

Charlotte County
Board of County Commissioners
Staff Report
April 2014

Budget & Administrative Services
Budget Department/Fiscal Services Division

- Grants Support:
- Human Services and Transit Grants:
 - Staff participated in various HUD sponsored NSP Closeout training webinars in anticipation of the closeout of NSPI and NSP3 grants. Webinars were also attended regarding the status of funding for the State Housing Initiatives Partnership (SHIP) grant for 2014/2015.
 - Staff attended the quarterly meeting of the Affordable Housing Advisory Committee. The agenda for this meeting focused primarily on the discussion and review of the SHIP Local Housing Assistance Plan (LHAP) for 2014/2015, 2015/2016 and 2016/2017. The LHAP must be approved by the Board of County Commissioners prior to the allocation by the State of Florida of any SHIP funds.
 - Staff attended the RouteMatch user conference which provided a better understanding of the RouteMatch equipment currently in use and also allowed for networking with other RouteMatch users. Charlotte County was asked to participate in the evaluation of the ROI matrix for the RouteMatch Mobile package.
 - Transit has ordered new mobile packages for the bus fleet which includes new tablets. These tablets will increase mobile efficiency and provide cost savings by removing the need for paper manifests.
 - Staff has participated in numerous conference calls with the Transportation Disadvantaged (TD) Commission and the Agency for Health Care Administration (ACHA) in regards to Medicaid transitioning to Managed Medical Assistance (MMA) Plan. The transition will change Transit funding.
 - Financial analyses have been completed for the Transit Development Plan (TDP) and for the change in Medicaid funding.
- Road Grants:
 - Received \$69,405.93 in grant reimbursements from FDOT for Winchester road construction.
 - Invoiced a total of \$300,069.14:
 - \$137,568.43 to FDOT for Winchester Rd. construction.
 - \$78,537.00 to FDOT for Gasparilla Rd. design
 - \$69,597.00 to FDOT for Burnt Store Rd. Phase 3 construction.
 - \$7,500.44 to FDOT for US 41 right of way maintenance
 - \$4,680.29 to the City of Punta Gorda for traffic signal maintenance
 - \$2,185.98 to the City of North Port for traffic signal electricity at Hillsborough Ave.
- Public Safety Grants:
 - No revenues received for the month.
 - Invoiced a total of \$71,734.40 as follows:
 - Prepared and submitted Quarterly Financial/Status Report and Detail of Claims Form to DEM for the EMPG grant agreement 14-FG-1M-09-18-01-075 for the period of January 1, 2014 through March 31, 2014. The reimbursement request for the quarter totaled \$22,387.40.
 - Prepared and submitted Quarterly Financial/Status Report and Detail of Claims Form to DEM for the EMPA grant agreement 14-BG-83-09-18-01-008 for the period of January 1, 2014 through March 31, 2014. The reimbursement request for the quarter totaled \$24,767.17.
 - Prepared and submitted Financial History Report, Status Report and Reimbursement Request Form to DEM for CERT grant agreement 14-CI-K1-09-18-02-308 for the period of January 1, 2014 through March 31, 2014. There were no funds expended during the quarter for this grant.
 - Prepared and submitted Detail of Claims Form and Reimbursement Request Form to the Division of State Fire Marshal for the SHSGP Hazmat grant agreement 12-DS-20-13-00-16-501 for the

period of January 1, 2014 through March 31, 2014. The reimbursement request for the quarter totaled \$23,679.55. Submitted Close-Out Report for this grant.

