

Charlotte County Board of County Commissioners Staff Report February 2013

Budget & Administrative Services

- **Budget Department/Fiscal Services Division**
- Fiscal Services Division Monthly Report: - February 2013
- GRANTS FISCAL SUPPORT
 - Human Services and Transit Grants
 - Completed the County Government Health and Human Services Survey for Fiscal Year 2012. – The objective of this survey is to compile the total General Fund dollars expended by Florida Counties in support of human services and health systems in our communities. The information will be used by the Florida Association of Counties, Boards of County Commissioners, County Managers, County Staff and others to educate the legislators of the State Mandates placed on counties and how counties provide local community services.
 - Completed and submitted to Senior Choices the semi-annual cost reports for Older Americans Act, Community Care for the Elderly, Home Care for the Elderly, and Alzheimer’s Disease Initiative Program.
 - Submitted the closeout report for OAA for the contract period of 2012.
 - Housing continued to work on the Neighborhood Stabilization Program (NSP1) closeout with the Florida Department of Economic Development. Received \$161,030.63 from the State of Florida as reimbursement of NSP3 funds expended.
 - The main Transit funding 5307 FY12 Grant was approved by the Board for \$ 1.4 million.
 - The FY13 Certs and Assurances were published by Federal Transportation Authority (FTA) which gave us the go ahead to apply for the Federal funding.
 - Center for Urban Transportation Research (CUTR) Dialysis Research Project Survey and the LEP (Limited English Proficiency) and LIP (Language Implementation Plan) Plans were completed.
 - The Charlotte Transit Parking Lot expansion project is complete and in use. It was funded with Section 5307 funds and a FDOT Service Development grant approx. \$161K.



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- Road Grants
- Received a total of \$57,777.37
- \$48,504.90 from FDOT for construction of the SR776/Flamingo signalization project
- \$ 9,272.47 from FDOT for US41 right of way maintenance
- Invoiced a total of \$292,853.52 all to FDOT for construction of the Jones Loop/Piper Rd intersection.
 - Public Safety Grants
 - Received a total of \$88,112.68
 - \$24,223.71 from the State for emergency preparation grant for salaries
 - \$15,542.43 from the State for emergency preparation grant for operating expenses
 - \$ 3,527.10 from the State for hazardous materials grant
 - \$44,819.44 from the State for repetitive loss grant for 4499 Ganyard St
 - Invoiced a total of \$62,208.30
 - \$44,819.44 to the State for repetitive loss grant for 4499 Ganyard St
 - \$17,388.86 to the State for hazardous materials grant
 - Drug Court Grants
 - Met with Charlotte Behavioral Healthcare and Court Administration to discuss the termination of the drug court grants and the feasibility of applying for the Justice & Mental Health Collaboration grants. Deadline for applying is March 25, 2013.
 - Criminal Justice Reinvestment Grant
 - Held meeting with USF Evaluator to discuss their findings and recommendations on the management of the Reinvestment Grant programs for the 2nd year. Attended Crisis Intervention Team ceremony to recognize the officers and dispatchers who have completed the training.
- OPERATING AND ACCOUNTING SUPPORT
- Automated Pie Chart Formulas for use with Crystal Report export. This created an efficiency for fiscal staff in developing PBB Pie Chart Summaries for use in Department Budget Meetings.
- Completed Monthly Mosquito report & sent to agency.
- Processed two reimbursement requests to Delmar Wooden (homeowner) for his replacement home being built with the FEMA Mitigation grant funds. His house should be completed within the next couple of months.
- Researching the feasibility of changing methods for severance pay, and workman's compensation currently funded in Self Insurance Fund.
- Second quarter budget adjustments went to board on February 12th 2013.
- Updated contract for United Way approved on February 12th Board meeting.
- Met with Maximus, the company Fiscal Services uses to calculate central/indirect allocations for all County departments. Met to discuss adding self -insurance allocations to the contract.
- Cheney Brothers – Total amount reimbursed to Cheney Brothers for Utilities - Total reimbursed so far - \$365,085.11
 - FY11/12 - \$74,722.40
 - FY12/13 - \$290,362.71
 - October 2012 – \$10,655
 - November 2012 - \$8,825.10
 - December 2012 - \$173,241.09
 - February 2013 - \$97,641.52
- Gather BP Data for the Attorney's Office and the consultant.
- Completed update of asset module. Will continue to work with Clerk's office to identify other needs.
- Provided information, reviewed consultant presentation for BCC workshop on February 19th.

- Continue to work with CCU to develop presentation for BCC workshop on April 16th.
- Attended unified rate presentation at Peace River with CCU financial consultant.
- Met with Commissioner regarding Peace River agenda to review items for the February 6th Peace River Board meeting.
- Utility Regulation- General
- On February 12, 2013 the Board voted to transfer utility regulation of the private water and wastewater utilities back to the Public Service Commission. As the County is still entitled to 2012 regulatory fees, we have instructed the private utilities to file their 2012 financial annual reports with Charlotte County.

I.T.

- New Scrub Jay Property Search Released - The Charlotte County Scrub Jay Property Search has been improved and moved to the county's CharlotteCountyFL.gov site. The data it uses also has been updated by our GIS crew to reflect changes up to January 2013.
- AutoCAD License Contract Consolidation - Over the course of many years several software maintenance contracts had been created to support upgrades and technical support for AutoCAD. These contracts were usually created because they were created from different departments or were created by a different vendor. In order to simplify the renewing process and reduce the number contracts to manage the entire contract was consolidated into one primary contract. In addition, the licenses were converted to a concurrent license type which allows for license sharing based on availability instead on being locked down to a specific workstation.
- Project Tracker for Administration - The Information Technology department has recently launched a new SharePoint Application that will help Administration keep track of important projects they are involved with. Information about the project such as project scope, goals, milestones and percent of completion can be seen by others by going to the Project Tracker home page.
- Enhanced Animal Control Form Implemented - An enhanced version of Animal Control's SharePoint application has been launched. The revised form has new capabilities and additional information to help meet the needs of Animal Control.
- New Community Redevelopment Agency Sites - The new Community Redevelopment Agency sites are available on charlottecountyfl.gov; Charlotte Harbor, Murdock Village and Parkside. These sites are developed with Microsoft SharePoint technology and provides a much more professional and consistent presentation with easy to find information. This is part of our continuing migration of all of the county's web content to this new technology.

- February Email Statistics:

	● Good	● Spam	● Virus	● Policy	● Total
● Count	● 110,465	● 53,610	● 39	● 7,243	● 171,357
● %	● 64	● 31.3	● 0.0	● 4.2	● 100.0

- February Outage Statistics:

- 6 - Incidents
- Total Down Time – 2 days 9 hrs 41 minutes
- Average time per Incident – 9 hrs 36 minutes
- System availability was 91.416%

- February Call Statistics:

- Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) =216

- Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 212
- Incidents Opened Last Month – (hardware or software that is not functioning properly) = 521
- Incidents Closed Last Month – (hardware or software that is not functioning properly) = 603
- Change Controls Last Month – (internal configuration changes to server and network) = 2
- Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 702

Purchasing

- Quotes due and received:
 - 13-176 Beach Tilling on Manasota Key and Knights/Don Pedro Island
 - 13-166 Exotic Vegetation Removal & Treatment – Administration Complex
 - 13-160 San Marino Gravity Sewer Extension
 - 13-185 Energy Saver Pool Blanket
 - 13-179 Water Line Extensions – Kaplan Terrace & Toledo Blade Blvd.
 - 13-204 Submersible Pumps
- Pre-bid meetings held:
 - 13-182 South County Regional Park Concession Stand
 - 13-193 Dredging – Northwest Port Charlotte Waterways
 - 13-164 Installation of Geothermal Pool Heating
 - 13-218 Renovations Fire Station #6
 - 13-032 Roof Repairs – Annual
- Bids due and received:
 - 13-178 Pirate Harbor Dredging
- Proposals due and received:
 - 13-159 Placida Road (CR 775) Roadway & Pedestrian Improvements
- Work Orders due and received:
 - 13-196 Impact Fee Plan
 - 13-214 Engineering Opinion Services – CCU
- Negotiations held:
 - 12-473 East Port WRF Stage 1 Improvements
 - 13-058 CEI Services East Port WRF
 - 13-101 CEI Services US 41 Micro Tunnel
- Shortlist meetings held:
 - 13- 159 Placida Road (CR 775) Roadway & Pedestrian Improvements

Real Estate Services

- Edgewater Phase II – All parcels required for this road project have been obtained and construction of the road can begin in the coming months. Mediations to settle final compensation issues have started and will continue for several months.
- Placida Widening – A second round of pre-suit “good faith” offers to acquire the necessary right of way, easements and pond sites have been sent. We continue to work with property owners and their attorneys in processing voluntary sale contracts.
- Environmental Lands Acquisition Program – We are working with staff from Natural Resources and have found a potential site to be acquired using available grant funds. Natural Resources will determine if grant funds can be used to pay for a survey. The survey will allow us to determine the exact amount of land involved. The survey information is a critical component of the appraisal process.
- Flamingo/Edgewater – We have acquired 80% of the parcels needed for this project, all on a voluntary basis. We are negotiating the acquisition of additional parcels through land exchanges.

