

**Charlotte County
Board of County Commissioners
Staff Report
October 2012**

Budget & Administrative Services

Budget Department/Fiscal Services Division

- Grants Fiscal Support:
 - Human Services Grants:
 - Two new Sunshine Ride replacement Buses have arrived in Charlotte County this month. They were purchased with Federal Grant funds of approximately \$150,000; our County contribution match was \$14,700 for the two.
 - The new Transit Parking Lot was started at the main transit yard this month.
 - The Board of County Commissioner approved the Annual Reports for State Housing Initiatives Partnership (SHIP) Program and Hurricane Housing Recovery (HHR) were submitted to the State of Florida. This report included \$375,345 of SHIP expenses which assisted 26 clients with down payment and rehabilitation assistance this state fiscal year. During the year we also included additional expenses in the amount of \$49,846 which assisted 7 clients in the Charlotte County Habitat for Humanity – A Brush with Kindness rehabilitation program.
 - Charlotte County received \$19,513 of Neighborhood Stabilization Program 3 (NSP3) funds. These funds are reimbursement for various acquisition activities associated with our eight NSP3 properties. The County has approximately \$1,715,000.00 of NSP3 funds yet to be drawn down. The rehabilitation/construction phase of this program should begin in November 2012. Once these eight units are complete, ownership will be conveyed to our program partners and then utilized in their affordable housing programs.
 - Staff attended the Senior Services Annual Vendor Meeting on 10/10/12 at the Environmental Services Campus along with the Director of Human Services and the Manager of the Senior Services Programs. The meeting was to review vendor billing changes and to review new vendor requirements per the Senior Choices contracts with the vendors who provide services to Charlotte County Senior clients. We now have doubled for 8 to 16 provider vendors.
 - Road Grants:
 - Invoiced a total of \$286,933.14 for the following grants and interlocals:
 - \$ 9,272.47 to FDOT for US 41 right of way maintenance
 - \$264,173.87 to FDOT for Piper Rd/Jones Loop intersection construction
 - \$ 13,486.80 to FDOT for Flamingo/776 signalization
- Public Safety Grants:
 - Received \$87,193.40 for the following grants:
 - \$15,034.88 from the state of Florida for Hazmat Equipment
 - \$21,285.00 from the State of Florida for Hazmat Training
 - \$11,466.59 from the State of Florida for Emergency Mgt. Preparation labor
 - \$39,103.99 from the State of Florida for Emergency Mgt. Preparation operating expenses
 - \$302.94 from the State of Florida for the Homeland Security grant
 - Invoiced \$40,023.55 for the following grants:
 - \$24,223.71 to the State of Florida for the FY13 Emergency Assistance grant – labor
 - \$15,695.72 to the State of Florida for the FY13 Emergency Assistance grant – operations
 - \$104.12 to the State of Florida for the Homeland Security grant
- Drug Court Grants:
 - Completed the semiannual financial and performance reports required for the CJMHSA Grant. Attended Discharge Planning Meeting to discuss the screening process and year 2 grant

requirements. Attended Public Safety Council Meeting and updated them on our strategy for sustainability of our diversion court programs

- Operating and Accounting Support
 - Finalized transfers for Vehicle Replacement Fund to record all purchases for departments.
 - Prepared annual 1% Impact Fee share remitted to City of Punta Gorda.
 - The Sport's Park utility invoice has been completed for Ripken baseball team and we are awaiting their response.
 - Carryovers and adjustments completed for CCU and Landfill. This will bring the FY13 CIP to reflect the correct dollars needed to complete projects.
 - Began edit of CCU County Code to clarify and update for third-party treatment/disposal of grease at Eastport Water Reclamation Facility.
 - Provide data to CCU to prepare Restore Grant submission for County.
 - Update Budget manual and review budget process with staff and managers
- Utility Rate Cases:
 - Sandalhaven Rate Case
 - Hearing Officer's Recommended Order is in and all parties have reviewed the order and have waived the right to appeal. The assistant county attorney through budget department has assembled documentation for the Board to rule upon during their Nov. 13th Board Agenda Meeting. Customers have been noticed of this final Board Meeting.
- Utility Regulation General
 - None
- **I.T.**
 - New Administration Site Live - The new Charlotte County Administration site has been redesigned and is now live for public viewing.
 - South County Regional Park converted to VoIP (Voice over IP) - The South County Regional Park phone system has been converted to Cisco Voice Over IP. This project provides the South County Regional Park with improved phone quality and streamlines IT support.
 - Florida Technology Disaster Recovery Consortium Meeting - Charlotte County participated in the quarterly meeting of the Florida Technology Disaster Recovery Consortium (FTRDC). This IT group is sponsored by Sarasota County and includes agencies throughout Central and South Florida and meets to discuss technologies and collaboration opportunities around disaster preparedness and business continuity issues. This quarter the meeting was held at the Kravis Center in West Palm Beach and centered on IT Security. Network Services Manager, Evan Leibman, represented Charlotte County.
 - Regional Planning Council Broadband Public Workshop - Senior Division Manager, Ray Desjardins, member of the Council's broadband advisory and technical committee attended a public workshop as part of the development of a regional broadband plan. The Southwest Florida Regional Planning Council (SWFRPC) has entered into a collaborative effort with Tampa Bay Regional Planning Council (TBRPC), and the Central Florida Regional Planning Council (CFRPC). The Florida Broadband Planning Project is a two-year project that will develop a structured, comprehensive process for a regional broadband plan, The workshop included citizens, government agencies as well as local internet service providers and discussed the importance of regional broadband planning, a recap of the process thus far and how Southwest Florida's residents and businesses are helping to shape our region's Broadband Plan.
 - Accela Upgrade - IT staff, working with vendors has completed phase 1 of an upgrade to the latest version of Accela Automation, software in use by Building and Construction Services for building permitting, licensing and code enforcement as well as limited use by Utilities, has. This phase is in testing. The upgrade will unlock several new features, including, Accela Mobile Office, the new cash drawer system and vendor-developed iPad apps.
 - October Email Statistics:

	• Good	• Spam	• Virus	• Policy	• Total
• Count	• 118,287	• 60,068	• 41	• 8,204	• 186,600
• %	• 63.4	• 32.2	• 0.0	• 4.4	• 100.0

- October Outage Statistics:

- 6 - Incidents
- Total Down Time – 9 hours 53 min.
- Average time per Incident – 1 hour 38 min.
- System availability was 98.672 %

- October Call Statistics:

- Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) = 359
- Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 328
- Incidents Opened Last Month – (hardware or software that is not functioning properly) = 461
- Incidents Closed Last Month – (hardware or software that is not functioning properly) = 452
- Change Controls Last Month – (internal configuration changes to server and network) = 6
- Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 712

Purchasing

- Pre-bid meetings held:

- 12-430 West Port WRF Reclaimed Water Pond
- 13-015 Electrical Contractor – Annual
- 12-420 Vehicles – Annual
- 12-419 Tree & Brush Power Shearing – Annual
- 12-472 Suncoast Waterway Dredging
- 12-440 South Bridge Waterway Maintenance Dredge
- 12-417 Piling Replacement – Annual
- 12-473 EastPort WRF Stage 1 Improvements
- 12-443 Demolition – Commercial / Residential Structures Including Mobile Homes – Annual
- 12-397 Sign Repairs & Replacement – Storm / Catastrophic Event
- 13-036 Jail Sanitation Grinder System
- 13-026 Sale of County Owned Properties

- Quotes due and received:

- 13-009 Confined Space Rescue Kit
- 12-462 Title Service for Non-Acquisition Properties
- 12-461 Title & Closing Service for Acquisition Properties
- 12-416 Portable Toilet Service – Annual
- 12-418 Courier Service – Annual
- 12-415 Ford OEM Repair Parts
- 12-422 LP Propane Fuel – Annual
- 13-025 Mail Fulfillment Service – Tourism
- 13-001 Tourism Creative Services – Annual
- 13-018 US 17 Landscape Maintenance – Annual
- 13-059 Generator Rental – Annual

- Bid Openings held:

- 13-022 Gasoline & Diesel Fuel – Annual
- 12-420 Vehicles – Annual
- 12-419 Tree & Brush Power Shearing – Annual
- 12-430 West Port WRF Reclaimed Water Pond
- 12-471 Sidewalk Construction Cape Haze Drive

- 13-015 Electrical Contractor – Annual
- 13-026 Sale of County Owned Properties
- 12-440 South Bridge Waterway Maintenance Dredge
- 12-443 Demolition – Commercial / Residential Structures including Mobile Homes – Annual
- Shortlist meetings held:
 - 12-418 Gasparilla Road – Construction Manager at Risk
 - 12-405 Capital Asset & Management Study
- Negotiation meetings held:
 - 12-409 State Lobbyist Service
 - 12-351 Design – Harbor Blvd. Design
- Work Orders due and received:
 - 13-027 Annual Landfill Life Estimate
 - 13-028 Semi-Annual & Biennial Groundwater/Leachate Monitoring
 - 13-063 Newgate Waterway Spoil Removal
 - 13-068 Design Concession Stand – Carmalita Athletic Field
 - 13-069 Design Sidewalks – Gardens of Gulf Cove
 - 13-075 Methane Gas Design – CEI Service

Real Estate Services

- Former IMPAC University Buildings – We continue to work in concert with other Departments and Divisions to determine the current condition of the former IMPAC University buildings. This information will assist the BCC and Economic Development Staff in making a determination on the planned future use of the buildings. A Phase 1 Environmental Report commissioned by Real Estate Services concluded there were no issues related to site contamination.
- Edgewater Phase II – All parcels required for this road project have been obtained. Mediations to settle final compensation issues will commence in December and continue for several months.
- Placida Widening – Pre-suit “good faith” offers to acquire the necessary right of way, easements and pond sites have been sent. We continue to process several voluntary sale contracts. We are planning a second mailing to affected property owners in the near future.
- Environmental Lands Acquisition Program – We are working with staff from Natural Resources to seek appropriate sites for potential acquisitions using existing grant funds. We will also provide support to Natural Resources staff as the County moves forward with the Scrub-Jay Habitat Conservation Plan (HCP).
- Flamingo/Edgewater – We have a 77% voluntary acquisition rate of the parcels needed for this project. A new mailing to the remaining property owners will be processed this fall.
- Engineering, Administration, Community Services and Utilities – We continue to assist these departments and divisions in obtaining easements, title searches and researching land related issues for numerous capital projects.
- Murdock Village – We continue to work with Administration, the Economic Development Office and the County Attorney’s Office on development opportunities as they present themselves.
- Murdock Village - FDOT request for 3 Pond Sites – FDOT plans to move forward with the acquisition of the pond sites needed for the US 41 widening. Several meetings are scheduled this month to address this matter.
- Surplus County Lands – As directed by the BCC, we are preparing to move forward with a list of parcels to be offered in October through the competitive bid process.
- Real Estate Inventory Book and Building Inventory Book – We are updating the information in both books and they will be available for distribution shortly.
- Parkside District – We are working to acquire an easement related to the development of a multi-use path located near the American Legion building.