- Prepared and submitted Quarterly Financial/Status Report to DEM for the SHSGP Emergency Management Exercise grant agreement 13DS-97-09-18-01-386 for the period of January 1, 2014 through March 31, 2014. The reimbursement request for the quarter totaled \$900.28.
- Prepared and submitted Quarterly Financial/Status Report to DEM for the SHSGP Emergency Management Exercise grant agreement 14DS-L5-09-18-01-324 for the period of January 1, 2014 through March 31, 2014. There were no funds expended during the quarter for this grant.
- Other Grants:
 - Completed 2nd Quarter MPO grant reconciliation
- Criminal Justice Reinvestment Grant:
 - Attended the Public Safety Council Meeting and the Criminal Justice Behavioral Health Advisory Committee and discussed the final evaluation. It was agreed to present the findings of the grant evaluator before the Board at the May 13th agenda meeting.
- Operating And Accounting Support:
 - Gathered County information on 1000 survey questions Countywide to establish the first Charlotte County data base for the Florida Bench Marking Consortium.
 - Began testing the upgrade to the Facilities Work Order Billing in SharePoint, it is planned to go live in early May.
 - Trained on new SharePoint invoicing process for Facilities, went live on April 28, 2014.
 - QE ROW, Utility and Landscape bond reconciliations
 - QE surcharge permit return
 - Super Boat Grand Prix boat races were held in Charlotte County from April 11 - 13, 2014. Attended De-briefing meeting with Admin for Charlotte Harbor Super Boat Grand Prix (CHSBGP) racing event.
 - Processed PO for Countywide Fire Sprinkler Backflow Inspections.
 - Updating budget in preparation for FY14/15. Rolled in assumptions – recommended 3% salary increase and 12.5% Health Insurance increase.
 - Tested Data Mining tables for Purchasing module; created new reports such as Open Purchase Order Report.
 - Invoiced a total of \$8,650.50 for Public Safety charges:
 - \$101.26 to Charlotte County Sherriff for radio repairs
 - \$170.00 to City of Punta Gorda for radio repairs
 - \$4,125.00 to Redneck Yacht Club for EMS Rescue Standby
 - \$4,254.24 to Charlotte Harbor Super Boat Grand Prix for EMS Rescue Standby
 - Received a total of \$4,125.00 for Public Safety:
 - \$ 4,125.00 from Redneck Yacht Club for EMS Rescue Standby
 - Conducted additional budget training sessions with Fire/EMS, Animal Control, and Emergency Management staff for forecasting and analysis of current and future needs of the department.
 - EMS Refunds - processed 11 refunds for overpayments received by ADPI totaling \$2,093.50 for February.
 - Prepared tax distribution payment for special assessment fees to Little Gasparilla Island Fire Unit for March in the amount of \$7,565.11.
 - Attended meeting with IT for the roll out of the new paperless invoicing process to the Public Works Department and assisted the Public Works Maintenance & Operations staff regarding developing alternatives to existing invoice processes that broke as a result of the roll out. Assisted and worked with Fiscal Staff to adjust our internal processes to ensure the accuracy of the payments and information is captured in EAMS.
 - Reviewed and approved multiple monthly journal entries including distributions to the MSBUs for: contract sod, landfill expense, aquatic weed; charges to departments for Fleet Fuel, Fleet Vehicle Maintenance, and chargeback from the School Board for fuel sold to departments in West County.
 - Performed in-depth analysis of historical charges to WCIND for Marine Marker Maintenance and provided the information to Fiscal staff reassigned to this responsibility.

