

**Charlotte County
Board of County Commissioners
Staff Report
April 2013**

Budget & Administrative Services

Budget Department/Fiscal Services Division

- Grants Fiscal Support
 - Human Services and Transit Grants
 - Grants Management Policy Training was provided to approximately 90 County staff members in three separate sessions during the month of March. The training sessions were held to ensure that staff that work with grants are aware of the new County Grants Management Policy that was approved by the Board of County Commissioners at the end of January. The training sessions provided some very good feedback from staff as well as networking among staff members that work with different grants.
 - Prepared and submitted the final programmatic and financial reports for the Department of Justice (DOJ) Edward Byrne Memorial Justice Assistance Grants (JAG) grant received in 2009 as an ARRA grant in the amount of \$275,631, the 2010 \$57,057. These were combined grants issued to the Charlotte County Sheriff's Office, Punta Gorda Police Department, Human Services, and Charlotte County Court Administration.
 - The Florida Department of Law Enforcement (FDLE) conducted a site monitoring on the Edward Byrne Memorial Justice Assistance Grants (JAG). The grants selected were the 2013 Neighborhood Accountability Board (NAB), Enhanced Drug Testing Program, and the Charlotte County Sheriff's Advanced Authentication Initiative grants.
 - Submitted monthly Senior grants reports for CCE, ADI, OAA, IIIE, and HCE.
 - Transit received \$1.0M this month for reimbursement of FY12 expenditures on the Urban Area Formula grant (5307).
 - Housing received \$437,842.73 from the State of Florida as reimbursement of NSP3 funds.
 - Housing is working on NSP1 closeout with the Florida Department of Economic Opportunity, the New Paradigm Foundation and the Punta Gorda Housing Authority. Participated in a webinar on NSP deadlines sponsored by HUD.
 - Road Grants
 - Collected \$292,853.52 from FDOT for construction of the Jones Loop/Piper Rd intersection.
 - Invoiced a total of \$72,999.85 to:
 - \$42,982.55 to FDOT for traffic signal construction at SR776 and Flamingo
 - \$11,200.00 to FDOT for design work on Winchester
 - \$ 1,742.18 to WCIND for marine debris cleanup
 - \$17,075.12 to WCIND for marine marker maintenance
 - Public Safety Grants
 - Public Safety related:
 - Received a total of \$83,065.30
 - \$7,816.96 from the State of FL for hazardous material equipment
 - \$ 391.90 from the State of FL for hazardous material analysis
 - \$4,116.44 from the State of FL for repetitive loss grant at 4499 Ganyard St
 - \$61,740.00 from the Charlotte County School Board for radio communications billing
 - \$ 8,280.00 from the City of Punta Gorda Fire Dept for radio communications billing
 - \$ 720.00 from the City of Punta Gorda Utilities for radio communications billing
 - Invoiced a total of \$43,507.03 to:
 - \$4,337.23 to the State of FL for emergency preparation
 - \$39,169.80 to the State of FL for repetitive loss construction at 4499 Ganyard ST

- Staff attended on-site monitoring with State for CERT and SHSGP Emergency Management grants.
- Operating And Accounting Support
 - Reviewed draft rate study for Sanitation and tipping fees and met with consultant to review.
 - Final draft of East and West Spring Lake MSBU sent to Legal included revised financial section relating to prepayments, assessment cost and rebate (new section).
 - Met with Peace River and legal regarding amending section C of the Master Water Contract (process regarding additional water needs from Peace River and to clear out Charlotte County's requested amount).
 - Reviewed and analyzed Peace River FY14 budget and forwarded findings to CCU. Also, attended Peace River Budget meeting to review and question budget.
 - Attended negotiations with Consultant selected for Web Services – CCU on-line payment process.
 - Finalize CCU CIPs and five year cash flow.

I.T.

- April Accomplishments:
 - Human Services Department Page - The Human Services Department public website pages have been fully migrated to the new .gov website.
 - GIS Presentation at Edison College - A GIS in local government presentation was conducted for the Introduction to Engineering students at Edison College. The intent of the presentation is to introduce students to GIS, specifically what GIS is and how it is leveraged in local government.

- April Email Statistics:

	○ Good	○ Spam	○ Virus	○ Policy	○ Total
○ Count	○ 126,865	○ 64,896	○ 124	○ 3,704	○ 195,589
○ %	○ 64.9	○ 33.2	○ 0.1	○ 1.9	○ 100.0

- April Outage Statistics:
 - 3 - Incidents
 - Total Down Time – 1 hr 36 minutes
 - Average time per Incident – 32 minutes
 - System availability was 99.778%
- April Call Statistics:
 - Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) = 154
 - Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 152
 - Incidents Opened Last Month – (hardware or software that is not functioning properly) = 372
 - Incidents Closed Last Month – (hardware or software that is not functioning properly) = 381
 - Change Controls Last Month – (internal configuration changes to server and network) = 1
 - Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 525

Purchasing

- Bid Openings held:
 - 13-253 Transit Bus Maintenance – Annual
 - 13-223 South Burnt Store Entryway Lighting and Landscaping

- 13-222 Buck Creek Preserve Driveway & Canoe Launch
- Pre-bid meetings held:
 - 13-222 Buck Creek Preserve Driveway & Canoe Launch
 - 13-236 Sidewalk Construction – Harbor Blvd.
 - 13-269 Gravity Sewer – Harborview Road
 - 13-252 Gas Collection & Control System Expansions
- Shortlist meetings held:
 - 13-211 Judicial System Strategic Space Study
- Quotes due and received:
 - 13-237 Generator Rental – Annual
 - 13-249 Lift Station Landscape & Improvements
 - 13-265 Boat Trailer
 - 13-278 Purchase of Static Mixers
 - 13-260 Printer/Plotter – Roland Versa CAMM – Sign Shop
 - 13-250 Palmetto Removal and Disposal
 - 13-273 Biological Odor System
- Negotiation Meetings held:
 - 13-159 Placida Road Improvements
 - 13-112 Web Services
- Work Orders due and received:
 - 13-272 Turn Basin – South Gulf Cove

Real Estate Services

- Mosquito Control Helicopter Site – We have renewed our lease for a 1.5 acre site located along Burnt Store Road used by the County’s Mosquito Control Helicopter operations.
- Search for a potential County Animal Shelter facility – We are working with the Fire/EMS Chief to find a suitable improved property for use by the County for an animal shelter facility. We are looking at a property along Bermont Road and we are reviewing an appraisal report of the subject property.
- Edgewater Phase II – All parcels required for this road project have been obtained and construction of the road can begin. 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 were sent out. We continue to process “voluntary sale” contracts.
- Environmental Lands Acquisition Program – We have identified a potential site to be acquired using available grant funds. Staff recently conducted an on-site visit of the subject property and we have ordered an appraisal report to assist in possible purchase negotiations.
- Flamingo/Edgewater – We have acquired 80% of the parcels needed for this project, all on a voluntary basis. We will be sending out a new round of offers to purchase in June of this year.
- 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 - FDOT request for 3 Pond Sites – FDOT plans to move forward with the acquisition of the pond sites needed for the US 41 widening and has submitted purchase offers. FDOT will be forwarding an offer to acquire the pond sites as easements instead of full fee acquisitions. This would provide an element of County control of the ponds sites.
- Surplus County Lands Disposal Program – The BCC approved accepting 20 of the 49 bids received for the recent surplus land offering. This will allow the County to realize approximately \$80,000 from the disposal of these parcels.
- Rotonda Springs & Villas Lawsuit – We assisted the County Attorney’s Office in conducting a site visit of the area and providing maps to outside counsel. We also provided some historical information for these 2 subdivisions.

- Former Housing Corporation Homes – We obtained approval from the BCC to convey two former residential homes to Habitat for Humanity. This conveyance has now been completed.
- 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 II – We are working with legal and engineering staff to determine if future right of way can be obtained from the current owners of Tern Bay.
- Burnt Store Road Phase III – We have sent good faith pre-suit offers and we are closing on voluntary sales. The eminent domain suit has been filed to obtain all of the necessary right of way parcels and we have an Order of Take hearing scheduled for April 30th.
- Piper Road North – We are working with a landowner who is interested in a land exchange with the County.
- De Soto Canal in PGI Section 23 – We have obtained a series of Canal Maintenance Easements and Temporary Rights of Entry from adjacent property owners (at no cost to the County). This will allow entry for the bank stabilization work on the De Soto Drainage Canal located in the Deep Creek area.
- Gasparilla Road – The proposed roadway expansion is under design and we have 60% plans available. We are seeking BCC approval to commence voluntary land purchases.
- Cheney Brothers Roadway – Work on the new roadway is on-going and most of the road has been paved. 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 De Janeiro, Sunnybrook, Riverside Drive, etc.).
- Lot Donation – We have processed BCC acceptance of a parcel of land located next to the former County Jail located on Airport Road. Our Facilities staff has indicated a future County use (parking area) for 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.

Community Development

- Building:
 - Building permits are staying steady at 26 issued in the month of April. The number of other permit types continues to show an increase over the same period last year which is reflected in the revenue. Revenue for the fiscal year to date is 12% up on last fiscal year.
 - The division is moving towards an upgrade in its software system to the latest version, this will bring new features online including the ability to equip our field staff with iPads and corresponding apps for both code enforcement and building inspections. The other tools which come with these Apps, including photos and video that attaches directly to the case and real time updates will significantly improve the efficiency of the division.
- Permitting Ombudsman position
 - At a recent BCC meeting, the board approved the creation of a permitting ombudsman position. This position is tasked with helping developers and contractors navigate through the various processes involved in permitting and are anticipated to significantly improve customer satisfaction.