- Sewer Expansion Project – Harborview Road – We are working with CCU staff on a proposed gravity sewer expansion project from US 41 to Kings Highway along the north side of Harborview Road.
- Lift Station Upgrade in Deep Creek – We are working with CCU staff to look at options for the purchase of a building lot to be used for a new lift station in Section 20.
- Midway Project Pond Sites – We have an agreement with the Presbyterian Church to allow the County to purchase 1.48 acres of church property for a pond site required for this project.
- Midway Project – Temporary Rights of Entry – As engineering staff proceeds with this project, we will obtain the necessary Temporary Right of Entry (TRE) approvals from affected homeowners to allow for grading and matching existing driveways with the new road surface.
- Burnt Store Road Phase III –The BCC approved the 123 Resolutions of Necessity needed for this project. We are now in the appraisal phase of the land acquisition process. We have acquired one of two single family residences needed for this project. The second will be under contract shortly with closing to occur prior to the end of October.
- Piper Road North –The BCC has not allocated funding for this project. We continue to work with a landowner who is interested in a land exchange with the County. If this proposed exchange is approved by the BCC and the property owner, the County will obtain eleven (11) parcels needed for this project at no cost.
- Bio-Feed Stock Facility at Eastport – An easement for a necessary gas line (TECO gas) to service this facility has been approved by the BCC.
- De Soto Canal in PGI Section 23 – We are working with County MSBU staff to obtain a series of Canal Maintenance Easements and Temporary Rights of Entry to allow bank stabilization work on the De Soto Drainage Canal located in the Deep Creek area.
- Gasparilla Road – The proposed roadway expansion is under design. Our Division will assist on pond site and right of way acquisitions once construction plans are in place.
- Cheney Brothers Roadway – We will be reviewing the proposed grant of easement to the BCC for the new roadway. We will work with engineering staff to bring the easement document to the BCC for acceptance.
- Sales Tax Sidewalk Projects – We are working with engineering staff to obtain temporary rights of entry and maintained right of way surveys for several sales tax sidewalk projects (Rio de Janeiro, Sunnybrook, Riverside Drive, etc.).
- Release and Occupation of Easements – We effectively handled 100 applications last fiscal year and expect to exceed this volume as construction activity picks up in the County.

Community Development

- The Building Division
 - October 2012 has stayed consistent with both the last month and the same time period last year. However, the number of customers served in the department has significantly increased with a 35% increase over the same month last year, and a 25% increase over last month. This increase is due to the number of miscellaneous type permits that have been issued during the month which is also significantly up on both last year, and last month.
 - Permitting revenue is also up on the same period last year but when looking at the expenditures, the number is much lower due to some end of year corrections and should not be used to look at any potential trends.

Item	Total FY2011	Oct-11	Oct-12	FY12 YTD	FY13 YTD
Single Family Permits Issued	269	12	13	12	13
Multi Family Permits Issued	1	0	0	0	0
Commercial Permits Issued	21	3	1	3	1

All Other Permits Issued	14142	876	1383	876	1383
Customers Served	27005	1920	2584	1920	2584
Inspections	36957	2768	1547	2768	1547
Permitting Revenue	\$2,027,805	\$145,688	\$179,747	\$145,688	\$179,747
Permitting Expenditure	\$2,058,655	\$136,767	\$71,221	\$136,767	\$71,221
Code Enforcement Revenue	\$956,429	\$63,904	\$67,215	\$63,904	\$67,215
Code Enforcement Expenditure	\$1,576,565	\$56,884	\$66,137	\$56,884	\$66,137
New Complaints Received	1253	191	189	191	189
Code Cases Initiated	3357	240	274	240	274
CEB Cases Heard	734	44	73	44	73
Citations Issued \$ Amount	75500	\$500	\$11,000	500	11000
New Contractor Licenses Issued	16	2	0	2	0
Contractor Licenses Revoked	31	1	2	1	2

- Licensing and Code Enforcement:
Code Enforcement has been impacted significantly in the past month due to the general election. The enforcement of the local sign ordinance relating to political signs has impacted the level of service relating to regular code enforcement cases. The department tends to see an increase in complaints at this time of year as part of the County's seasonal population increases.
- The Growth Management Division:
- Parkside Revitalization Initiative
 - Staff has a rough draft of Objectives and Policies for the Parkside Revitalization Plan (PReP). Public comment will be solicited after the draft is complete.
- Babcock Ranch
 - Kitson and Partners are still working on revising the draft LDRs.
- Murdock Village
 - Staff is awaiting word on what direction to take on this project.
- Charlotte Harbor CRA
 - The committee met on Oct. 1, 2012. The revisions to the architectural guidelines were discussed. A final copy will be presented to the committee at the November meeting for approval by the committee. The Dan Burden report will be presented to the BCC for acceptance as guidelines for development in Charlotte Harbor. The issues with the Sibley Bay property was discussed. Staff will ask the County to reimburse the grant to allow more time for development proposals. The density issue was discussed and Deb will work with the Community Development Department on the RAPID density option.
- Manasota Sandpiper Key Community Advisory Committee
 - The committee met on October 3rd and October 17th. Four projects were presented to ARC.
 - 1250 Shoreview Drive – re-roof building.
 - Comment: approval granted
 - 2555 N. Beach Road – new boat dock.
 - Comment: approval granted
 - 2555 N. Beach Road – convert lanai into laundry room.
 - Comment: approval granted
 - 55 Sand Dollar Lane – replace 4 windows.
 - Comment: approval granted
- Little Gasparilla Island Community Plan

- The committee did not meet in October. The next scheduled meeting is Dec. 14.
- School Concurrency:
 - The committee has been meeting to work on revising the ILA and compiling this year's permitting information for next year's joint meeting. The draft ILA will be heading to the respective attorneys for review.
 - Comprehensive Plan Evaluation and Appraisal Report (EAR)
 - Staff continues to work on EAR-based plan amendments.
 - Transportation Planning
 - No report for October.
 - Site Plan Approval
 - There was one pre-application conference.
 - Board of Zoning Appeals
 - The Board of Zoning Appeals had no petitions for October.
- Planning and Zoning Board
 1. Z-12-09-11 Commission District III
An Ordinance pursuant to Section 125.66, Florida Statutes, amending the Charlotte County Zoning Atlas from Planned Development (PD) to Commercial General (CG); for property located north of S McCall Road (SR 776), south of E 1st Street, east of Pine Street and west of Hickory Drive, in the Englewood area, containing 1± acres; Commission District III; Petition No. Z-12-09-11; applicant: Peninsula Property Holdings IV LLC; providing an effective date.
Community Development Department: Approval
P&Z Recommendation: Approval
 2. PA-12-09-09 Commission District III
Pursuant to Section 163.3184(3), Florida Statutes, adopt a Small Scale Plan Amendment to change Charlotte County FLUM Series Map #1: 2030 Future Land Use, from Commercial (COM) to Office and Institutional (OI); for property located north of S McCall Road (SR 776), south of E 1st Street, east of Pine Street and west of Hickory Drive, in the Englewood area, containing 0.85± acres; Commission District III; Petition No. PA-12-09-09; applicant: Charlotte County Board of County Commissioners; providing an effective date.
Community Development Department: Approval
P&Z Recommendation: Approval
 3. Z-12-09-10 Commission District III
An Ordinance pursuant to Section 125.66, Florida Statutes, amending the Charlotte County Zoning Atlas from Planned Development (PD) to Commercial General (CG) for 0.9± acres and Office, Medical, and Institutional (OMI) for 0.85± acres; for property located north of S McCall Road (SR 776), south of E 1st Street, east of Pine Street and west of Hickory Drive, in the Englewood area, containing 1.75± acres; Commission District III; Petition No. Z-12-09-10; applicant: Charlotte County Board of County Commissioners; providing an effective date.
Community Development Department: Approval
P&Z Recommendation: Approval
 4. SV-12-07-04 Commission District III
John Pizzi and Arthur & Ethel Hatfield are requesting to vacate the portion of Manor Road that runs between East 3rd Street and Snook Bayou. The segment is 0.13 acres, more or less, and is located south of East 3rd Street, north of Snook Bayou, west of Rocky Creek, and east of Hickory Drive, in Rock Creek Park 2nd Addition, as recorded in Plat Book 4, Page 29, of the Official Records of Charlotte County, Florida, in Section 5, Township 41, Range 20, in Commission District III.
Community Development Department: Denial
P&Z Recommendation: Split decision, no recommendation
 5. PP-12-08-02 Commission District IV

Centex Homes has applied for Preliminary Plat for Myakka Pointe 2-A (1st Replat), being a replat of Myakka Pointe at Riverwood Unit 2, as recorded in Plat Book 19, Pages 17A-17E, of the official records of Charlotte County, Florida. The replat is a change from 24 multi-family units to 12 single-family lots on 12.68 acres, more or less, located north of River Beach Road, east of the Myakka River, south of Columbia Avenue, and west of Gulf Pointe Drive, in Section 29, Township 40 South, Range 21 East, in Commission District IV.