- Finalized Standard Operating Procedure for rolling out the new Bank of American Works procurement card User Interface as it pertains to our internal process within Fiscal Services. Have requested a meeting in May be set on the calendar in Room B106 for the training session with Fiscal staff so they can train the rest of the County p-card holders before December 31, 2014 which is when the current UI will no longer be available.
- Updated salary spreadsheets for Public Works staff for the increase in the employer share of health insurance; updated the EAMS Upload Utility Rate Spreadsheet with the results and forwarded it to IT to push new hourly rates for PW staff into EAMS. Verified EAMS rates are accurate.
- Created SharePoint grants for projects that have FDOT Joint Project Agreements where the County will be receiving state transportation funding including Gasparilla Road design and construction, and Burnt Store Road Phase 3; and set up Southwest Florida Water Management District grants for Charlotte Harbor BMPs. While the JPAs are not grants, the information is important to Clerk's staff and auditors.
- Continued training of Fiscal staff in FDOT grant reimbursement claims.
- Prepared and distributed the 2nd quarter MSBU financial information to the Municipal Services District Representatives for the MSBU committees.
- Attended meeting with IT to discuss replacement or upgrade of EAMS system. IT has met with the department and will be investigating cost/benefit of the system.
- Attended Power Pivot team meetings, and performed minimal testing.
- Continued participation with Banner Implementation Team in conjunction with CCU.
- Completed Public Records Requests regarding East West Spring Lake MSBU.
- Provided information to hired consultant to complete rate study for CCU and prepared amended CIP for Board presentation to the Board at May workshop.
- Participated with Administration in staff support to the Sales Tax Focus Group process and prepared materials for Board Workshop in April.
- Participated with Peace River Professional Staff in Budget Workshop.
- Analytical Support:
 - Reviewed Impact Fee Draft Report and attended meeting with consultants to evaluate information submitted.
 - Updated legislative impact for E911 Fees: Emergency Communication System and the Medicare Ambulance Access Act.
 - Contacted EMS transport billing vendor for historical statistics and collections for an overview period of 5 years and projection of current year. Received information concerning the impact of Affordable Health Care Act on future EMS transport collections.
 - Prepared variance analysis for Fiscal quarterly projections meeting and Community Services quarterly business meeting.
 - Compiled Community Services benchmarking statistics for comparative analysis with Sarasota County.
 - Prepared budget analysis for 10 Part-Time Community Services positions moving to Full-Time for FY15 budget adjustment.
 - Updated SharePoint reports with March financial data (projected revenue & expense, fund rollup, department rollup, GF quarterly).
 - Tracked House and Senate Bills on Florida Retirement System to project the impact to the County for FY14/15.
 - Provided Countywide Organizational Charts to County Administration for each year – 2007 through 2014. The charts were used to demonstrate how the County's structure and organization has changed over the past seven years.
 - Reviewed and modified the Impact Fee Draft Report received on April 16. Attended the April 24th presentation and have been working with the Consultant to make final changes for the Board workshop on May 20th.
 - The Accrued Compensated Absence payouts are now being charged to its fund and corrections have been posted for the prior entries. Will continue to review fund to ensure sufficient revenues for year end.
 - Assisted Fleet Management with the Bench marking survey for data collection.

- Reviewed the budget monitoring reports and completed the 3rd quarter inter-fund transfers.
- Reviewed Cost Analysis for Wastewater Service to Englewood East.
- Prepared budget and cost analysis for Peace River Water Authority Budget for FY15.

I.T.

- Automated Database Server Restore Verification Process – IT staff recently created a new database verification process for all database backups in inventory. This automated process ensures that all of our databases will restore without issue in the event of a disaster. The entire verification process is logged and any issues are reported to the database administrators for action.
- County's critical data being backed up to Flagler County – Last year the county reached a partnership agreement with Flagler County that would provide mutual physical rack space in our respective data centers for each agency to utilize at their discretion to back up their agency's data. In April, Information Technology travelled to Flagler County to install storage equipment. We have begun backing up critical county data using the internet over a secure network connection. This occurs 24 hours a day in the background. The data being backed will be as recent as 2-4 hours old. This greatly enhances our disaster preparedness and recovery posture at only the cost of the equipment by making use of inter-agency collaboration. By selecting Flagler County we were seeking a geographical location in the northeast part of the state in order to minimize the possibility of both agencies being affected by the same emergency.
- Outage Statistics:
 - 9 - Incidents
 - Total Down Time – 35hrs. 49 mins.
 - Average time per Incident – 7 hrs. 9 mins.
 - System availability was 95.025%
- Call Statistics:
 - Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) = 200
 - Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 181
 - Incidents Opened Last Month – (hardware or software that is not functioning properly) = 340
 - Incidents Closed Last Month – (hardware or software that is not functioning properly) = 348
 - Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 455

Purchasing

- Bid openings held:
 - 14-208 Construct Concession Stands
 - 14-248 Sale of County Owned Land
 - 14-244 North Shore Wastewater & Stormwater
 - 14-226 Dredging – Manchester, Ackerman & Hyattsville Waterways
- Quotes due and received:
 - 14-231 US 41 Landscape Maintenance - Annual
 - 14-242 Charlotte Harbor Gateway / Melbourne Street Bridge Landscape Maintenance – Annual
 - 14-273 Landscape Burnt Store Village Cul-de-Sacs
 - 14-280 Electric Golf Cart
 - 14-278 Submersible Pumps
 - 14-257 Provide Fish Barriers
 - 14-271 Repair Metal Siding, Soffit & Gutters