- 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. We have met with the FDOT appraiser and we will be looking at initial offers shortly.
- Surplus County Lands Disposal Program – We are working on a new surplus land disposal package. The sealed bid process is scheduled to take place in March.
- Neighborhood Stabilization Program – We have been working with the Housing Manager to use grant funds to secure foreclosed improved properties in Port Charlotte. Three properties were recently purchased under this program.
- US 41 Weir and Drainage Structures – We have obtained the necessary Temporary Construction Easements (at no cost to the County) that will allow Engineering staff to move forward with these projects.
- 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 vacant lot to be used for a new lift station in Section 20.
- 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 – We have sent good faith pre-suit offers and we are working with property owners willing to sell their property on a voluntary basis. We are closing on voluntary sales pending the filing of the eminent domain suit that will allow us to obtain all required parcels. The eminent domain suit is scheduled to be filed this week.
- 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.
- De Soto Canal in PGI Section 23 – Working with County MSBU, we have obtained a series of Canal Maintenance Easements and Temporary Rights of Entry (at no cost to the County) to allow bank stabilization work on the De Soto Drainage Canal located in the Deep Creek area. This is a major project that will impact several property owners.
- Gasparilla Road – The proposed roadway expansion is under design and we will have 60% plans available shortly. The scope of the right of way acquisitions will be determined after the plans are reviewed.
- Cheney Brothers Roadway – Work on the new roadway is on-going and we will secure County ownership of the road subsequent to completion.
- 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 DeJaneiro, Sunnybrook, Riverside Drive, etc.).
- Lot Donation – We are working with a land owner on a potential land donation to the County. The parcel in question is located next to the former County Jail and our Facilities staff have indicated a future County use (parking area) if we are successful in acquiring the property.
- Customer Satisfaction Surveys – We continue to process applications for release and/or occupation of easements. Our returned surveys indicate an “excellent” customer satisfaction rating with the services provided by our Division to the public.

Community Development
THE BUILDING DIVISION
Building

February 2013 showed a 57% increase in single family permits over last February.

Item	Total FY2012	Feb-12	Feb-13	FY12 YTD	FY13 YTD
Single Family Permits Issued	341	16	38	107	110
Multi Family Permits Issued	2	1	0	1	1
Commercial Permits Issued	31	3	0	8	10
All Other Permits Issued	19,141	1,054	1,434	5,037	6,433
Customers Served	35,680	2,555	2,305	10,734	10,980
Inspections	48,290	3,092	3,270	14,917	14,603
Permitting Revenue	\$2,711,893	\$165,991	\$183,322	\$777,422	\$867,410
Permitting Expenditure	\$2,925,469	\$130,469	\$134,071	\$1,111,730	\$1,000,885
Code Enforcement Revenue	\$1,199,246	\$77,349	\$92,372	\$380,890	\$335,189
Code Enforcement Expenditure	\$2,234,870	\$117,053	\$115,425	\$767,430	\$773,730
New Complaints Received	1,632	26	46	380	425
Code Cases Initiated	4,247	335	204	1,303	1,094
CEB Cases Heard	1,055	68	76	232	397
Citations Issued \$ Amount	\$110,000	\$1,500	\$13,000	\$9,500	\$47,500
New Contractor Licenses Issued	26	0	1	2	11
Contractor Licenses Revoked	36	1	1	5	6

Licensing and Code Enforcement

Code Enforcement cases received continues to be steady with 204 new cases in February. The contractor licensing staff continues to pursue unlicensed activity in Charlotte County and issued citations totaling \$13,000 this month alone.

THE GROWTH MANAGEMENT DIVISION

Parkside CRA

Staff is continuing to work on the Parkside Land Development Regulations (LDRs).

Charlotte Harbor CRA

The committee met on Feb. 4, 2013. Two candidates have expressed interest in Grace Amodeo's vacant seat and one of these candidates will be appointed at the 2/26/13 BCC meeting. A community meeting will be held on 3/7 to discuss comp plan and zoning updates and upcoming projects. Michael Haymans will lead the presentation on comp plan and zoning updates. The committee requested a workshop with the BCC after the March 7 meeting to discuss a revitalization plan along with comp plan and zoning proposed changes.

Manasota Sandpiper Key Architectural Review Committee

The committee met on February 20th. One project was presented to Architectural Review Committee.

- 1) 1501 N. Beach Rd. – kitchen remodel

Comments: approval granted

Little Gasparilla Island Community Plan

The committee met on February 8, 2013. Paul Holmes, Dan Butler, Bob Hill and Carolyn Dupree were in attendance. Tom McCoy and Bob Hill reported on the status of the doc negotiations with DEP. Most

issues with DEP have been resolved except for expansion of the multifamily docks. A tentative meeting with DEP and the islanders will be held on March 30 on the island. Bob will contact Dan Quick for status of the zoning overlay. At the Feb. 12 BCC meeting, the BCC will consider the reappointment of Bob Hill and the appointment of Ed Vetter and Tom Braakman. The next scheduled meeting is Mar. 8, 2013.

South Gulf Cove Community Plan

The committee sponsored the SGC Town Hall Meeting on Saturday, Feb. 9, 2013 from 9-12 AM at the HOA Pavilion on Ingraham Blvd in SGC. The possibility of sunsetting the SGC Community Plan Advisory Committee was discussed.

Grove City Community Plan

The committee did not meet in February. The next meeting will be March 25, 2013.

Babcock Ranch

Kitson and Partners are still working on revising the draft LDRs.

Murdock Village

Staff is waiting for direction on this project.

School Concurrency

All three agency attorneys accepted the draft document. The joint workshop has been scheduled for April 29, 2013.

Comprehensive Plan Evaluation and Appraisal Report (EAR)

Staff continues to work on EAR-based plan amendments.

Transportation Planning

The following transportation planning and traffic engineering related issues were reviewed to assist the Planning and Engineering staff during the month of February 2013:

1. Bicycle and Pedestrian Master Plan: During this month, draft plan was presented at some west county MSBU meetings and meeting with County commissioners are planned in the Month of March.
 2. Site Plans, Zoning Exceptions and Traffic Study Reviews: During the month of February, there are no applications for site plan review.
 3. Golf Cart Ordinance for Mobile Gardens on State Road 776: After a series of field visits and meetings with the residents of the Mobile Gardens community, locate don State Road 776 in the Englewood area, final ordinance was passed on February 26th, 2013 enabling the residents to use their golf carts within their community.
 4. Meetings and Field Visits: The following meetings and sites visits were attended/made during the month of February:
 - o Parkside transportation issues discussions with Dan Quick and Kelly Slaughter;
 - o Transit Development Plan consultant section process – Proposals review at Human Services department;
 - o Discussions with County Fire and EMS department and Zoning section of the Community development department on the review protocol and requirements of secondary access provisions for sub-division developments during the application review;
 - o Impact Fee Study – Response to Letter of Interests review and final selection of the consultant to perform the study;
 - o SR 776 and Stadium – Midblock pedestrian data review with signing and markings division;
 - o Placida Road – Multi-use path design – Proposals review for the final selection of the consultant.
- Site Plan Approval
The County did not receive any petitions for Feb. 2013.
 - Board of Zoning Appeals
The following petitions were heard on February 13, 2013.
Petition #VAR-13-001: A request by Warren Hope, agent for George Fuchs, for a variance to reduce the required 10' rear yard setback by 2.5' to allow a 7.5' rear setback for a shed in the Residential Single-family-3.5 zoning district, located at 9454 Prospect Avenue, Englewood, was APPROVED by a vote of 4-1.

Petition #SE-13-001: A request by Maury Denneler, agent for Richard Anderson, for a special exception to allow a mini-warehouse in the Commercial General zoning district, located at 25450 and 25460 Fortran Drive, Punta Gorda, was APPROVED by a vote of 5-0.

- Planning and Zoning Board

The Planning and Zoning Board did not meet in February.

- Board of County Commissioners Land Use

The Board of County Commissioners heard the following petitions on Tuesday, February 12, 2013:

1. SV-12-11-05: Charles Stephan is requesting to vacate a portion of Lister Street as recorded in Plat Book 6, Page 8-B, of the official records of Charlotte County, Florida. The portion to be vacated is 0.06 acres, more or less, and is located east of Lister Waterway, west of Bayshore Road, south of Edgewater Drive, and north of Charlotte Harbor, in Section 26, Township 40, Range 22, in Commission District I.

The Board approved this petition.

2. Development Agreement: Request approval of the Reinstatement and Amendment to the Tern Bay DRI Development Agreement (Agreement) between the Tern Bay Community Development District (CDD) and Charlotte County. The parties wish to reinstate and extend the Agreement in order to allow the CDD and the County to process additional amendments to the Development Order and to come to a new agreement as to the traffic mitigation necessary to satisfy the concurrency requirements of Tern Bay at build-out.

The Board approved this petition.

