

**Charlotte County
Board of County Commissioners
Staff Report
February 2011**

Budget & Administrative Services

Budget Department

- Generated and distributed monthly pro-rated Fiscal Reports to departments
- Impact Fee Report updated and distributed.
- Updating Performance Based Budget packages for County departments.
- Developing budgets and entering into EDEN. Budget departmental meetings will begin in March.
- Updated Position Budgeting and rolled salaries and benefits into the budget module
- Updating all organizational charts with latest information from departments
- Developing new fund and organizational codes in preparation for the Sherriff's budget to be budgeted in one fund.
- Compiling and checking figures for quarterly adjustments/carryovers
- Process Improvement development for Accounts Payables system, Purchase process system.
- Updating charts and information for the Budget Workshop presentation on March 7.

Fiscal Services Division

- Public Works:
 - MSBU Paving Assessment Refund Checks Mailed to Rotonda Broadmoor and Rotonda Pinehurst Taxpayers. Checks totaling approximately \$372,000 were mailed to taxpayers in the Rotonda Broadmoor and Rotonda Pinehurst MSBUs as a refund of monies collected by Charlotte County for paving in these two MSBUs. Due to low interest rates the Charlotte County Fiscal Services Department was able to pay the loans taken for the paving off early resulting in interest savings to the taxpayers. The refunds were \$178.38 per unit for Broadmoor and \$136.79 per unit for Pinehurst.
- Total received - \$452,645.16:
 - \$359,391.09 from FDOT for Aqui Esta construction
 - \$ 9,347.18 from FDEP for Knight Island environmental monitoring
 - \$ 1,550.72 from FDOT for US 41 widening
 - \$ 12,411.57 from the City of Punta Gorda for Aqui Esta design
 - \$ 18,084.61 from the City of Punta Gorda for Aqui Esta construction
 - \$ 14,342.56 from the City of Punta Gorda for Aqui Esta utility work
 - \$ 37,517.43 from the City of Punta Gorda for Piper Rd utility work.
- Invoiced for the following grant projects:
 - Total Invoiced - \$488,862.00
 - \$235,127.94 to FDOT for Aqui Esta construction
 - \$189,861.88 to FDOT for Piper Rd construction
 - \$ 63,872.18 to FDEP for Stump Pass dredging
- CCU:
 - Worked on King Gate issue with MSBU department to allocate assessments.
 - Received training regarding HR positions module.
 - Analyzed coverage issues between CAFR and Rate Consultant
- Facilities, Community Services and Growth and BCS:
 - Developed spreadsheets for Facilities staff with updated vendor and contract numbers and other related data for managed contracts, frequently used county contracts and non-contracted vendors.
 - Provided information from CLASS software (Community Services) on sales tax information needed for a SMG audit.

- Worked on revising Community Services cash handling policies and standard operating procedures for training staff in Community Services.
- Created a master building list for Energy Cap's database to encompass all buildings that have a utility service as part of providing energy data for Energy Cap project.
- Human Services:
 - Completed the Low Income Home Energy Assistance Program Grant Budget Summary and Work plan including the expenditure detail for the grant application to be submitted to the Dept. of Community Affairs. The grant is for \$649,457 and will assist qualified households with their home energy bill payments.
 - Met with Habitat for Humanity to finalize the plans for the new A Brush With Kindness Program that will be funded with Hurricane Housing Funds as approved by the Board of County Commissioners. Applications are currently being accepted from residents within the Medical Arts District. The BCC approved a total of \$100,000 for this program with 20 residents to benefit from this program. This program will provide an exterior home facelift to include paint, minor home repairs and landscaping.
 - Applied for and received an additional \$9,552 in Florida Block Grant Funds for Transit Operations bringing the total annual award to \$297,999.
 - Applied for and received an additional \$240,000 in Discretionary Transit Service Development funds. These funds might be used for capital Transit need in the Medical Arts Project Area if needed.

I.T.

- Email Archiving Activation: The process of archiving e-mail .pst files has been completed for IT in order to test the functionality and better understand how much space will be needed for the conversion both during and once completed. So far we have seen significant storage reductions through this effort. Each department and division will go through this exercise systematically as to not burden the network.
- Computer Replacement Program: Desktop replacements have been completed for the FY 2011
- Staff Relocations: IT staff relocated Utilities staff into new Operations building at Loveland Blvd and relocated Risk management to new location in B building.
- Records Management Plan: Was approved by Administration in is moving forward with training scheduled for March 23rd. David Johnston was approved as project manager for carrying out the plan over the next several years. He will work with a team of people to ensure all technical aspects of the plan are properly addressed.
- Digital Signatures: Approved by Clerk of Courts auditing staff for internal document workflows.
- February Call Statistics:
 - Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) =201
 - Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 205
 - Incidents Opened Last Month–(hardware or software not functioning properly) = 443
 - Incidents Closed Last Month – (hardware or software not functioning properly) = 465
 - Change Controls Opened Last Month –(internal configuration changes to server & network)= 8
 - Change Controls Closed Last Month–(internal configuration changes to server & network)= 11
 - Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 593

Purchasing

- Request for Letters of Interest due and received:
11-124 Utility Design US 41

- 11-127 Spill Prevention, Control & Countermeasures Plans
- 11-128 Charlotte County Existing Sidewalk Survey
- Pre-submittal meetings held:
 - 11-110 Construction Engineering Services – Bridges
 - 11-122 Development – Economic Analysis for the Charlotte County Habitat Conservation Plan
 - 11-079 Fixed Base Automatic Meter Reading System
- Request for Proposals due and received:
 - 11-123 East/West Spring Lake Wastewater Pilot Program
 - 11-110 Construction Engineering Services – Bridges
- Pre-bid meetings held:
 - 11-130 Combination Sewer Clean – Vacuum Machine Truck
- Quotes due and received:
 - 11-112 Thornton Key Brazilian Pepper Treatment/Removal Phase II
 - 11-126 4” Submersible Pumps
- Negotiation meetings held:
 - 10-288 Sports Park Management Services
 - 10-330 Design – Greater Port Charlotte Water Control Structures
- Bid openings held:
 - 11-130 Combination Sewer Clean – Vacuum Machine Truck
 - 11-150 Turnout Gear Non-Structural – Fire / EMS

Real Estate Services

- Burnt Store Road – Phase 1: Obtained all of the necessary right of way for this project. Public Works is proceeding with the road project. Our workload continues to be impacted behind the scenes as we attend mediations to obtain “Stipulated Final Settlements”.
- Edgewater Phase II: Final sketches have been received and vetted by our staff. Our Division will be required to obtain between 150 and 200 acquisitions (full takes, partial takes, drainage and slope easements, etc.). Briefings on the project scope will occur in late February and we will bring forward the necessary resolutions to acquire property to the BCC in March or April.
- Placida Widening: Awaiting preliminary sketches and related right of way maps to begin the land and easement acquisition process.
- Kings HWY: Mediations continue for three remaining parcels.
- Environmental Lands Acquisition Program: Federal grant awarded to County. Working with Natural Resources Mgr to consider acquiring a suitable property in the Charlotte Harbor area.
- Flamingo/Edgewater: Acquired 74% of the 332 parcels for project -contacted owners of remaining parcels in April to seek acquisition of remaining parcels needed for this project.
- Public Works, Administration, Community Services and Utilities: Continue to work with departments and divisions in obtaining easements, title searches and reviewing a number of land related issues. Included is the on-going work to obtain easements and rights of entry for several sidewalk projects.
- Weir Replacement Proj’s & Easements for Canal Dredge-Spoil Sites: Continue to work on proj’s for Temporary Construction Easements to assist with site access when work begins.
- Neighborhood Stabilization Program: Additional acquisition funds were obtained by the County and we are working with the Housing Manager to begin a new purchase program. Also, we are working with the Housing Manager and the BCC to convey housing acquired under the earlier NSP program to approved non-profit agencies.
- County Building Inventory Report: Completed inventory report for all County owned buildings. This report has been posted on Charlotte’s Web for viewing by internal staff.
- Piper Road Realignment: Working with staff from PW and FDOT to consider the realignment of Piper Road at the Jones Loop intersection.
- Murdock Village – Proposed Laishley Exchange: BCC approved terms of proposed exchange. Working with staff members to ensure that an exchange contract is properly drafted and vetted for consideration at an upcoming BCC meeting.

- Power Lines – Zemel Road: Continue to work with staff from Environmental and Extension Services and private company that will generate power from methane gas at County's landfill to ensure that power distribution lines are located within Zemel Road right of way in accordance with County's approval process. We are also working to ensure that the proposed power line is connected to the FPL power grid and RES staff members are assisting to ensure that the necessary easement documentation is in place to allow the connection to occur.
- Surplus County Land: Bringing a list of 70 parcels of land to the BCC to be declared surplus to County needs. It is our intention to dispose of these parcels to the highest acceptable bidder in accordance with the provisions of Chapter 125 of the Florida Statutes.

Community Services

- Department Administration:
 - Meetings:
 - Parks & Recreation Advisory Board
 - Youth Sports Council
 - J.M. Berlin/Rotary Skatepark volunteers
 - Department All Staff Meeting
 - Adult Sports Council
- Public Outreach:
 - Administrative Support staff fielded 830 telephone calls, 23 web mail inquiries, and 8 citizen concerns requiring action for the month of February.
 - 6 press releases for the month of February.
 - 131,684 hits to the Department website in the month of February and Extension Service had 96,499 at charlotte.ifas.ufl.edu.
 - Distributed 12,703 graphic and marketing pieces including distribution of Summer Camp registration information to schools.
 - Began operating an information booth with Tourism to the Charlotte Sports Park Stadium during 2011 Spring Training.
 - Resource Coordinator made a presentation on the parks listed on the Lemon Bay Myakka Scenic Highway Trail to the Scenic Highway committee.