Item	Total FY2012	Apr-12	Apr-13	FY12 YTD	FY13 YTD
Single Family Permits Issued	269	28	26	160	165
Multi Family Permits Issued	1	0	0	1	1
Commercial Permits Issued	21	1	3	10	15
All Other Permits Issued	14142	1302	1548	7616	9509

Customers Served	27005	2495	2327	16165	15630
Inspections	36957	3285	3904	21522	22314
Permitting Revenue	\$2,027,805	\$169,885	\$225,207	\$1,153,414	\$1,293,734
Permitting Expenditure	\$2,058,655	\$130,116	\$134,007	\$1,374,459	\$1,273,574
Code Enforcement Revenue	\$956,429	\$140,654	\$75,665	\$568,943	\$485,484
Code Enforcement Expenditure	\$1,576,565	\$108,335	\$101,816	\$993,925	\$980,924
New Complaints Received	1253	30	71	442	546
Code Cases Initiated	3357	348	306	2013	1654
CEB Cases Heard	734	81	84	408	531
Citations Issued \$ Amount	\$75,500	\$5,000	\$10,000	\$18,000	\$69,000
New Contractor Licenses Issued	16	1	1	3	13
Contractor Licenses Revoked	31	3	0	13	6

- Licensing and Code Enforcement

- Contractor licensing remains very active with a high profile case being brought before the Construction Industry Licensing Board this month. A large air conditioning contractor was brought before the board for failure to obtain permits prior to starting work, the Board found them in violation, removed their new permitting privileges, and ordered the contractor to complete all existing permits.

- 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 April 1, 2013. The committee discussed the results of the March 7 community meeting, the proposed changes to the Riverwalk boundaries, possible revisions to the height ordinance and the upcoming BCC joint workshop on April 16. The committee voted to make no changes to the Riverwalk boundaries. Next meeting will be May 13, 2013.

- Manasota Sandpiper Key Architectural Review Committee

- The committee met on April 3rd and April 17th. The following projects were presented to ARC.
- 105 Wilhelm Drive. – BZA variance application for single family house
 - Comments: approval granted with request that the applicant consider another 3' of setback on the eastern property line.
- 1375 Holiday Drive – New fence
 - Comments: approval granted
- 1170 Gulf Boulevard – new single family house permit
 - Comments: approval granted
- 1170 Gulf Boulevard – landscaping plan for new single family house permit
 - Comments: approval granted

- Little Gasparilla Island Community Plan

- The committee met on April 12, 2013. The dock negotiations with DEP were discussed. Chairman Bob Hill reported that the LGI zoning overlay will go to the P&Z meeting on May 13 and the BCC meetings in June and July. Frank Burger will be sending in his paperwork to be appointed to the committee. The next scheduled meeting is May 10, 2013 on the island. Meetings in June, July and August are tentative.

- South Gulf Cove Community Plan

- The SGC Community Planning Committee did not meet in April. The committee is set to sunset in May.

- Grove City Community Plan

- The committee cancelled the April meeting. The next meeting will tentatively be May 20, if there is a need for that meeting.
- Babcock Ranch
 - Kitson and Partners are still working on revising the draft LDRs. A Notice of Proposed Change was submitted to the County. Staff is processing the application.
- Murdock Village
 - Staff is waiting for direction on this project.
- School Concurrency
 - The Joint Workshop occurred on April 29, 2013. The revised Interlocal Agreement has been placed on the BCC consent agenda for May 14th approval. The other governing bodies will approve the document within a week of that date. Once all bodies have approved it, it will be filed with the Clerk.
- 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 April 2013:
 - Bicycle and Pedestrian Master Plan: During this month, research has been done on available funding options to fund the Priority One projects of the plan and as a result of that, with the cooperation of the MPO, a formal funding request has been submitted requesting the funds for the construction of multi-use path along Taylor Road between Airport Road and US Highway 41 S. This will be done as joint project between the County and City of Punta Gorda as this section of Taylor Road has been identified as top priority in South County.
 - Site Plans, Zoning Exceptions and Traffic Study Reviews: During the month of April, the following applications were reviewed:
 - DRC-PF-13-03 – First Alliance Church
 - DRC-F-13-01 – Jackson’s Lighting Renovation
 - DRC-PD-08-02(MM) – Save it All Self Storage
 - Meetings and Field Visits: The following meetings and sites visits were attended/made during the month of April:
 - Placida Road – Multi-use path design – Consultant’s selection Process and Scope and Fee negotiations
 - Impact Fee Study – Scope Negotiations with the selected consultant
 - Parkside Harbor Blvd Re-design – Review of Transportation Feasibility Study submitted by the consultant
 - Numerous field visits to address the Call tracker items as well as Citizens direct request pertaining to the traffic/ transportation issues in the County
- Site Plan Approval
 - The County received 3 SPR items in April:
 - 1 Final Detail Plan (PD)
 - 1 Major Modification
 - 1 Pre & Final
 - All 3 were approved
- Board of Zoning Appeals
 - The following petition was heard on April 10, 2013.
 - Petition #VAR-13-002:
 - A request by Phil Eason, agent for Charles and Margaret Scarl, for a variance to reduce the required westerly street side yard setback by 4.0’, from 20.5’ to 16.5’, in the Manasota Single-family-5 (MSF-5) zoning district, located at 105 Wilhelm Drive, Englewood, was *APPROVED* by a vote of 4-0.
- Petition #SE-13-003:

- A request by Barbara Luikart, agent for Dollar Thrifty Automotive Group, Inc., for a special exception to allow an automobile rental agency in the Commercial General (CG) zoning district, located at 1931 Tamiami Trail, Port Charlotte, was *APPROVED* by a vote of 4-0.
- Planning and Zoning Board
 - The Planning and Zoning Board heard the following petitions on Monday, April 8, 2013.
 - Z-13-02-02
 - An Ordinance pursuant to Section 125.66, Florida Statutes, amending the Charlotte County Zoning Atlas from Commercial General (CG) to Commercial Intensive (CI); for property located northeast of S. McCall Road, and south of E. Bay Heights Avenue, in the Englewood area, containing 0.67± acres; Commission District III; Petition No. Z-13-02-02; applicant: Gratia D. Schroeder, as Trustee of the Gratia D. Schroeder Revocable Trust; providing an effective date.
 - *Board Recommendation: Approval*
- Earthmoving Code
 - An ordinance amending Part III Land Development and Growth Management, Chapter 3-5 of the Code of Laws and Ordinances of Charlotte County, Florida, by removing Article XXI Excavations and Article XXIII Excavation and Earthmoving, and by creating new Article XXIII Earthmoving; providing for conflict with other ordinances, providing for severability, and providing an effective date. Applicant: Charlotte County Board of County Commissioners.
 - *Board Recommendation: Allow more public comment, no motion to move the item to the BCC*
- Landscaping and Buffers Code
 - An ordinance amending Part III Land Development and Growth Management, Chapter 3-5 of the Code of Laws and Ordinances of Charlotte County, Florida, by revising Article XVIII Landscaping and Buffers; revising Section 3-5-397 Planting Standards; providing for conflict with other ordinances, providing for severability, and providing an effective date. Applicant: Charlotte County Board of County Commissioners.
 - *Board Recommendation: Allow more public comment, no motion to move the item to the BCC*
- Flood Damage Prevention Code
 - An ordinance amending Part III Land Development and Growth Management, Chapter 3-2 of the Code of Laws and Ordinances of Charlotte County, Florida, by revising Article VIII Flood Damage Prevention; revising Section 3-2-157 Purpose and Section 3-2-159 Methods of reducing flood losses; providing for conflict with other ordinances, providing for severability, and providing an effective date. Applicant: Charlotte County Board of County Commissioners.
 - *Board Recommendation: Allow more public comment, no motion to move the item to the BCC*
- Vegetative Removal Code
 - An ordinance amending Part III Land Development and Growth Management, Chapter 3-5 of the Code of Laws and Ordinances of Charlotte County, Florida, by revising Article IV Clearing, Filling and Soil Conservation Requirements; providing for Intent and Purpose, Applicability, Application Requirement, Definitions, Prohibited Activity, Approval of Permit, Standards, Enforcement, violations and penalties, and Reserved; providing for conflict with other ordinances, providing for severability, and providing an effective date. Applicant: Charlotte County Board of County Commissioners.
 - *Board Recommendation: Allow more public comment, no motion to move the item to the BCC*
- Tree Requirements Code
 - An ordinance amending Part III Land Development and Growth Management, Chapter 3-2 of the Code of Laws and Ordinances of Charlotte County, Florida, by revising Article IX Tree Requirements; providing for conflict with other ordinances, providing for

severability, and providing an effective date. Applicant: Charlotte County Board of County Commissioners.

- *Board Recommendation: Allow more public comment, no motion to move the item to the BCC*

- Earthmoving Fees

- A resolution of the Board of County Commissioners of Charlotte County, Florida amending Resolution 07-096 to change the amounts of administrative fees for earthmoving activities; incorporating the Performance Assurance for Land Reclamation adopted in Resolution 2010-036; and providing an effective date. Applicant: Charlotte County Board of County Commissioners.