THE ENGINEERING DIVISION

Construction Projects

Active Construction Projects

Alligator Creek/South Gulf Cove Mangrove Trim Projects – These projects were combined and advertised for bid together. Earth Balance completed these projects ahead of schedule.

Bayshore Road Sidewalks – The Board approved the recommendation to award this project to Central Concrete Products, Inc. A preconstruction meeting was held February 6, 2013. The Notice to Proceed was scheduled for March 4, 2013. *PSA issued 2/27/13, Expires 6/30/2013 - Sidewalk Construction on Bayshore Road, from US 41 (South) to Edgewater Boulevard, is scheduled to begin on Monday, March 4, 2013. To carry out this construction, the contractor may need to shift traffic patterns. There will be signs and flagmen present when needed and citizens are urged to exercise caution when traveling in this area. Construction is expected to be completed in June 2013.*

Beacon Drive Sidewalks – Notice of Substantial Completion was issued March 1, 2013. The contractor is working on punchlist items.

Cape Haze Drive Sidewalks – The contractor completed this project ahead of schedule; staff is preparing a punchlist to close out the project.

Charlotte Harbor Watershed Management - Stormwater Structures BMP 6 & 29 – The construction contract, awarded to Go Underground Utilities, LLC, provides for two stormwater control structure installations, one at the intersection of Church Street and Bayshore Road, and another on Harper Avenue between Eaglet Road and Homewood Street. The preconstruction meeting was held January 23, 2013 with construction scheduled to begin February 4, 2013. *PSA released 2/14/13, expires 3/1/13 - Harper Ave., from Homewood St. to Eaglet Rd., will be closed from Feb. 18 - 22, 2013. Bayshore Rd., from Main St. to Oakley St., will be closed to traffic from Feb. 25 - March 1, 2013, as crews place stormwater pipes under the road. This work requires the roads be closed to through traffic while trenching and pipe placement takes place. Traffic control signs are present to direct traffic through this area. The traveling public is urged to exhibit caution throughout the construction zone.*

Cheney Brothers Access Roadway Improvements – The Utility Contractor has, for the most part, completed the water and sewer utilities; only minor work remains. The storm drain system is being installed concurrently with the road base. Construction should be complete by mid-March 2013. *PSA released 1/24/13, expires 3/1/13: The contractor continues to carry out construction of the Cheney Brothers Access Road. Trucks and equipment will be entering Piper Road, between the Punta Gorda Speedway and Airport Road East, as road base materials are brought in. Motorists and pedestrians are encouraged to exercise caution in this area.*

Deep Creek Boulevard Sidewalks – This project was awarded to General Contracting Services and construction began February 19, 2013. Clearing and grubbing operations have begun as well as temporary erosion control. *PSA released 2/15/2013, expires 6/30/2013 - The Deep Creek Boulevard sidewalk construction, from Sandhill Boulevard to Rio de Janeiro Avenue, will begin on Tuesday, February 19, 2013. To carry out this construction, the contractor may need to shift traffic patterns. There will be signs and flagman present when needed and citizens are urged to use caution when driving in this area. This construction project is expected to be completed in June 2013.*

Desoto Ditch Bank Stabilization – ZEP Construction is on site and has begun work on the northern 800' of the west side of the ditch. This section will be completed prior to shutting down for Scrub Jay nesting season. Construction will resume after July 1, 2013 and is expected to be completed December 2013.

GPC Drainage Control Structure Replacement – **Group 1 Construction:** MOR 5.08 and DOR 4.75 are open to traffic; punchlist items are underway. HAV 4.33 is 99% complete and is on schedule; completion date is March 5, 2013 as 14 rain days were added to the contract. Quesada is open as of March 5, 2013. There are still minor punchlist items to be completed. *PSA released 3/1/13 – Expires 3/5/13 In conjunction with the Greater Port Charlotte Water Control Structures Replacement project, Quesada Avenue – at the Haverhill Waterway between Harbor Boulevard and Waterside Street – will be reopened to traffic on March 5, 2013. The road was closed in order to construct new box culverts within the Haverhill Waterway as part of an overall plan to upgrade stormwater infrastructure. Construction crews will still be working in the area completing minor shoulder work. Motorists are encouraged to exercise caution throughout the construction area.*

Group 2 Design: SUN 3.65 (on Forrest Nelson) is at 100% design. FOR 5.11 and NIA 5.72 (both on Peachland) are also at 90% design.

Rampart Boulevard Improvement Project – **Phase 1: (Kings Hwy to Loveland Blvd)** This phase of the project is open to traffic.

Phase 2: (Kings Hwy to Kings Gate Entrance) Phase 2: (Kings Hwy to Kings Gate Entrance) Road construction is complete at the intersection of Kings Hwy; the new lanes are open to traffic. Construction continues east of the intersection to the Kings Gate entrance. *PSA released 1/16/13, expires 7/31/2013 - Phase II of the Rampart Boulevard Roadway Improvement Project began on November 14, 2012. This announcement is being re-issued to remind the public that traffic delays are anticipated in the vicinity of Rampart Boulevard and Kings Highway through the end of July 2013. During this time there will be lane closures and minor traffic delays. Motorists and pedestrians are encouraged to exercise caution throughout the work area.*

South Bridge Waterway Maintenance Dredging – The construction contract was approved by the Board of County Commissioners on November 27, 2012. The mangrove trimming is complete and dredging is underway; this project should be finished in late June 2013.

Sunshine Lake Algae Removal – An Educational Open House was held on January 9, 2013 and was well attended by the public. The contractor (Prolime Services) informed the citizens of the procedures in place to remove the algae. The contractor began construction on January 14, 2013 and approximately 2 acres algae have been removed to date.

Winchester and Flamingo Signalization – Traffic signal work continues on SR 776/Flamingo and on SR 775 just south of St. Francis of Assisi Church. We are working through some coordination issues at SR 776/Winchester North, as a turn lane is being added to the roadway design. Drill shafts have been installed at the aforementioned locations and the Mast Arms have been ordered. Controller cabinets are on site and underground work is complete. *PSAs (2) released 2/28/13, expire 4/20/13 - Road work continues at the future intersection of SR 775 and Winchester Boulevard south of St. Francis of Assisi Church and at the intersection of SR 776/Flamingo through April 20, 2013 in preparation for new traffic signals. As work continues, traffic patterns may shift to accommodate machinery. There will be signs and flagmen present to direct traffic when needed and citizens are urged to use caution when driving through these areas.*

In Design or Negotiation

Bridge Rehabilitation & Maintenance Program – Construction drawings were received on February 12, 2013 and are under review. After review is complete, meetings will be held with the Consultant to provide comments. Construction is anticipated to begin in May 2013.

Burnt Store Road Widening Project Phase Three – Charlotte County Real Estate Services is in the process of acquiring property along Burnt Store Road between the Lee County Line and a point north of Zemel Road. Plans are being made to hold a Public Meeting at the Burnt Store Colony Community Room in late March 2013. As soon as the date is confirmed, we will post the details on this site and advertise publicly. Construction is anticipated to begin in the summer of 2013.

Charlotte Harbor Gateway Harbor Walk, Phase One – This project is to design and construct pedestrian and boater access to Charlotte Harbor. The Charlotte Harbor Community Redevelopment Area (CHCRA) is interested in providing continuous pedestrian access from Bayshore Live Oak Park to Chester Roberts Park and to improve boater access to the harbor. 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 60% design plans have been received and are currently under review. Construction is anticipated to begin in late 2013.

Edgewater Drive Widening Phase Two – Design is at 90%. The Board of County Commissioners approved a change order to revise the West Tarpon Intersection design. The revised design will require a permit modification; plans are being modified to include the revised West Tarpon round-about. Design is projected to be completed in April 2013 with construction estimated to begin in September 2013.

Gardens of Gulf Cove Sidewalks – FTE is working on the design plans; 30% plans should be delivered by March 1, 2103. Project should be ready to go out to bid for construction in early summer 2013.

GPC Bridge Rehab – Sheehan Blvd Over Yale Waterway – Design is underway with construction estimated to begin in early 2014.

Harborview Road Bridge Over DeSoto Canal – Bid documents are being prepared at this time. Construction is anticipated to begin in the summer of 2013.

Midway Boulevard Widening Phase Two – The 60% design plans have been reviewed and comments returned to GWE. GWE is preparing permit applications for submission to Southwest Florida Water Management District (SWFWMD). Design is scheduled to be completed in August 2013 with construction projected to begin in late 2013.

Parkside - Elkcam Boulevard Multi Use Path – We are currently reviewing the 90% construction plans and the 60% landscape plans. Construction is anticipated to begin in the summer of 2013.

Parkside - Harbor Boulevard Improvements (US 41 to Olean Boulevard) – The Phase 1 design contract with Johnson Engineering has been approved. During Phase 1, the design engineer will produce a Road Feasibility and Traffic Study. Once this study is complete and the findings have been produced, we will seek approval to move forward with Phase 2 - the design of the roadway.

Piper Road Widening North – The Real Estate Services team held a meeting with property owners and Engineering staff on February 26, 2013 to look into a land swap. This information will be forwarded to Administration to determine a course of action.