Community Development Department: Approval
P&Z Recommendation: Approval

- Board of County Commissioners Land Use:

The Board of County Commissioners heard the following petitions on Tuesday, October 9, 2012:

1. Z-12-06-04: An Ordinance pursuant to Section 125.66, Florida Statutes, amending the Charlotte County Zoning Atlas from Planned Development (PD) to Environmentally Sensitive (ES), for property located north of Buck Creek, southwest of Placida Road and east of Lemon Bay, in the Grove City area; containing 69.9± acres; Commission District III; Petition No. Z-12-06-04; Applicant: Charlotte County Board of County Commissioners. BCC: Opened the first public hearing
2. Z-12-06-05: An Ordinance pursuant to Section 125.66, Florida Statutes, amending the Charlotte County Zoning Atlas from Agriculture Estates (AE) to Environmentally Sensitive (ES), for property located north of Washington Loop Road, south of the DeSoto County line, east of Duncan Road (U.S.17) and west of S.R 31, in the East County area; containing 1,638.44± acres; Commission District I; Petition No. Z-12-06-05; Applicant: Charlotte County Board of County Commissioners. BCC: Opened the first public hearing
3. Z-12-06-06: An Ordinance pursuant to Section 125.66, Florida Statutes, amending the Charlotte County Zoning Atlas from Agriculture Estates (AE) to Environmentally Sensitive (ES), for property located north of Bermont Road (C.R. 74), southeast of Washington Loop Road, east of Duncan Road (U.S.17) and west of S.R 31, in the East County area; containing 366.57 ± acres; Commission District I; Petition No. Z-12-06-05; Applicant: Charlotte County Board of County Commissioners. BCC: Opened the first public hearing
4. Z-12-08-08: An Ordinance pursuant to Section 125.66, Florida Statutes, amending the Charlotte County Zoning Atlas from Residential Single-family 3.5 (RSF-3.5) to Environmentally Sensitive (ES), for property located northeast of Harbour Point Drive, south of Sandhill Boulevard, east of Sulstone Drive and west of the Peace River, in the Deep Creek area; containing 101.83± acres; Commission District I; Petition No. Z-12-08-08; Applicant: Charlotte County Board of County Commissioners. BCC: Opened the first public hearing

- The Engineering Division:
Construction Projects

Active Construction Projects

Beacon Drive Sidewalks – Construction started on October 8, 2012. The contractor began installing erosion control, Maintenance of Traffic (MOT) signs and is mobilizing equipment.

PSA released 9/28/12 – Expires 2/28/13 Sidewalk construction will begin October 8, 2012 on Beacon Drive (between Midway Boulevard and Peachland Boulevard) and will continue for the next several months. Intermittent lane closures and traffic delays are expected in this area through February 2013 to accommodate construction of this sidewalk. Traffic signs and flagmen will be present when needed. Motorists and pedestrians are urged to exercise extreme caution when traveling through this area.

Capricorn Boulevard Sidewalk – Construction began on August 13, 2012 and is expected to be completed in February 2013. The wet weather has hampered productivity but they continue to

work on drainage and forming/pouring driveways. The contractor has completed approximately 50% of the project.

PSA issued 8/22/2012, expires 1/9/2013 - Sidewalk construction has begun on Capricorn Boulevard extending from Rampart Boulevard to Sandhill Boulevard and is expected to be completed by January 9, 2013. As sidewalk construction progresses, traffic patterns may shift to ensure the safety of work crews and of the traveling public. Construction signs and traffic control flaggers will be present (as needed) to direct motorists and pedestrians through this work zone.

All motorists and pedestrians need to be attentive and use caution throughout this work zone.

Cheney Brothers Access Roadway Improvements – Construction began on October 3, 2012. The contractor has begun clearing and grubbing and is installing embankment and is beginning work on swales.

PSA Released 9/27/12, expires 11/30/12: Construction of the Cheney Brothers Access Roadway is scheduled to begin Wednesday, October 3, 2012. This project will provide access to the parcel of land acquired by Cheney Brothers for a commercial distribution center within the Charlotte County Airport Authority property. Trucks and equipment will be moving through the areas of Piper Road and Airport Road through the end of November 2012. Motorists and pedestrians are encouraged to exercise caution while traveling in this area.

Florida Street Sidewalk – The contractor has mobilized equipment and continues forming and pouring the gravity wall and has completed almost 100 feet of gravity wall. Approximately 40% of the clearing and grubbing has been completed.

PSA issued 8/22/2012, expires 1/12/2013 - Sidewalk construction has begun on Florida Street extending from Carmalita Street to Marion Avenue and is expected to be completed by January 12, 2013. As sidewalk construction progresses, traffic patterns may shift to ensure the safety of work crews and of the traveling public. Construction signs and traffic control flaggers will be present (as needed) to direct motorists and pedestrians through this work zone. All motorists and pedestrians need to be attentive and use caution throughout this work zone.

Piper Road Realignment at Jones Loop Intersection – Traffic has been shifted to the eastern side of the new alignment to allow work to continue on the western portion of the project. The drainage work is nearing completion and work on the curbing and road bed has begun. FPL has relocated their facilities to the east side of the roadway.

PSA issued 10/5/12, expires 12/31/12 - Road construction continues within the southern 1200 feet of Piper Road South through December 2012. Traffic Patterns may continue to shift as work progresses on this project. Motorists and pedestrians are reminded to exercise caution throughout this work zone.

Rampart Boulevard Improvement Project –

Phase 1: (Kings Hwy to Loveland Blvd). This phase of the project is now complete but will remain closed until Phase II improvements have begun.

Phase 2: (Kings Hwy to Kings Gate Entrance). The 100% plans have been reviewed by Charlotte County staff and comments have been returned to Benderson Development. Construction is anticipated to begin in November 2012.

Rotonda West Parade Circle Pathway – The Contractor is on-site and this project is moving forward. Construction should be complete in late November 2012.

Sandhill Boulevard Sidewalks – Board approval was received to begin work with the top ranked firm, Bonness Inc., on October 9th. A pre-construction meeting was held on October 18, 2012. The Notice to Proceed (start date) was issued for October 19, 2012 and construction is expected to be completed in March 2013.

PSA released 10/24/12, expires 3/18/13 - Sidewalk construction has begun on Sandhill Boulevard extending from East of Kings Highway to Rio de Janeiro Avenue and will continue through March 2013. As work progresses, traffic patterns may shift to ensure the safety of work crews and of the traveling public. Construction signs and flagmen will be present (as needed) to direct motorists and pedestrians through this work zone. Please exercise caution when traveling through this area.

Winchester and Flamingo Signalization – Traffic signal work is in progress at Flamingo/SR 776 and Winchester/SR 776. We are working through some coordination issues at State Road 776 and Winchester North as a turn lane is being added to the roadway design.

PSA released 9/12/12, expires 10/15/12: Beginning Thursday, September 13, 2012, preliminary road work will begin at the intersection of State Road 776 and Flamingo Boulevard in preparation for a new traffic signal. The contractor will have workers and machinery present and they may need to shift traffic patterns. There will be signs and flagman to direct traffic when needed and citizens are urged to use caution when driving in this area.

- In Design or Negotiation:

Bridge Rehabilitation & Maintenance Program – This project was awarded to AIM Engineering and a report of repairs is due to the County by November 13, 2012.

Burnt Store Road Widening Project Phase Three – Charlotte County Real Estate Services has begun acquiring property along Burnt Store Road between the Lee County Line and a point north of Zemel Road. The consultant provided 90% Lighting Plans on October 22, 2012 for review and comments.

Charlotte Harbor Gateway Harbor Walk Phase One – A request for the advancement of funds will be resubmitted to the Florida Department of Transportation (FDOT) after the Transportation Bill is approved.

CR 771 (Gasparilla Road) Widening – The BCC approved the 10' sidewalk design on the east side of Gasparilla Road and the standard lighting design. Charlotte County received 30% plans for review. 60% plans are due in February 2013. Construction is anticipated to begin in late 2013.

Edgewater Drive Widening Phase Two – Design is at 95%. On August 28th, the BCC approved a change order to revise the West Tarpon Intersection design. The revised design will require a permit modification. Construction is estimated to begin in May 2013.

Elkcam Boulevard Multi Use Path – A change order was added to include landscape architectural design including street trees, irrigation and associated design specifications. On October 9, 2012, Charlotte County and Johnson Engineering staff met with the Parkside CRA Tree Committee and the following trees were chosen: Street Trees - Live Oak, Sweet Gum and Sycamore. Decorative Trees - East Palatka Holly, Fringe Tree and Walter Viburnum.

Gardens of Gulf Cove Sidewalks – The Gardens of Gulf Cove MSBU Committee has requested that approximately 1200 linear feet of sidewalk be installed from the current end of sidewalk on Coniston Street to Englewood Road and on Coliseum Boulevard from Englewood Road to Drucker Circle. Letters of Interest have been received and are under review.

GPC Bridge Rehab – Sheehan Blvd. over Yale Waterway – The design phase of this project was awarded to Southwest Engineering & Design on September 10, 2012. The 30% plans are anticipated in late November 2012. Construction is estimated to begin in October 2013.

Harbor Boulevard Improvements (US 41 to Olean Boulevard) – The BCC approved the start of negotiations with Johnson Engineering on August 28, 2012. Negotiations for this contract continue.

Harborview Road Bridge Over DeSoto Canal –90% design plans have been received and are under review. Design is estimated to be completed in late November 2012 with construction beginning in early February 2013.

Midway Boulevard Widening Phase Two – The Board of County Commissioners directed staff to purchase the eastern section of the First Presbyterian Church property for the final stormwater retention system needed for the project. An offer to purchase this tract of land has been made. The 60% plans are due for review in December 2012. Construction is anticipated to begin in late 2013.

Piper Road Widening North – The Real Estate Services team is still looking into the possibility of land swaps to acquire property for this project.

Placida Road Safety Improvements – Design plans are in progress to provide for safety improvements from Rotonda Boulevard West to Cape Haze Drive. In addition, a sidewalk will be constructed along Cape Haze Drive to the Boca Grande Causeway. Design should be completed in June 2013 with construction estimated to begin in the fall of 2014.

Sales Tax Year Two (Cape Haze) Sidewalks – A recommendation will be made to award this contract to the lowest responsive bidder. Construction is anticipated to begin in late November or early December 2012.

Sales Tax Year Two (Gulf Stream) Sidewalks – We are working with Charlotte County Utilities to include water facility improvements in conjunction with this sidewalk project and are finalizing pedestrian bridge permitting items. The construction start date has been re-scheduled from January to March 2013 due to Engineering Inspector scheduling.