- Pre-bid meetings held:
 - 14-226 Dredging – Manchester, Ackerman & Hyattsville Waterways
 - 14-244 North Shore Wastewater & Stormwater
 - 14-248 Sale of County Owned Land
 - 14-265 Sun Shade Structures
 - 14-187 Manasota Key Roadway Lighting Maintenance – Annual
 - 14-154 Mechanical Treatment Environmental Lands & ROW Environmental Mulching
 - 14-209 Elkcam Utilities Drainage & Sidewalk Project
- Pre-submittal meetings held and Proposal due:
 - 14-256 Loveland Grand Master Lift Station Design
- Work orders due and received:
 - 14-269 Gulf Cove Maintenance Dredge – Engineering
 - 14-282 Harbour Heights Sidewalk Design
 - 14-283 Harbour Heights Median Improvements
- Negotiation meetings held:
 - 14-195 Manasota Key Master Plan Design

Real Estate Services

- Surplus Property Disposal – We have compiled a new list of parcels that will be available for this month’s bid process.
- Customer Satisfaction Surveys – Our surveys continue to show an “excellent” customer rating from our customers.
- East & West Spring Lake Sewer Project – We have the 3 identified parcels needed for this project under contract. Closings should occur within the next few weeks.
- Section 20 – Deep Creek “Big Ditch” – Real Estate Services and County Attorney’s Office staff met with Attorney Kevin Russell, Engineer Todd Rebol and Kim Jakubaitis, the association manager for Punta Gorda Isles (PGI) Section 20 Property Owners Association, to discuss the possibility of the County taking over the maintenance responsibility of this large drainage ditch. Kevin Russell and Todd Rebol will be preparing the necessary easement documents defining the ditch maintenance areas. These documents will be vetted by the appropriate County staff before presenting this information to the BCC for consideration.
- Stump Pass Dredging – We will be assisting our engineering staff in obtaining approximately 360 easements to allow for the placement of sand on beaches located in front of private residences.
- Newgate Waterway Dredging – We are assisting our engineering staff with this dredging project by seeking to obtain temporary spoil sites that will be located along the waterway. To date, we have received 4 positive responses from willing property owners.
- Sheriff’s Lease at Town Center Mall – As requested by the Sheriff’s Office and directed by Administration, we are working with the landlord of the Port Charlotte Town Center Mall regarding space occupied by the Sheriff’s Office at that location. We plan to have the lessee’s name changed from the Sheriff Office to the BCC. This will allow for the management of the lease to be handled by the County’s Real Estate Services staff.
- Release and/or Occupation of Easement Program – We have noted a continued increase in the number applications submitted to our Division during this fiscal year. This indicates that construction activity is increasing in our County.
- Proposed Conveyance to Habitat for Humanity – Habitat for Humanity is constructing a new affordable house in Charlotte Harbor. Their property is located on Shady Lane and the County owns an adjacent lot. Habitat approached staff with a request to use the County lot to construct an additional house. We are bringing the proposed conveyance to the BCC at their April 9th meeting for the board’s consideration and approval. This action is supported by our Housing Manager who plans on using affordable housing grant funds to help fund the construction of the house.
- Edgewater Phase II – All parcels have been obtained. Mediations are on-going.
- Placida Widening – With approximately 60% of the required parcels and easements acquired, we continue to work on this land assembly on a voluntary basis only.

- Environmental Lands Acquisition Program – We are working with the Natural Resources Division to locate a suitable site that can be acquired using Federal grant funds.
- Flamingo/Edgewater – We have acquired approximately 81% of the parcels needed for this project, all on a voluntary basis. We continue to work on this land assembly. Offer letters were sent in February and responses have been received. We have processed additional purchase contracts.
- 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.
- Midway Project – Temporary Rights of Entry – We are moving forward with the eminent domain process to obtain 46 property interests (Temporary Construction Easements, Permanent Easements and Fee Acquisitions) needed for this project. We plan on having the necessary interests acquired by late spring.
- Burnt Store Road Phase II – We are working with legal and engineering staff to determine if we can obtain portions of right of way needed for the future widening of Burnt Store Road Phase II from the current owners of Tern Bay.
- Burnt Store Road Phase III – Mediations and settlement conferences are on-going.
- Gasparilla Road – The BCC approved the 41 resolutions of necessity at their January 14th regular meeting. We have started the eminent domain phase of this project.
- Office Relocation – Our offices will relocate to Building B in late April or early May.
- Winchester Boulevard South – We were contacted by our engineering staff to assist them with the acquisition of 2 additional parcels needed for a road alignment that is incidental to the Winchester Boulevard South project. Staff met with our engineers, determined the need and we were successful in obtaining contracts on the required parcels. The acquisition process should be completed in the coming weeks.
- Legal Research – We have been spending considerable time assisting staff in the County Attorney’s Office in researching and reviewing historical records related to the defense of potential lawsuits.
- Dundee Road Maintained Right of Way Survey – We have been asked by Public Works staff to develop a maintained right of way survey and bring this item to the BCC for consideration and approval. This will allow the County to establish ownership of the road.