Placida Road Safety Improvements – This project provides for safety improvements including a 2.9 mile bicycle-pedestrian path from Rotonda Boulevard West to Cape Haze Drive, intersection improvements at Lemon Bay Golf Course, Bantry Bay, Cape Haze Drive and Panama Drive and resurfacing of Placida Road from Rotonda Boulevard West to the Boca Grande Causeway.

We are working with the design engineer on a change order to the scope of services for the portion from Rotonda Blvd West to Cape Haze Drive. The portion from Cape Haze Dr. to the Boca Grande Causeway is going before the Board on March 26, 2013 to award this design contract.

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 June 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 August 2013 due to Engineering Inspector scheduling.

Sales Tax Year Three (Aaron) Sidewalks – The addition of trees or landscaping is 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 (CR 74) Sidewalks – Additional design work is being carried out to satisfy permit conditions. A hearing was held with SWFWMD to discuss permitting requirements. Some additional information will be required as they will not be providing an "Exempt" status to this project.

Sales Tax Year Three (Ellicot) 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. We are experiencing some trouble acquiring a SWFWMD permit for this project and had a meeting last week with the agency to express our concerns. The design engineer will be submitting additional information to SWFWMD in order to obtain this permit.

Sales Tax Year Three (Harbor Blvd) Sidewalks – The construction start date of August 2013 has been moved up. The project package is currently in the Purchasing Department undergoing specification review and should be advertised for bid in the next few weeks.

Sales Tax Year Three (Oceanspray) Sidewalks – We received 90% plans and staff is compiling final comments to send to the design engineer. The construction start date of May 2013 is pending Engineering Inspector scheduling.

Sales Tax Year Three (Rio De Janeiro) Sidewalks – We have prepared an FPL Easement Occupation Application that will make construction easier. This should be forwarded to the Purchasing Department this week. The construction start date has been delayed until June 2013 due to Engineering Inspector scheduling. It is possible that other projects may be completed ahead of schedule allowing this project to begin sooner.

Sales Tax Year Three (Riverside Drive) Sidewalks – The design engineer has completed the maintained right of way survey and has submitted the packet to the Charlotte County Real Estate Services Department.

Sales Tax Year Three (Sunnybrook) Sidewalks – Design is complete however, the construction start date has been re-scheduled to June 2013 due to Engineering Inspector scheduling. The start date may change if other projects are completed ahead of schedule.

Sales Tax Year Three MSBU (Rotonda E) Sidewalks – We should be receiving the 90% plans from the design engineer soon. The Rotonda sidewalks, East, North, and West will be grouped together as one project when they go out for bid.

Sales Tax Year Three MSBU (Rotonda N) Sidewalks – The design engineer delivered 100% plans and specifications on December 6, 2012. Construction is estimated to begin in late March 2013. Recently we were asked to consider adding curbing around the center median to the design. The Rotonda sidewalks, East, North and West will be grouped together as one project when they go out for bid.

Sales Tax Year Three MSBU (Rotonda W) Sidewalks – The Rotonda sidewalks, East, North and West will be grouped together as one project when they go out for bid. We returned 90% plans with comments to the design engineer on February 5, 2013. Some last minute developments for Charlotte County Utilities work was added and staff is reviewing the impacts this added work may have on funding for the project. Construction is estimated to begin in late March 2013.

Tom Adam's Bridge – A public meeting was held January 16, 2013; the public was able to review the proposed Tenderhouse and sidewalk design. Design consultants are preparing construction plans and permit applications. The County received 60% design plans on February 19, 2013. Once these plans are reviewed and approved 90% plans will begin. Please click on the link "Renderings from Public Meeting - January 16, 2013" to view more information including a rendering of the new Tenderhouse and improved sidewalks on the bridge.

Winchester Corridor Phase Three – SWFWMD representatives met with staff on-site February 12, 2013 to provide an informal wetland determination in regards to the right turn lane onto Winchester North at SR 776. We are working with the Design Engineer to determine a solution. 100% design plans and specifications were received March 4, 2013 and are under review. Upon completion of review, the package will be sent to the Purchasing Department to go out for bid.

Coastal Projects

Alligator Creek 6' Dredging Project – The Alligator Creek Waterway Committee requested that the County design and apply for a permit to dredge the navigable waterways within the Alligator Creek MSBU to a depth of -6 feet. It is anticipated that a significant amount of time may be required to negotiate with the Florida Department of Environmental Protection to issue permits for the dredging within the

Alligator Creek to more than a depth of -5 feet, which is the depth for the current permit. This project also includes services provided for a maintenance dredge to existing permitted conditions. A Request for Letters of Interest was generated and Coastal Engineering was selected to conduct this work. Permitting is anticipated to be completed in January 2014.

Buena Vista Waterway Maintenance Dredging – Stantec is gathering Historic and Survey data and is preparing permit and bid documents. Due to the fact that Coastal Engineering cannot add construction related services for the post Debby restoration, Stantec will assume the role and provide the services under a separate account. The permit application was reviewed and submitted to FDEP.

Manchester Waterway Maintenance Dredging - Johnson Engineering gathered survey and historical data to prepare the permit application for maintenance dredging of the area. The permit application is under review prior to submission to the permitting agencies.

Northwest Port Charlotte Exterior Channel Dredging – The Army Corps of Engineers and Florida Department of Environmental Protection permit authorizations have been finalized for this project. A re-survey of the access channel was conducted in November 2012. The pre-bid meeting was held on February 14, 2013 and the bid opening is scheduled March 13, 2013.

Pirate Harbor Rock Ledge Removal – All permits are in hand for the work required. Bid opening was held February 13, 2013. The contract is going to the BCC for award on February 26, 2013. A tentative preconstruction meeting is scheduled February 27, 2013.

Stump Pass Monitoring & Maintenance Dredging – 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. Coastal Engineering will present the outcome of the modeling and make a tentative recommendation at the April 4, 2013 Beaches and Shores Advisory Committee Meeting.

Suncoast Waterway Maintenance Dredging – Bids came in over budget. Staff members negotiated the cost of the contract with the potential construction firm, Marine Contracting Group. The contract was presented to the BCC on February 26, 2013 for approval. A preconstruction meeting was held February 27, 2013.

Drainage Projects

Little Farm Road Culverts – The scope of this project is to design and permit culverts to replace the concrete swaled portion near the end of Little Farm Road. Weiler Engineering is conducting the survey and research for this project. The 60% design plans are scheduled to be complete by the middle of April 2013. Weiler is working very closely with South Florida Water Management District in order to get this designed in a way that can be permitted.

US 41 Storm Structures – The 90% design plans were received and comments returned to GWE. 100% plans are due in March, 2013. Construction is scheduled for early summer 2013.

Lighting Projects - Charlotte County CIP Projects

Burnt Store Road Project – Meetings have been held with the County Legal Department to address outstanding issues regarding the Seminole Gulf Railroad pre-emption conflict. Pedestrian features cannot be opened or activated at the Jones Loop crossing until resolved. Phase 3 lighting plans are undergoing a review process.

Rampart and Kings Highway – Phase 1 work is complete. Phase 2 final plans are being revised; signal work is being conducted concurrently with roadway work. Traffic has been shifted for Phase 2 roadwork – conduit is being installed at this time.

Edgewater Phase Two – Traffic Signal and Roadway Lighting Engineers have been replaced and we are awaiting new plans.

SR 776/Flamingo, SR 776/Winchester and future CR 775/Winchester (CM at Risk) – Inspection work began at Flamingo/SR 776. All conduits and pull boxes have been installed for the future intersection of Placida/Winchester and at Flamingo/SR 776. We are waiting for final roadway plans before lighting work can begin at Winchester/SR 776. Cabinets have been installed on the bases.

Burnt Store Lakes – MSBU decorative lighting project plans were reviewed and comments were provided; Technical Specifications have been incorporated in the plans.

Lighting Projects – Departmental Projects+

- Repaired several Incident Management Cameras for the County and the City of Punta Gorda.

- Replaced broken astro brackets at Jones Loop/Mac Drive, Jones Loop Road/I-75NB, Jones Loop Road/I-75SB, Jones Loop Road/Indian Cemetery and US 41/Tuckers Grade.
- Facilities requests: Parking lot lighting replacement complete for Admin Center.
- Preparation for next budget cycle (on-going).
- Prepared cabinets for installation at SR 776/Flamingo and Placida Road and Winchester Avenue.
- Repaired illuminated street name signs Cochran/Publix, US 41/Toledo Blade, US 41/Tuckers Grade, and Olympia /Nesbitt.
- All LCD displays on the front panels of NAZTEC controllers that were unreadable have been replaced County-wide.
- Found, located, and plotted running lines for the fiber optic cable on US 41 at Fordham, Pompano and Elkcam waterways in preparation for the Micro-tunneling project. Plans review and comments underway.
- Plan and Field reviews undertaken for the following projects: Placida/San Casa (Dollar General Store), Midway Phase 2, and Gasparilla Road.
- County-wide roadway lighting maintenance has begun 37 roadway lights have been repaired.
- Replaced damaged pull-box at Olympia/Taylor St.