Sales Tax Year Two (Sheehan) Sidewalks – We are working with Charlotte County Utilities to include water facility improvements in conjunction with this sidewalk project. Pedestrian facilities will be added to the Bridge on Sheehan Boulevard. The construction start date has been re-scheduled from February to April 2013 due to Engineering Inspector scheduling.

Sales Tax Year Three (Aaron) Sidewalks – The 90% plans have been reviewed and comments returned to the design engineer. The addition of trees and landscaping elements are being considered for this project. It has been determined that the most efficient way to obtain SWFWMD permitting for this project is to include it in the Parkside Project as it falls within its boundaries.

Sales Tax Year Three (Bayshore) Sidewalks – It is anticipated that this project will be advertised for bid in November 2012 with construction beginning in late December 2012.

Sales Tax Year Three (CR 74) Sidewalks – A telephone utility company is relocating their poles to avoid drainage realignment. Utility coordination will lower the cost of this project. Design is on hold until the poles can be moved.

Sales Tax Year Three (Deep Creek) Sidewalks – This project package is currently in the Purchasing Department but is in a holding pattern. The construction start date has been re-scheduled from November 2012 to February 2013 due to Engineering Inspector scheduling. Purchasing will be advised to move forward as scheduling allows.

Sales Tax Year Three (Ellicott) Sidewalks – To reduce the impacts to existing drainage and utilities, the design firm has been advised to reduce the width of the sidewalk from 8 feet to 5 feet. Design is should be completed by late December 2012. The construction start date has been re-scheduled from February to May 2013 due to Engineering Inspector scheduling.

Sales Tax Year Three (Harbor Blvd) Sidewalks – We returned 90% design plan comments to Johnson Engineering on September 21, 2012. The construction start date has been re-scheduled to August 2013 due to Engineering Inspector scheduling.

Sales Tax Year Three (Oceanspray) Sidewalks – We received 90% design plans on September 18th and staff members returned comments. The construction start date has been re-scheduled from February to May 2013 due to Engineering Inspector scheduling.

Sales Tax Year Three (Rio De Janeiro) Sidewalks – 100% design plans were received on October 16, 2012. The construction start date has been delayed until June 2013 due to Engineering Inspector scheduling.

Sales Tax Year Three (Riverside Drive) Sidewalks – The design engineer has completed the maintained right of way survey and is finalizing the packet to be sent to Real Estate Services.

Sales Tax Year Three (Sandhill Blvd) Sidewalks – We received bids back and hope to receive BCC approval to begin work with the top ranked firm at the next Board meeting October 9, 2012.

Sales Tax Year Three (Sunnybrook) Sidewalks – 90% design plans were received on September 18th and staff comments were returned on October 5, 2012. The construction start date has been re-scheduled to June 2013 due to Engineering Inspector scheduling.

Sales Tax Year Three MSBU (Rotonda E) Sidewalks – The design engineer submitted 30% plans on October 10, 2012.

Sales Tax Year Three MSBU (Rotonda N) Sidewalks – The design engineer is modifying the 60% plans to include a bike lane (striping only) and a 5 feet wide sidewalk adjacent to the newly designed bike path - rather than the originally planned eight feet wide sidewalk.

Sales Tax Year Three MSBU (Rotonda W) Sidewalks – We received 30% design plans on July 10, 2012 and returned our comments on July 19, 2012. Construction is estimated to begin in

December 2012. A meeting was held with the design engineer on September 19th to emphasize that Rotonda MSBU funded projects need to be given priority.

Tom Adam's Bridge – The Charlotte Engineering & Surveying design team has completed a Sight Study and Pile Jacket Corrosion Monitoring Report. Geotech for the proposed tender house has been completed. The next meeting is scheduled November 6, 2012.

Winchester Corridor Phase Three – Turn lane design is being finalized. Meetings have been held with numerous utility agencies to ensure they are aware of the impending construction. An inter-local agreement with the Englewood Water District will include work that needs to be completed. Bid specifications have been received and are under review.

- Coastal Projects:

Alligator Creek Dredge Project – Alligator Creek Waterway Committee directed County staff to obtain Engineering Services to remove silted material to the existing permitted design standards and remove material to -6 feet for the entire length of the main and access channel. Staff members are working on a change order to reduce cost and expedite work.

Alligator Creek Mangrove Trim – Alligator Creek Waterway Committee is requesting a contractor to permit and trim the mangroves along the banks of the northern section of Alligator Creek in order to restore line of sight navigation. A package is being prepared to send to the Purchasing Department to expedite work.

Buena Vista Grassy Point Access Channel Maintenance Dredge – The Waterway MSBU requested a survey of the access channels. Based on data collected, the committee wishes to seek engineering services to permit/bid/construct this project. Construction is dependent upon the outcome of the engineering services contract. A request has been submitted to the Purchasing Department to sequester Letters of Interest from qualified engineering firms.

Northwest Port Charlotte Access Channels – Army Corps of Engineer's permits are pending, however the Notice of Intent to Issue has been granted. A re-survey of the access channel will be conducted in November. Draft bid specifications are scheduled for review/approval by the Waterway Committee in December 2012.

Pirate Harbor Rock Removal – The Board of County Commissioners approved the path forward for construction including an investigation of a potential fifth rock area within the waterway system. The geotechnical investigation was completed and design alternatives were submitted to the County. A permit reissue application has been submitted for a small area (previously permitted) at the end of Yacht Club Boulevard.

South Bridge Waterway Maintenance Dredging – Bid Opening is scheduled for October 31, 2012 with construction estimated to begin in late November 2012.

South Gulf Cove Mangrove Trim 2012 – The Waterway Committee has requested that the mangroves within the lock properties be trimmed for Line of Sight (aid to navigation). The Request for Quote has been submitted to the Purchasing Department to seek a qualified contractor to obtain permits and conduct the mangrove trimming.

Stump Pass Maintenance Dredging – Coastal Engineering continues with the Plan Formulation Phase for the next 10-Year Management Plan. Analyses of structural alternatives to complement the beach and inlet management plans for the future project are underway. Extensive field investigations are in process and numerical modeling began in October 2012. A post Tropical Storm Debby damage analysis is underway and the County has initiated the process of seeking reimbursement from FEMA. Numerous meetings have been underway and are scheduled to gain acceptance of a permit extension and funding (FEMA Agreement).

Suncoast Waterway Maintenance Dredge – The bid package has been submitted to the Purchasing Department and the bid opening is scheduled for November 7, 2012.

Drainage Projects

Charlotte Harbor Watershed Management Plan – Weiler Engineering is designing and permitting two culverts within the CRA. Bid Specifications are now in the Purchasing Department and should be advertised in early November. Construction is anticipated to begin in December 2012.

Desoto Ditch Bank Stabilization – Bid specifications are in the Purchasing Department for review. Staff members are in the process of obtaining temporary Rights of Entry on the properties abutting the ditch.

Little Farm Road Culverts – We are currently in negotiations with the top ranked firm.

US 41 Storm Structures – Giffels-Webster Engineering (GWE) submitted all necessary paperwork to Southwest Florida Water Management District (SWFWMD) to initiate project permits. Comments from SWFWMD have been received and reviewed. GWE resubmitted responses to SWFWMD's comments. 90% design plans are due late December 2012. Construction is anticipated to start in April 2013.

- Lighting Projects:

- Charlotte County CIP Projects
- Burnt Store Road Project – We are waiting for a response from Seminole Gulf Railroad for pre-emption conflict before pedestrian features can be opened at the Jones Loop crossing. No resolution at this time.
- Rampart and Kings Highway – Mast Arms have been assembled and are functional. Roadwork has begun and will be ongoing before signalization work can be completed and inspected.
- Edgewater Phase Two – Plans have been reviewed for traffic signal and roadway lighting and a meeting was held with the consultant, Project Engineer and Project Manager to address those comments. County staff members are waiting for a response to comments and for roadway lighting plan from the consultant.

- FDOT Projects:

Ongoing projects at Cochran and US 41 and Harbor and US 41 - inspections and progress meetings continue. Mast arm assemblies have been installed and are functional. A crushed pull box, lid and crushed fiber optic cables were discovered at the intersection of US 41 and Harbor Blvd. Fiber Optic replacement has still not been resolved. Preliminary walk thru was held and the initial punch list generated.

- Paving Projects:

2012 North/South Paving Program – Paving has been completed in the Elmira area and the contractor has nearly completed all paving in Midway area six. These areas are in the GPC MSBU and as of October 01, 2012 approx. 21,733 tons of S-III asphalt has been placed in this MSBU. Total asphalt placed for this contract to date is 39,164 tons.

PSA Released 10/10/2012 – Expired 10/15/12 Roadway resurfacing is scheduled on Loveland Boulevard (between Midway Blvd. and Peachland Blvd.), and Quasar Boulevard from Thursday, October 11, 2012 through Monday, October 15, 2012. Roadway resurfacing may cause traffic delays, temporary lane shifts, lane closures and/or possible detours. Road construction signs and traffic control flaggers will be present (as needed) to direct motorists and pedestrians through this work zone. At the end of each workday the roadway will re-open to traffic. All motorists and pedestrians are reminded to be attentive and use caution throughout this work zone.

- 2012 West County Paving Program: The paving operation is ongoing in Rotonda Sands with approximately 12,017 tons of asphalt placed as of October 01, 2012. Asphalt removal has commenced in Rotonda Lakes.