Administrative:

- Seasonal concession contracts for Bayshore Live Oak Park, Englewood Beach, and Anger Fishing Pier. Added beach chair and umbrella rentals as well as parasailing at Englewood Beach/Windward.
- Submitted a grant application to the Department of Environmental Protection for a Land and Water Conservation Fund grant for Tippecanoe Environmental Park.
- Organized and met with staff to continue development of strategic planning goals and objectives and address SWOT analysis.
- Stakeholders meeting on the Englewood-Charlotte library expansion project.
- Libraries/History:
 - Library Use Statistics
 - 72,318 items checked out
 - 60,233 library visits-2,120 more visitors than in January
 - 11,485 computer uses
 - 153,736 registered borrowers
 - 2,153 people attended 73 programs
 - Including-27 teens and 650 children
 - 23,242 items were checked out by "self-check"
 - 8,357 reference questions were answered
 - 106 people have been the see the "Civil Was Voices" program offered by the
- Historical Center:
 - Other Libraries and History:

- The popular “Voices of the Civil War” program was held two times in Englewood with over 100 people in attendance
- The Englewood Library was a big part of the “Lemon Bay Fest” in Englewood
- Winners were selected for the “Library Card Contest”, 3 cards will be available for purchase and a reception will be held on April 13.
- Partnering with Homeless Coalition to serve the Clients that are in the program
- Port Charlotte Friends have donated the funds to renovate the computer room in the library and add new tables.
- Ever popular “books on hold” program is quickly increasing in all County usage.
- Charlotte Sports Park:
 - The official start to the 2011 Spring Training Season began on Tuesday, February 15, when the pitchers and catchers reported at the Charlotte Sports Park. The first open practice for the pitchers and catchers was held on Wednesday, February 16, with an estimated total of 225 fans in attendance.
 - The first official full squad workout for the Tampa Bay Rays Spring Training Season took place on Monday, February 21. There were an estimated 1200 fans in attendance.
 - Total attendance for the Spring Training open practice sessions for February was approximately 1785 spectators.
 - The Spring Training game attendance for February 2011 was as follows:
 - 2/26 – Pittsburgh Pirates (4960 spectators)
 - 2/28 – Pittsburgh Pirates (2771 spectators)
 - Charlotte Sports Park hosted the opening game of the Snowbird Classic on Thursday, February 25. The Division I game featured Ohio State vs. Western Michigan University. Admission and parking for this game were FREE and an estimated 500 fans were in attendance.
- Recreation Division:
 - The four Charlotte County Recreation Centers and two Charlotte County Skate Parks were open a combined 1,350 hours and served over 11,345 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 2,546 with 8,409 contacts combined. Recreation facilities were rented 17 times achieving a rental attendance total of 1,256 people.
- Aquatics Section:
 - The three Aquatic Facilities were open a combined 455.5 hours and served 6558 patrons. 2895 Patrons spent 134 hours participating in programs such as water aerobics and swim practice. South County Regional Park Pool held a Lifeguard Challenge re-certification program 2-19-11 and Registration began for Spring 2011 Learn to Swim Program and will begin 3-22-11.
 - Aquatic staff spent a combined 250 hours performing maintenance tasks and 150 hours performing In-Service training such as rescue skills, first aid/CPR and administering emergency oxygen.
 - Staff is preparing for the following events and programs:
 - Senior Games swimming competition 3-7-11
 - Lifeguard Challenge re-certification 3-12-11
 - Spring Break Lifeguard Training course 3-14-11
 - Free Swim Lesson Saturday 3-19-11
 - Charlotte Harbor Kayak and Nature Festival 3-19-11
 - Spring 2011 Learn to Swim session 1 3-22-11
 - Tropical Sunset Cocktail Party 3-26-11
 - April Pool’s Day at Oyster Creek Regional Park Pool 4-2-11
 - April Pool’s Day at South County Regional Park Pool 4-9-11
- Athletics:
 - Charlotte County athletic leagues used County facilities approximately 3,285 hours in the month of February. An estimated 3,892 athletic participants visited County facilities an estimated 24,216 times with 48,432 spectator/volunteer visits for a combined total of 72,648 visits associated with athletic activities. Activities included Youth Soccer, In-line Hockey, Youth and Adult Softball, Little

League Baseball, Youth and Adult Flag Football, Youth Football, Adult Football, Cricket, Cheerleading, AAU Baseball, Swimming, Tennis, Horsemanship and Remote Control clubs.

- UF/IFAS Extension Service:
 - Administration
 - Charlotte County Government Academy presentation to twenty (20) participants concerning the background and scope of the Extension Service. A mini-lesson on Africanized Honeybee Safety was also included in this session. Stewardship, Partnership, Innovation
 - Meetings
 - Extension Monthly Staff Meeting
 - Sustainability Workgroup Meeting
 - UF/IFAS Customer Satisfaction Survey Training PolyCom
- Sea Grant:
 - Water LIFE Magazine article "Intent and Letter of the Law - Sometimes a Little Murky"
 - Project planning with volunteer
 - Conducted monthly spat monitoring in Lemon Bay & Gasparilla Sound with volunteer for Bay Scallop Initiative
 - Florida Master Naturalist Program - Taught (3) adult education program classes including leading classroom discussion and field trip experiences. Two volunteer instructors donated 60 hours of time total.
 - Organized and taught workshop "Helping Counties Deal with Public Issues and Manage Conflict". Lead discussion on group dynamics and planning for effective meetings.
 - Attended Southeast Florida Boating and Waterways Workshop planning conference call
 - Attended planning conference calls for 2/24 & 2/25 facilitation training workshop.
 - Attended South-central District Sea Grant Agents work day
 - Attended CHNEP Shellfish Workshop
 - Completed Customer Satisfaction Survey training PolyCom
- 4-H Youth Development:
 - Interview Judging Competition during the 2011 Charlotte County Fair
 - Forty-four youth exhibited their communication skills by participating in the 4-H Interview Judging Competition during the 2011 Charlotte County Fair. These youth, 5 to 18 years old, were interviewed about their 4-H project animals by adult volunteer judges. Skills exhibited included: listening and comprehension, eye contact, voice and tone, and ability to answer questions directly and knowledgeably.
 - Over one hundred Charlotte County 4-H members participated in events, competitions, and demonstrations in their project areas during February. These events included: County and District Fair large and small project animal exhibits and shows; horse exhibits and show; county and state dog exhibits and shows; communication competitions including visual arts exhibits and competitions
- Horticulture:
 - Hosted Charlotte County 2011 Agribusiness Tour
 - Thirty-five (35) people interested in learning about agriculture in our community.
 - All-day unique event highlighted Charlotte County Agriculture in its many forms from citrus to cattle, and from peaches to organic produce in the more rural areas of Punta Gorda.
 - Participants explored the many commodities and products produced right in Charlotte County's agricultural "backyard"!
 - The Tour visited William's Farm, Edentown Company, Babcock Ranch, .and Worden Farm
 - 2011 Landscape Gardening Series – A total of 764 people attended the 2011 Series at the Charlotte Harbor Event and Conference Center
 - "Tropical Landscapes and Gardens"
 - "Peaches and Blueberries"
 - "Orchids"
 - Fertilizer Ordinance Training at the East Port Environmental Campus
 - Charlotte Sun Newspaper Articles:

- "Take a trip with agritourism"
- "What's that smell?"
- "Holly day"
- "Oh no – nematodes!"
- Site Visits:
 - Punta Gorda Walkway - Landscape Suggestions
 - Charlotte Sports Park Plant Vigor with David Milligan
 - Zoysia Grass Problem, Burnt Store Meadows, Punta Gorda
 - Neil Armstrong Elementary – Florida Yards Neighborhoods Landscaping Site Visit
 - 2011 Master Gardener Trainee Interviews - February 7th to the 12th.
 - Interviews are conducted prior to the training to get to know the applicants and make sure that this program is a good fit for both parties. Integrity, Stewardship
 - Mariners Cove Condo Association - "Pruning Shrubs" - A special program on pruning shrubs was presented to about twenty (20) residents who are taking on some of the responsibility of managing their landscape duties.
 - Master Gardener Radio Show – WCCF The Agent joined the Master Gardener regulars – Harriet Paulson and Dale Watson
- Parks and Natural Resources:
 - Completed preparing the main parking lot for Spring Training at the Charlotte Sports Park
 - Installed a Bat Emblem on the new bat house
 - Repaired all storm water issues at the Charlotte Sports Park
 - Built a ramp for the new cricket building at Oyster Creek Park
 - Installed rip-rap at Harbour Heights Park repairing a wash out along boat dock.
 - Cleared and trimmed back tree line along 500 ft. of border between Carmalita Horse Arena and the Charlotte Campus of Edison State College. Utilization of part time employees saved \$2,000 vs. contracting the project.
 - Completed roping of the areas that the beach-nesting birds utilize on Palm Island. Florida's Gulf Coast beaches provide nesting habitats for approximately 11 species of shorebirds, including some endangered species. Isolated, undisturbed stretches of beach are critical to shorebird nesting. These habitats provide a place where they can lay their eggs and raise their young.
 - Conducted prescribed burns of 55 acres at Shell Creek Preserve and 55 acres at Tippecanoe Environmental Park. The prescribed burns help to reduce wildfires and restore habitat while simultaneously satisfying grant requirements. Completion of the burns also led to another staff person to become a State Certified Burn Manager.
 - Planning continues for future burns. Looking to burn Shell Creek again to satisfy WHIP grant. Biscayne will also be burnt this year to satisfy grant requirements. Little headway has been made with the HOA of the community near Prairie Creek Preserve on the issue of illegal entry to the preserve and vandalism.
 - Staff conducted pre-nesting season scrub-jay surveys at Tippecanoe II. A lone male has paired with a female and they are trying to establish a new territory at the north end of the property.