Locates Performed

195 requests for underground utility locates were received, generating 68 tickets for locates.

Trouble Calls

15 trouble calls received, responded to and problems of various natures resolved.

Lighting Projects – FDOT Projects

- The US 17 resurfacing and signal revision project - a final walk-through and inspection is scheduled Feb. 28, 2013.
- Inspection/signal revision complete for Marion/Taylor Street intersection.
- Construction began at SR 776/San Casa Boulevard. Field inspections are underway.
- SR 776 & Gulfstream Phase 4 submittal was reviewed and comments provided.

Miscellaneous Projects

Manasota Key Community Plan Design – Weiler Engineering is working on gathering community input for the plan. A community meeting is tentatively scheduled for March 26, 2013. Final plans are expected by July 2013.

Manchester Lock Education - CHEC is assisting with this program. Elementary school class trips in the Alligator Bay Education program will resume in April 2013. This is an ongoing, annual project. The program is designed to introduce students and parents to knowledge of water resource issues; learning what actions they can take to protect our community's water resources and natural environment.

National Pollution Discharge Elimination System – The purpose of this project is to reduce adverse impacts to water quality and aquatic habitat by instituting the use of controls on unregulated sources of stormwater runoff into Charlotte Harbor. Minimum project requirements are public education and outreach, public participation/involvement, construction site runoff control, and pollution prevention. The permit includes coordination with the Charlotte County School Board, Airport Authority, Florida Department of Transportation, and City of Punta Gorda. 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 – A kick-off meeting was held with the MSBU on December 20, 2012. Design is in progress.

Newgate Waterway Spoil Removal - The Newgate Waterway has several large silt deposits and overgrown vegetation within the limits of the water line. This accumulated material is causing an adverse impact on the stormwater conveyance system and needs to be removed. Design will consist of determining how much sediment needs to be removed as well as defining access points and the means and methods of construction.

Rotonda West Drainage Study – The discovery phase summary report was presented at the Rotonda West Street and Drainage MSBU meeting on January 15th. The final drainage study report has been received by the County. Once authorization is given by the MSBU committee, the consultants will start on Task 2 of the scope which includes developing improvement plans to existing conditions and a project budget analysis.

Rotonda West Entrance Way Signs – The first community meeting was held with Johnson Engineering presenting 3 different sign concepts. The committee, with input from the residents, made decisions on what attributes they would like from each sign combined into one. Another community meeting is scheduled for March 13, 2013, to review final sign concept so that construction ready plans and bid specifications can be created.

South Burnt Store Lighting & Landscaping – The plans and bid specifications are undergoing review in the Purchasing Department. Bid packages should be available the week of February 25, 2013.

South Gulf Cove Water Quality – Benchmark Labs provides water sampling and test results. Charlotte Harbor Environmental Center (CHEC) compiles the raw data and prepares an annual report. CHEC will be compiling the historical data and presenting their report to the MSBU during their next scheduled meeting in April, 2013.

Sunshine Lake Recharge Wells – Contract documents are currently being prepared. This project will not start until after the dredging of the lake is complete.

Sunshine Lake Water Quality Study – The water quality study has been completed. Recommendations from the study are being implemented under two separate contracts (Algae Removal & Recharge Wells).

Paving Projects

2012 North/South Paving Program – Paving has been completed in Burnt Store Village, Tropical Gulf Acres, Midway Areas 3, 4, 5, 6, Peachland Area 1, Elmira area 1 and Hillsborough area 9. Peachland, Midway, and CR-74 Road and Bridge paving is also complete. As of February 28, 2013 the total asphalt placed for this contract is 114,441 tons.

2012 West County Paving Program – The paving operation has been completed in Rotonda Sands and Rotonda Lakes with approximately 59,755 tons of asphalt placed. The Contractor continues to work on restoration in both of these areas. Paving has begun in Gulf Cove and as of February 28, 2013 the contractor has placed approximately 22,065 tons of asphalt in this District.

- **Traffic Signing & Marking** accomplishments from January 1 – February 12, 2013
 - Herbicide = 2,812 objects
 - Legends Installed = 775
 - Marine Markers Repaired = 77
 - New Signs Installed = 30
 - Road Striping = 146,526 Linear Feet
 - Signs Inspected = 4,554
 - Signs Manufactured = 323
 - Signs Repaired = 1,185
 - Speed Studies = 18
 - Traffic Counts = 32 stations
 - Trouble Calls (after hours) = 7
 - Video Detection (special traffic count) = 1
 - Removed debris from Ackerman Waterway.
 - Commissioner tour to Stump Pass and Chadwick Bay.

Community Services

- Administration
 - Administrative staff answered and fielded 474 telephone calls, 22 web emails; processed 5 citizens action forms, 2 accident and 1 incident reports, 2 damaged and missing item reports, distributed 10 press releases
 - Supported 3 Advisory Boards
 - Promotional and Marketing Activities
 - Produced 3,530 Marketing and Graphics pieces
 - (2) in-studio appearances on the Golden Hippo radio show on WCCF
 - Senior Games
 - Bayshore Dog Show and Bayshore events
 - ½ page ad in the Parrot Magazine promoting activities

- Facebook Average Monthly Reach (The number of unique users who have seen any content associated with your Page) – 555 unique users
- Frankfurters in Paradise hot dog vendor opened at Port Charlotte Beach
- Installation of the playground at Ann Dever Memorial Regional Park complete and open to the public. Pictures posted on Facebook directly reached 150 users.
- Implemented Pay by Cell Phone feature for beach and boat ramp parking through Park Now.
- Revised contracted instructor agreement and payment terms to maintain independent contractor status as directed by Clerk of the Court Finance Department
- Began installation of Carmalita Park playground
- Planning meeting with Will Miller for 2nd Annual Pirate Festival at Chadwick Park at Englewood Beach.
- Planning meeting with GT Grandstands to obtain a quote for budget purposes to install bleacher/grandstand at JM Berlin Rotary Skatepark.
- Libraries & Historical Monthly Report
- Numbers:
 - 61,747 items were checked out County-wide-increase of 611 over January
 - 60,578 visitors-that is an average of 778 visitors a day county-wide!
 - 7,672 people used computers and that does not include how many used laptops
 - 2,737 people attended 130 library programs in February
 - 108 volunteers worked 1,290 hours
 - 1,754 people attended 9 events at the Historical Center and 1,645 people attended an Outreach program
- Projects:
 - Offered 4 eReader classes to 75 people
 - Work continues on the Englewood Library with the arrival of the furniture and shelving
 - Multiple Viva Florida programs are being offered County Wide
 - E-Book solution selected, waiting on IT to approve
- Need:
 - Staffing continues to be a concern
 - Contract cleaning is not satisfactory, need part-time help
 - Space is an ongoing issue, staff have no work space
- Charlotte Sports Park
 - This is the 5th year that the Charlotte Sports Park will host Spring Training for the Tampa Bay Rays. Due to the World Baseball Classic this year, the Spring Training Season began ten (10) days prior to normal timeframe. The report dates for the 2013 Season were as follows: February 12th - pitchers and catchers; February 16th - full squad.
 - Beginning on February 13th, the estimated attendance at the facility for the open practices was as follows: 2/13 – 80; 2/14 – 30; 2/15 – 50; 2/16 – 125; 2/17 – 633; 2/18 – 233; 2/19 – 564; 2/21 – 358; 2/22 – closed practice in stadium.
 - The Charlotte Sports Park hosted the Regional County Administrator's Meeting in the hospitality suites on Friday, February 22, from 9:30 AM – 3:00 PM. Attendance was 20 people.
 - The Charlotte Sports Park hosted two (2) games of the Snowbird Classic. These games were played on Friday, February 22, at 4:00 PM (Ohio State vs. South Dakota State) and Saturday, February 23 at 7:30 PM (Mount St. Mary's vs. Ohio State). Attendance was estimated as follows: 2/22 – 400; 2/23 – 150.
 - The attendance at the Spring Training games that occurred in February was as follows:
 - Saturday, 2/23 (Pittsburgh Pirates) – 3758; Monday, 2/25 (Boston Red Sox) – 3610;
 - Tuesday, 2/26 (Houston Astros) – 1664 (ended in the 6th inning due to rain); Thursday, 2/28 (Detroit Tigers) – 5860.