- *Board Recommendation: Allow more public comment, no motion to move the item to the BCC*

- Board of County Commissioners Land Use

The Board of County Commissioners heard the following petition on Tuesday, April 23, 2013:

1. Z-13-01-01

An Ordinance pursuant to Section 125.66, Florida Statutes, amending the Charlotte County Zoning Atlas from Residential Estates (RE-1) to Manasota Single Family (MSF-1); for property located east of N. Beach Road, south and west of Lemon Bay, in Lemon Bay Estates No. 2, in the Englewood area, containing 25.29± acres; Commission District III; Petition No. Z-13-01-01; applicant: Charlotte County Board of County Commissioners; providing an effective date.

Board Decision: Open the first public hearing and set the second for May 28, 2013.

2. SV-13-01-01

Roger E. Tetrault has applied to vacate portions of Second Avenue (aka Bagley Avenue), Third Avenue (aka Carrington), Fourth Avenue (aka Dale Avenue), Second Street (aka Beechwood Street), and also a remnant of Front Street, a total of 2.22 acres, more or less, in the North Cleveland Subdivision, as recorded in Plat Book 1, Page 22, located in Section 26, Township 40 South, Range 23 East, in Commission District I.

Board Decision: Approval

3. PP-13-01-01

Placida Commons, LLC is requesting Preliminary Plat approval for a 95-lot residential subdivision to be named, Placida Commons. The property 35.20 acres, more or less, and is located east of Placida Road, west of Cape Haze Drive, south of Dixon Lane, and north of Blue Heron Cove, in Sections 33 and 34, Township 41S, Range 20E, in Commission District III.

Board Decision: Approval

- The Engineering Division

- Construction Projects

- Active Construction Projects

- Bayshore Road Sidewalks – All sidewalk construction and punchlist items are complete.

- Cheney Brothers Access Roadway Improvements – Construction and punch list items are complete. The design firm submitted easement documentation to the Real Estate Department.

- Deep Creek Boulevard Sidewalks – This project is nearing completion well ahead of schedule. As work advances, the contractor is conducting final grading and sodding. *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 – Construction of the northernmost 300' of ditch was completed prior to March 1, 2013 and is now on hold for the duration of the Florida Scrub Jay nesting season. Construction will resume in July and is expected to be complete in December 2013.

- Pirate Harbor Rock Ledge Removal – All permits are in hand for the work required. Charlotte County Seawalls has completed rock areas I and II and are 1/2 way complete with Rock Area III.
- Rampart Boulevard Improvement Project – Construction is complete at the intersection of Kings Highway; the new lanes are open to traffic. Construction continues east of the intersection to Kings Gate entrance. The contractor is working on the stormwater ponds and is constructing retaining walls alongside the new roadway. This project is projected to be completed in July 2013. *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 – 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 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 algae removal is underway.
- Winchester and Flamingo Signalization – Traffic signal work continues on SR 776/Flamingo and SR 775 just south of St. Francis of Assisi Church. (SR 776/Winchester North has been removed from this project and added to the Winchester Corridor Phase 3 project due to right turn lane structures). The mast arms and signal head have been installed at the 776/Flamingo and SR 775 just south of St. Francis of Assisi Church. The traffic signal at SR 776/Flamingo has been activated but there is still some additional work that needs to be completed at this location. *PSA released 4/30/13, expires 5/3/13 - Traffic lights recently installed at the intersection of SR 776 (El Jobean Road) and Flamingo Boulevard were successfully transitioned from flash mode to full operation. Minor signal adjustments may be required over the next couple of days. Please continue to exercise caution while traveling through this area.*
- In Design or Negotiation
 - Bridge Rehabilitation & Maintenance Program – Design is complete. This project package has been submitted to the Purchasing Department in preparation for bid solicitation. The construction contract should be out for bid in May with construction anticipated to begin in late June 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. The Order of Taking was held in court April 30, 2013 to acquire the property necessary to construct the new alignment for Burnt Store Road. Construction is estimated to begin in the fall 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 – Johnson Engineering is preparing documents for submission to the permitting agencies and will have the 90% plans ready for review in May 2013. The final Public Information Meeting is scheduled May 21, 2013. *PSA issued 4/16/13, expires 5/22/13 - Charlotte County will hold a Public Information Meeting to present the design plans for the CR 771 (Gasparilla Road) Widening Project on Tuesday, May 21, 2013 at the Tringali Recreation Center from 5:00 p.m. to*

7:00 p.m. Charlotte County and Johnson Engineering staff will be present to answer questions. Charlotte County residents are encouraged to attend. Location: Tringali Community Center, 3460 North Access Road, Unit 1, Englewood, FL 34224.

- Edgewater Drive Widening Phase Two – Design is at 90%. The BCC 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 late April 2013 with construction estimated to begin in October 2013.
- Gardens of Gulf Cove Sidewalks – FTE is working on the design of the project. 60% plans were reviewed by County staff and FTE is addressing comments. This project should be ready to go out for bid in June 2013.
- GPC Bridge Rehab – Sheehan Blvd Over Yale Waterway – This project will rehabilitate the existing Bridge on Sheehan Blvd. over the Yale Waterway. Sales tax funds will supplement MSBU funds allowing for the inclusion of sidewalks on both sides of the Bridge. The rehabilitation will widen the structure to accommodate sidewalks, replace the bridge deck and install a barrier wall. Design is underway with construction estimated to begin in early 2014.
- Harborview Road Bridge Over DeSoto Canal – Design is complete and bid documents are projected to be in the Purchasing Department for review in mid-May 2013. Construction is anticipated to begin in August 2013.
- Midway Boulevard Widening Phase Two – GWE submitted the plans to Southwest Florida Water Management District (SWFWMD) for review and permit application. Design is scheduled to be completed in August 2013 with construction projected to begin in late 2013.
- Parkside – Aaron Street Sidewalks – The 90% plans have been reviewed and comments returned to the design engineer. 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. The construction date will coincide with the Parkside improvements as they roll out.
- Parkside - Elkcam Boulevard Multi Use Path – The County's SWFWMD exemption permit was denied for this project; we are now required to obtain an Environmental Resource Permit (ERP) from SWFWMD. County staff is currently reviewing the 90% construction plans and 90% landscape plans. A change order was previously added to include landscape design including street trees, irrigation, and associated design specifications. Charlotte County and Johnson Engineering staff met with the Parkside CRA Tree Committee on October 9, 2012 and the following trees were chosen: Street trees - Live Oak, Sweet Gum & Sycamore. Decorative trees: East Palatka Holly, Fringe Tree & Walter Viburnum.
- Parkside - Harbor Boulevard Improvements (US 41 to Olean Boulevard) – 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. The County received a draft copy of the Road Feasibility and Traffic Study and provided comments. A public meeting will be held to discuss the findings.
- Piper Road Widening North – Information gathered from a meeting with property owners was submitted to Administration for consideration. There is no further information at this time.
- Placida Road Phase 1 - Rotonda Blvd. West to Cape Haze Drive – Design plans are in progress to provide 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 on a change order to the scope of services with Giffels – Webster on the portion from Rotonda Blvd West to Cape Haze Drive.
- Placida Road Phase 2 - Cape Haze Dr. to Boca Grande Causeway –This project is currently in negotiations with the design firm, Giffels - Webster Engineers, to finalize the scope of services to provide for safety improvements including a bicycle-pedestrian path.
 - Rotonda Boulevard Sidewalks (East, North & West) – The Rotonda sidewalks, East, North and West, will be grouped together as one project when they go out for bid. 100% design plans have recently been completed for all three projects. Construction is estimated to begin in July 2013.
 - Sales Tax Year Two (Gulf Stream) Sidewalks – We met with the design firm to develop a plan to finalize pedestrian bridge permitting items. Construction is projected to begin in August 2013.
 - 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. This project may move into construction prior to the projected construction start date of August 2013.
 - Sales Tax Year Three (CR 74) Sidewalks – Permitting issues are still being worked through for this project. Permitting, as well as inspector availability, may delay the construction start date for this project. Construction is projected to begin in the fall of 2013.
 - Sales Tax Year Three (Ellicot) Sidewalks – The design firm is still working through some permitting issues. The construction start date is pending permitting and inspector availability. Construction is projected to begin in late summer 2013.
 - Sales Tax Year Three (Harbor Blvd) Sidewalks – The construction start date of August 2013 has been advanced and this project is currently advertised for bid through the Purchasing Department. Century Link is currently relocating their facilities. We are expecting the construction to commence in early June 2013.
 - Sales Tax Year Three (Oceanspray) Sidewalks – Staff returned 90% comments to the design firm. The construction start date of July 2013 is pending Engineering Inspector scheduling.
 - Sales Tax Year Three (Rio De Janeiro) Sidewalks – We have compiled an FPL easement occupation application that will make construction easier. This packet has been reviewed by our legal department and they have scheduled a conference call with FPL to discuss the revisions.
 - Sales Tax Year Three (Riverside Drive) Sidewalks – The design engineer completed the maintained right of way (ROW) survey and submitted the packet to the Charlotte County Real Estate Services Department. The construction start date is pending ROW and permitting issues. A modification to the design may preclude us from having to acquire property for this project.
 - Sales Tax Year Three (Sunnybrook) Sidewalks – Design is complete and the bid package has cleared its initial review from our Purchasing Department. The construction phase of this sidewalk is expected to be advertised for bid in May 2013.
 - Tom Adam's Bridge – Design consultants are preparing construction plans and permit applications. The County received 60% design plans for review and the design engineer is addressing comments. Renderings from the Public Meeting held January 16, 2013 are available on the Project Status Updates Web site. Construction is projected to begin in January 2014.
 - Winchester Corridor Phase Three – 100% design plans and specifications were received March 4, 2013 and are under review. Meetings are scheduled to discuss roadway inspection, lighting and utility plans. Specifications have been identified to

add to the construction contract prior to release for bid. The construction bid package is expected to be delivered to the Purchasing Department by the end of May 2013.