Community Development

- The Building Division:
 - The department issued a total of 53 single family home permits in the month of April. This brings the total for this fiscal year to 266 which is 64% higher than the same time period last year.
 - Permitting revenue for the month of April was \$244,197 which is 8% higher than the same period last year. In terms of year to date, revenue is 18% above where we were this time last year. Expenditure for April 2014 is very low – this is due to a correction to back out some leave payouts that had happened during this fiscal year as they will now be funded from a different fund – this is County wide.
 - Code Enforcement continues to be very active both in the number of new cases and the number of existing, active open cases. We are aware that “grass season” is around the corner and are anticipating the number of cases received to continue to increase over the summer months.
 - Contractor Licensing is also very active and is working hard to minimize the number of unlicensed entities offering contracting services. The Licensing Manager gave a presentation to a local realtor group on the dangers of hiring these unlicensed entities and continues to promote awareness where she can.

Item	Total FY2013	Apr-13	Apr-14	FY13 YTD	FY14 YTD
Single Family Permits Issued	394	26	53	165	266
Multi Family Permits Issued	2	0	0	1	0
Commercial Permits Issued	37	3	0	15	27
All Other Permits Issued	15875	1548	1585	9509	9454
Customers Served	26629	2327	2037	15630	14682
Inspections	43341	3904	4910	24593	31788
Permitting Revenue	\$ 2,385,421	\$ 225,207	\$ 244,197	\$ 1,293,734	\$ 1,530,939
Permitting Expenditure	\$ 2,075,903	\$ 134,007	\$ 77,571	\$ 1,273,574	\$ 1,335,022
Code Enforcement Revenue	\$ 910,101	\$ 75,665	\$ 69,065	\$ 485,484	\$ 571,530
Code Enforcement Expenditure	\$ 1,579,465	\$ 101,816	\$ 89,455	\$ 980,924	\$ 968,379
New Complaints Received	1447	71	119	546	477
Code Cases Initiated	2861	306	254	1654	1710
CEB Cases Heard	719	84	49	531	324
Citations Issued \$ Amount	\$ 115,500	\$ 10,000	\$ 7,000	\$ 69,000	\$ 89,000
New Contractor Licenses Issued	16	1	2	13	9
Contractor Licenses Revoked	15	0	0	6	6

- The Planning and Zoning Division:

- Parkside CRA:

- A new advisory committee to the BCC is in the process of being formed. Committee members are being sought. Once the committee is fully formed, staff will begin reviewing the draft revitalization plan and possible land development regulations with them.

- Charlotte Harbor CRA:

- Staff completed a draft of the proposed changes to the comprehensive plan and the Future Land Use Map designations. The draft of the changes was posted on-line for public comment. The process to take these items through the public hearing process has been postponed till August/September. A workshop will be scheduled to solicit public input on the changes, probably for July.

- Manasota Sandpiper Key Architectural Review Committee:

- The committee met on April 2nd and April 16th. The following projects were presented to ARC.

- 4040C N. Beach Road – fence

- Comments: bring project back when additional information available

- 1375 Holiday Drive – enclose carport

- Comments: bring project back when additional information available

- 65 Sand Dollar Lane – Minor home occupation

- Comments: no action taken – FYI only

- 1960 Beach Road – sign

- Comments: approval granted

- 5086 N. Beach Road – new house

- Comments: approval granted

- Little Gasparilla Island Community Plan:

- The committee was interested in a bill being put forth to the legislature by property owners of the island regarding illegal docks on the island. It appears that the bill, HB 0929 was approved and was ordered enrolled on 4/29. <http://www.flsenate.gov/Session/Bill/2014/0929/ByVersion>

- Grove City Community Plan:

- No status available.