- Recreation Centers

- Tringali Recreation Center for February 2013, rental estimated attendance of 620.
- Elementary Skate 180+ ; All comers basketball 432
- Contracted instructional class attendance: 963
- Parent Tot: 24 parents and children 1year to Kindergarten.
- Giant Community Garage Sale, first and third Sunday of the month ending in April
- Harold Avenue's Youth Basketball League completed the season with a successful round of playoffs and championship games
- New winches being installed for the basketball goals; additional wall padding being installed.
- Over 350 participate in adult tennis league at Harold Avenue, Franz Ross, Sunrise and Port Charlotte Beach.
- Senior Games registration is nearing complete with strong turnout for Tennis, Pickleball, Track and Field, Cycling and Table Tennis. We have received requests for the swimming events to be reinstated and disc golf to be added in 2014.
- The Boys & Girls Club of Charlotte County continues gym use on Wednesday afternoons.
- The Charlotte County Table Tennis Club purchased two additional tables for use at Harold Avenue due to increased participation three days a week.
- Completed practice and game contracts for the spring athletic facility use by local youth and adult athletic organizations.
- Finalized Snowbird Classic Baseball Tournament field schedule.
- Harold Avenue adult fitness courses: Zumba Gold, Trimmastics
- The Peace River Dog Fanciers, Tae Kwon Do, and Charlotte Promenaders Square Club programs continue steady attendance.
- The climbing wall will is open for children on Tuesday and Thursday afternoons and on Saturdays while basketball is off-season.
- Harold Avenue had 10 rentals with attendance of 930.
- The Port Charlotte Beach Complex became the base for the Charlotte Harbor Sailing Regatta with over 500 people in attendance and participation.
- Pickleball and Volleyball continued to run in full swing.
- Staff is working with an outside coach to get Volleyball started for youth ages 10-17.
- Summer Camp marketing materials are prepared to go out to the Charlotte County Schools.
- Registration for Summer Camp opens on February 25 and payment plans and scholarships will also become available at that time.

- Aquatics

- Port Charlotte Beach Pool

- 662 paid admissions
- 175 Pass holder visits
- 264 Water Aerobics participants
- Staff spent an estimated 23 hours performing In-Service Training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
- Staff spent an estimated 27 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.

- Oyster Creek Regional Park Pool

- 88 paid admissions
- 88 pass holder visits
- 146 water exercise participants
- Charlotte County Blue Fins practiced 5 times resulting in approximately 100 "splashes" for the month.
- The meeting room was rented 8 times this month
- Staff spent an estimated 10 hours performing In-Service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
- Staff spent an estimated 180 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.

- The Oyster Creek Pool was closed February 4 through Feb. 25, 2013 for repairs that included leak repair, tile repair and concrete deck repair.
- South County Regional Park Pool
 - 404 paid admissions
 - 812 pass holder visits
 - 129 water exercise participants
 - Charlotte County Blue Fins held 36 swim practices resulting in approximately 1260 “splashes” for the month.
 - The Charlotte County Blue Fins held a Swim Meet 2-9-13, and approximately 220 swimmers and their families attended.
 - Staff spent an estimated 60 hours performing In-service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 75 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- Athletic Section
 - Charlotte County athletic leagues and Athletic Special Events used County facilities approximately 3,008 hours in the month of February. An estimated 2,530 athletic participants visited County facilities. Activities included Adult Softball, Adult Tennis, Adult Flag Football, Youth Flag Football, Youth Soccer, Inline Hockey, Youth Baseball, Youth Softball, Youth Swimming, Horsemanship and Remote Control Sailing.
 - The Snowbird Classic College Baseball tournament kicked off on Feb 22nd at the Charlotte Sports Park and will continue at North Charlotte Regional Park and South County Regional Park through March 17th. Forty-three Division I and II teams will participate in the tournament from as far away as Colorado (Air Force Academy).
 - NCRP hosted an IBC/Nations youth baseball tournament with an estimated attendance of over 750
 - Florida Veterans Semi-Pro Football hosted three games at Franz Ross Park drawing approximated 500 spectators. Games were held on Saturday afternoons.
- Extension Services
- Administration
- Meetings:
 - Strategic Communications Planning Workshop – Manatee County Extension – February 4th and 5th
 - Annual Promotion Workshop – February 15th – Manatee County – 9 am to 2 pm
 - SWOT Follow-up for Quality of Life – Murdock – February 25th – 4 to 5 pm
 - SWOT Follow-up for Water Resources – February 26th - 2 to 3 pm
 - Extension Staff Meeting – February 26th – 3 to 4:30 pm
- Website Hits: 2,717 website page views – New Reporting System
- Facebook® Page - Charlotte County Extension data:
 - 804 visits on Facebook, 370 likes
- Sea Grant:
 - Publications:
 - Staugler, E.A. 2013. "St. John's River Trip". Water LIFE Magazine. February 2013, Page 11.
 - Staugler, E.A. 2013. "Scallop larvae released in Charlotte County". Hardee County Extension News, monthly newsletter. Hardee County UF/IFAS Extension, Page 3.
 - Websites:
 - Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/> - no contributions this month
 - Extension website – updates made to Sea Grant pages.

Facebook:

UF/IFAS Charlotte County Extension – Posts include program announcements, Bay scallop recruitment monitoring photos and information about new publications.

- Field Work:
 - 2/13 – Monthly bay scallop recruitment monitoring with FWC and Sea Grant volunteer.
- Outreach Programs:
 - 2/7 – Guest speaker for Punta Gorda Rotary
 - 2/17 – Guest speaker for Sanibel/Captiva Shell Club
 - 2/22 – Florida Master Naturalist Program class (runs every Friday through April 5th)
- Site Visits:
 - Laishley Marina – Boater’s Guides and Monofilament bin
 - Holiday Boat Rental – Boater’s Guides
 - Fishin Franks – General information
- University Governness:
 - 2/28 – UF/IFAS Initiative 3 Leadership Team – conference call
- Meetings:
 - 2/1 – Meeting with UF researcher regarding fisheries project that will take place in Charlotte Harbor
 - 2/8 – Meeting with Mote education coordinator located in Punta Gorda to discuss roles and possible collaborations
 - 2/15 – Meeting with counterpart agent in Sarasota County to plan multicounty fisheries workshop
 - 2/20 – Attended meeting organized by FDACs Shellfish with local clam industry.
- Other:

Considerable time invested in prepping for FMNP class
- 4-H Youth Development:
- Youth Activities
 - Several 4-H Clubs met this month at the East Port Campus including Outdoor Adventures, Marine Ecology, Fur N’ Feather, Exchange Club, 4-H Councils, and Rockin’ Paper.
 - County Fair February 1st to the 10th
- Horticulture:
 - Meetings
 - 2013 Master Gardener Training Class Applicant Interviews – February 22nd – 2 to 4 pm.
 - Landscape Committee meeting – February 28th – 2 to 3:30 pm
 - GI-BMP Training (Fertilizer Ordinance Training) – 8:00 am to 3:00 pm – February 25th
 - Three (3) 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.
- Other Programming
 - Landscape Gardening Series – Session 4 – “The Amazing Crape Myrtle” – Master Gardener, Mike Stevens - 9:30 -11:30 am – Event Center – February 1st
 - Landscape Gardening Series – Session 5 – “Alternative Vegetable Gardening” – Master Gardener, Bob Prier - 9:30 -11:30 am – Event Center – February 8th
 - Landscape Gardening Series – Session 6 – “Using Color in the Garden” – Master Gardeners, Kathy White & Sonia Smith - 9:30 -11:30 am – Event Center – February 15th
 - Master Gardener Radio Program – 1580, WCCF – February 26th – 10 to 11 am – Horticulture Agent only
- Florida Yards and Neighborhoods Outreach:
 - 2/7 - Irrigation consult with homeowner
 - 2/16 - Conservation Landscaping Workshop in Arcadia
 - Two separate condo visits in February
- 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 for February 4th “Buying Pest Control Services”
- Newspaper Article for February 11th “Try Growing Your Own Homegrown Spuds!”
- Newspaper Article for February 18th “The tale of the lion’s ear”
- Newspaper Article for February 25th “Now trending in horticulture – something itchy, something spiraling”

Facilities, Construction and Management

- Projects:

- Englewood Library Expansion: The paving and parking lot lighting are complete with remaining site work nearing completion. Furnishings are arriving and walk through was held on February 27th. Final building permits inspections are underway.
- South County Regional Park Soccer Concession Stand: This project is out for bid and bids due on March 20th.
- Fire Station 6: A pre-bid meeting and site inspection was held on February 21st. Bids are due March 20th.
- Transit: Parking Expansion: The pavement and drainage utilities have been completed. As built plans are being prepared. BCS has tentatively approved the building permit and the Certificate of Completion has been applied for.
- Bayshore Live Oak Park Restrooms: The site work is underway.
- Harold Ave. Concession Stands: A pre-award meeting and pre-construction meeting with the contractor (O.A.K.) has been held.
- Family Service: Quotes for HVAC replacement has been received and purchase requisitions have been placed for this last phase of the Family Services building renovation CIP project.
- Port Charlotte Beach Fishing Pier and Boardwalk Rehab - The design and permitting process has begun.

- Operations:

- Energy Efficiency Program:

- The South County Regional pool geothermal heating system is out for bid and bids are due on March 6th.
- The Murdock Admin parking lot lighting retrofit is complete. Seven new poles will be installed in unlit areas beginning the week of February 25th.
- The county is in negotiations with the Johnson Engineering for the Capital Asset Management study.
- Parking Lot Sealing and Striping: Franz Ross and Rotonda Parks are complete. Maracaibo/ Kid Space Park and Medical Examiner’s Office are next on list to be done.