- 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 (FDEP) to issue permits for the dredging within the Alligator Creek to a depth greater than -5 feet, which is the depth for the current permit. This project also includes maintenance dredging to existing permitted conditions. Coastal Engineering is in the process of gathering data for a permit application. 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. All permits have been issued for this project and the bid specs are currently under review. Construction is projected to begin in July 2013.
- Manchester Waterway Maintenance Dredging - Johnson Engineering is gathering survey and historical data to prepare the permit application for maintenance dredging of the area. The permit application has been submitted to the FDEP and the Army Corps of Engineers. The FDEP permit was issued and the bid specs are under review. Construction is projected to begin in June 2013.
- Northwest Port Charlotte Exterior Channel Dredging – The Army Corps of Engineers and FDEP permit authorizations have been finalized for this project. The Board approved the construction services scope of work. A re-survey of the access channel was conducted in November 2012. The preconstruction meeting was conducted and construction will begin July 1, 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 presented the outcome of the modeling and made a tentative recommendation to the Beaches and Shores Advisory Committee Meeting. A formal presentation will be made to the BCC in May 2013.
- Suncoast Waterway Maintenance Dredging – This project is designed to facilitate safe navigation within the Suncoast Waterway system by removing 18,000 cubic yards of silted material. The construction contract was awarded to Marine Contracting Group with the notice to proceed scheduled July 1, 2013.

- Drainage Projects:

- GPC Drainage Control Structure Replacement – Group 1 Construction: MOR 5.08 and DOR 4.75 (both on Bachman) are open to traffic. HAV 4.33 (on Quesada) is 100% complete and open to traffic. 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 100% design. Construction is anticipated to begin in the fall of 2013.
- 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 and is working closely with South Florida Water Management District in order to design this project in a way that can be permitted. 60% design plans have been submitted and are currently being reviewed by staff.
- 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 is underway and consists of determining how much sediment needs to be removed as well as defining access points and the means and methods of construction. Draft plans are expected the first week of May 2013.

- US 41 Storm Structures – 100% design plans are under review by County staff. GWE is preparing the final drainage permit for submission to FDOT. Construction is scheduled to start in August 2013.
- **Lighting Projects - Charlotte County CIP Projects**
 - Burnt Store Lakes – MSBU decorative lighting project plans were reviewed and comments were provided; Technical Specifications have been incorporated in the plans.
 - Burnt Store Road Project – Meetings have been held with County Legal staff and Seminole Gulf Railroad staff to discuss a resolution. Pedestrian features cannot be opened or activated at the Jones Loop crossing until resolved. Phase 3 lighting plans are undergoing a review process.
 - CM at Risk - Flamingo/SR 776, & Winchester/Placida - Inspection work began at Flamingo/SR 776. All conduits and pull boxes have been installed at Placida/Winchester and at Flamingo/SR 776. Flamingo has been energized and is in flash awaiting equipment hook-up and inspection before we go operational.
 - Edgewater Phase Two – Traffic signal and roadway lighting engineers have been replaced and we are awaiting new plans.
 - Rampart and Kings Highway – Mast arms assemblies are installed and functional. All phase 1 work has been installed and phase 2 conduits are being installed. Traffic signal work has been completed but still awaiting installation of incident management camera.
- **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 and Knights Drive.
 - Repaired traffic signal indications at landfill.
 - Preparations underway for next budget cycle.
 - Prepared cabinets for installation at SR 776/Flamingo and Placida Rd/Winchester Ave.
 - Replaced pedestrian pole and assembly damaged in a motor vehicle accident at US 41 and McKenzie.
 - South Gulf Cove boat lock, responded to red indication out, pedestal was struck and removed from the mounting. Red light repaired and pedestal remounted.
 - 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. Plan review complete; contract language being written.
 - Plan and field reviews undertaken for the following projects: Placida/San Casa (Dollar General Store), Midway Phase 2, Gasparilla Road and Burnt Store Phase 3.
 - Countywide roadway lighting maintenance - 146 roadway lights repaired.
 - Replaced crushed pull box and conductors damaged by FDOT contractors.
 - Working with Fiber contractors to incorporate IT fiber and ATMS fiber into one pull box and allow IT additional fiber as part of replacement runs after eliminating COMCAST contract.
 - Traffic signal preventative maintenance completed: Aaron/Olean, Harbor/Peachland.
 - Traffic signal preventative maintenance began: Kings Highway/Village Drive.
 - Kings Hwy/ I-75 NB: installed backplates and large No Turn on Red sign at request of FDOT.
 - Replaced 2 electrical services for traffic signals, Olean/Conway and Olean/Aaron.
 - Annual testing of Malfunction Management Units: South County complete, Mid-County underway.
 - Replaced pedestrian pedestal struck by motor vehicle at US 41/Airport Rd for the City of Punta Gorda.
 - Reset decorative skirt at Marion/Nesbit for the City of Punta Gorda.
 - New employee attended MOT class for certification.

- Locates Performed
 - 225 requests for underground utility locates were received, generating 114 tickets for locates.
- Trouble Calls
 - 26 trouble calls received, responded to and problems of various natures resolved.
- Lighting Projects – FDOT Projects
 - Construction began at SR 776/San Casa Boulevard. Drainage issue was resolved and clean-up work is underway. Preparing for final inspection.
 - SR 776 & Gulfstream Phase 4 submittal was reviewed and comments provided. Awaiting construction to begin.
- Miscellaneous Projects:
 - Manasota Key Community Plan Design – Weiler Engineering is gathering community input for the plan. A community meeting was held March 26, 2013 at Lemon Bay High School. 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 were conducted on April 18, 2013. This is an ongoing, annual project designed to educate students and parents on water resource issues; learning what actions they can take to protect our community's natural water resources and the 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 and became effective January 1, 2013 - expires December 31, 2017.
 - Rotonda West Bridge Lighting – 90% design plans were received for staff review. FTE is addressing staff comments. Construction is projected to begin in July 2013.
 - Rotonda West Drainage Study – The final drainage study report was received by the County. Authorization was received from the MSBU committee for the consultants to start on Task 2 of the scope of services which includes developing an improvement plan to existing conditions and a project budget analysis.
 - Rotonda West Entrance Way Signs – The second and final community meeting was held with Johnson Engineering and the Rotonda West Board of Directors on March 13, 2013. 60% design plans were received in late April 2013.
 - South Burnt Store Lighting & Landscaping – This project is to provide beautification and enhance entries to Burnt Store Lakes. It includes installation of landscaping and decorative lighting at the request of the property owners within the South Burnt Store MSBU. Funding is provided from assessments in the South Burnt Store Street and Drainage Unit. This project is currently advertised for bid. The pre-bid conference was held March 25, 2013 with bid opening April 17, 2013. Construction is estimated to begin in May 2013.
 - South Gulf Cove Water Quality – Benchmark Labs provides water sampling and test results while the 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 May 2013.
 - Sunshine Lake Recharge Wells – The contract documents are currently being finalized. This project will not start until after the dredging of the lake is complete.
 - Sunshine Lake Water Level Control Structure - The design is currently being conducted in-house. A pre-application meeting with SWFWMD occurred on April 25, 2013. An Environmental Resource Permit is required. Surveying is scheduled in May 2013.
- Paving Projects:
 - 2012 North/South Paving Program – Paving is complete 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. The Contractor has moved back into the Greater Port Charlotte area and has resumed paving in this District. As of May 01, 2013 the total asphalt placed for this contract is 124,702 tons.

2012 West County Paving Program – The paving operation is complete 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 May 01, 2013 the contractor has placed approximately 36,844 tons of asphalt in this District.

