning of the system overall. These particular facilities are basins and outfalls. In addition, this SOP recognizes that the proper functioning of the open water bodies is greatly dependent upon those water bodies being free of debris including aquatic vegetation. It is the responsibility of the Public Works Director to oversee this inspection and maintenance program. . In accordance with the Town's Comprehensive Emergency Plan section 3.10 it shall be standard operating procedure for Town Personnel to inspect all drainage Town wide before, during and after an impending rain event.

INSPECTIONS

DEFINITION: Inspection is the process by which a facility is visited by a staff member at which time an assessment of the facility's ability to function as designated is made. Such determination may be made by visual observation of a facility and/or its flows.

FREQUENCY OF SCHEDULED INSPECTIONS: Catch basins in Town owned right-of-way shall be inspected for debris accumulation four times a year at an interval of not less than three months after the previous inspection provided that such catch basin has not been serviced within the same three month period.

UNSCHEDULED INSPECTIONS: There are several areas within the Town's drainage system that require weekly inspections by the Public Works Department for debris removal. These outfalls are positive flow drains that lead to canals and the Intracoastal Waterway. Weekly debris removal ensures positive flow during all rain events. These area locations are as follows:

- Northeast corner of Pine Avenue and Ocean Drive.
- Southwest corner of Hibiscus Avenue and Tropic Drive.
- Intersection of Pine Avenue and Bougainvilla Drive.
- Intersection of Palm Avenue and Ocean Drive.

ADDITIONAL UNSCHEDULED INSPECTIONS:

Inspections are conducted after each storm that could adversely impact the drainage system.

Inspections are conducted in response to citizen's complaints.

Action is taken after an inspection identifies a need for maintenance or cleaning.

IV. FIELD INSPECTION PROCEDURE

The basic methods to be employed in inspections of various facilities follow.

IMPORTANT: Evidence of erosion, soil mitigation, extensive oxidation, concrete decomposition or spalling or other anomaly indicating structural failure of a facility should be reported to the Director.

Catch basins – look for trash or other loose debris on the grate; remove. Test bottom for sediment with measuring rod.

Canal – (From shore) Look for small floating debris or aquatic weeds; remove and/or spray. Look for large floating debris; note or remove if possible with equipment on hand.

V. INSPECTION AND MAINTENANCE RECORDS

Inspection and Maintenance Logs are maintained by the Public Works Department and are the responsibility of the Public Works Director. Copies of these records are available from the Town's Public Works Department.