- Traffic Signing & Marking:

- Herbicide = 2497 signs
- Legends Installed = 41
- Reflective Pavement Markers Installed = 170 each
- Road Striping for City of Punta Gorda = 39,209 Ft.
- Signs Inspected = 3,148
- Signs Manufactured = 200
- Signs Repaired = 765
- Speed Studies = 26
- Traffic Counts = 34 stations
- Trouble Calls (after hours) = 7

- Departmental Projects:

- Traffic Technician received IMOT training to renew certification.
- Yearly preventative maintenance was performed on the traffic signals at the intersections of Murdock & Education, Jones Loop & Taylor Rd. and at Midway & Lakeview.
- Replaced a pedestrian pole at SR 776 & Beach Road that had been struck by motor vehicle.
- Repaired several Incident Management Cameras for the County and for the City of Punta Gorda.
- Replaced and reprogrammed radar units at Aaron & Olean and Forest Nelson & Quesada.
- Facilities requested the following: flag pole repair at Punta Gorda Library, straighten light pole struck by motor vehicle at West County Water Treatment facility, repair letters falling off of building at Mid County Library, repair lights at tennis courts on Harold Avenue.
- Preventative maintenance completed on all hub cabinets' part of ATMS fiber optic communication network.
- Installed two programmable time clocks in school flashers for the City of Punta Gorda.
- Preventative maintenance performed on pedestrian warning beacons in Englewood Beach.
- Responded to Tom Adams bridge for span not lifting - brakes stuck.
- Replaced network communication pull box failing and broken on US 41.
- Replaced IT communication pull box for IT Department at Port Charlotte Beach.
- Investigated complaint of street light outage on US 17 & Washington Loop. It was found that service entrance conduit was struck by motor vehicle, FPL contacted to de-energize and repairs made.
- Replaced proximity sensor at South Gulf Cove boat lock.
- Repaired two illuminated street name signs at Olympia & Nesbitt and US 41 & Murdock Circle.
- Replaced two sets of back plates damaged on US 17 & Regent and Midway & Lakeview.
- Replaced near side traffic signal display and pole that was struck and knocked over in a motor vehicle accident.
- Locates Performed:
202 requests for underground utility locates were received, generating 84 tickets for locates
- Trouble Calls:
11 trouble calls received, responded to and problems of various natures resolved.
- Miscellaneous
 - Adopt-A-Pond – The Charlotte Harbor Environmental Center (CHEC) appointed a Volunteer Coordinator to assist with this project. Efforts are being made to educate the public about this valuable program. Adopt-A-Pond project information was added to the Charlotte County and CHEC Web sites in August 2012. Please visit <http://checflorida.org/Activities.html> for more information.
 - Manasota Key Community Plan Design – The Manasota Key MSBU Committee has requested the development of a Community Plan including, but not limited to, sidewalks, bike paths, crosswalks and lighting. A Request for Letters of Interest has been submitted to the Purchasing Department.
 - Manchester Lock Education – CHEC is assisting with this program. Elementary school class trips in the Alligator Bay Education program will resume in the 2012/2013 school year. This is an ongoing, annual project.
 - National Pollution Discharge Elimination System – A new Notice of Intent (NOI) for cycle three has been approved. The new NOI is effective January 1, 2013 and expires December 31, 2017.
 - Rotonda West Bridge Lighting – Draft scope and fee is under review. It is expected that the Purchasing Department will issue a work order by mid November 2012.
 - Rotonda West Drainage Study – The baseline computer model is complete and is being analyzed now. The discovery phase summary report is scheduled to be presented at the Rotonda Drainage MSBU meeting in January.
 - Rotonda West Entrance Way Signs – Design has been put on hold by the MSBU until after their meeting on November 7, 2012.
 - South Burnt Store Lighting & Landscaping – Florida Transportation Engineering submitted 90% plans and County staff returned comments. 100% design plans are expected by mid-November 2012.

- South Gulf Cove Water Quality – Quarterly monitoring is conducted at the request of the Waterway MSBU Committee. Benchmark Labs provides water sampling and test results. Charlotte Harbor Environmental Center compiles raw data and prepares an annual report.
- Sunshine Lake Dredging and Recharge Wells – Bid specifications are being developed to hire a firm to dredge the algae from the lake and canal. The bid package for the dredging has been sent to the Purchasing Department. The recharge wells will be installed after the dredging is complete under a separate contract.
- Sunshine Lake Water Quality Study – The water quality study has been completed and now some of the recommendations from the study are being implemented under a separate contract.

Community Services

- Administrative staff answered and fielded 625 telephone calls, 13 web emails; processed 22 citizens concerns, 2 accident and 2 incident reports, 5 damaged and missing item reports; distributed 12 press releases
- Supported 3 Advisory Boards
- Solicited RLI for Bathymetric Survey of Port Charlotte Beach for re-nourishment project associated with Hurricane Debby.
- Co-sponsored Walk for the Cure event at Kiwanis Park by waiving rental fees
- Resource Coordinator attended National Safety Council Expo with members of the countywide safety committee
- Marketing and Outreach:
 - WCCF Golden Hippo Radio Show – Mike Norton: Healthy Kids Festival and Tippecanoe Trail Run; Joan Hawkins: Spooky Skate and Scary Street
 - Radio Commercials: Healthy Kids Festival, Tippecanoe Run, Spooky Skate and Scary Street, Bayshore Wine and Beer Festival
 - Allegiant Airline Sun Seeker (in-flight publication) promoting events through January
 - 7,500 Facility and Program Guide published and distributed
 - Marketing Pieces distributed 6,656
 - Permit applications submitted for playgrounds at Ann Dever Memorial Regional Park and Carmalita Park
 - Vendor resolved power problems with parking meter system – anticipate enforcement to begin in December
 - Planning continued for 2013 Snowbird Classic Baseball Tournament
- Recreation Centers:
The four Charlotte County Recreation Centers and two Charlotte County Skate Parks were open a combined 1350 hours and served over 11,900 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 2939 with 5955 touches combined. Recreation facilities were rented 18 times achieving a rental attendance total of 1947 people.
- Libraries & Historical Monthly Report:
 - What:
 - Early voting is going on and we will have over 10,000 voters
 - The Historical tour of the Indian Springs cemetery was a huge success and all tickets were sold out before the tour date.
 - Meadowpark School family night drew large crowds for a second year.
 - We partnered for a Halloween Parade in the Library with the Women’s Club and we welcomed almost 300 costumed characters.
 - Programs are a huge draw at the Library and with season coming we expect some huge turnouts. We have Music, Author and Character programs planned
- Numbers:
 - 62,639 items were checked out (increase of 1,777 over prior month)

- 56,390 library visits (increase over last month of 11,732) 7,302 are from early voting
- 8,049 computer uses by the Public
- 2,209 people attended 68 programs or were visited with Outreach at the schools
- 111,876 registered borrowers (registered 795 new borrowers)
- 800 patrons requested PC assistance
- Need:
 - More space for staff, we are very overcrowded
- Charlotte Sports Park:
 - The Tampa Bay Rays Instructional League (IL) hosted their last games of the season at the Charlotte Sports Park on the stadium field. Attendance was as follows: October 2 - 35;
 - October 5 – 31.
 - In partnership with the Lee County Sports Authority, the Charlotte Sports Park hosted several games of the Perfect Game Tournament on October 5th and 6th. All playing fields along with the stadium were utilized and estimated attendance was 1750 for the two-day event.
 - The Charlotte Sports Park hosted the 2012 National K-9 Trails on Thursday, 10/18, from 6:30-8 pm. Organized by the Charlotte County Sheriff's Office and the Punta Gorda Police Department, this free event showcased various K-9 demonstrations and SWAT scenarios. Estimated attendance was 2500.
- Aquatics Section
 - Port Charlotte Beach Pool
 - Re-opened October 24, 2012
 - 17 paid admissions
 - 38 Pass holder visits
 - 76 Water Aerobics participants
 - Staff spent an estimated 20 hours performing In-Service Training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 26 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- Oyster Creek Regional Park Pool:
 - 503 paid admissions
 - 410 pass holder visits
 - 306 water exercise participants
 - Charlotte County Blue Fins practiced 5 times per week resulting in approximately 760 “splashes” for the month.
 - Lemon Bay High School Swim & Dive Team practiced five days per week resulting in approximately 800 “splashes” for the month.
 - Staff spent an estimated 50 hours performing In-Service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - *Staff spent an estimated 60 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- South County Regional Park Pool:
 - 429 paid admissions
 - 466 pass holder visits
 - 181 water exercise participants
 - Charlotte County Blue Fins held 20 swim practices resulting in approximately 900 “splashes” for the month.
 - Charlotte High School Swim & Dive held 36 practices resulting in approximately 1,620 “splashes” for the month.
 - Charlotte High School hosted swim meets 9-5, 9-13 & 9-26-12 with approximately 400 swimmers and their families attending.

- Charlotte High School Swim & Dive Team hosted the High School Districts meet Saturday 10-27-12. This was an all-day meet with warm-ups starting at 7:00am and the meet ending 8:30pm. Nine teams and approximately 400 swimmers and their families attended.
- *Staff spent an estimated 70 hours performing In-service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
- Athletic Section:
Charlotte County athletic leagues and Athletic Special Events used County facilities approximately 3,815 hours in the month of October. An estimated 4,780 athletic participants visited County facilities an estimated 31,345 times with 56,603 spectator/volunteer visits for a combined total of 87,948 visits associated with athletic activities. Activities included Adult Softball, Adult Tennis, Adult Flag Football, Youth Football, Youth Soccer, Youth Cheerleading, Youth Baseball, Youth Swimming, Horsemanship and Remote Control Sailing.
- Parks & Natural Resources:
 - Equipment Operators mowed several parks/properties, including Tippecanoe Environmental Park, Tippecanoe II, Buck Creek, Amberjack, Gulf Stream, Peace River Preserve, Edison and Shadow Lane entrances of Oyster Creek Park, and Sawyer Park.
 - Equipment Operators removed a dead palm from Port Charlotte Beach.
 - Six hogs were removed from Tippecanoe Environmental Park, including a very large 300 lb. boar and a very aggressive sow.
 - The bald eagles have returned to Tippecanoe Environmental Park and are rebuilding the nest that blew down in Tropical Storm Debbie.
 - Two acres of Brazilian pepper have been treated at Tippecanoe Environmental Park.
 - Natural Resources staff member and the forestry mitigation team worked several days in the Brookwood neighborhood mechanically reducing the fire fuels in the Oyster Creek Park urban interface.
 - Natural Resources staff member participated in two training days at CHEC. The first was trail guide training where CHEC and staff instructed the group on general interp techniques and what information we wanted emphasized. The second was a volunteer work crew training where I stressed our sincere thanks for their efforts, safety hazards, proper use of chemicals, etc.
 - Natural Resources staff member attended a CISMA meeting.
 - Natural Resources staff member met with the County's contracted arborist at Oyster Creek Park regarding a removing the Australian pines at the end of Mel-o-de Lane.
 - 100 acres of Charlotte Flatwoods Environmental Park was treated for exotic/invasive plant species. Ear-leaf acacia, melaleuca, Brazilian pepper and downy rose myrtle are among the species treated. This was part of a multiphase treatment plan to get the property into a maintenance mode for the control of exotics.
- Extension Services
 - Administration:
 - Public Deliberation Opportunity Meeting – CCU Conference Room – 11:00 am – October 2nd – Assisted by Joy Hazell from Lee County Extension.
 - District IV All-Faculty Meeting – Manatee County – 9 am to 3 pm – Betty and Ralph in attendance –October 4th
 - BOCC – 9 am – 5 pm – October 23rd – there to answer any possible questions about Resident Fertilizer Education Programs.
 - 2012/13 1st Quarter Business Meeting – October 29th – Mid-County Library – 3 to 5 pm.
- Meetings:
 - CED PolyCom – October 22nd – 1 to 3 pm
 - Extension Staff Meeting – 3:00 pm – October 31st
- Other Programming:
 - Website Hits: Report: - 97,130 - Summary - charlotte.ifas.ufl.edu –
 - Date Range: 10/01/2012 - 10/31/2012 - Urchin 5 ©2005 Urchin Software Corporation.
 - Facebook® Page - Charlotte County Extension data:
 - 330 monthly active users.