Traffic Signing & Marking accomplishments from March 25, 2013 – April 8, 2013

- Herbicide = 1346 objects
- Legends Installed = 335
- New Signs Installed = 23
- Road Striping = 12,000 Linear Feet
- Signs Inspected = 885
- Signs Manufactured = 117
- Signs Repaired = 188
- Speed Studies = 14 (for Sheriff's Dept.)
- Traffic Counts = 22 stations
- Trouble Calls (after hours) = 4

Community Services

- Administration
 - Administrative staff answered and fielded 625 telephone calls, 18 web emails; processed 9 citizens action forms, 3 accident and 5 incident reports, distributed 7 press releases
 - Supported 3 Advisory Boards
 - Promotional and Marketing Activities
 - Produced 12,021 Marketing and Graphics pieces (including Summer Camp flyers)
 - (3) in-studio appearances on the Golden Hippo radio show on WCCF
 - Mike Herman – Disabled American Veterans, Veterans Beach Picnic
 - Summer Camp, Camp Scholarship Fundraiser, Pickleball
 - April Pools Day
 - ½ page ad in the Parrot Magazine promoting activities
 - 98,365 Facebook Impressions (30 Days the number of impressions seen of any content associated with your Page. Total Count)
 - Attended Parkside CRA staff meeting
 - Attended meeting with Charlotte Harbor Sailing Club to investigate reestablishing a location at Port Charlotte Beach
 - Partnered with SWFL Mopar Car Club and Muscle Car City on fundraising program for Kids Camp Scholarship Fund that raised \$627.00.
- Libraries & Historical Monthly Report
 - Numbers:
 - Library Visitors 54,064
 - Public Computer Uses 7,791
 - Reference Questions 9,024
 - Program attendance 2,378
 - Programs offered 107
 - Opening Day at Englewood Charlotte Library 1,200
 - 62% increase in attendance to Historical Center events, programs & exhibits over last year
 - Circulation 123,062 items
 - Projects:
 - Opened Englewood Charlotte Library and the new Archive on time and on budget
 - Celebrated National Library Week

- Selected E-Book provider for system
- Offered “E-Book” classes
- Partnered with FGCU for Historical Center “Civic Engagement Day” with 375 students, faculty, Staff and guests. Worked on VIVA Florida 500 program
- Issues:
 - Waiting on Landscaping improvements
 - Parking lot renovations
 - Canal Walk
 - Historical Center renovations
 - Punta Gorda Air Conditioning
- Charlotte Sports Park:
 - *The Charlotte Sports Park hosted fourteen (14) home games for the Charlotte Stone Crabs on the following dates with a total attendance of 13,318:

Saturday	04/06/2013	1982	
Sunday	04/07/2013	1023	
Tuesday	04/09/2013	923	
Wednesday	04/10/2013	739	Rain Delay
Thursday	04/11/2013	979	
Friday	04/12/2013	1086	
Saturday	04/13/2013	2992	Fireworks
Sunday	04/21/2013	523	
Monday	04/22/2013	240	
Tuesday	04/23/2013	579	
Thursday	04/25/2013	1102	
Sunday	04/28/2013	560	
Monday	04/29/2013	235	
Tuesday	04/30/2013	355	

*The Charlotte Sports Park hosted the 3rd Annual Girls on the Run Spring 5K on Saturday, April 27. There were a total of 501 participants and approximately 175 spectators.

- Recreation Centers:
 - The four Charlotte County Recreation Centers and two Charlotte County Skate Parks were open a combined 1350 hours and served over 7300 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 2261 with 4899 touches combined. Recreation facilities were rented 27 times achieving a rental attendance total of 1908 people.
- Aquatics:
- Port Charlotte Beach Pool:
 - 1105 paid admissions
 - 272 Pass holder visits
 - 408 Water Aerobics participants
 - Staff spent an estimated 24 hours performing In-Service Training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 29 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- Oyster Creek Regional Park Pool:
 - 1523 paid admissions
 - 542 pass holder visits
 - 444 water exercise participants
 - Charlotte County Blue Fins practiced 5 times per week resulting in approximately 500 “splashes” for the month.
 - The meeting room was rented 1 time this month
 - April Pool’s Day was held April 20, 2013 with approximately 125 in attendance
 - Staff spent an estimated 80 hours performing In-Service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.

- *Staff spent an estimated 70 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- Five students attended and passed the Lifeguard Training course
- Eleven students registered for Spring Swim Lessons
- JM Berlin/Rotary Skate Park at Oyster Creek:
 - *Total Skaters 498
 - *Total BMX Bikers 186
- South County Regional Park Pool:
 - *1084 paid admissions
 - 669 pass holder visits
 - 148 water exercise participants
 - Charlotte County Blue Fins held 36 swim practices resulting in approximately 2520 “splashes” for the month.
 - Conducted 4 private swim lesson series
 - 54 Students registered for Spring Swim Lessons in the month of April. Learn to Swim Spring session 2 have been completed and session 3 is currently being delivered.
 - April Pool’s Day was held April 13, with approximately 250 attending.
 - The Charlotte County Blue Fins hosted a swim meet Saturday April 6 with approximately 250 swimmers and their families attending.
- Athletic Section:
 - Charlotte County athletic leagues and Athletic Special Events used County facilities approximately 3,303 hours in the month of April. An estimated 2,809 athletic participants visited County facilities. Activities included Adult Softball, Adult Tennis, Youth Flag Football, Youth Soccer, Inline Hockey, Youth Baseball, Youth Softball, Youth Swimming, Horsemanship and Remote Control Sailing.
 - IBC/Nations youth baseball tournament brought in 22 teams to North Charlotte Regional Park.
 - Harold Avenue concession stand construction has begun on the baseball stand and demolition of the existing softball stand should begin by May 10th.
 - Recreational spring leagues are in the final month of their regular seasons. Participation in these leagues has remained steady compared to 2012 except the SCRYP youth baseball program which has increased in size by about 40%. They attribute the increase to leaving Little League and joining Babe Ruth/Cal Ripken baseball.
- Extension Services:
 - Administration:
 - Meetings:
 - UF/IFAS All-Faculty Meeting – Manatee County – 9 am to 3 pm – April 4th
 - Extension Staff Meeting – April 29th – 9:30 to 11:00 am
 - Budget Meeting with Administration – Community Services – Murdock Admin. – April 30th – 2 to 3:30 pm
 - Managers Meeting – 1 to 3 pm - Mid-County Library – April 29th
 - Gateways Landscaping meeting with selected firm – April 18th - Public Works conference room, 7000 Florida Street, Punta Gorda – 2 to 4 pm.
 - County Extension Director PolyCom – 10 am to 12 noon - April 26th
 - Website Hits: 2997 website page views – New Reporting System
 - Facebook® Page - Charlotte County Extension data:
 - 842 visits on Facebook, 381 likes.
- Sea Grant:
 - Publications:
 - Staugler, E.A. 2013. "Fisheries Regulations Q & A". Water LIFE Magazine. April 2013, Page 11 & 12.
 - Staugler, E.A. 2013. "New Structure". Water LIFE Magazine. April 2013, Page 12.
 - Staugler, E.A. 2013. "From Stem to Stern II". Comings and Goings, Newsletter from the Office of Dean for Extension, University of Florida. March 2013, Page 6.

- Staugler, E.A. 2013. "Learning to Live with Red Tide". Hardee County Extension News, Newsletter of UF/IFAS Hardee County Extension. April 2013, Pages 3 & 4.
- Staugler, E.A. 2013. "Tour De Clam..." Hardee County Extension News, Newsletter of UF/IFAS Hardee County Extension. April 2013, Page 6.
- PowerPoint:
 - Staugler, E.A. 2013. "How do you measure the health of an estuary?" UF/IFAS Charlotte County Extension. 40 slides.
 - Websites:
 - Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/>
 - 4/8 – Fisheries Regulations Q & A
- Facebook:
 - UF/IFAS Charlotte County Extension – Posts include program announcements, photos from FMNP field trips and information about new publications.
- Field Work:
 - 4/25 – Monthly bay scallop recruitment monitoring.
 - Outreach Programs:
 - 4/10 – Presentation for program of the Charlotte Harbor Environmental Center
 - 4/18 – Guest speaker for Peace River Audubon
 - 4/5 – Florida Master Naturalist Program last class of Upland Habitats.
- Site Visits:
 - Fishin' Franks – Courtesy visit.
 - University Governness:
 - Throughout April – UF/IFAS Initiative 3 Leadership Team.
 - Meetings:
 - 4/3 – Meeting with Tommy Scott and Andy Stevens regarding items going before BCC for approval
 - 4/8 – BCC Pre-agenda
 - 4/9 – BCC Meeting
 - 4/11 – Chaired CHNEP TAC meeting in Fort Myers
 - 4/15-17 – Attended Florida Sea Grant Coastal Restoration Work Action Group meeting in Marineland
 - 4/22 – Conference call with Florida Sea Grant Fisheries Work Action Group
 - 4/27-5/2 – Attending and presenting at National Sea Grant Fisheries Extension Meeting in San Diego.
- Other:
 - 4/2 – GPS'd FMNP Alumni trail at Babcock Preserve for brochure.
- 4-H Youth Development:
 - Youth Activities:
 - Several 4-H Clubs met this month at the East Port Campus
 - 4-H District Events Lee and Charlotte County – Punta Gorda Middle School – April 27th
 - Preparations for Summer Camp
- Horticulture:
 - 2013 Master Gardener Training
 - "Botany " – 9:30 am to 12:30 pm – April 2nd – Stephen Brown, Lee County CED
 - "Why Landscapes Fail" – April 4th – 9:30 am to 12:30 pm – Donna Worthley, Master Gardener
 - "Pesticide Safety" – April 9th – Ralph Mitchell
 - "Vegetables I" – 9:30 am to 12:30 pm – April 11th - Gene McAvoy, Multi-County Vegetable Agent
 - "Florida-Friendly Landscaping™" – 9:30 am to 12:30 pm – April 16th - Allison Turner
 - "Venomous Creatures" - April 18th – 9:30 am to 12:30 pm - Ralph Mitchell