Economic Development

- Inquires/Appointments/Successes:
 - EDO's efforts to recruit and maintain existing businesses continue with:
 - 5 pending prospects.
 - 3 site visits.
 - 6 new projects reviewed.
 - 3 CoStar commercial real estate information, marketing and analytic service searches.
 - 1 Cost Benefit Analysis.
 - Provided 8 external companies and 17 County departmental requests for various demographic and market data packets.
 - Completed 2 site visits to discuss expansion plans and offer assistance.
 - Followed up with 5 existing businesses to check on status and needs.

- Meetings:
 - Regional Level
 - Southwest Florida Economic Development Partnership
 - CEO Nexus Forum
 - Regional Entrepreneurial Support Organization
 - Local Level
 - Directors' Meetings, Staff Meetings
 - Meetings with Commissioners, Administration and the Attorney's Office
 - Joint Workshop with BCC, ECEC and IDA
 - Punta Gorda City Council Meeting
 - Enterprise Charlotte Economic Council
 - Charlotte County Industrial Development Authority
 - Charlotte Harbor CRA Advisory Board Meeting & Special Meetings
 - Murdock Village Staff Meetings
 - Charlotte County Airport Authority
 - Charlotte County Chamber
 - Adobe Photoshop and InDesign Training
 - Medical District Community Redevelopment Area Charette
 - Charlotte County Utilities
 - Charlotte County Public Works
 - Charlotte County SWOT Update Meeting
 - Charlotte County Sustainability Team Meeting
 - Grand Opening of the FGCU's Charlotte Center
- Presentations/Newspapers/Magazines:
 - Sun Herald - Business Retention and Expansion Program.
 - Florida Trend – Business Economy in Southwest Florida.
 - Press Release - Growing an Entrepreneurial Support Organization.
- Office Activities:
 - Website updates/redesign ongoing. Data collection included monthly webtrend stats, housing, commercial property, permitting, unemployment, airport and tourism stats. The population projections and the economic indicator report were also updated.
 - Updating Demographic Profile.
 - Updated department's mailing list.
 - Prepared Agenda, Minutes and coordinated meetings for the Enterprise Charlotte Economic Council, Charlotte County Industrial Development Authority and the Charlotte Harbor CRA Advisory Committee.
 - Reviewed and updated Charlotte County property listing profiles for on-line commercial property database.
 - Budget preparation for Fiscal Years 11/12 and 12/13.
 - Developed a volunteer job description and research project for a volunteer to assist in the development of the Health Science Center in Charlotte County.
 - Facilitated the February 16 program including presentations from representatives of the Edward Lowe Foundation on furthering the entrepreneurial culture in Charlotte County. Approximately 40 people attended.
- Research and Policy Initiatives:
 - Creating EDO policies and strategies.
 - Creating office procedures and plan marketing for EB-5 implementation.
 - Finalized Resolution for incentive processes.
 - Working with local commercial land developers regarding land trades.
 - Finalized the Brownfield Expansion boundaries and provided further input into the Land Development Code amendments for the Enterprise Charlotte Airport Park.

- Prepared a site analysis and overview of potential land exchanges between the IDA and the Charlotte County Airport Authority to further enhance Economic Development opportunities.
- Charlotte Harbor CRA:
 - Prepared and distributed the thank you notes to all sponsors and volunteers for supporting the third Annual Hands Across the Harbor Event, facilitated the “post event” meeting and finalized the revenue and expense report.
 - Facilitated three Charlotte Harbor CRA Advisory Committee meetings including: the February 1 Special Meeting to review the Community Redevelopment Plan; the February 7 Regular meeting; and the February 25 Special Meeting at the Bayshore Live Oak Park.
 - Submitted a grant application to the Marine Advisory Committee to fund a portion of the Harborwalk Project. The funding request \$268,658 will fund a portion of the parking facility that will provide access to the harbor for small sailboats and kayaks.
 - Continued to investigate property acquisition/lease options that would facilitate the implementation of the Charlotte Harbor CRA Redevelopment Plan.
 - Oversaw the tasks of the Bayshore Live Oak Park Special Events Coordinator, including visiting the Hermitage and Dearborn Street in Sarasota County for ideas to use in Charlotte Harbor which resulted in the development of a “decorative bench” project.
 - Attended the Anti-Crime training program in Fort Myers.
 - Continued to facilitate the Lot Maintenance Program.
- Murdock Village CRA:
 - Participated in Murdock Village CRA meetings, both internally and with perspective developers, regarding the Entertainment District proposal and other development options and the posting of the 30 day notice.

Facilities, Construction and Management

- Projects:
- Community Services:
 - Oyster Creek: Underpass: final Rails-to-Trails grant commencement package and additional information submitted to State; Bid documents are being assembled for bid package.
 - North Charlotte Regional Park Phase III: Site surveying and data collection has been done, Design is underway. SWFWMD permit has been received. Field work for disc golf course modifications has been performed. Design details have been discussed and confirmed for DRC.
 - San Domingo Park Phase 1: Design team has completed the construction documents for review. The plans are being prepared for utilities review. The SWFWMD permit was received on 2/25th.
 - Ainger Creek Boat Ramp Parking Expansion: The final construction documents were received and the Request for Bid package was submitted to Purchasing for processing.
 - Bay Heights Dock Boat Ramp: Research is ongoing to resolve impacts to sea grasses.
 - Cattle Dock Boat Ramp: The design team completed the concept design modifications. The design team forecast submitting for the Environmental Resource Permit by late March. The designers will precede with 35% plans the restroom building and site plans.
 - Cape Haze Pioneer Trail Phase III: FDOT managed project is proceeding and is approximately 80% complete with construction.
 - Bay Shore Park Restroom: Working on final bid document. Green Globes preliminary criteria for certification obtained.
 - Englewood Library Expansion: The commissioners agreed to add 1,000 sq ft for the archive space to the library expansion. The staff is compiling design amendment and budget adjustment documentation for the approval.
- Human Services:
 - Human Services Building: The guaranteed maximum price estimate was completed within budget. The contract amendment is scheduled in March BCC approval. **Tabled for 90 days at pre-agenda 3-7-11.**
 - Neighborhood Stabilization: 12264 Zittle. Certificate of completion obtained.
 - Transit Parking: Continuing Design. Preliminary design completed. Permit documents underway.

- Public Safety:
 - Fire Station 3 Renovation: Contractor mobilizing ensuring all material is onsite before starting construction.
 - Fire Station 6 Renovation: The design team completed the plans for staff review.
- Utilities:
 - Eastport WWTP Control Building. Temporary CO has been issued. Move in has been completed. Contractor has been selected to complete landscaping.
 - Eastport Sludge Press: The startup has been performed.
- Repairs & Maintenance:
 - PC Beach Pool Rehab and Structural Repairs: Design is underway.
 - Family Service Center: Electrical repair work is underway. IT quotes and work has begun. HVAC quotes have been received. Geotech work has been completed. Key Card system has been installed. Lighting design for the sanctuary area has been completed.
 - Ainger Creek / Chadwick Park Seawall Repair: The Chadwick Park phase scope was completed and inspected on February 23rd. The gopher tortoises were relocated February 24th from the Ainger Creek site. The Ainger Creek phase will start upon receipt of the proper permits.
 - 5-Story Elevator Modernization: The contractor completed modernization of Elevator #1 modernization. Work is proceeding with elevator #2.
 - Kiwanis Boardwalks and ADA Improvements: Design and engineering underway to replace 5 bridges/boardwalks and ADA improvements; schematic plans submitted and under review by staff. Plans have been submitted to SWFWMD. Additional geo tech has been ordered for the boardwalk in the wetlands.
- Operations:
 - ADA Improvements: Parks and Cultural Resources: Architecture agreement for structural items approved and design work begun; FCM underway on repair and maintenance items
 - BCS Generator and Chiller Installation: The site fencing repairs were completed. The generator reinstallation is forecasted to start in March.
 - P/W Remodel: Is complete. The Trailers have been 90% removed from their site at 7000 Florida Street.
 - Risk Management: Move-in complete.
 - Tax Collector: Plans are in drafting and will be ready for review the second week of March.
 - Energy Efficiency Prog.: thermal load study for admin bldg. is complete, inspected Fire Stations for energy efficiency upgrades & solar hot water, green sports lighting installation has started at Harold Ave and S. County Parks, Sustainability Team started meeting on a regular basis.
 - February phone calls answered at the Switchboard: 4,273.
 - February work orders received: 251.
 - Justice Center Security: Total visitors: 14,401, total contraband: 242.

Building & Growth Management

- The Building division of the department issued 19 Single Family Home permits in February, two more than the same period last year. Other permitting numbers were very similar to last year. Revenue however does show an increase with \$163,661 taken in February. This coupled with reduced expenditure (as compared to the year before) has led to a revenue surplus for February of \$33,924.
- Updates and Accomplishments:
 - Code Enforcement - Over the past two months, Code Compliance Officers have adjusted their schedules to include coverage on a Saturday and have been using this time to focus on the County's main thoroughfares (US41 and SR766). This has been a result of more and more complaints from citizens and business owners about the number of illegal banners and other forms of advertising being placed along these highly visible arteries.
 - The departments focus has been not only on compliance but also on building relationships with our local business community and educating them on the code compliant ways to maximize their advertising potential. In addition to a "people on the street" tactic, the department has developed

a business guide aimed at helping existing and new business owners navigate the various local and state requirements business owners are required to follow.

- Sustainability:

- The department continues to be active in sustainability; we facilitated the County's Partnership with the Florida Association for Renewable Energy on their Renewable Energy Tour that stopped in Counties both to the North and South of us. The department also hosted the first in a series of webinars in partnership with the US Green Building Council aimed at providing free education with associated continuing education credits to professionals in several fields. The webinars are open to anyone who is interested in learning more about sustainability. This first one concentrated on the proper steps needed to retrofit a building to minimize the use of resources and obtain the best return on investment.
- Our Building and Sustainability Specialist was invited to speak to the Charlotte County Curmudgeons Club about the various aspects of sustainability and the initiatives and programs the County has related to sustainability.