- Addition on Website of “Now Trending In Extension”: Voter Education Resources – EDIS Publications
- Sea Grant:
 - Publications:
 - Staugler, E.A. 2012. "Life Histories Abbreviated". Water LIFE Magazine. October 2012, Page 10.
 - Websites:
 - Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/>
 - 10/2 - Nursery Estuaries
 - 10/24 - National Survey Evaluates Importance of Hunting, Fishing and Wildlife Watching
 - Field Work:
 - 10/22, 23 & 25 – Operation Drag & Snag – crab trap recovery in Peace River
 - 10/24 – Pre-FMNP Field Trip site recon at Babcock/Webb WMA
 - 10/25 – Monthly bay scallop recruitment monitoring.
 - Outreach Programs:
 - 10/11 – Guest speaker for Bottom Time Dive Club – Topic Goliath Grouper
 - 10/18 – Guest speaker for SWFL Marine Industries Association – Topic Charlotte County Manatee Protection Plan
 - 10/20, 27 – Taught FMNP Freshwater Wetlands class. Class will run on Saturdays through December 1st.
 - University Governness:
 - Don Sweat Award committee member and presenter of the award at annual Sea Grant Extension meeting.
- Meetings:
 - 10/10 – Chaired CHNEP TAC Meeting – North Port
 - 10/15-18 – Attended annual Florida Sea Grant Extension planning meeting – Gainesville
 - 10/22 – Sea Grant Advisory Committee Meeting
 - 10/29 – Meeting with CCU staff and Kellie Dixon, Mote
- Conferences:
 - 10/17 – Presenter - Staugler, E.A., 2012. “Statewide Derelict Trap Recovery Program” at Florida Sea Grant Coastal Science Symposium, Smathers Library, University of Florida, Gainesville, 21 slides.
 - 10/17 – Presenter – Staugler, E.A. and J.E. Hazell, 2012. “Bay Scallops in SWFL: A Good Thing Growing” at Florida Sea Grant Coastal Science Symposium, Smathers Library, University of Florida, Gainesville, and poster.
 - 10/17 – Co-presenter – Fluech, B., J. Stevely and E. Staugler, 2012. “Practical Evaluation of Fish Descending Gear” at Florida Sea Grant Coastal Science Symposium, Smathers Library, University of Florida, Gainesville, 14 slides.
 - Other:
 - 10/4 - All Faculty Meeting - Palmetto
- 4-H Youth Development:
 - Outdoor Cooking
 - Seventeen (17) 4-H members participated in a new Charlotte County 4-H project, Outdoor Cooking. These youth increased their knowledge and skills in food safety, food preparation for grilling and how to safely and effectively use a charcoal grill.
 - 4-H Club Meetings
 - Over 150 youth, 5 to 18 years old, participated in monthly 4-H club meetings and events. These meetings and events were supervised and led by 32 adult leaders whose volunteer time, for the month of October, is valued at over \$2500.
- Horticulture:
 - Special Events
 - Master Gardener State Conference – Clearwater, FL – Holly in attendance Oct. 1st - 3rd with our Master Gardeners.

- Dermestid Beetle Project Interview (4-H Forensic Entomology) with Middle School Science Fair Student – October 8th – 10:30 am
- Gardening Symposium - “Fertilization: Why, Where, and When” – October 20th – 9 am to 2:30 pm – 41 in attendance – Total Symposium – 74 participants.
- Home and Garden Show –Charlotte Harbor Event Center – October 13th and 14th – Gardening Resources and Information.
- Master Gardener Association Meetings
 - Master Gardener Association Meeting – 10 am – October 3rd.
 - GI-BMP Training (Fertilizer Ordinance Training) – 8:00 am to 3:00 pm – October 30th
 - Charlotte County Extension held another Green Industries Best Management Practices (BMP) Training in regards to the Fertilizer Ordinance at the East Port Environmental Campus on October 30th. Five (5) participants increased their understanding of the local County Ordinance, as well as Turf, Irrigation, Landscape and Pesticide BMP's. After taking an end-of-class exam and receiving a 75% or higher score, each participant receives a Certificate of Completion showing that they are in compliance to properly apply fertilizer in Charlotte County.
- MG Radio Gardening Show
 - MG Radio Program – 10:00 to 11:00 am – October 23rd – Covered by MG, Donna Worthley.
- Other Programming:
 - Lemon Bay Garden Club –Englewood – October 1st – 11:00 am – “Lovebugs” – 55 in attendance.
 - PC Garden Club - “Venomous Creatures” – October 11th – 11:00 am – 53 in attendance.
 - Landscaping Committee
 - Landscape Committee Meeting – Public Works – October 18th - 1:30 to 3:30 pm
 - Landscape Committee Meeting – East Port Campus – 1:30 to 3:30 pm – October 24th.
 - Parkside Tree Canopy Meeting
 - Parkside Landscaping meeting – Cultural Center – 8:30 am – October 9th.
- Florida Yards and Neighborhoods Outreach:
 - LS 412 Landscaping w HOA & Utilities – Florida-Friendly Landscaping™ around lift station - 11:00 am on October 10th – 5 in attendance.
 - Northshore Grant discussion – October 19th – 10:30 am – Discussion on Water Quality Monitoring and FFL Educational Outreach.
- FFL Site Visits:
 - Condo Association Meeting - Clipper Cove - 2000 Bal Harbor – Florida-Friendly Landscaping – 10:30 am – October 16th
 - Mid-County Transfer Station - FFL Landscape Design for a Challenging Environment – October 31st – 10:30 am
 - Sun Herald FFL Planting Meeting with David Dunn-Rankin – October 22nd – 10:30 am – Landscaping around the sign – advice and educational tools

Charlotte Sun Newspaper Articles:

- Potential Readership:

Charlotte Sun Herald – Average Circulation - 44,028

Charlotte Sun-Herald Newspaper Articles Website: An average of 25,000 hits per day

- Newspaper Article – “Royal palm bugs – they are what they eat”– October 1st
- Newspaper Article – Newspaper Article – “Beware damping off!” – October 8th
- Newspaper Article –“Now trending...millipedes, woolly oak aphids, and large flower pusley” – October 15th
- Newspaper Article – “Make the lead tree a dead tree” – October 22nd
- Newspaper Article – “Kumquats – a real edible ornamental – October 29th”

Facilities, Construction and Management

Projects:

- San Domingo Park Phase 1: The contractor is completing grade and monument sign. Final inspections were completed.
- Bay Heights Boat Ramp: The design firm is creating the change order request based upon the new scope.
- Englewood Library Expansion: The wall between the expansion and existing facility was demolished. Finishes are being applied to the expansion while flooring and ceiling is being removed in the existing. The roof is being replaced on the existing library.
- South County Regional Park Soccer Concession Stand: The FGBC “green building” review package was completed with minor changes. The FGBC changes and minor request from building permit are being compiled for submission to BCS. The bid package will be completed.
- Transit: Parking Expansion: Construction has begun.
- Bayshore Live Oak Park Restrooms: Construction contract was awarded to E.O. Koch and we have had the pre- construction meeting with the contractor.
- Kiwanis Boardwalks: The boardwalks are complete except for punch list issues.
- Port Charlotte Beach Pool Complex: The pool has opened.
- ADA Improvements: Group II ADA improvements at various parks and governmental facilities are in final design; construction documents are underway. Group I projects will be bid with Group II projects.
- Harold Ave. Concession Stands: Final construction documents have been approved by County staff; application has been submitted to SWFWMD; bid document development underway.
- Operations:
 - Energy Efficiency Program:
 - Ann Dever Memorial Park: Musco sports lighting installation is complete.
 - Siemens has begun preliminary energy efficiency audits of selected facilities.
 - The design of the South County Regional pool geothermal heating system is in process.
 - Installation of the LED driveway lighting at Airport Road/Transit has begun.
 - The poles and fixtures for the solar boat ramp lighting projects will be delivered next week.
 - The fixtures are on order for the Murdock Admin parking lot lighting retrofit project. Installation will begin in late November, early December.
 - Parking Lot Sealing and Striping: Project for maintenance of parking lots at 19 park and governmental sites was approved by the BCC.
 - Repair and Maintenance:
 - Punta Gorda Library: The new roof is 98% is complete. Scuppers and downspout repairs are underway.
 - Land Information and Zoning Remodel: Waiting on permits.
 - Fleet ADA Remodel: is underway. Completion date of November 14th.
 - CSP Fencing Projects: Materials on order. Waiting on permits.