- Babcock Ranch:

- No new information received from the Babcock Ranch Community staff.

- Murdock Village:

- Staff is waiting for direction from the Board on this project.

- School Concurrency:
- The Joint Workshop between the City, County, and School Board took place on April 28. No changes to the ILA were put forth by the School Working Group this year.
- Revision of the Comprehensive Plan:
- Revisions to Smart Charlotte 2050 are scheduled for the Planning and Zoning Board in May.
- Site Plan Approval:
- The County received 5 petitions in April:
 - Preliminary Site Plan, Cepero Pediatrics
 - Preliminary Site Plan, McComs Auto Service
 - Final Site Plan, Cheney Brothers Distribution Center
 - Major Modification, Port Charlotte VW Expansion
 - Preliminary Site Plan, Port Charlotte GFS Marketplace
- Board of Zoning Appeals:
- The Board of Zoning Appeals heard the following petitions on April 9, 2014, and made the following decisions:
- Petition No. VAR-14-003:
 - A request by Mary Sprague, agent for Riskall, LLC, for a variance to increase the maximum fence height allowed in a rear yard from 6' to 8' in the Residential Single-family-3.5 zoning district, located at 8000-8048 Weyers Court in Englewood, was APPROVED by a vote of 5-0, subject to conditions.
- Petition No. SE-13-011:
 - A request by John Lange, agent for Charlotte Harbor Sails, LLC, for a special exception to allow outdoor display and sales of watercraft in the Charlotte Harbor Mixed Use zoning district, located at 4760 Tamiami Trail in Port Charlotte, was APPROVED by a vote of 5-0.
- Petition No. SE-14-001:
 - A request by Rob Carter, agent for MEDCYL Services, LTD, for a special exception to allow an outdoor storage tank in the Light Industrial zoning district, located at 3769 Acline Road in Punta Gorda, was APPROVED by a vote of 4-1.
- Planning and Zoning Board:
- The Planning and Zoning Board heard the following petitions on April 14, 2014.
- Z-14-02-02: An Ordinance pursuant to Section 125.66, Florida Statutes, amending the Charlotte County Zoning Atlas from Planned Development (PD) to PD. This is a major modification of an existing PD to revise the site plan and conditions of approval; for property located north of Turbak Drive, south of Peace River Shores Boulevard, east of Cobalt Boulevard and west of Duncan Road (US 17), in the Punta Gorda area, containing 138.32± acres; Commission District I; Petition No. Z-14-02-02; Applicant: TAG Consultants, LLC; providing an effective date.
 - Board Recommendation - Approval
- PA-13-12-14: Pursuant to Section 163.3177(3)(b), 163.3187(4), and 163.3180(6)(g), Florida Statutes, adopt an ordinance to amend the Capital Improvements Element; this amendment will update the Capital Improvements Plan and the School Board 5 Year Working Plan; Petition No. PA-13-12-14; Applicant: Charlotte County Board of County Commissioners; providing an effective date.
 - Board Recommendation - Approval
- Board of County Commissioners Land Use:
- The Board of County Commissioners heard two petitions in April.
- PA-13-10-12-LS: Approve an ordinance adopting Petition # PA-13-10-12-LS, amending the Charlotte County FLUM Series Map #1: 2030 Future Land Use, from DRI Mixed Use (DRI) to Low Density Residential (LDR); applying an annotation to the 2030 Future Land Use Map allowing a maximum of 234 residential dwelling units on the site; for property located at 2414 Loveland Boulevard and 24051 Suncoast Boulevard, in the Port Charlotte area, containing 50± acres; Applicant: Charlotte County Board of County Commissioners; Commission District I.
 - Board Decision – Approval

- Z-14-01-01: Approve an Ordinance adopting Petition Z-14-01-01, amending the Charlotte County Zoning Atlas from Planned Development (PD) to Residential Multi-family 3.5 (RMF-3.5); for property located south of San Casa Drive and east of Placida Road (C.R. 775), in the Englewood area, containing 169.68± acres; Petition Z-14-01-01; Applicant: Placida 169 Holdings, LLC; Commission District III.
 - Board Decision - Approval