- Statistics:

| <u>Item</u> | <u>Total FY10</u> | <u>Feb-10</u> | <u>Feb-11</u> | <u>FY10YTD</u> | <u>FY11YTD</u> |
|--------------------------------|-------------------|---------------|---------------|----------------|----------------|
| Single Family Permits Issued | 286 | 17 | 19 | 73 | 104 |
| Multi Family Permits Issued | 1 | 0 | 0 | 1 | 4 |
| Commercial Permits Issued | 232 | 8 | 1 | 98 | 24 |
| All Other Permits Issued | 14819 | 1132 | 1107 | 5068 | 5755 |
| Customers Served | 26117 | 2206 | 2144 | 11071 | 9685 |
| Inspections | 48000 | 3141 | 4115 | 19596 | 17877 |
| Permitting Revenue | \$2,350,277 | \$147,471 | \$163,661 | \$753,410 | \$798,457 |
| Permitting Expenditure | \$3,335,263 | \$217,658 | \$129,737 | \$1,465,118 | \$1,109,074 |
| Licensing Revenue | \$2,430,527 | \$59,627 | \$30,744 | \$238,364 | \$329,869 |
| Licensing Expenditure | \$457,774 | \$86,590 | \$111,213 | \$480,542 | \$771,687 |
| Action Orders Initiated | 4788 | 272 | 47 | 1373 | 356 |
| Code Cases Initiated | 3645 | 72 | 318 | 690 | 1719 |
| CEB Cases Heard | 1039 | 53 | 40 | 251 | 203 |
| Citations Issued \$ Amount | \$37,756 | \$2,500 | \$2,500 | \$12,250 | \$18,500 |
| New Contractor Licenses Issued | 665 | 1 | 1 | 77 | 7 |
| Contractor Licenses Revoked | 24 | 0 | 0 | 2 | 0 |

- 776 Scenic Highway:

- The committee met on Mar. 1, 2011. The county web page is up. The committee will work on updating or creating a new website. Mike Koenig gave a report on the state of Charlotte County parks along the scenic highway. Sharon McKenzie gave a report on the state of state parks along the scenic highway. The wayfinding sign project is on hold until Sharon can do research. A possible grant opportunity for historic preservation is pending.

- Babcock Ranch:

- The changes to the Comprehensive Plan Babcock Ranch Objectives and Policies have been adopted into the Smart Charlotte 2050 Plan. This included updates to the DRI maps that had been adopted into the 1997-2010 Comprehensive Plan. The adoption took place on July 20, 2010. The Department of Community Affairs issued the notice of intent finding the Comprehensive Plan to be in compliance. Two appeals of the DCA's determination have been filed by third parties, neither directed at the BROD. The next step, after

resolution of the appeals, is to bring the Babcock Ranch Overlay Zoning District into compliance with adopted Development Orders and updated comprehensive plan policies.

- General outstanding issues:
- The applicant received its Army Corps of Engineers permit.
- On the first Increment:
 - Applicant has received a Notice of Intent to issue an ERP from the FDEP for a solar utility.
 - On December 14, 2010, the Board of County Commissioners approved the Resolution 2010-112, providing for substituting the BRC Increment 1-Phase 1 Master Roadway Improvement Agreement for the letter attached as Exhibit L to the IDO. The approved Resolution and the staff report were mailed to the DCA and the SWFRPC on December 18, 2010. A certified copy was mailed to the DCA on 12-31-10. Once deemed properly rendered by DCA, DCA's 45-day review period for the IDO will be triggered.
- On transportation issues:
 - The applicant is working with the FDOT on the PD&E project for the first Incremental road improvement.
 - The applicant had previously requested an access point off of SR 31 from the FDOT. The applicant had proposed to proceed with work related to the entrance at Cook Brown Road in advance of the overall development and in advance of an approved DO. As a condition of approval of the entrance permit, FDOT needs the applicant to obtain local approval in the form of an approved DO. As a result, the applicant has determined it would ask FDOT to place the entrance permit review and approval process on hold until after the required local approvals have been obtained.
 - The Master Traffic Study Update process has begun and is in process for the update that is required to be submitted by December 31, 2011. On October 21, 2010, a transportation methodology was submitted to the agencies for review. The Master Transportation update meeting was held on November 9, 2010 at the RPC. On January 11, 2011, the RPC notified the applicant and the review agencies that "there is agreement among all reviewing agencies that the methodology as proposed in your latest transmittal (January 10, 2011) is acceptable for the update of the Babcock Ranch Development of Regional Impact Master Traffic Study, consistent with the Master Development Order for the DRI."
- On utilities issues:
 - FPL is currently waiting on the legislature to pass a renewable portfolio standard prior to commencing construction of a 75 MW solar utility.
 - With the completion of the first increment, the applicant is in the process of applying for the initial phase of the water treatment plant. The applicant and staff have now completed a pre-application meeting. The next step is formal application for review.
- Staff and the applicant are working together to monitor and ensure the MPO makes the appropriate changes to their LRTP:
 - Babcock has been included in the new LRTP, which is for 2035 (currently for 2030).
 - Staff is in contact with the MPO to continue dialogue on the issue. The MPO requested and received population projections based on materials from the applicant and the County. The applicant and the County have different build-out rates and persons per household. Based on the applicant's materials, by 2035 the project will be built out resulting in a population of approximately 47,355. The County projects the number of units built in 2035 will be 9,001 DUs, resulting in a population of 16,170 (permanent); 17,931 total (including seasonal). At this point the MPO intends to use the County numbers.
- Advisory Boards:
 - The Babcock Steering Committee held its last meeting on August 25, 2010. The Cooperative Conservation Blue Print Florida was presented by FWC consultants. The Steering Committee intended to work with FWC on this process and utilize the results of the Steering Committee's Wildlife Study. The Steering Committee issued its final report and wildlife corridor maps on January 4, 2011 at Edison State College.
 - Annual/Biennial Reviews:

- There are three reviews currently required:
- The applicant submitted the 2010 annual review of the Babcock Ranch Development Agreement (DA) on May 25, 2010, and it was accepted by the Board of County Commissioners on September 14, 2010.
- The first biennial review of the MDO was submitted by the applicant on September 1, 2010, and written acceptance was provided by the Director of Building and Growth Management on September 8, 2010.
- The first biennial review of the IDO is due from the applicant on September 1, 2012.
- Manasota Sandpiper Key Community Advisory Committee:
 - The committee met on Feb. 2 and Feb. 16. At the Feb. 2 meeting, three topics were discussed: Setbacks, buffer strips and green space. Definitions were agreed upon and the topic schedule will be revised accordingly. At the Feb. 16 meeting, the waterfront ordinance and the MES district was discussed. The committee would like to avoid referring to county code in their overlay. They also wanted to restrict development in the MES district and inquired if single family homes could be removed from the principal use section. They proposed to increase setbacks and revise the development standards to discourage any building in the MES district.
 - There were no ARC items this month. The revised topic schedule is as follows:
 - Mar. 2 - Review of MSF & MMF
 - Mar. 16 - Review of MCT & MCG
 - Apr. 6 - Review of MPD
 - Apr. 20 - Signs
 - May 4 - Architectural Design
 - May 18 - Required Documents for ARC & Bylaws changes
- South Gulf Cove Community Advisory Committee:
 - The advisory committee met on Feb. 17. Committee members suggested new projects from the community plan to work on. They are interested in pursuing the widening of 771 and adding turn lanes. Sandy will begin working on this. Kendall announced that he would resign from the committee to enable to him to work on building a coalition to pursue widening 771. The committee was informed about the changing TAD requirements. This will be beneficial to the community for event signage.
- Charlotte Harbor CRA:
 - The committee held their regular meeting on Feb. 7, 2011. No response has been received from the McDonald's Corporation in reference to the proposed rezoning of property. Pending revisions to the redevelopment plan were discussed and a meeting concerning these revisions will be held on Feb. 25, 2011.
- Grove City Community Plan:
 - The committee met on Feb. 28. The committee will be looking into holding a meeting with the business community to explain the CRA process. Possible locations and speakers were discussed. The committee was asked for input about the architectural guidelines presented the prior month. The committee approved of the guidelines.
- LGI Community Plan:
 - The committee met on Feb. 11. Three committee members were reappointed by the BCC. Bob Hill was elected chair. The committee heard a report from Dock Advisory Group. Mr. Hill reported that a meeting was held with the DEP on February 10, 2011 and the DEP was presented with a comprehensive overview of items and proposals as noted by the group. He stated that another meeting was set with the DEP on March 10, 2011. Tom McCoy gave an overview of the situation noting that there were two main items of concern. 1. How to legalize the existing docks as they currently exist on LGI and 2. How to expand those docks to meet future needs.
- School Concurrency:
 - The SWG met in February on the 7th and 28th.