Human Resources

- Employee & Labor Relations:
 - Employee related issues
 - Heather Bacus – New HR Director started employment
 - Preparation for IAFF and IUPAT Legislative Hearings
 - Legislative Hearings held for IUPAT and IUPAT
 - Continue NeoGov training to HR Liaisons
 - Recruitment related activities and hiring processes
 - Halogen e-Appraisal assistance
 - Discipline related conversations and activities
 - Monitor the community service program with Courts System
 - FMLA Processing
 - FMLA monthly report

- Tasks associated with Employee of the Month
- Legal Discussions
- Miscellaneous advisement/investigations/coaching/development conversations
- Benefits Related:
 - Facilitated Orientations
 - 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
- Learning & Organizational Development:
 - Halogen assistance for employees and Management
 - Monthly service awards
 - Miscellaneous coaching/development conversations
 - Professional Development to include webinar, reviewing industry journals, etc.
 - Graduation held for Ambassador Program participants
 - Discussions regarding upcoming Citizen Government Academy

Human Services

- Staff activities:
 - Human Services have received their newly revised outreach brochures. These brochures provide information on programs and services delivered through the Department. Additionally, a newly revised Neighborhood Accountability Board brochure and Community Resource Guide linking Youth & Families to resources are available for distribution to the public.
 - Human Services staff attended the Charlotte County Public Schools visioning session for the Race to the Top grant. The visioning was held to bring community-based organizations and businesses into the process to discuss the workforce needs of our community.
 - Human Services staff attended an organizational meeting for a county-wide health improvement initiative held by the Charlotte County Health Department. The purpose of the meeting was to discuss the results of the Community Health Improvement Plan (CHIP) and how this may tie in with other organizations' strategic plans. This meeting was the first step in establishing a common vision, mission and goals. Ongoing meetings are planned for the leadership steering committee and work groups to implement the Community Health Improvement Partnership's strategic plan. Three major issues have been identified for the Charlotte community; Chronic Disease, Mental Health, and Access to Healthcare.
 - Transit received a new replacement bus for the Sunshine Ride (Transportation Disadvantaged) Program. The new bus will hold 16 ambulatory passengers and 2 wheelchair passengers. The new bus will be replacing a 2001 bus with over 260,000 miles of service.
 - The Housing & Community Initiatives Manager, Bob Hebert, conducted a Fair Housing informational event at the Academy during Family Night activities.
 - David Donohew and David Rockow completed the required semi-annual Veteran Services Officers training provided by the Florida Department of Veteran Affairs. At this conference David Donohew was selected as a Best Practices presenter to recount the successful and difficult veteran benefits claim award which took two years to win in appeals.
 - Our Veteran Services Office received a phone call from the President of the Charlotte County Veterans Council regarding a widow of a WWI Pearl Harbor Day Survivor needing assistance moving. Our Veteran Services Office called all the local veteran organizations and within one day 15 veterans with trucks and trailers assisted moving the widow.
 - Human Services staff participated in a kickoff meeting for the North Port/Charlotte County latent demand transit feasibility study. Among those in attendance were the Sarasota County Area Transit, the Charlotte County Metropolitan Planning Organization, The Sarasota/Manatee

Counties Metropolitan Planning Organization, the Florida Department of Transportation and the Renaissance Planning Group. The Renaissance Planning Group will be gathering and analyzing data to determine both demand/need and costs. The public will be invited to participate in providing input. The study will provide information to see if it is feasible to have a pilot fixed route to link both Sarasota County and Charlotte County together for expanded coverage between the two counties. The study is planned to be completed within 6 months. The results will be presented to the Board of County Commissioners in both counties for further discussions and transit systems direction.

- The Housing Division is accepting applications for the State Housing Initiative Partnership (SHIP) Rehabilitation and Down Payment Assistance Programs for qualified homeowners and potential homeowners. To date 15 households have been determined eligible for the programs.
- A hearing claim submitted by the Veteran's Services Division resulted in a Charlotte County Korean War Veteran receiving retro-active cash benefits of \$ 12,320.00 and an increase in his monthly income. Many records supporting this veteran's claim were destroyed by fire in 1973 at the National Personnel Center so made the Veteran's Service Division staff's application process much more difficult.
- The Family Services Division met with the Charlotte County Sheriff's Office to further develop the expansion of the Civil Citation program for youth. The expansion includes training of Deputies to write citations in lieu of arrest for some drug-related infractions. Additional meeting scheduled before full implementation.
- Human Services staff participated in the County's Single Audit Act reviewing several grant programs.
- Housing staff completed & submitted response to Dept. of Economic Opportunity on their recent audit of the Neighborhood Stabilization Program (I).
- Housing staff worked with other County Departments on upcoming proposals for Still Water House & Sibley Bay Properties. Proposals to be presented to BCC at November 27th regular Board meeting.
- Human Services & Fiscal staff hosted the annual in-home eldercare vendor training session. Staff provided information and answered questions on contract compliance, monitoring oversight, and program & fiscal requirements. Representatives from eleven vendor agencies were in attendance.

Public Safety

Emergency Management:

- The month included just a few public speaking engagements; one with the Roadrunners Club (Recreational Vehicle travelers) of Punta Gorda, a second with the Punta Gorda United Methodist Church Men's Group and the third was a visit to speak at the 25th Anniversary celebration at South Port Square in Port Charlotte.
- Regarding Tropical Storm (later Hurricane) Isaac, the State of Florida finally received some Federal assistance for damages from the storm, but many counties who took emergency measures to prepare for the expected storm were still denied reimbursement.
- Emergency Planner Lynne Sticklely continued her participation in the COAD (Community Organizations Active in Disaster), which has now met several times and is still struggling with organizational woes. They will continue to meet and try to iron out issues that have stymied them during these early meetings. I do think they'll get it figured out and become a valuable asset to our community when disaster strikes.
- The Director attended a second Salvation Army Advisory Board meeting after the summer hiatus. The Board began working on plans for the upcoming Holiday Bell-ringing Campaign which is the major fund-raiser to support local programs for the entire year.
- We participated in a Kid's Event at the Englewood Home Depot. Members of our CERT teams were on hand to promote that vital program. They handed out information relative to our evacuation collar program and All-Hazards Guides.

- The Director and Emergency Planner each attended sessions of the Current Issues in Emergency Management program in Tallahassee. The Emergency Planner had never had this opportunity and reported that it was of great benefit to her. The Director also attended the State Director's Advisory Council meeting that delved into a variety of State and Local issues not discussed at the CIEM.
- We hosted a large group of visitors from Harbor Terrace at South Port Square. They toured the Public Safety Building and were then given a briefing on Emergency Management by the Director in the Command Center. These 30 folks had numerous questions regarding what we do and how the process works when disaster threatens. They posed many pertinent questions, which led to some spirited dialogue regarding just what level of preparedness is required of residents.
- The Director met with several folks (CERT graduates) to explore their interest in taking over the CERT operation in the near future. Our long-time coordinator and lead instructor (Bob Price) is battling cancer and has stepped down to focus on his health. We are still targeting February for the next class in the Port Charlotte area.
- We hosted an orientation for our new Human Resources Director who recently relocated from Michigan. She toured the Public Safety Complex then was briefed in the EOC as to how we function when fully activated. Having come from a school board background, her experience in County Emergency Management is limited. She was very interested in the process of declaring a Local State of Emergency and how we team up with other agencies and organizations to formulate a response.
- The monthly radio call-in show on WCCF-AM (1580) focused on the latter part of the hurricane season and how many storms can still form in places like the Caribbean Sea. Less than two weeks later, we watched as Sandy was born deep in the Tropics and worked her way North across Cuba and up the Eastern Seaboard to her eventual landfall in New Jersey. We posted Facebook updates and alerts for almost ten days, advising folks in her path what might be in store for them.

Public Works

- After four years of unseasonably dry summers, we have experienced a "normal" rainy season this year. This has resulted in an extended growing season that has caused tall grass on our collector road network resulting in an unkempt look that is not conducive to a good first impression for visitors.
- To help correct this problem, the Public Works Department is increasing the number of mowing cycles from five to seven. The current cycles are May, June, July, August and November. The additional mowing will be in April and September. The additional mowing will be change ordered into our existing mowing contracts for North, South and West County.
- Two Pest Management employees attended the Florida Aquatic Plant Management Society's Aquatic Weed Conference in St. Augustine to learn current techniques being used to control invasive aquatic plants. A new invasive plant is nearing Charlotte County. The red root floater has been discovered on the Peace River in Desoto County where Horse Creek converges with the Peace River.
- Because red root floater is a popular aquarium plant, it may have been introduced via the aquarium-plant trade. Red root floater can produce a closed canopy over water; and in backwater areas, small isolated populations can be difficult to find. Scientists fear if this species expands its range, it may become as problematic in Florida as have the South American water lettuce and water hyacinth, also canopy-producers.
- Three Charlotte County schools are participating in the Recycle-Bowl competition scheduled from October 15 to November 9, 2012. East Elementary, Vineland Elementary and L.A. Ainger Middle School are competing with 30 other Florida schools for state awards. This program, sponsored nationally by Keep America Beautiful and Nestle Waters; and locally by Keep Charlotte Beautiful, Charlotte County Solid Waste Department and Waste Management, hopes to increase recycling efforts in Charlotte County Schools.

- The Recycle-Bowl creates friendly competition as well as teaching and learning opportunities for students and school staff. Friendly competition is a proven way to motivate young people toward adopting sustainable behaviors. Additionally, the Recycle-Bowl offers the opportunity for schools to win \$1,000. A national champion will be selected from the statewide winners to receive an additional grand prize. Local prizes will also be awarded.