- “Basic Entomology & IPM” – 9:30 am to 12:30 pm – April 23rd - Dr. Doug Caldwell, Collier County Extension
- “Africanized Honeybees” & “Weed Science” - April 25th – 9:30 am to 12:30 pm - Ralph Mitchell
- “Tropical Fruit” – 9:30 am to 12:30 pm – April 30th - Dr. Jonathan Crane, Tropical Research and Education Center, Homestead via live PolyCom Teleconference
- GI-BMP Training (Fertilizer Ordinance Training) – 8:00 am to 3:00 pm – April 24th
- Nine (9) 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:
 - Site Visit - 3089 Lockwood Street, Port Charlotte – Oak Tree – 10:30 am – April 22nd.
 - Master Gardener Radio Program – April 23rd – 10 to 11 am – WCCF – 1580 – Ralph Mitchell and Master Gardener Volunteer
 - Volunteer Appreciation Lunch – Master Gardener Association – April 3rd – 10 am to 12 noon plus “Basic Weed Science Presentation”
- 2013 Arbor Day Expo – April 26th and 27th:
 - Arbor Day Expo Program Workshop– 9 am – “Pruning Trees and Shrub” – April 26th
 - Arbor Day Expo Program Workshop - 10 am - “Staghorn Fern Mounting” – Master Gardener Volunteer - April 26th
 - Arbor Day Expo Program Workshop - 11 am “Trees and Their Wildlife” – Master Gardener Volunteer - April 26th
 - Arbor Day Expo Program Workshop– 12 noon to 1 pm – “Woody Ornamentals Planting and Aftercare” – April 26th
 - Arbor Day Program Workshop - 9 am – Noon – “Growing Backyard Citrus” – Dr. Mongi Zekri, Multi-County Citrus Agent –April 27th
 - Arbor Day Program Workshop 1 pm Staghorn Fern Mounting – Master Gardener Volunteer – April 27th
- Florida Yards and Neighborhoods Outreach:
 - April 4-5 Native Plant Show in Kissimmee
 - April 9 – FFL presentation to Mangrove Chapter FNPS – 21 people in attendance
 - April 16 – FFL class for MG trainees, Fertilizer Ordinance presentation at 3rd Tuesday Plant Clinic (11 people in attendance)
- 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 April 1st – “Satisfy your sweet-tooth with backyard sugarcane”
 - Newspaper Article for April 8th – “Kudos to the sunflower”
 - Newspaper Article for April 15th – “Tapioca in the garden”
 - Newspaper Article for April 22nd – “Now trending in the landscape – tar spot and yellow-bellies”
 - Newspaper Article for April 29th – “When plants make their own herbicide”

Facilities, Construction and Management

- Projects:
 - Englewood Library Expansion: The April 13th grand opening went well. The project is completed.
 - South County Regional Park Soccer Concession Stand: The project bids came in over budget. The staff elected a redesign with value engineering to save costs. The design firm is compiling redesign proposal.
 - Fire Station 6: The bid was approved by BCC for One Source Construction. The pre-construction meeting was held with a Notice to Proceed on May 20th.
 - Bayshore Live Oak Park Restrooms: The deck support, building envelope and site work are underway.
 - Harold Ave. Concession Stands: Construction has begun.
 - Anger Fishing Pier and Parking: 90% plans have been received and are being reviewed.
 - Harbor Heights Stormwater and Parking Improvements: The public meeting has been held and the comments are being reviewed.
- Operations:
 - Energy Efficiency Program:
 - The Murdock Admin parking lot lighting retrofit is complete.
 - The county has finalized the negotiations with Johnson Engineering for the Capital Asset Management study. Asset analysis will begin soon.
 - Siemens is in the final stages of the energy audit. Preliminary results were presented to Charlotte County on May 1st.
 - Contract negotiations with Wiley & Associates for the Justice Center Space Study were held on May 6th.
 - New LED lighting for the Port Charlotte Beach pool and bocce court is on order.
 - Parking Lot Sealing and Striping: Justice Center, Jail, Oyster Creek Skate Park ADA and Cape Haze Pioneer Trail Parking Lots are complete. Placida Boat Ramp, PC Library and the finishing of Public Safety and Grace Street Location seal and stripe are next on list to be completed.
- Repair and Maintenance:
 - Cookie House: Preservation plan complete. Sod to follow around building next week.
 - Sheriff's Admin: Fire Suppression Project in Purchasing for bid.
 - Lighting Dept.: Exterior repairs complete. Replacement of the rotting doors to follow.
 - Public Works: Office remodel still scheduled to start in two weeks.
 - West County Annex: Windows and door renovation to impact resistant glass project in permitting.
 - Admin B Building: Lower roof fibertite replacement project in Purchasing for bid.
 - Hathaway Park: Dock redecking project to start soon. Project in permitting.
 - Justice Center: 7- 3rd floor exterior window leaks scheduled for repairs the week of the 20th. Project to be done in house.
 - Lake Betty: Observation deck redecking is 95% complete. Project in house.

Human Resources

- Employee & Labor Relations
 - Employee related issues
 - Drafted IAFF Contract for possible ratification vote
 - Union related discussions/preparation
 - Served on Interview Panel for Code Enforcement Officer position
 - Recruitment related activities and hiring processes
 - Discussions/Preparation for upcoming Ambassador Program
 - Continued partnering with IT on the EDEN Database and Active Directory Integration Project
 - Discipline related conversations and activities
 - Unemployment hearing was heard and County received favorable decision
 - 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
 - Continued efforts in revamping New Hire Orientation
 - 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
 - Attended Customer Service Committee Meeting
 - Held "Creating Optimism in the Workplace" class with 22 attendees
 - Coordinated Customer Service Training for Community Development
 - Scheduled Learning Opportunities for remainder of the year
 - Coordinated First Aid/CPR/AED training for Transit
 - Monthly service awards
 - Continued efforts on New Hire Orientation project
 - Miscellaneous coaching/development conversations
 - Professional Development to include webinar, reviewing industry journals, etc.

Human Services

- On Tuesday, April 2nd the first of the Wounded Warrior parking signs were installed at the Human Services Department & the Health Department complex located on Loveland Blvd. The Board of County Commissioners has approved this project which provides courtesy parking spaces at designated county facilities and parks for our brave soldiers wounded while serving our Country. A total of 40 signs have been commissioned to be installed by summer. Community volunteers have agreed to install the signs.
- This week the Human Services Department held a meeting with six representatives from the local funeral homes providing services to our county. The meeting was held to review the County's policies and procedures regarding the statutory requirement to provide financial compensation for the disposition of the remains for unclaimed indigents. Topics included upcoming legislation, forms, signature authorization and a current study on rates. Feedback received was positive and recommendations for changes are under consideration.
- On April 7th David Donohew, Charlotte County's Veteran Services Officer, participated in the 50th year anniversary of the Vietnam War. A recognition ceremony was held in Ft. Myers. David was honored to be invited to read the names of the eight Charlotte County Veterans who gave their lives for their Country while serving in the Vietnam War. There were approximately 250 people attending the ceremony. Charlotte County representation included Vietnam Veterans of America who provided the Honor Guard and served as escorts for the Charlotte County families, the Vietnam Brotherhood, DAV, American Legion Post 113, the Patriot Riders, and other interested veterans.
- The Human Services Department staff participated in a 2 hour Diversity and Cultural Sensitivity training class at the Family Services Center sponsored by the Communities for a Lifetime Committee for Parkside CRA. Presenters were Kristina Rodriguez, Manager for HOPE Connections for Glades/Hendry Counties and Dr. Faezeh Andrews, Supervisor of Charlotte

County 211. Training was focused on customer services as it applies to how we perceive individuals with different backgrounds and cultural values. 42 participants were in attendance.

- Twenty-two Charlotte County Veteran volunteer drivers for the Sunshine Ride program were treated by the new Cape Coral VA hospital to an appreciation luncheon on April 16, 2013. Last year these volunteer Veteran drivers transported 2,432 passengers to the Bay Pines VA Hospital located in Saint Petersburg and also to the Fort Myers VA Clinic for medical appointments. Under an agreement with Charlotte County's Transit Division, the volunteer Veteran drivers transport Veterans on Mondays, Wednesdays, and Fridays throughout the year to the Bay Pines VA hospital and now to the new VA hospital in Cape Coral.
- Staff attended a community wide meeting for host agencies regarding the Experience Works program, which provides on the job training for low income come seniors. A representative from the Department of Elder Affairs conducted the meeting. The purpose of the meeting was to discuss ways to improve the success of this federally funded program and the performance of the trainees. The Human Services Department has Experience Works trainees at both its Loveland Facility and the Family Services Center.
- On April 1st the new 2013-2014 Low Income Home Energy Assistance Program began to provide home energy assistance to low-income households. It is estimated that approximately 1,200 households will be assisted this year through this federally funded grant.
- Staff began annual monitoring reviews for subcontracted vendors providing in-home services for its frail elderly clients.
- The federally funded Neighborhood Stabilization Program III (affordable housing) has begun construction/rehab on 8 properties in the Parkside CRA. The final 3 properties are in historical clearance process prior to construction bid.
- Transit staff met with the Community Resource Network of Florida, Inc. CRN has taken over as a for-profit agency for Special Training and Rehabilitation (STAR). In the past STAR transported some of their clients with transit provided vehicles through the Sweat Equity Program. As a for profit agency, CRN will now need to purchase rides from Transit.
- Staff assisted in the coordination of services and placement of the first female veteran in the Stillwater House.
- HS staff met with MPO staff and Transit consultants, Tindale Oliver, to discuss the scope of services in preparation of the 10 year major update study to the Transit Development Plan. The study will be conducted beginning this summer and completed by Sept 2014. The Plan reviews the County's vision for transportation and future needs/capacity and is required by Florida Department of Transportation in order to receive grant dollars.