- Current members of the Staff Working Group (SWG) include Joan LeBeau (City); John Weant, Jerry Olivo, & Greg Griner (CCPS); and Steven Ellis (County).
- The SWG has been compiling relevant statistics from 2010, including permitting, plan amendments & rezonings that affect residential density, and DRC/Site Plan Review approvals for the City and County. The School District portion of the team will deliver the most current enrollment numbers, school construction updates, and any potential attendance boundary changes.
- Minor text changes will also be necessary to the Interlocal Agreement. Per the ILA, all of this information is exchanged annually and becomes the substance of the Joint City/County/School Board Workshop, usually held in early May. This year, the City will host the meeting on April 25th at the Laishley Park Community Room. Discussions with Donna Harris at DCA confirmed that the revised ILA will need to go to DCA for a Sufficiency Review after it is signed by all three parties.
- Other discussions continued to revolve around how to deal with public school capacity deficits identified in non-exempt residential applications for plan amendments, rezonings, and NOPCs. At the planning level review stage, no public school capacity can be reserved, and any capacity deficits identified at this stage are only “snapshots in time.”
- Reviewers from DCA and DOE had previously insisted that if capacity deficits are identified at this level in plan amendments and rezoning applications, they wanted the applicants for the proposed developments to show how they intended to meet those deficits. If an applicant is unwilling to do this, the affected local government can either deny the petition for that reason, or pass it on to DCA to call it out in their ORC report. However, the recent turmoil in Tallahassee regarding the future of DCA and how it affects planning has somewhat muddied the waters related to this issue.
- Attorney Geri Waksler met in January with Jerry Olivo, Greg Griner, and the School Board’s Attorney, Mike McKinley, to discuss the matter in relationship to a plan amendment petition for one of her clients, KB Home. Jie Shao and Steven Ellis also attended on behalf of the County. Mr. McKinley agreed to work with Mrs. Waksler on a capacity enhancement agreement after conferring with Tracy Suber, the DOE reviewer for DCA.
- Mr. McKinley’s later discussions with Ms. Suber prompted him to write a letter on behalf of the School Board, stating that they did not believe that a capacity enhancement agreement was necessary to address to capacity deficits identified in the KB Home petition. The petition is going forward with only his letter as the School District’s response. The capacity issue will most likely be revisited when DCA issues its ORC Report. It is now unclear if Ms. Suber will object, based on her past documented responses to other jurisdictions, or if she will agree with the School District’s opinion.
- The SWG is examining capacity enhancement agreements currently in use by other jurisdictions around the state in order to craft a template for use in Charlotte County. If Ms. Suber allows the plan amendment to be adopted without one, then letters similar to the one submitted by Mr. McKinley may suffice in other cases as well, which was the SWG’s original position on the matter.
- The SWG is scheduled to meet next on 3/7/11.
- Comprehensive Plan Evaluation and Appraisal Report (EAR):
 - Because the preparation of Smart Charlotte 2050 effectively paralleled the requirements for the preparation of an EAR, the preparation of the 2010 Charlotte County EAR has been streamlined. Many of the major issues that would be presented in the EAR have been presented, and policy approaches to them have been established, in Smart Charlotte 2050.
 - A scoping meeting was held on December 16, 2009 to present the major issues to the County’s State, Regional, and local agency partners. In the discussion that followed, some additional issues were established that warranted further analysis and possible policy approaches. In total, ten issues were included in a letter of understanding to DCA, establishing the focus of the EAR. Six of these issues were addressed in Smart Charlotte 2050 and four require further analysis.
- The six major issues addressed in Smart Charlotte 2050 include:
 - Maintaining economic development lands for quality employment opportunities
 - Creating and maintaining a sense of place
 - Managing an overabundance of platted lots

- Allowing County residents to age in place
- Maintaining the rural character of eastern Charlotte County
- Reducing greenhouse gas emissions
- The four major issues requiring further analysis include:
 - Creating regional partnerships
 - Improving interdepartmental coordination in Capital Improvements Planning
 - Addressing environmental protection
 - Improving and maintaining access to the water and working waterfronts
 - DCA accepted this letter of understanding establishing the major issues for the 2010 EAR.
 - The final EAR, with its review of the major issues, reviews of the elements of the comprehensive plan, and recommendations for future plan amendments, was adopted by the BCC on November 15, 2010. It was transmitted to DCA on December 1, 2010 and is currently undergoing review. A finding of sufficiency is expected in late February or early March, 2011.
 - Following a finding of sufficiency for the 2010 EAR, County staff will begin preparing the EAR-based amendments. Background work on these amendments has already begun. All EAR-based amendments are required to be adopted within 18 months of the finding of sufficiency. Staff anticipates having the amendments completed for transmittal to DCA for review by December of 2011.
- Transportation Planning:
 - The following transportation planning and traffic engineering related issues were reviewed to assist the Planning and Engineering staff during the month of January 2011:
 - Medical District: Finished the draft work plan to conduct the planned Charrettes in the next two months for the development of the plan with the help of Citizens input. In the month of February, draft transportation plan will be developed for the district with the help of citizens' input from the February 3rd and February 17th Charrettes.
- Babcock DRI: Attended meeting with Babcock developing team to discuss the DRI Master Traffic Study update methodology offered some key suggestions in reformatting the methodology report and other growth rate issues.
- Site Plan Approval:
 - Staff received a total of two applications.
 - Both were applications were approved.

Human Resources

- Employee & Labor Relations:
 - Preparations for negotiations - IUPAT contract
 - Preparations for negotiations- IAFF contract
 - Prepared for Fire/EMS promotional process, securing panel members etc.
 - Complete RFQ related to Executive Recruitment for Economic Development Director
 - Employee related issues
 - Prepare for Employee Satisfaction Survey Results focus groups
 - Two department employees attended "Introduction to Collective Bargaining Overview "
 - Discipline related conversations and activities
 - Continue to partner with Clerk of Courts and monitor the community service program
 - Held Step 3 Grievance
 - FMLA monthly report
 - Provide support/mentoring Intern within department
 - Legal Discussions
 - Research "Pay out benefit options" with other businesses
 - HR Analyst attended "Day on the Hill" program in Tallahassee sponsored by HR Florida.
 - Citizen Academy Graduation
 - Miscellaneous advisement/investigations/coaching/development conversations
 - Attended BCC Strategic Planning Workshop and served as scribe
 - Co-facilitated two meetings with Employee Core Focus Group
 - Met with Finance to resolve issue

- Benefits Related:
 - Facilitated Orientations
 - Attended Health Insurance Committee Meeting
 - Process Tuition Reimbursement Requests
 - Prepare orientation booklets
 - Provide Customer Service to employees
 - Produce Service Awards and letters to employees
 - Self- service assistance regarding on-line applications & Eden self-service system
 - Research of NEOGOV software
- Learning & Organizational Development:
 - Halogen assistance for employees and Management
 - Miscellaneous coaching/development conversations
 - Professional Development to include webinar, reviewing industry journals, etc.
 - Prepared FRS & ICMA Flyer and sent to all employees
 - Held Lunch & Learns at Eastport and Murdock
 - Completed Leadership Newsletter
 - Researched personality assessments for possible inclusion in upcoming recruitment
 - Ambassador Club Preparation
 - Order supplies
 - Made 50 ID badges for Human Services
 - Prepared and Finalized Safety Survey on Survey Monkey

Human Services

- The Human Services Department received sponsorship funds from the Florida Healthy Kids Corporation to participate in the 2010 Englewood Expo. The event took place on February 24 & 25 and outreach staff provided information on Human Services to the public. It is estimated that over 900 people were in attendance.
- The 6th Hybrid Dial-a-Ride bus is now road ready. This bus differs from the other Hybrids as it is capable of transporting 4 wheelchair clients along with 18 ambulatory riders. The other 5 Hybrids are capable of holding 1 wheelchair along with 20 ambulatory riders. Human Services Weekly Report
- Family Services staff attended Juvenile Justice Information System (JJIS) training with the Department of Juvenile Justice (DJJ) Data Integrity Officer for Circuit 20. Completion of training allows for staff assigned to youth services to have full access to the JJIS system to enter, track and release youth in the Re-Entry Program. This access will also allow staff to better track recidivism on all youth programs. This week 2 youth successfully completed the Juvenile Re-Entry Program.
- Dial-a-Ride (DAR) has again increased the work force ridership since starting a few routes earlier in the morning. DAR first reported 4 new early riders beginning January 18th. The earlier workforce riders have since increased to 9 subscriptions per week. These subscription riders are producing approximately 45 more trips per week.
- Veterans Services staff provided a presentation at River Commons Independent Living Facility and to the United States Paratroopers Organization. The presentations provided information on burial benefits, VA Health Care enrollment, service & non-service connected claims, ordering awards and discharges, the proper wear and use of equipment, and Florida exemption letters. A total of 96 people were in attendance. Staff also participated in the celebration of women veterans from WWII to present day veterans at the Military Heritage Museum. Veteran Services Officer, Christina Pellegrino, donated a framed photo of herself in drill team to add to the display.
- Transit has installed security cameras in all of its bus fleet except for the older buses which will be put on the auction line in the near future. All new buses ordered have security cameras installed prior to delivery. Staff was trained on the new security cameras.
- Housing staff received reports from Carlisle Development for the Charlotte Crossings affordable apartment complex for seniors. Development is expected to be complete 5/2011. A meeting was held with the Carlisle marketing people to get information regarding the application process for

tenants. Applications are now being accepted for occupancy by the end of the summer. This project is funded in part with the last of the Hurricane Housing Recovery grant funds.

- The Family Services Center and Veterans services conducted their annual customer services survey in January and February, respectively. Survey results are now available.
- Staff attended the Annual Transportation Disadvantaged (TD) State meeting. Meeting included raising the awareness and legislative support for TD. Meeting also included the need to improve and streamline the monitoring and reporting process.
- The Family Services Center received all Keri Cards for the new controlled access system at the Center. Once the system is installed, cards will be distributed to all tenants and the exterior of the Center will be re-keyed. The access system will allow for more secure operations and efficiency in allowing meetings to take place outside of regular business hours.
- Neighborhood Stabilization Program III application was approved and submitted to HUD in Miami. Contract from HUD is expected in the next 30 days.
- The 2011-2015 Community Action Plan was approved by the Board of County Commissioners and has been sent to the Florida Department of Community Affairs for acceptance.
- Staff met with the Human Resources Director at Charlotte Regional Medical Center to discuss workforce transportation needs and strategize how to link employees with the public transit system.
- Staff participated in the on-line demonstrations provided by Five Points on the Revolve software. Progress is being made in the Human Services' shared client software project replacement.