Community Services

- Administration:
 - Supported 2 Advisory Boards, Safety Committee
 - Promotional and Marketing Activities:
 - ½ page ad in the Parrot Magazine promoting activities
 - Facebook Page Current reach - 377 Page Likes
 - Marketing pieces distributed: 21,234 including approximately 8,000 Activities, Programs and Facility Guides to elementary schools, middle schools, and high schools
 - Constant Contact email blast: 2
- Meetings:
 - Internal Parkside CRA
 - Parkside Festival Committee
- Parks Master Plan:
 - (3) Public meetings held
 - Online needs assessment survey active
 - FGCU continues statistical analysis, projections, and research
- Seasonal Concessions:
 - Englewood Beach:
 - Silhouettes Day Spa at Englewood Beach
 - Hot Dog Cart – Yank’s Franks
 - Yoga – Loving Light Healing Center
 - Italian Ice – Plumberry Ice
 - Beach Chairs/Umbrellas/Scooter Rental – Englewood Florida Scooters
 - Port Charlotte Beach:
 - Kayak Rental – It’s Time Canoe and Kayak
 - Hot Dogs – North Port Vendors Inc.
- Partnerships:
 - Established formal Facility Use Agreement with Charlotte Harbor Sailing Club at Port Charlotte Beach
- Libraries & Historical Monthly Report:
 - Numbers:
 - 54,169 visitors for the month of April
 - 7,165 people used computers
 - 882 adults and teens attended 69 library programs in April, financed by the Friends of the Library
 - 774 children attended 36 programs also financed by the Friends of the Library. So that is a total of 105 programs that 1,656 people attended in April.
 - 163 volunteers worked 1,851 hours at libraries & 13 volunteers worked 110 hours at Historical Center
 - 716 patrons requested PC assistance
 - Circulation for April was 68,380
- Other:
 - Anne Shepherd cataloged 1,376 items in April
 - Summer Reading Planning is in full swing with programs starting May 31st
 - Have completed relocating items from storage unit to Grace Street for Historical
 - Completed “Cookie House” project with sign event
 - Working with local “Good Will” on job skills

- Presenting “Advice for the Device” system wide
- Ribbon cutting held at PC Library for new Butterfly Garden
- Mid-County Library participated in, "World Book Night" program
- Looking at solutions for new self-check system
- Charlotte Sports Park:
 - The Charlotte Sports Park hosted ten (10) home games for the Charlotte Stone Crabs on the following dates with a total attendance of 11,678.

Thursday	4/3/2014	2048
Friday	4/4/2014	2195
Friday	4/11/2014	1362
Saturday	4/12/2014	1453
Sunday	4/13/2014	559
Monday	4/14/2014	746
Tuesday	4/15/2014	1072
Wednesday	4/16/2014	325
Wednesday	4/23/2014	813
Thursday	4/24/2014	1105

- The Charlotte Sports Park hosted the Stone Crabs Easter Egg Hunt on 4/13. There were approximately 150 youths participating in the event and an estimated 200 people in attendance.
- The Charlotte Sports Park hosted the Pro Style Baseball Tournament on 4/26 and 4/27. A total of two practice fields were used. Estimated attendance for the tournament was 150.
- The Charlotte Sports Park hosted the 4th Annual Girls on the Run 5K on Saturday, April 27. There were a total of 537 participants and approximately 150 spectators.
- The Charlotte Sports Park partnered with Clear Channel to allow parking for Countryfest in the main stadium parking lot on Sunday, 4/27. Clear Channel was fully responsible for the cleanup of the location and there were approximately 1000 vehicles that utilized this space.
- Aquatics:
- Port Charlotte Beach Pool:
 - 1434 paid admissions
 - 322 Pass holder visits
 - 308 Water Aerobics participants
 - 2 Adults and 1 child received private swim lessons
 - Staff spent an estimated 20 hours performing In-Service Training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 26 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- Oyster Creek Regional Park Pool:
 - 1355 paid admissions
 - 398 pass holder visits
 - 479 water exercise participants
 - Charlotte County Blue Fins practiced 5 times per week resulting in approximately 400 “splashes” for the month.
 - The Dive well was rented twice for SCUBA instruction.
 - 15 students registered to date for Learn to Swim Spring sessions
 - Nine students have successfully completed the Lifeguarding course that started April 8.
 - Staff spent an estimated 60 hours performing In-Service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 80 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- JM Berlin/Rotary Skate Park at Oyster Creek:
 - Total Skaters: 879
 - Total BMX Bikers: 48