- Repair and Maintenance:

- Charlotte Sports Park: This year’s project list for the Rays Spring Training season is complete.
- Oyster Creek Pool: Concrete, tile, pool leaks and expansion joint repairs are complete.
- Englewood Annex Sheriff’s Dept: remodel is 50% complete. Scheduled for March 8th completion.
- Tringali Park Bldgs: The exterior building painting project is 75% complete.

Human Resources

- Employee & Labor Relations

- Employee related issues
- Assist with BCC Goal Setting workshop
- Held voting for Employee of the Year
- Union related discussions/preparation
- Reduction in Unemployment Claims paid out
- Recruitment related activities and hiring processes
- Continued Executive recruitment for Community Services Director
- Halogen e-Appraisal assistance

- Unemployment Hearing was heard and won
- 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
 - New Hire Orientation project discussions and research
 - Miscellaneous coaching/development conversations
 - Professional Development to include webinar, reviewing industry journals, etc.

Human Services

- Staff activities:
 - Senior Services Case Management staff hosted representatives from the Southwest seven (7) county service area to discuss the 2012-2013 shared in-home elder care vendor monitoring process for the Community Care for the Elderly and Alzheimer's Disease Initiative Programs. A sub-contracted vendor matrix was developed and proposed by Charlotte County staff. Monitoring assignments among all agency participants were completed, form packages were shared, and on-site monitoring schedules were confirmed. Charlotte County staff will be completing nine (9) on-site monitoring visits this year.
 - A Medicaid representative visited the Transit Division to train staff on how to use the Florida Medicaid website to make sure Medicaid clients are eligible for Medicaid medical transportation. The website is more reliable and efficient than by calling the 1-800-number. By using the website Transit can now confirm to vendors and clients that a client is either eligible or not for transportation services.
 - Transit's new extended bus parking lot is now being utilized. The new bus parking area holds all 35 Transit buses. All other Transit vans have been moved out of the sheriffs parking area and are parked in closer proximity to the Transit facility.
 - Family Services hosted a workshop for the Neighborhood Accountability Board (NAB) on Aspergers/Autism Disorders. Dr. Marvin Kowalewski, Counseling Solutions Inc., was the guest speaker providing insight into the behaviors of juveniles with these disorders and in providing guidance when developing NAB restitution plans. There were 27 participants at the evening workshop including a family and their son who has the Asperger's disorder.
 - Human Services staff met with Team Port Charlotte Parkside President, Susan Swanson, to discuss preliminary plans to expand the Community Garden at the Family Services Center. The expansion plans calls for the addition of six new beds as well as a tool shed for gardening equipment. Staff will be working with facilities for site plans approvals and Team Port Charlotte for installation of the expansion, which is planned for this summer.
 - The Charlotte County Board of County Commissioners approved the annual 5307 Federal Transit grant for the fiscal year 2011/2012 in the amount of \$1,441,093. This grant is used for Dial a Ride capital and operating expenses.

- One of the Family Self-Sufficiency Program's clients passed her state board certification test for her CNA license and subsequently was offered a full-time position with a local nursing home.
- Director, Vikki Carpenter & Family Services Manager, Emily Lewis attended the Florida Association of County Human Services Administrators (FACHSA) mid-year meeting in Orlando. At this meeting many upcoming fiscal and legislative issues were discussed among the county representatives in attendance. Emily Lewis will be representing Charlotte County in assisting FACHSA with their strategic planning effort.
- Housing – NSPIII: All bids have been awarded with the exception of the last 3 properties acquired which are going through the historical approval process.
 1. Architect has completed permitting package and submitted for all properties
 2. Demolitions are complete for the following properties:
 - 2214 Bragg Court
 - 22008 Belinda
 - 21290 Austin Ave.
 - 2529 Elkcam Bl.
 - 2345 Elkcam Bl.
 3. Demolitions pending:
 - 21251 Austin Ave.
 - 21051 Gephart Ave.
 4. Construction has begun at:
 - 2214 Bragg Court
 - 22008 Belinda Ave.
 5. The initial rehabilitation/remodeling property bids are posted. Contracts should be awarded in the next few weeks.
 6. Final 3 properties are in the Historical clearance process or in bid for rehab.
 7. Began bi-weekly meetings with Habitat for Humanity for the oversight of the construction of NSP III properties.
- At its February 27th Commission meeting, the Board designated Charlotte County as a Purple Heart County. The proclamation was accepted by Kim Lovejoy, President, Charlotte County Veterans Council and Art McGuiness, President, Military Order of the Purple Heart. The Proclamation hangs in the offices of Charlotte County Veteran Services.
- All Department staff participated in a "state of the department" meeting presented by the Director to discuss budgets, staffing & org charts, policies, staff development and other topics directed from staff.
- Family Services staff attended a training workshop on Human Trafficking which will assist in developing awareness of the issue and warning signs to identify potential victims.
- Staff participated in conference calls/webinars on Medicaid expansion, Long-Term Care and Medicaid Billing.
- Veteran Services staff conducted CIT training on Post-Traumatic Stress Disorder to the Charlotte County Sheriff's Office. 15 Officers and one observer were present for the training.
- Veteran Services staff met with the Vietnam Veterans of America and they pledged their support for the Stillwater House. The Veterans purchased several items for the home. Total value of donations -\$500.
- Senior Services staff met with United Way Director to discuss the Senior Resource Center. A meeting of non-profits were arranged to discuss long term partnership.
- Senior Services staff also met with Boys & Girls Club staff to provide information on available funds/resources through the National Family Caregiver grant for grandparents raising minor children.

- Family Services staff met with Solstice Consumer Services (non-profit financial counseling services) to review preliminary plans for renovation of space at the Family Services Center. Staff will work with Facilities Department on review and acceptance of plans.
- Department Director attended Leadership Development training and subsequently met with senior department supervisors/managers to begin discussions on staff development.
- Staffs continue to participate in the Homeless Coalition's 10 year plan to Prevent and End Homelessness strategy sessions; the Health Department's Community Health Improvement Plan (CHIP) initiative; and the United Way Needs Assessment survey process. A community conversation discussion to gather input is open to the public and planned for March 12th.
- Staff participated in the Community Impact Panels for the United Way funding allocation process.
- Veteran Services staff worked with other county departments in beginning the process to install Wounded Warrior Parking Signs at several county facilities.
- Staff participated with MPO and other county staff in the consultant selection process for the major update to the Transit Development Plan. Scope of service will be finalized in March. The Plan is required by the Florida Department of Transportation in order for the County to receive grant funding. Plan is due in Sept 2014.
- Staff attended BCC goal setting workshops.

Public Safety

No Report for February

Public Works

• Significant Events Report

- The Sheriff's Environmental Deputy works with Solid Waste Operations' Illegal Dumping Program to eliminate the disposal of waste in unpermitted areas. Last week the Deputy arrested a Port Charlotte man for illegally dumping 198 cubic feet of household debris on a lot in Deep Creek. The man was later released on \$2,500 bond.
- The mid-county outfall crew replaced a road crossing pipe and catch basin at Elkcam Boulevard and Indiana Avenue; the mid-county drainage crew installed approximately 80 linear feet of pipe and two catch basin bottoms on Berkshire Boulevard, all in the Greater Port Charlotte area. The major outfall crew poured the last fabric-form job in Rotonda on Oakland Hills Road. This project consisted of 47 individual jobs at 24 locations using about 1400 cubic yards of poured concrete. The west county drainage crew completed work on Gasparilla Drive; finished piping the outfall and built a catch basin on Burwell Circle in South Gulf Cove. The west county outfall crew continued installing pipe and paving swale intersections in Northwest Port Charlotte. The flail mower trimmed 24,747 cubic yards in the Tropical Gulf Acres area clearing line of sight issues. The Menzie Muck cleared 23,000 cubic feet of the Paulson Drive ditch. The south county outfall crew cleared 1,800 square feet of ditch on Bayberry and completed various repair jobs in South County. The shoulder repair crew completed 2.2 miles on Biscayne Drive.
- A fabric-form job on Oakland Hills Road in Rotonda was completed and 120 linear feet of pipe and backfill was done on Berkshire in Greater Port Charlotte. Crews finished replacing an outfall pipe, catch basin and dressed up for sod an area on Ocelot in Deep Creek. The Flail mower made its way through Harbour Heights and most of Deep Creek. A guardrail system was installed on Loveland Boulevard at the new Rampart extension. In South County, the Menzie cleared 159,000 cubic yards on Paulson Drive ditches. A catch basin and 140 linear feet of pipe were installed on Bayberry Street and the shoulder crew completed 2.5 miles on Jacobs and Fell Terraces. The drainage crew installed 24 linear feet of pipe on Jones Loop Road and did 140,000 square feet of hydro seeding on Washington Loop Road.
- An updated list of County-maintained roads was reviewed and approved. The list was forwarded to the GIS division to update the County's website.