Tourism

- Where to Retire Magazine:
Englewood was included in the November/December issue of Where to Retire Magazine in an article called, "4 Florida Beach Hideaways." The publication has a circulation of 200,000. The writers, Alan Macher and Kathy Straach, were participants in last October's Big Year Birding Weekend media familiarization trip and were introduced to the Englewood area. They returned in August of this year for more research and the Bureau assisted.
- ABAV Fairs of America, Rio de Janeiro, Brazil, Oct. 24 – 26:
According to Visit Florida, Feiras Das Americas (Tourism Fair of the Americas) by ABAV (the Brazilian Association of Travel Agents) is considered the major tourism event in Brazil. In 2011, ABAV attracted approximately 25,000 industry professionals from South America alone, whose primary objective was to secure business opportunities and commercial alliances. The Brazilian market is the largest overseas market into Florida with 14,666,000 visitors in 2011, a 38% growth over the previous year. This overseas market outspends other markets, showing a 50% increase to reach \$2,242,708,000 in 2011. With the positive prospective of Brazil acquiring visa waiver status in the near future, the growth potential of this market is immeasurable. Jennifer Huber represented Charlotte County during the three-day show in Rio de Janeiro and interest in the area was extremely positive. Specifically, they were interested in learning about a "new" Florida destination and were extremely interested in Muscle Car City, un-crowded beaches and dolphin-spotting opportunities. The travel agents and operators Jennifer met with were extremely interested in learning more as they are looking for areas beyond Orlando and Miami. ITMS recommends the next step in capturing the Brazilian market is to develop packages with net rates for Charlotte County area hotels and build an itinerary including Orlando and Miami in order to make it easy to sell. The concept is to do the work for the agents so it's easy for them to sell.
- Florida's VIVA 500:
Jennifer encouraged our industry partners to submit their history to be considered for VISIT FLORIDA's VIVA Florida 500 Facebook Timeline which will launch in January. Events can be submitted for free through November 30. <http://apps.visitflorida.org/vivatimeline>
- Teams Conference:
Sean Doherty attended the Travel, Events, and Management of Sports (TEAMS) Conference and Expo October 1-4, 2012 in Detroit, MI, and met one on one with over a dozen event organizers including USA BMX, Hero Rush, the Competitor Group, and the American Junior Golf Association to discuss the potential of Charlotte County hosting one or more of their events in 2013 and/or beyond. Finalized the agreement with The Dunn Agency (rights holder of the Florida USSSA Junior Golf circuit) to host one of the inaugural events on the circuit in January 2013. This first year event which will be held at Rotonda Golf & Country Club is projected to attract between 50-150 junior golfers along with family members.
- Youth Basketball:
Sean conducted sales calls to the Youth Basketball of America and Amateur Athletic Union offices in Orlando to discuss future potential events that may be a good fit for our area. He reached a verbal agreement with YBOA to host one of their tournaments in April or May 2013.
- Film:
Lorah Steiner attended a strategic planning session in St. Petersburg for the state's film office. More than 100 film industry professionals from throughout the state collaborated on the development of a strategic plan for Florida's film and digital media industry.

- The Board of Commissioners approved a half-time film office director's position in September. The position has been posted and interviews will be conducted
- Boating and Fishing:
Lorah Steiner met with representatives of the boating and fishing industry in Punta Gorda to begin development of Punta Gorda centric strategy to attract more boating and fishing tourism to the area.
- BP Grant:
Lorah Steiner submitted a grant application to the BP Seafood and Tourism Promotional fund. The grant was for \$312K in marketing funds. We should know if our grant was successful within the month.
- New Employee:
The VCB welcomes Darla Sells, part time Administrative Assistant II. Darla holds a degree in Office Management and was selected from a field of more than 75 candidates. We are pleased to have her as part of our team.

Utilities

- Engineering Services:
 - 823 Locates Processed from Sunshine State One Call; 1 Developer Agreement Prepared; 79 Active Developer Projects; 14 Residential Service Availability Letters Prepared; 6 Commercial Service Availability Letters Prepared; 14 Residential Service Applications Processed; 359 CIP inspections; 76 Developer Inspections.
- Operations Division:
 - *Treatment Facilities:*
 - 213 preventative maintenance, 30 corrective and 5 emergency work orders were completed.
 - Completed installation of new chemical feed skid at East Port WRF.
 - Completed installation of automatic grease dispensers for all process equipment at West Port WRF.
 - 221 cross connection inspections were completed; 28 leaking backflow preventers were repaired and tested; 2 reclaim site repairs were required; and 6 miscellaneous activities work orders were completed.
 - John Thompson replaced Eric Gauld as Chief Operator at the Burnt Store WRF and Thomas Cimino was promoted to Chief Operator at the West Port WRF.
 - *Water Distribution:*
 - One new employee started on 10/31/12.
 - We had 90 water line breaks this month, compared to only an average of 80 during the summer months and an average of 60/month from January to June. The number of line breaks in our water system seems to be increasing monthly, mostly due to the continued deterioration of our aging pipelines. Due to the current workload and minimum levels of employee staffing, we are only able to spare two 3-man crews to handle breaks, which puts us behind in other preventative maintenance duties. Long range planning will require higher staffing levels and a more robust CIP budget to replace aging pipelines that have been band-aided together multiple times.
 - Diverted two water pipelines so Public Works could place new stormwater structures in the service area.
 - The bats have been removed from the Gulf Cove water booster control station. Happy Home Services has been contracted to remove the bat debris and repair the damages to the building. The vendor is also on site to complete removal of the bats from the rim of the water storage tank.
 - Replaced the distribution flow meter at the Gulf Cove booster station.
 - Replaced HMI screen on PLC at the Walenda water booster.

- Exercised the Englewood Interconnect. Flowed 180,000 gallons to the CCU system.
- Due to low seasonal water demand in West County, we were able to redirect some flows from the Walenda booster station down the Collingswood corridor to the O'Hara service area for improvements to water quality. We hope to maintain this flow for a few months until peak demand requires a change back.

Wastewater Collection:

- Gravity/Force Mains: 2 gravity main repairs completed - 1 by CIPP point repair and 1 by excavation; 13 manholes were repaired by raising, grouting, or replacing the ring and covers; investigated 4 backup calls determined to be the customer's problem; repaired 2 force main breaks; an LPS force main was lowered (diverted) in assistance to Public Works' drainage projects; repaired 5 service laterals broken/blocked on CCU's side; 119 Defender Inflow Protectors were installed in the Deep Creek service area; 6 new services were installed for new construction.
- Lift Stations: 178 PM work orders were completed; 99 corrective work orders were completed; L/S #79 in-house rehab completed; L/S #120 HDPE discharge line and emergency by-pass suction line installed.
- Low Pressure Sewer: Responded to 270 service calls; completed 23 upgrades; replaced 3 check valves at street; changed out 6 tanks; installed 4 mandatory connections; 4 PM work orders were completed, waiting on a quote for the Septage Vacuum Truck.
- Revise CCU wastewater collection specifications, study odor control systems with consultant in order to make revisions, start process for ARV PM Program. Engineering signed off on the new specifications for LPS changes.
- Business Services:
 - A Draft Scope of Services for e-bill and web solutions was completed and submitted to Purchasing for inclusion in a RFP.
 - All but 4 meters in Burnt Store have been converted to the new fixed base meter system. All but 8 meters are reporting usage. We are working on those meters to ensure they are also registering. We continue to review and make the necessary corrections to each step of the process to ensure accuracy of data and explore methods to minimize manual processes. Phase II of the implementation will not begin until all issues in Phase I have been resolved. We are also working with IT to automate the meter size change-out in Deep Creek (next phase).
 - Customer Service: total number of customers to the lobby was 931.
 - Delinquencies: total delinquency revenue for the month: \$126,877; FY-YTD total: \$126,877.
 - North Port: we processed 4674 payments; total revenue for October was \$8959.20.
 - Accounts Receivable: the accounts receivable over 90 days went from 44.22% in September to 51.14% in October. The accounts receivable within 30 days went from 50.37% in September to 50.341.61% in October
 - 57% of all CCU bills were paid electronically.
- Water Conservation & Public Outreach:
 - Held two educational tours on October 24th at the Rotonda WRF. The morning session was for the public and the afternoon session was for a children's home-school group.
 - Attended the 2012 National Safety Council Congress & Expo on October 15th in Orlando with other members of the County's safety committee.
- Human Resources:
 - Total positions: 201. Vacant positions: 12 – 1 Maintenance Worker, 8 Maintenance Mechanics, 1 Engineering Inspector and 2 Plant Operators.
 - Actively recruiting for Maintenance Mechanics (7 offers pending), Plant Operators and offer pending for Engineering Inspector.
 - Maintenance Worker currently frozen until position is evaluated.
- Phase 1A Punta Gorda Interconnect:

- Initiated a 30 day test cycle with the Water Authority and the City of Punta Gorda, moving water from the City to CCU and from CCU to the City at varying flow rates up to 1 MGD. Should finish sometime in November.
 - Authority working with Benderson to acquire land near Deep Creek Elementary School in order to install 2nd leak detection meter asap.
- Phase 2B North Port – Harbor Meter Interconnect:
 - Charlotte County's 36" regional transmission main (RTM) is off line for a few months while cross-over interconnects to the new 42" RTM are being completed. In the meantime, we are receiving all of our water demands through the 42" RTM. Everything is working satisfactorily.
- PR/MRWSA Water Resources:
 - No change.
- E&W Spring Lake Area Pilot Study:
 - No change.
- Regional Reclaimed Water Expansion Phase 2:
 - *Transmission Main (Stage 1):* On October 9th the BCC awarded the Regional Reclaimed Water Phase 2 construction project to S.L. Williams Consulting Corp out of Wellington, FL. On October 25th a pre-commencement meeting was held with the contractor and CCU at Murdock where the Contractor submitted the necessary bonds and insurance to Purchasing. The Purchase Requisition was issued on the same date with work on the project to begin on or before November 12, 2012. A pre-construction meeting has been scheduled with the contractor for November 13, 2012.
 - *Pumping Upgrade (Stage 2):* The minor permit modification was approved by the FDEP for both the West Port Pumping Station and the West Port WRF Pond on October 16, 2012. The Requisition Master Report was entered into Eden on October 5, 2012. Purchasing still has to prepare the package for bidding purposes which should occur sometime in November.
 - *Storage Pond (Stage 3):* Bids were received on October 17, 2012. SWFWMD approved the low bidder and a recommendation to award the contract to General Contracting Services was forwarded to Purchasing on October 22, 2012. The project is scheduled to be awarded at the November 13, 2012 BCC meeting.
- East Port WRF Expansion:
 - Bid documents for Stage 1 were posted by Purchasing in October. The pre-bid meeting was held October 19th along with a site tour of the future construction zone. Bid opening is scheduled for November 14th. Additionally, a revised scope of work was approved to proceed with design for Stages 2 through 5.
- North Shore & Harper WW MSBU:
 - CCU staff developing Scope of Work to be included in contract to be signed for receiving FDEP grant funding. MSBU was approved as part of FY 2013 budget.
- US 41 Widening Enterprise Dr – North Port:
 - A meeting was held with FDOT and all consultants on October 30th to clarify FDOT's requirements in completing the proposed CCU Utility Plans for this project.