Public Safety

- Animal Control: No report for the month of February
- Emergency Management:
 - We again began the month by continuing to deliver the new Kids Get a Plan website to Fourth Graders in our elementary schools. The letters to parents and stickers for the students showing the web address have been a big hit and are helping to get the information home to parents and guardians. By the end of the month, more than 1,300 students will have benefited from this program designed to enhance community and family preparedness.
 - The Director attended a regional meeting of the American Red Cross Board of Directors from Manatee, Sarasota and Charlotte Counties. There is a move afoot to consolidate ARC operations and we may soon see one huge Southwest Florida Chapter of the ARC. Each community would then be left with Advisory Boards that would assist in fundraising matters and outreach, but would have no direct fiscal responsibility for the Chapter. A new Board of Directors would be formed with representatives from each of the three counties.
 - The Director addressed the Council of Women Realtors at a lunch meeting and was surprised to find them enthused and supportive with regards to the Evacuation Zone Collar Program. Numerous questions were forthcoming and after a thorough explanation they understood the theory behind the visual marking system we are about to embark upon.
 - The Emergency Planner continued to review and comment on Medical Facility plans and their updates as we move ever closer to hurricane season. It is imperative that these plans be reviewed and approved before the season arrives. Every effort is made to see that this is done several months in advance of the storm season.
 - Staff continued to participate in meetings with the exercise design team planning our COOP (Continuity of Operations) Exercise which is set for all day on March 30TH. The scenario will see us being forced to relocate from the EOC to an alternate site at the new Charlotte County Health Department Building on Loveland Boulevard in Port Charlotte. This will demonstrate our capability to maintain government operations in the face of extreme circumstances.
 - The Director met with representatives of Florida Power and Light to make sure that we are on the same page regarding electrical grids and primary feeders that serve critical County Operations. This is an annual meeting with several FPL divisions that allows us to be familiar with their operation and them with ours. It is vitally important that we both feel comfortable as we approach the coming storm season.

- The Coordinator and Emergency Planner participated in a webinar that focused on special needs and looming issues regarding the sheltering of individuals with disabilities. Major court cases have ruled against communities that do not provide equal access to sheltering for all citizens and similar amenities across the board. This is a virtual impossibility for many jurisdictions and will be an interesting topic to follow as it moves through the courts.
- We hosted a tour of the EOC by local Cub Scouts and their parents /den leaders. This group of about 20 was introduced to why we maintain an Emergency Operations Center and a brief discussion about the National Incident Management System. Both youngsters and their chaperones seemed to benefit from the experience and indicated that they may send others.
- The Director initiated discussions with the new Director of Security at The Cultural Center of Charlotte County, as he begins the development of their first-ever disaster manual and emergency procedures guide. Several meetings with Mr. Bill Jones have resulted in the first draft of what will become the Center's guidebook for any manmade or natural event that may impact the often large number of visitors at the Cultural Center. On some days this time of year, nearly 800 people are in or around one of the various parts of this Port Charlotte landmark.
- We continued to meet with various groups and organizations that have shown interest in assisting with the installation of the color-coded collars that will soon be attached to stop sign posts across the County's unincorporated areas. All three high schools are on board, along with numerous churches, CERT groups and other organizations. We will soon begin training for these groups and hope to commence installation of the collars within several weeks.
- The Director spoke at a luncheon thanking the hundreds of volunteers that assisted over the holidays with the Salvation Army bell-ringing campaign. The funds raised by this effort assist hundreds of families and the 2010 effort was highly successful.
- As the month came to an end, all eyes were on Florida's East Coast as a fire that would reach nearly 17,000 acres closed major thoroughfares, forced evacuations and resulted in mutual aid requests from outside the impact zone near the Brevard-Volusia County line.
- Fire/EMS:
 - Charlotte County Public Education Division spent the week hosting and teaching a Southwest Regional Child Passenger Safety Education event followed by a 32 hour training class to certify more car seat technicians for the Charlotte County area. Charlotte County Fire/EMS Child passenger Safety program began in 1999 and we are proud to report after 6 years into the Lil' Bits Program the misuse rate of child transportation safety issues in Charlotte County decreased dramatically. Child Safety Seat Classes for the community are held every month at Fire/EMS Headquarters. Classes focus on the importance of appropriate choice and use of restraints and correct installation of restraints in vehicles. CC Fire/EMS assisted in the facilitation child passenger safety programs in other agencies such as Punta Gorda Fire Department, Englewood Area Fire Control District, Charlotte County Public School Bus Transportation and Charlotte County Public Schools Academy, North Port Fire/Rescue, North Port Police Department, Cape Coral Police Department, Florida Highway Patrol and Peace River regional Medical Center.
 - Charlotte County Fire/EMS Car Seat Technicians have provided over 375 car seat checks for residents as well. This number does not include education on Child Passenger Safety Education where vehicle inspections were not included with the education. CC Fire/EMS provided over 50 car seats to residents in 2010.
 - Charlotte County Fire/EMS this week received a donation of 300 smoke detectors and brochures from the Charlotte Harbor Rotary Club. This will help fund our Smoke Detector Program for about the next 2-3 years. By receiving this donation the Department is able to help install smoke detectors in homes of citizens who cannot afford them or has had a fire and no smoke detectors.
 - Charlotte County Fire /EMS just received from the State Division of Forestry a 2 1/2 ton military truck. This truck will be used by the Department to fight brush fire in areas of Charlotte County that large fire apparatus cannot access. The unit will be built by the Departments Emergency Vehicle Maintenance Division saving the Department thousands of dollars using inmates from the Charlotte County Jail's Inmate Work Program. The unit will be the third one in the Department's fleet of brush units to help combat wild land fires.

- The Charlotte County Fire / EMS Department just purchased our first 4x4 Fire Engine. This Engine will be housed at Fire Station-9 located off State Road 31 in South County. This unit will give the Department full access to homes in the Cook Brown, Huffmaster and Williams Road areas. This is due to the fact they have dirt roads and water wash outs during rainy season which make it hard to get regular fire apparatus down the roads. It will also have the capability to draft water from ponds and drainage areas to help extinguish fires in areas that have no fire hydrants.
- Charlotte County Fire / EMS will be purchasing new wild land gear for firefighters. This gear is made of Nomex and Kevlar materials which will allow the firefighters to wear it during vehicle extrications and wild land fires. The gear is light weight in design and will help reduce heat exhaustion during wild land fires. This will also help preserve the firefighter's structure gear life span which will save the Department costs in the future.
- The Charlotte County Fire / EMS will be implementing a new Standard Operating Procedure and training on Africanized Honey Bees. The Department has purchased bee hoods for all fire units to be used during incidents that may involve these types of bees. The Department already responded to several calls of bee attacks to residents of Charlotte County.

Public Works

- Stump Pass Dredge Project - The up-drift beach fill has been completed. Over 150,000 cubic yards of sand from dredging was placed on that portion of the Stump Pass Park beach. Pumping of sand to the shore-bird fill area has also been completed. Pumping to the North Beach fill site began and is scheduled to be completed on February 15, 2011, at which time pumping will begin at the South Beach fill area.
- Design plans have been completed for the Markham Waterway Bridge Rehabilitation Project at Chamberlain Boulevard.
- An agreement was signed with the Charlotte Harbor Environmental Center (CHEC) to begin an Adopt-a-Pond program. This program will help Charlotte County maintain its stormwater facilities through the use of volunteers. Selection of appropriate ponds is underway and other details of the program are being coordinated with CHEC.
- Thirty-eight metal road-crossing pipes were replaced with reinforced concrete pipes in advance of future paving operations in the Hillsborough Boulevard (Tillman to Yorkshire) area of Greater Port Charlotte.
- The power shearing in South Gulf Cove, northeast of Calumet Road from west of Appleton to St. Paul Streets, was completed with 357,143 linear feet or 67.64 miles of brush being cut.
- Replacement of the Midway Boulevard Water Control Structures, Phase I was undertaken in conjunction with Phase 1 of the Midway Boulevard Widening Project. It replaced old, dilapidated structures and upsized them to improve drainage. These structures were located where Midway Boulevard intersects the Elkcam, Yale, and Niagara Waterways. The project is substantially complete, and punch list items are in progress. The Southwest Florida Water Management District has approved the as-builts, and final quantities Change Order is being processed for approval.
- The Alligator Creek S-Curve dredging project started. This project will straighten the existing S-curve access channel of Alligator Creek, between Markers 1 and 12, and its entrance to Charlotte Harbor. It involves dredging a new, straight channel and re-marking it. Sea Edge Canal was added to the scope of the project, as was dredging 520 feet of North Alligator Creek and spot dredging in the main channel. The contractor has completed all of Sea Edge, 100% of the new channel, all of the northern channel, and 90% of the main channel. A final survey of the main channel is scheduled for the last week of February.
- Based on the Annual Landfill Estimate report, the Zemel Road Landfill's life has been increased three years extending from closure in 2027 to the year 2030. This is due to settling of the landfill, lower tonnages and compaction obtained from the large compactors operating at the landfill.
- The ribbon-cutting ceremony for the Coral Creek Bridge was held on February 24, 2011. Speakers at the ceremony included Commissioners Starr and Skidmore; Charles Koons, Public Works Projects Engineer; and Kevin Shimp, Thomas Marine Construction. This project replaced the existing bridges

on CR 771 over Coral Creek in Placida. The new structure enhances recreational access by increasing the span between the bridge supports and offering additional clearance for boaters. The project also eliminated the sharp curve at the junction of CR 775 and CR 771.

- The Aqui Esta Road Widening project is on schedule and budget. Trench drains and driveway installations are complete. Sidewalk construction is complete on the north side from Bal Harbor Boulevard to Magdalena Drive. Street lighting has been installed on the south side of Aqui Esta. Roadway construction on Aqui Esta Drive at the intersection of US 41 continues. This project is nearing completion as a punch list is being developed for the contractor.
- Public Works participated in the Government Academy on February 9, 2011, beginning with the Public Works video that had been presented at the February 8 BCC meeting. Six speakers represented the Public Works Administration, Maintenance & Operations, Pest Management, Solid Waste, and Engineering Divisions to an audience of approximately 20 participants.
- As part of the Piper Road Widening Project, over 1,000 tons of asphalt was placed on Henry Street which was re-opened to traffic on March 4, 2011.
- The breach between the interceptor canal and Trout Creek in South Gulf Cove was filled and the wetlands restored. Rip-rap was placed at both ends of the newly filled ditch.
- Pest Management personnel visited the Collier County Mosquito Control Department to examine aerial spray systems in order to gain knowledge about technology to enhance aerial spray capabilities and safety controls in Charlotte County.
- Installation of fabric form to prevent erosion was completed around an outfall on Peace River Drive in Harbour Heights. Road crossing pipes were replaced in South Gulf Cove Section 1 to facilitate future road paving and major outfall ditches in Englewood East were cut and routine flail mowing of roadside vegetation took place in West County.
- Midway Boulevard will be closed from March 11 through March 20, 2011, (Spring break holiday for local schools) for box culvert installation as part of the Midway Boulevard Widening project.