Tourism

- Sean Doherty worked with the Charlotte Harbor Regatta on the submission of an advertising grant to Visit Florida.
- Sean staffed a booth at the Tampa Bay Rays Fan Fest and distributed information about Charlotte County.
- Sean coordinated responses in conjunction with the Event Center for three meeting RFP's including the Florida Sheriff's Association Sheriff's Assistant Conference, the Eastern Outdoor Reps Association Summer Trade Show and the TaekwonDo America Black Belt Conference.
- Sean attended the XSITE Trade Show in Tallahassee which consisted of 12 one-to-one appointment sessions with association market meeting planners.
- Lorah Steiner and Jerry Jones, Film Office director, are working on a possible pilot for a television series. The pilot would be filmed in Charlotte County but the series would be in locations state-wide.
- Jerry Jones is working on a 3 minute video to promote Englewood. The video is a partnership between the Sarasota VCB, the Charlotte County VCB and the Englewood/Cape Haze Chamber.
- VCB and staff held two marketing planning retreats which will be followed by a retreat with AQUA, the VCB's new advertising agency and Above Water, the VCB's Public Relations agency.
- Jennifer Huber assisted Pedal and Play in Paradise with their media release for their April 6 events.
- Jennifer planned and facilitated the VCB's Tampa Bay Rays Spring Training Press Conference luncheon at the Charlotte Sports Park on February 12. More than 30 members of the media attended.
- A writer for Canadian Yachting Magazine contacted the VCB for an April visit.
- Jennifer attended VISIT FLORIDA's Consumer Media Reception in New York City on February 20. Twenty-six New York Journalists attended the event.
- Jennifer attended the Rays Fan Fest at Tropicana Field on February 16 to promote Charlotte County and encourage fans to extend their stays during spring training.
- Jennifer kept area partners informed during the recent confusion regarding international driving permits and Florida's new legislation (in the process of being rescinded) requiring them.
- The Charlotte County Film Office joined the Association of Film Commissioners International (AFCI) in December. There are approximately 330 film commissions world-wide and virtually all of them belong to the association. AFCI's website is the go-to site for those in the industry responsible for selecting film locations.
- Jerry Jones scouted locations for a national beverage commercial which ultimately went to a different destination but, in the process, Jerry is making producers aware of our locations in Charlotte County. Scouting also helps us build our photo/location library.
- Jerry assisted a small feature film in securing a location on Manasota Key. This was a one-day shoot at Stump Pass State Park. The director of the shoot was very appreciative of Jerry Jones's assistance. Establishing relationships with key personnel on films or commercials made in Charlotte County put us in a better competitive position for future productions.

Utilities

Engineering Services:

- 1041 Locates Processed from Sunshine State One Call; 2 Developer Agreements Prepared; 26 Residential Service Availability Letters Prepared; 10 Commercial Service Availability Letters Prepared; 41 Residential Service Applications Processed; 402 CIP inspections; 75 Developer Inspections. 18 Training Hours (MOT, First Aid/CPR).

Operations Division:

Treatment Facilities:

- 196 preventative maintenance, 29 corrective and 3 emergency work orders were completed.
- 140 Residential cross-connection inspections, 12 annual backflow tests, 4 reclaim site maintenance work orders were completed.

- Repainted lines and valves at the reclaimed delivery sites.
- Repaired irrigation system at reclaimed booster station.
- Burnt Store RO staff completed emergency generator training with operators.
- Completed installation of a new belt on the # 1 Belt Press at East Port WRF.
- Treatment Facilities Division is pleased to welcome new staff members; Dennis Wood - Maintenance Mechanic and Kelvin Fulger - Plant Operator.
- The Board approved East Port WRF upgrades. A pre-construction meeting is scheduled in March. Construction will commence shortly thereafter.
- Completed annual confined space training requirements.
- Completed a Lunch & Learn with Florida Bearing Inc. and SKF Inc. Topics included auto grease dispensers, bearing loads, thermal imaging, and alignment.
- Staff visited Hernando County to observe Engineered Fluid Incorporated's skid mounted construction. This contractor was awarded the Blvd. East Reuse Booster Station contract in West County.
- Rotonda WRF hosted an educational tour for the Gasparilla Island Water Association. Commissioner Truex toured the East Port WRF Plant and Laboratory.

Water Distribution:

- All monthly and quarterly sampling has been completed.
- The CCR reports have been submitted and approved by FDEP for distribution.
- Three employees attended the OSHA 10 training course.
- System isolation and directional flushing continues in West County for water quality.
- Replaced the bulk service meter at Riverwood.
- One Distribution Operator submitted his resignation. He is accepting a job at Peace River Distribution for more money.
- All of the Water Booster storage tanks have had a mechanical float backup installed for level control.
- Several supervisors attended the FRWA focus on change to review the coming years FDEP rule changes.

Wastewater Collection:

- Gravity/Force Mains: 3 LPS sewer main breaks were repaired; repaired 1 gravity service lateral; repaired 1 gravity main break; repaired 1 reuse main break; replaced 2 force main ARV's; investigated 8 backup calls, 1 of which were CCU's responsibility; 7 new LPS services were installed for new construction; 33 manholes were repaired by raising, or replacing the ring and cover; 152 inflow protectors were installed in manholes; 5,283 feet were televised/inspected/cleaned; 13 sewer valves on force mains were exercised and 3 concrete valve pads were poured; investigated 5 odor complaint (ongoing); smoked tested 111,857 feet of gravity sewer mains.
- Lift Stations: 324 PM work orders were completed; 78 corrective work orders were completed; replaced ductile iron discharge lines with HDPE piping at L/S #PL-A and #34.
- Low Pressure Sewer: Responded to 312 service calls; completed 17 upgrades; replaced 5 check valves at street; changed out 4 tanks; installed 6 mandatory connections; still working on high head area - Aqua Cir. the New York section; 2 outside chamber installed for upgrades on locations without sufficient cover for existing drop-in chamber.
- 5 new employees started this month; 1 new employees trained for the LPS on-call rotation; 6 employees received First Aid, CPR and AED training; 8 employees completed fork lift training; 6 employees completed MOT training; 2 employees are working on Team Leader; working with new employees on completing S.O.P.s; 5 employees attended the DEP regulation training.

Business Services:

- Three entities responded to the Web Services RFP. These responses are being evaluated and the selection team should have a recommendation to the Board by April.

- All but 4 meters in Burnt Store have been converted to the new fixed base meter system. Internal standard operating procedures have been drafted and are being reviewed. Phase II will begin the first week in March in the Deep Creek area.
- Customer Service: total number of customers to the lobby was 745.
- Delinquencies: total delinquency revenue for the month: \$112,395.60 FY-YTD total: \$633,299.60.
- North Port: we processed 2378 payments; total revenue for February was \$708.36. Total FYTD revenue is \$5,137.78.
- Accounts Receivable: the accounts receivable over 90 days went from 48.82% in January to 48.20% in February. The accounts receivable within 30 days went from 44.43% in January to 45.63% in February.
- There are 107,718 files prepared to go into sharepoint.
- 58% of all CCU bills were paid electronically.

Water Conservation & Public Outreach:

- Provided educational tours of the Burnt Store WRF and the Burnt Store Water Treatment Plant as part of community outreach program.
- Conducted a work place safety inspection at Rotonda WRF as part of Safety in the Workplace.
- Southwest Florida Water Management District's Phase I water shortage restrictions are still in place.

Human Resources:

- Total positions: 201. Vacant positions: 1 – Billing Specialist.
- Actively recruiting for vacant position.
- March resignation received for 1 Meter Service Specialist – recruitment pending.

PR/MRWSA Water Resources:

- Utility Professional Staff met to discuss pipeline common rate methodology.
- No change in water conditions.

E&W Spring Lake Area Pilot Study:

- An application for a FDEP TMDL grant was submitted to meet a March 1st deadline.
- Stakeholder Committee met for 2nd time to discuss various issues surrounding possible wastewater expansion project.

Regional Reclaimed Water Expansion Phase 2:

- *Transmission Main (Stage 1):* The monthly meeting was held with the contractor on February 12th to discuss the work progress. Work is proceeding on SR 776 with installation of the 6" and 12" waste water force mains that are being installed as part of the reclaimed water project. The contractor prepared a partial payment request for stored material which is under review. The next monthly construction meeting is scheduled for March 12, 2013.
- *Pumping Upgrade (Stage 2):* A pre-construction meeting was held with the contractor TLC Diversified on February 7, 2013. The contractor submitted shop drawings throughout the month which are being reviewed by the Engineer of Record, Stantec, and by CCU depending upon the nature of the submittal. FPL completed the design for the power that must be run to the station.
- *Storage Pond (Stage 3):* A monthly progress meeting was held with the contractor on February 5, 2013. The contractor completed filling in the moat finger and started construction of the berms. Construction on the pond is going well and it is anticipated that installation of the liner will start by the third week of March. The next monthly construction meeting is scheduled for March 5, 2013.

East Port WRF Expansion:

- Negotiations with the contractor were completed and Board approval received to proceed with construction. Jones Edmunds continues working on the remaining portions of stage 3 along with 4 and 5 which completes the East Port WRF scheduled improvements.

North Shore & Harper WW MSBU:

- Final agreement has been prepared for Board review in March.
- US 41 Widening Enterprise Dr – North Port:
- 90% plans received from consultant for review.