Public Safety

- Animal Control no report.
- Emergency Management
 - The month began with a presentation to the National Association of Retired Federal Employees, presented by our new Mitigation Planner. Upon returning from vacation, the Director visited the NW Property Owner's Association, Windmill Village Homeowner's and the Grassy Pointe & Azalea Neighborhood Watch groups
 - At mid-month, we attended a signature meeting with the Florida Division of Emergency Management and the American Red Cross, to discuss hurricane evacuation sheltering. Because of recent advances by the Hurricane Center in terms of track forecasting and with the implementation of the new directional atlas for storm surge analysis and prediction, the Red Cross seems to be interested in once again considering facilities in Charlotte County as shelters.
 - The Director began his annual tour of the County's elementary schools by visiting Sallie Jones in Punta Gorda and Vineland in Rotonda. Eight more schools will follow in May, as more than 1,000 4th Graders will the video, "Get Ready America", which focuses on family disaster preparedness.

- At least four publications have asked the Director to contribute articles relative to hurricane season on a variety of subjects. It gives our office exposure and allows us to directly influence many thousands of residents and visitors.
- Director learned that the local Salvation Army Corps will once again be changing officers, despite only an 8-month appointment of those currently in charge. The previous officers were here for nearly six years and laid a tremendous foundation in the wake of Hurricane Charley that helped reestablish the Army in our Community. Hopefully, the new officers will arrive soon and prior to the 2013 hurricane season.
- Emergency Management Staff attended a class we hosted in the EOC that focused on the mass prophylaxis of a population in the event of a pandemic or enemy attack with chemical or biological weapons.
- The Director attended the Charlotte Regional Medical Center quarterly meeting of the Civic Advisory Council. We were introduced to the new CEO in charge of both that hospital and Peace River in Port Charlotte.
- Director made his annual visit to speak with more than 150 employees at Charlotte County Utilities, advising them of a busy season predicted by experts and that they must develop family plans and understand what storm surge zone they reside in.
- The Director participated in a weekly radio show with the Arthritis Foundation called, "Jointly Speaking" on WCCF-AM. The discussion mostly focused on our special needs program and the sheltering of same. This has long been a partnership between Emergency Management, the Health Department and area churches which host those needing special care.
- The Emergency Management Coordinator designed and conducted a table-top exercise in the EOC for the Board of Directors of the Florida International Airshow. This is an annual part of the preparation for this event, one of Florida's largest airshows.
- The Director closed out the month by attending a meeting at the FDOT Center in South Lee County, to discuss the quite detailed plans to one-way Interstate 75 both east and west bound in the event of a large hurricane and triggered by a Governor's order. Whether from Ft. Lauderdale to Ft. Myers, or the reverse for a storm threatening our coast, the plan is somewhat of a logistical marvel that includes utilizing as many as 86 Florida Highway Patrol troopers to control and direct the huge volume of traffic expected in those scenarios. The plan is now ready and has been sent to the Governor's Office for use at his discretion.
- Fire no report.

Public Works

- Illegal dumping of biohazardous waste was discovered by Sheriff's deputies and reported to Public Works Solid Waste Management Division. The biohazardous materials consisted of blood collection vials, blood-drawing needles and miscellaneous medical syringes. The items were removed by a Public Works employee and the case was re-assigned to the Solid Waste Environmental Crimes Deputy for investigation. The person responsible for the illegal dumping was located and the investigation concluded with his arrest with further charges pending.
- The Menzie cleared 92,100 square feet of material in South County and cut 131,000 square feet in the Woodie Lee Ditch. The flail mowers cut 17,000 cubic yards of brush on Riverside Drive. Outfall Crew worked on 104 feet of outfall at Capricorn and Blue Lake Circle. The Drainage Crew completed 6,200 square feet of line and grade on Edmund and Cooper Streets and corrected 3,600 square feet of swale and 136 feet of 19 x 30 reinforced concrete pipe on Cooper Street at Edmund Street. Three catch basins were installed on the Peachland Boulevard project and 100 linear feet of pipe. A secondary swale was begun with general cleanup following. A section of roadway was repaired on Palm Island that was damaged by tree roots. Brush was cut back and root abatement was installed to prevent further encroachment of the roots. In Mid County lot pipe is being installed on Peachland Boulevard between Orlando Boulevard and Torrington Street.
- Advisory Committee meetings were held for Buena Vista Waterway, South Gulf Cove Waterway, Manasota Key MSTU, Manchester Waterway, Burnt Store Village Street & Drainage, South Gulf

Cove Street & Drainage, South Gulf Cove Beautification, Pirate Harbor Waterway, Tropical Gulf Acres Street & Drainage, Northwest Port Charlotte Waterway and Harbor Heights Street & Drainage MSBUs. The BCC awarded the bid to Marine Contracting Group to dredge the channels for the Northwest Port Charlotte Waterway MSBU.

- On April 23, 2013, the Board of County Commissioners held a Public Hearing to amend an ordinance to create a formal Advisory Committee for the Don Pedro/Knight Island Street & Drainage MSTU. The BCC approved the amendment.
- The Electronic Waste Recycling (E-Waste) curbside recycling program was initiated this month. In order to inform the residents of Charlotte County of the additional no-cost service, the Solid Waste Division is conducting an on-going media campaign that includes two weeks of commercials on prime channels through Comcast, brochures delivered by Waste Management to every resident, posters and brochures posted at County Libraries, the Murdock Administration Building and at the Mini Transfer Stations. The video commercial is being run on CCTV and as a banner that links to the Solid Waste web page informing the public about E-waste recycling.
- There were over 200 requests for service during the first five days of the program. The success of the information campaign is attributed to the cooperation between County departments and the skill of County employees. All the materials; photos used to create brochures and posters, and videotaping and production used for TV commercials were produced in-house by the Solid Waste Division, Graphics and the County's Public Information Office.
- Keep Charlotte Beautiful and Charlotte Harbor Environmental Center (CHEC) had an open house and dedication of the Butterfly Garden at the Alligator Creek Preserve on April 30, 2013, from 9:30 a.m. to 1:30 p.m. to celebrate Earth Month. Keep Charlotte Beautiful funded the butterfly demonstration garden at the preserve. The garden enhances the other native plants of the preserve. The dedication was at 10:00 a.m. and was followed by tours of the garden with guides explaining about plants that attract wildlife, that are nectar plants and those that serve as a larval food source. From 11 a.m. to noon John Sibley from All Native Garden Center presented a seminar on native plants and answered questions. CHEC at Alligator Creek Preserve is located at 10941 Burnt Store Road, Punta Gorda.

Tourism

- Sports:
 - Sean Doherty attended the National association of Sports Commissions Events Symposium and met face-to-face with over 20 sports event organizers.
 - Sean worked with area hotels to develop a lodging proposal for the Florida International Wood Art Expo and Competition which will hold their event at the Event and Conference Center in January 2014.
 - Sean also developed room rate proposals for the three IBC Baseball Tournament which will be held here in May, June and, July.
 - A proposal was submitted to host an October or November 2013 tournament which would attract 50 to 60 teams and generate over 1,600 room nights.
- Film and Digital Media:
 - Jerry has begun building a library of video footage for use on the VCB website and for use by other area websites. He has shot video of a recent travel writer FAM and a wading tour in Ponce de Leon Park.
 - Jerry has taken more than 1000 location photos which will now be uploaded to a software program called "Reel Scout." Most directors and location scouts request that all location photos be submitted through Reel Scout. Film Florida only takes submissions in this format.
 - Jerry worked with Englewood Chamber member Brian Faro on the video for Englewood and the Beaches. The video is the result of a partnership between Charlotte County's VCB and the Sarasota VCB.
 - Beach Reality Show Project: Meeting with production companies in Miami and Tampa.
 - Jerry has met with Marie LaBrosse of Charlotte Players to explore ways in which they can work together. Recently, Charlotte Players had a casting call for a Walmart Commercial. Five locals

were cast in the spot. Jerry attended the auditions and met the casting director from Universal Orlando.

- Communications and Public Relations:

- Last month, the Miami Herald included Peace River Seafood in an article titled “If these Shacks Could Talk.” The advertising equivalent of the editorial placement is estimated to be \$23,000. The placement resulted from an October media trip the Charlotte Harbor VCB hosted.
- The VCB launched a refreshed Media Room page on our website. The upgraded Media Room provides access to news releases. Photographs, story ideas and a media kit to assist journalists in writing articles about our destination.

- Marketing and Web:

- Chip Futch worked with Miles media to: redesign the VCB’s media section; create a changeable banner on our home page that can be linked to events; changed the front page “features” section so the information can be rotated; created an interactive map so visitors to the site can search for dining, attractions, etc.; modified site to allow for the insertion of YouTube video or slideshows anywhere on our site; overhauled the sports section; began revision of fishing section and added slideshows to fishing, attractions, golf, beaches, birding, boating and water sports pages.
- Chip is building our “Epic Vacation” page in conjunction with the Visit Florida summer campaign.
- Chip began facilitating discussions on what is needed on a new web site for the VCB. He made a presentation to staff at the VCB’s staff retreat and another presentation to the TDC.
- Chip facilitated the VCB’s summer advertising placements in conjunction with our ad agency, AQUA. The placements include: An in-state newspaper insert; Visit Florida on-line summer campaign; Food Traveler Magazine; World-Wide-Fishing.com banner advertising; Travelhost Magazine advertorial section with co-op partners and Allegiant Airlines in-flight magazine advertising and editorial.
- Chip created a Google + account for the VCB.