Tourism – No report.

Utilities

- Engineering Services:
- Major Work Orders:
 - 157 developer project inspections; 201 CIP inspections; 2 LPS installation; 2 LPS start-up inspections; 5 LPS mandatory re-inspections; 0 LPS new connection inspections; 2 employees personnel training; 5 developer agreements prepared; 73 active developer projects; 0 closed projects; 2 active line extension projects; 2 new set of plans received; 0 revised set of plans submitted for approval; 61 residential service availability letters prepared; 2 commercial service availability letters prepared; 86 water and sewer services field verified; 1,028 locates processed from Sunshine State One; 21 residential service applications processed; 4 CIP permit received; 4 CIP permits approved by CCU for FDEP submittal; 4 commercial permits approved and 0 rejected; 2 record/asbuilt drawings reviewed; 47 large area intersections locates.
- Operations Division:
 - Treatment Facilities:
 - Reuse Ordinance/Misc Projects: Construction and start-up of the new sludge press was successfully completed. The new press allows much needed redundancy to allow servicing of another unit without shutting down the process and may also be used simultaneously with the other unit which is beneficial to all our Treatment Facilities.
 - CCU exploring a new reclaimed water booster station to provide service to new customer areas.
 - Personnel: We are pleased to welcome WW Plant Operators Michael Bloom and Paul Fitch to the Treatment Facilities Division. All vacant shift operator positions have now been filled.
 - Water Distribution:
 - Distribution System: 543 work orders were completed; responded to 71 line breaks; exercised 49 system water valves; maintained and flow tested 67 hydrants for system maint; responded to 11 water quality calls; replaced 5 broken hydrants; serviced all vehicles at Fleet or Tuffy's that

required maintenance. Started the replacement of the 12" water main across the Niagra WW on Beacon Dr; assisted contractor on Midway Blvd with water line tie in; submitted the CCR reports to FDEP for final review; completed the hazardous chemicals report for the state EOC.

- Training: 4 tailgate safety meetings were held with the entire work group. 2 employees attended video security camera training to maintain our security infrastructure; 2 for First Aid ; 1 Foreman attended Management Orientation; 1 Foreman conducted First Aid training and 1 Distribution Operator conducted CPR training; 3 employees received Intermediate MOT training and 3 were recertified in Intermediate MOT.
- Personnel: 3 Line Tech positions have been filled; 1 Chief Operator has retired. This leaves 1 vacant Line Tech and 1 vacant Chief Operator positions. Paperwork has been given to all eligible licensed employees to transfer them into the new Distribution System Operator positions. The MOU has been completed between the County and the IUPAT to complete the process into the new positions. All FDEP license renewals have been completed for the coming 2 year cycle.
- Booster Stations: #2 Golf Course: Performed all prev maint; Integrated Fire and Security Solutions replaced the fire alarm backup battery. ADF was 331,820 GPD.
- #3 Gulf Cove: Performed all prev maint; rebuilt ammonium sulfate injector; replaced ball valve on bleach tank; Century Link installed internet access for access on-site security cameras remotely; Integrated Fire & Security Solutions replaced fire alarm backup battery. ADF was 2.247 MGD.
- #4 Walenda: Performed all prev maint; reprogrammed emergency generator timer. ADF was 3.442 MGD.
- #6 Rotonda: Performed all prev maint; security company replaced 2 bad cameras and took 1 for repair; Amerigas removed an old propane tank from the site; Integrated Fire and Security Solutions replaced the fire alarm backup battery. ADF was 2.755 MGD.
- # 7 Ingraham Injection Station: ADF was 164,468 GPD.
- #8 Englewood Interconnect: Currently off and ready when needed.
- Myakka River Bridge: ADF was 2.397 MGD.
- Sampling: Monthly compliance samples completed. Lead and Copper sampling in the Burnt Store area is progressing slowly. With many homes vacant and many others replumbed from copper to plastic we are having a very hard time finding qualified sampling sites. We have contacted the HOAs to see if they could help us convince the remaining homeowners that qualify to allow us to test the water from their homes. 1 Foreman has attended 2 HOA meetings to ask for support.
- Boil Water Notices: 2 boil water notifications were processed.
- Wastewater Collection:
- Gravity/Force Mains: Inspected 417 manholes and installed rain guards in 23; 32 manholes were repaired, raised, or had the rings and covers replaced; repaired 3 service laterals in-house; 3 sewer backups/blockages were investigated and determined to be the customer's problem; our valve program located, exercised, and painted the lids on 46 sewer valves; repaired 3 broken force mains; performed 2 confined space entries to do repairs; installed 4 ARVs on force mains; 1 lift station (Microtel) was tied into the new force main on US 41 for Engineering.
- Lift Stations: Performed 345 lift station prev maint work orders; performed 65 corrective maint work orders; 5 permit required confined space entries were performed; completed rehab of LS 846; completed start-ups on LS 860 and 861 and on-line; acquired 1 new contract LS from PWs; all vehicle PMs are scheduled.
- Low Pressure Sewer: Performed 248 service calls in the field; completed 6 mandatory connections; upgraded 21 systems to current standards.
- Personnel: 3 employees attended CPR training; 6 employees attended MOT training; 3 employee attended OSHA-10 training.
- Business Services:
 - IVR: 2,346 payments were processed and represent 4% of the monthly payments; assisted in reducing payments made through Cust Serv Reps by 41% of all payment calls. The additional positive feature is that it allows us to amplify "Open for Business" as it allows our customers to pay their bill over the phone 24/7.

- Mass Notification: Customers in imminent danger of having their services disrupted for non-payment began on 8/13. 1,115 calls made facing imminent shut-off for non-payment.
- Electronic Bill: A scope of service and deliverables has been established. Work on electric bill has begun with a completion date of the bill view around 6/30. Ph II will consist of the self-serve development and will include the electronic bill. That is expected by the end of the fiscal year. Currently developing new bill design and web site format. It was decided to continue the program in the current web version as Sharepoint is not expected to rollout for Utilities until 2012.
- EZ Pay: 16,023 bill payments were processed. Transaction break-down is as follows 8,029 one-time pays, 4,661 recurring payments and 3,333 payments through Cust Serv Reps. There were 134 returned items; 62 for insufficient funds and 72 for invalid bank number. We now offer five methods of electronic payment: cash, checks, EZ-Pay, IVR and Check Free. 46% of our customers use electronic payments.
- AMR Replacement: 11 Orion AMR transponders installed and 3 meters were changed out. Of the 26,544 customers with AMR transponders 3,123 have ITRONS and 23,423 have Orion. The 26,544 represents 47.35% of our customer base with AMR meters. A pre-sub meeting was held on 2/ 28, to review the specs of the Fixed Base Meter system with potential vendors. Over 84% of CCU's meters are over 5-yrs old and we will be reviewing financial impact of 10-yr replacement prog to allow for data from meters to be sent electronically rather than manually read.
- Customer Service: 8,620 calls were received; Average time in to answer was 1.5 minutes; 14% of calls were abandoned; Average time for customer to abandon call was 1:46 minutes; There were 1,167 e-mails, and 353 call back requests; total number of cash-payment, walk in customers to the lobby was 1,086. 3 new commercial service requests for total connection fees of \$75,136.43.
- Meter Services: 13 meters were installed (existing lines); 37,504 meters were manually read; 65 were skipped (less than .1% of all reads) and 63 were misread (less than .1%); 2,721 service orders were closed, including check meter/verify read, box/lid maintenance, shut-off, and turn-on.
- Billing & Collections:
- Delinquencies: 1,152 accts were shut-off for non-payment; Reconnection revenue (meter was turned off) collected was \$25,025; penalty revenue was \$77,198.34 and premise visit revenue (payment was made before shut-off occurred) was \$1,845; total delinquency revenue was: \$104,068. FY-YTD total: \$534,639.
- Returned Checks: 148 returned items for a total revenue of \$3,695. FY-YTD total: \$19,740.
- Tampering: 52 meter tampering occurrences for a total revenue of \$2,400 FY-YTD total: \$29,410.
- Overtime: \$510 was collected for overtime; \$38.32 was expended. Net income was \$471.68. Total revenue collected FY-YTD is \$2,561.
- Liens: 91 liens filed addressing balances at the time of filing of \$24,207.18; 69 liens released for a total of \$83,572.54. FY-YTD total \$587,502; 73 Lien payoff requests were processed.
- North Port: Processed 4,853 checks and returned 43 items. Total revenue was \$1,149.14.
- Bad Debt: 6 tenant accts for total of \$2,260 or an average of \$376.66 per acct; 119 cust accts sent to bad debt, and only 14 were sent to the agency. Remainder were transferred to another existing account, held for one month, or written off because the balance was less than \$10.
- Sharepoint/Doc Management: 59,838 documents are ready to be transferred to Share-point. We are developing web screens and are scheduled for implementation this fiscal year.
- Accounts Receivable: Increase in receivables over 90 days from 39.57 to 41.35%, while current revenues showed a slight decrease from 52.55% to 50.11%.
- Public Outreach:
 - Water Conservation: We are currently under 2 day a week water restriction (year-round water conservation measures) Ph 1; we have established a schedule for plant tours throughout the year to provide our customers more education about the Utility; USGBC visited the Burnt Store Water Plant for a tour and 10 members attended.
- Misc, Safety & Security: CCU's WPSC inspected the East Port WRF; Cameras at all facilities will be reviewed to identify any weaknesses with surveillance. Cameras provide an important function for security surveillance and in the operation of remote facilities; Upgrades have been installed at entry gate to EPEC to improve gate performance and security.

- Human Resources: Total positions: 202; Vacancies: 7; Recruiting: 1 I&C Tech, 1 Chief Operator; Frozen Positions: 1 Asst Director, 1 PT Cust Acct Specialist; Pending Posting Due to Reorg: 1 Project Manager, 1 Eng Const Inspector, 1 Eng Serv Coor.
- Administration:
 - Ph 1A – Punta Gorda Interconnect: Garney Const was given NTP on 1/3. The project team has been making efforts to acquire remaining properties, obtain/modify permits and mobilize for construction. Community information meeting is being held on March 15 from 5 – 7 pm @ Deep Creek Elem School to update citizens of neighborhood impacts. Project construction is scheduled from April 2011 – June 2012.
 - PRMRWSA: Rainfall in the Peace River Basin for the past 12 months is 5.4“ below normal. Finished water production and deliveries to customers during February averaged 22.6 mgd. Total water storage of 5.4 bg as of Feb 28.
 - E&W Spring Lake Area Pilot Study: RFP was sent out by County Purchasing to county vendors. Selection Committee ranked proposal from Banks Engineering as #1 choice and Weiler Engineering as #2 choice. Both firms proposed using multiple subcontractors to assist with the efforts required. Recommendation goes to BCC for approval on March 22.
 - Babcock Ranch: Johnson Engineering selected to do work and met with staff on 2/28 to finalize scope. Upon submission of final scope and fees, contract to BCC for approval. Then efforts will proceed towards design/construction of a monitoring well to meet SFWMD’s satisfaction.
- Engineering:
 - Regional Reclaimed Water Exp Ph 2: Transmission Main (Stage 1): CCU Operations pressure tested the existing reclaimed water pipe line on the SR 776 Bridge over the Myakka River and it passed. Plans for directional drills across SR 776 were submitted to the FDOT for review and comment. Staff conducted field work to gather info on existing drainage within the highway rights-of-way. A letter was sent to SWFWMD requesting a revision to the completion schedule shown in the cooperative funding agreement.
 - Production and Monitoring Wells & Plant Expansion: CCU staff has completed the review of the high service pump operational problem and determined the method of correction. Staff will continue with the process and complete the corrections.
 - WWRF Expansion: The EOR issued the draft of the Tech Memo in Jan. The TM was reviewed internally and a meeting was held in Feb to review our comments with the EOR. The final TM should be issued in March.
 - Central & West Cty Water Model Update: No change.
 - BSV Lift Stations: Contractor is proceeding with work as equipment gets delivered to the field. FPL invoices have been paid.
 - East Port Headworks: Staff met with the EOR in Feb to review final comments and changes. The EOR is finalizing the various enhancements that need to be completed to allow for an overall rehab and rerate of the facility. The final recommendations and the PER are to be issued in March which will provide the basis for rehab/upgrading of the facility.
 - East Port Ops Bldg: CCU, Facilities Management and IT personnel in a coordinated effort successfully moved our operations to the new building. The building offers improved safety and security with a designated reinforced EOC. It also offers improved efficiency with additional space for training, document retention and an expanded laboratory.
 - Spatial Info Assessment (Geodatabase): Staff continues to update the GDB with wastewater, potable water and reclaimed water as-built data and field changes. Field work gathering info on utility assets on the Cape Haze peninsula continues.
 - Rotonda Villas & Springs Water & Wastewater System: General Contracting completed the LPS collection system and water distribution system in Sec 4 and the off-site water main to Robin Road. Bacteriological test samples have been taken for the water mains. FPL set the meter for LS 860 and start-up was conducted the last week of February. The generator set on LS 861 has experienced a problem which continues to be worked on by the manufacturer.
 - Lift Station Rehabs: 321 & 806 – Construction of LS 321 inear completion -work started on LS 806.

- 8 – A land swap solution has been finalized to provide the necessary property for the relocation of the LS. Final approval of the land swap is scheduled for the BCC meeting on 3/22.
- 24 – Permanent easement for the new LS site is being pursued.
- 84 – Ops completing the upgrading of LS in-house.
- **Control Structures:**
 - Rotonda Weirs: The Contractor has completed the weir at Rotonda South and has begun construction of the weir at Rotonda West.
 - Lionheart WW @ Quesada, Sunset WW @ Kenilworth, Dorchester WW @ Peachland, Morningstar WW @ Peachland: ZEP Construction began installation of the water and sewer lines by directional drilling under the Fordham WW @ Midway and the Lionheart WW @ Quesada.
 - Sidewalks - Year 1: JE is working on the 90% plans for Alton Rd and Boundary Blvd and 60% plans for Collingswood Blvd. Year 2: GW and DMK Associates are currently surveying all the locations for the preparation of the 30% plans.
 - Midway Force Main & LS Rehabs: Project is being included in the Midway Widening project as each phase is constructed. Construction on Ph 1 is underway. Preliminary design work continues to determine the proper sizing of the force mains along the Midway – Ph 3 project.
 - Midway Widening (PW) Phase 1: Utility work for Ph I roadway contract is continuing with installation of new water, sewer and reclaimed water lines. The Fordham WW plans are being combined with the Lionheart WW @ Quesada and Sunset WW @ Kenilworth Control Structures.
 - Midway Widening (PW) Phase 2: A PWs project installing large stormwater pipes along the side of the existing culverts under US 41 to handle the additional flows from the Midway Ph 1 project. The 30% plans have been submitted for review.
 - Rotonda Reclaimed ASR Well: A Threatened and Endangered Species inspection was conducted by Parks and Natural Resources in the area of the test well and none were found. On 2/15 a permit for the test well was issued by SWFWMD. On 2/23 the drilling contractor mobilized and started drilling the test well on 2/28.
 - Deep Creek Force Mains: Construction of project placed on hold pending funding allocation.
 - Wastewater Collection System/2010 Relining Contract: Bid was awarded 6/22. Approx 20,644' of pipe and 33 manholes have been lined and the construction has been completed. Final review of the video tapes is now in process.
 - SWFL Feasibility Study: The entire project is being placed into a Watershed Management Plan with the idea that local governments will incorporate the tasks into their local comp plans. They won't seek legislative funding for any of the projects due to unforeseen budget limitations on preparing the required USACE docs for these types of requests including a certified construction cost estimate. One of the major areas where projects are proposed is located south of the Charlotte County line. The projects proposed deal mainly with restoring pre-development hydrology and restoring continuity of wildlife habitat by removing and adding drainage structures, removal of invasive exotic species, and cutting and filling berms and channels. We will continue to monitor the progress of the watershed plan as it is developed.
 - FDOT Projects: Cape Haze Pioneer Trail: FDOT to install a new 8' asphalt trail beginning on the north side of CR 771 and running along the existing trail east to its terminus. The new trail will eventually connect to the new Coral Creek bridge. Construction is in progress.
 - Cochran Blvd: Install sidewalk between Quesada Ave & Veterans Blvd. Plans are being finalized.
 - Edgewater Dr Ph II: A PWs design project to widen the existing 2 lane roadway to a divided 4 lane roadway between Midway & Harbor Blvds. CCU will upgrade the existing water & wastewater mains, including installation of a new reclaimed water main. The 60% plans have been reviewed and the 90% plans are being finalized for submittal.
 - Placida Rd: Giffels Webster & CCU working on finalizing the 60% utility plans for CCU's review.
 - Gateway Harborwalk: A public restroom is being proposed and the proposed sewer will be a LPS system connected to CCU and the water will be connected to Charlotte Harbor Water Association. A FDOT Utility Permit from CCU has been submitted for processing.
 - Control Structures at Sunset, Dorchester, Morningstar, Haverhill, Fordham, and Niagra WWs: Johnson Engineering selected to design structures for this project and is awaiting BCC approval

to enter into negotiations. There are 6 water control structures to be designed for removal and replacement. Existing utilities at these locations will be addressed during the design.

- Zemel Rd at Burnt Store Rd realignment: An FDOT project to realign Zemel Rd & Yacht Club Blvd at Burnt Store Rd. FDOT is currently performing a PD&E study to determine the best and safest alignment for the new intersection.
- US 41 Widening (Enterprise Dr to North Port): FDOT has advised that they will be completing Ph 1 & Ph 2 concurrently from Enterprise Dr to Sumter Blvd in North Port. CCU has met with FDOT & HDR Engineering to coordinate the installation of utilities and discussed entering into a UWHCA Agreement. An RLI was released by Purchasing Department requesting an Engineer to design CCU's proposed utilities for this project. The firm of Hazen Sawyer was selected for this work and finalization of the scope of services is now in process.
- Chamberlain Blvd Bridge: A PWs project installing a new bridge deck and sidewalk over Markham WW. Existing 8" steel water main attached to the bridge will have to be removed and installed under the canal. American Engineers are currently completing the construction plans.
- Elkcam WW Bridges at US 41: A PWs project replacing the existing bridges on the north and south Access Rds at Elkcam WW. OAK Co has been selected for this design build project and the scope of service contract is being finalized.
- Parade Cir Multi-Purpose Pathway: A PWs project to install an 8' wide pathway with landscaping & irrigation around Parade Circle from Oakland Hills Rd to White Marsh Rd.
- FPL FiberNet: An FPL proj bringing 4G Telecommunication System into the County. FPL entering County on Burnt Store Rd and US 41 into Murdock, then west on SR 776 into Rotonda. Portions of system will be underground and above ground utilizing existing and new utility poles.
- Rampart Blvd Ph 1: A PWs and Benderson Development project to extend Rampart Blvd from Kings Hwy to Loveland Blvd. CCU is proposing to install a new 12" water main at this location.