- Administration:

- We submitted updated partner information to Phase V, our fulfillment agency as they are the coordinator of information dissemination in the event of a hurricane.
- Selected and secured a date for our 2013 Co-op Marketing Fair – August 21 at the Charlotte Sports Park.
- Created an “operations” calendar for the office which will help us better plan ahead for various VCB programs. Example: We would select a date in July to begin gathering information from partners for our holiday promotions.
- Lorah Steiner spoke to summer interns at Palm Island Resort about VCB operations.
- Lorah Steiner and Chip Futch worked with AQUA to develop the criteria for our summer research program. The research will help us begin to identify our visitors’ geographic origin, expenditure patterns, perception of our destination and reasons for choosing Charlotte Harbor and the Gulf Islands.
- The VCB held a series of staff retreats to re-visit the VCB’s mission, goals and objectives. We also conducted a SWOT analysis. This retreat was followed by two retreats with our advertising and public relations agencies. We then met with the TDC to review the outcomes of those retreats.
- Lorah Steiner, Chip Futch and Jennifer Huber worked on the development of our approach for the Brazilian market and identified materials that needed to be translated.

Utilities

- Engineering Services:

- 927 Locates Processed from Sunshine State One Call; 2 Developer Agreements Prepared; 28 Residential Service Availability Letters Prepared; 2 Commercial Service Availability Letters Prepared; 40 Residential Service Applications Processed; 415 CIP inspections; 89 Developer Inspections. 16 Training Hours (MOT, First Aid/CPR).

- Operations Division:

Treatment Facilities:

- 216 preventative maintenance, 38 corrective and 3 emergency work orders were completed.
- 71 Residential cross-connection inspections, 11 annual backflow tests and 3 reclaim site maintenance work orders were completed.
- Burnt Store WRF: Replaced the air release valves on DWI #2. Also installed a saddle and an additional air release valve on the 16" line prior to DWI #2. Replaced two 4" check valves on RAS/WAS pumps and replaced the turbidity meter.
- Burnt Store WTP: Replaced the clear well access doors hardware.
- East Port WRF: Utilized Vac-Con to clean the lines from the Rotomats to plant lift station #1. A faulty level probe in the #1 pond was replaced. Software problems for the Septage Receiving Station were resolved and the installation of a new security light at the back gate was completed.
- Leachate Plant: Replaced the #2 Deep Injection Well pump.
- Rotonda WRF: Received and re-installed the #1 Anoxic Mixer and completed repairs on the #2 Anoxic Mixer rail. We are recruiting for the operator position that opened with the recent retirement of a staff member.
- West Port WRF: Completed the installation of a submersible pump in the Dual Zone Monitoring Well as recommended by Johnson Engineering. Replaced #2 RAS/WAS pump.
- Eagle Reclaim Booster Station: Repaired and installed the Programmable Logic Controller and updated software.
- The contractor has mobilized to the East Port site to begin Stage 1 of the plant expansion. Silt screen and light excavation work commenced but most equipment and materials have yet to be delivered.
- Work has commenced once again to complete the reclaimed storage pond expansion at West Port following approval for additional fill material required to proceed.
- Eight employees were recertified in CPR/ First Aid/AED and five employees were certified for Forklift.
- Water Distribution:
 - Installed 13 water services for new construction.
 - Two new employees started in the department and one employee resigned.
 - All mid-year evaluations were completed for the department.
 - Completed the hydrant and valve maintenance for the Town Center Mall.
 - Accepted a proclamation from the BOCC for Drinking Water Week.
 - Completed filming and interviews for CCTV explaining the water process for Charlotte County Utilities customers.
 - Superintendent completed PMP training.
 - Repaired a large leak on Rampart Blvd.
 - Checked and topped off the diesel fuel for all the Booster generators in preparation of hurricane season.
 - Installed isolation valves on all the bleach tanks in response to an issue with deteriorating gaskets after the tanks.
 - The Monochloroamine analyzer has been drifting. The rep from Hach came out to repair and recalibrate.
 - The fill valve failed to open on the 24th causing a loss of stored water at the Walenda booster. We manually opened the valve to continue water flow and pressure and found and repaired the faulty switch.

Wastewater Collection:

- Gravity/Force Mains: Installed 4 new sewer services; repaired 8 service laterals; investigated 7 customer backup calls, 3 of which were CCU's responsibility; 23 manholes were repaired by raising, or replacing the ring and cover; 106 manhole rainguard/inflow protectors were installed in Deep Creek; exercised 89 collection system valves; smoked testing in Deep Creek was completed and repairs have begun – 61 repairs have been completed (cleanouts, laterals, sinkholes, etc.).
- Lift Stations: 386 PM work orders were completed; 148 corrective work orders were completed; Upgrade has been completed at L/S #814; upgrades have been started at L/S #856 and #817.
- Low Pressure Sewer: Responded to 310 service calls; 30 PM work orders were completed; completed 21 upgrades; replaced 13 check valves at street; changed out 6 tanks; installed 2 mandatory connections; completed 2" poly and Elster stub fitting test – the poly is too stiff and fittings are very expensive.
- 1 employee started the Wastewater Collection class through Sacramento; 3 employees attended forklift training; 2 employees rotated through the LPS work group; Foremen attended the FWRC Conference in Orlando.
- Business Services:
 - Negotiations with Best Practices for web based services are in the final stages. The Contract should be complete sometime in June.
 - Fixed Base meters in Deep Creek total in two months. Mueller has requested that we send two representatives from the County to a user group to make recommendations on improving the mi.net system (data base).
 - Customer Service: total number of customers to the lobby was 764.
 - Delinquencies: total delinquency revenue for the month: \$105,584 FY-YTD total: \$826,840.
 - North Port: we processed 2,758 payments; total revenue for April was \$552.95. Total FYTD revenue is \$6,223.49.
 - Accounts Receivable: the accounts receivable over 90 days went from 48.51% in March to 49.72 in April. The accounts receivable within 30 days went from 45.04% in March to 43.9 in April.
 - There are 111,124 files prepared to go into Sharepoint.
 - 61% of all CCU bills were paid electronically.
- Water Conservation & Public Outreach:
 - Conducted a work place safety inspection at West Port Water Reclamation Facility as part of Safety in the Workplace.
 - Southwest Florida Water Management District's Phase I water shortage restrictions are still in place. The SWFWMD Governing Board meets on April 30, 2013 to review the current restrictions in place.
- Human Resources:
 - Total positions: 201. Vacant positions: 7
 - 3 positions have offers pending (2 Mechanics & Cust Acct Spec).
 - 3 positions actively recruiting (Line Tech, Maint Mech., Plant Oper).
 - 1 position pending approval to re-class (Maintenance Mechanic to I&C Tech).
- PR/MRWSA Water Resources:
 - No changes.
- Regional Reclaimed Water Expansion Phase 2:
 - *Transmission Main (Stage 1):* The Contractor installed the 18" water main and 16" reclaimed water main on the south side of the Myakka River along Oarsman Drive from Conway Road to Fieldcrest Lane and along a 30 foot wide utility easement from Fieldcrest Lane to Cattle Dock Point Road. Work installing utilities on SR 776 resumed at Lee Circle with installation of the 10" force main and 16" reclaimed water main once dewatering well points were installed. Directional drills of the force main and reclaimed water main were also done at Hollis Avenue and Lee Circle. The monthly meeting was held on April 9th where it was stressed to the Contractor that they must continue to work on the north side of Myakka Rive until the force main and reclaimed water main are completed and approved for operation.. The second partial payment request was approved. The next monthly construction meeting is scheduled for May 14, 2013.

- *Pumping Station (Stage 2)*: The contractor continued with shop drawings submittals throughout the month which are being reviewed by Stantec and by CCU depending upon the nature of the submittal. The US Fish & Wildlife Service approved a Scrub Jay waiver for the pump station site clearing on April 18th subject to approval of a nesting survey which was conducted by the County on April 20th and approved by the USFWS on April 22, 2013. Community Development issued the Right-Of-Way permit on April 22nd so the Contractor could start clearing and grading the site. The Building Permit was issued on April 30, 2012. Work will continue through May and into June if necessary to prepare the site for the pump skid which is scheduled to be delivered in mid to late July pending approval of the shop drawings which will be submitted in May. Now that the Contractor has started work a monthly meeting schedule will be determined which will continue through duration of the project.
- *Storage Pond (Stage 3)*: A monthly progress meeting was held with the contractor on April 2nd where it was determined that a change order was necessary to complete the pond embankment due to the need for additional fill material. The change order was approved by the BCC on April 23rd and the Contractor resumed work on April 29, 2013. The HDPE Geomembrane Liner was delivered and is currently being stored at the site. Liner installation will commence once the pond is completed and the grades and elevations are verified by the surveyor and approved by the consultant. The next monthly construction meeting is scheduled for May 7, 2013.

East Port WRF Expansion:

- Contractor and Engineer continuing to navigate building permit process to proceed with construction for Stage 1. Jones Edmunds 50% submittal for Stages 3 through 5 expected mid-May.

North Shore & Harper WW MSBU:

- Work continues under contract guidelines. Letter sent to residents with project updates. Site visits scheduled for May to locate future Low Pressure Sewer system sites. Monitoring plan draft prepared; submittal planned to FDEP for review in May.

US 41 Widening Enterprise Dr – North Port:

- No change.