- South County Regional Park Pool:
 - 948 paid admissions
 - 609 pass holder visits
 - 130 water exercise participants
 - Charlotte County Blue Fins held 32 swim practices resulting in approximately 2560 “splashes” for the month.
 - 41 students registered for Learn to Swim Spring sessions
 - Charlotte High School held their end of the year splash party with approximately 300 students attending.
 - Charlotte County Sheriff’s Office Dive Team utilized the pool for training on April 24.
 - Staff spent an estimated 52 hours performing In-service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen
 - Recreation:
 - The four Charlotte County Recreation Centers and two Charlotte County Skate Parks were open a combined 1,350 hours and served over 7,450 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 1,800 with 3,925 touches combined. Recreation facilities were rented 29 times achieving a rental attendance total of 2,174 people.
 - Athletic Section:
 - Charlotte County athletic leagues and athletic special events used County facilities approximately 2,433 hours in the month of April. An estimated 3,454 local athletic participants visited County facilities. Activities included Adult Football, Adult Flag Football, Adult Softball, Adult Tennis, Youth Flag Football, Youth Baseball, Youth Swimming, Youth Soccer, Youth Horsemanship, Youth Baseball, Youth Softball, Youth Inline Hockey and Youth Football.
 - Carmalita and South County Regional Park Soccer concession stand projects are still out for bid.
 - Snowbird Classic College Baseball Tournament – Hope to have economic impact numbers by next month. Park rental fees generated \$7,600 for field use.
 - Florida Half Century Softball Tournament – April 5-6 at Carmalita Park – 22 teams from around Florida participated. Email regarding the event from the Vice President of Florida Half Century Softball follows:
 - At the request of one of our truly legendary teams, I am conveying this information to you all for dissemination to the guys who did the work on the fields. This team has played on top level venues all over the country and are well aware of what goes into keeping things properly prepared and maintained. Thanks to all for your help in putting on another FHCASA event that was staged well and a success thanks to the people that are usually in the background.
- Duane Jones*
Florida Half Century ASA, Inc.
(813) 453-8302
- The Florida Youth Soccer Association Division II Championships. Forty-six teams from all over the State participated April 5-6 at South County Regional Park and Carmalita Park. The Charlotte County Soccer Federation hosted the event and reports the event was extremely successful and has moved Charlotte County soccer facilities to the FYSA “A” list to host future tournaments. The Soccer Federation was an integral part of the success due to great volunteerism.
- Extension Services:
 - Administration:
 - Meetings:
 - CED PolyCom Meeting – April 28th – 1 to 3 pm
 - Affirmative Action Reports submitted – April 4th
 - 2nd Qtr. Business Meeting - Midtown Library Conf. Room – 3 pm – April 23rd
 - All-Faculty Meeting – Polk County – 9 am to 3 pm – April 3rd
 - Extension Staff Meeting – April 29th – 3 pm

- Hosted Charlotte/Desoto County Young Framers Association – 6:30 to 8 pm – our Offices – April 4th
- Charlotte Soil & Water Conservation District Meeting – April 14th – 3 pm
- Florida Association of County Agricultural Agents Mid-Year Meeting – PolyCom – 10 am to 12 noon – April 4th
- 100th Anniversary of Extension Proclamation – BOCC – 9:00 am – Murdock – April 22nd
- Website Hits: 3,158 website page views
- Facebook® Page - Charlotte County Extension data: 720 Likes, 822 visits
- Sea Grant:
 - Publications:
 - Staugler, E.A. 2014. "March Watershed Summit". Water LIFE Magazine. April 2014, Pg. 8.
 - PowerPoint:
 - Blair, L., A. May, C. Listowski, E.A. Staugler, C. Mopps. and R. Swett. 2014. "Noticed General Permit for Dredging of Public Navigation Channel and Canal Infrastructure by the West Coast Inland Navigation District within Charlotte County", Florida Department of Environmental Protection. 23 slides.
 - Websites:
 - Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/>
 - Extension website:
 - Facebook:
 - UF/IFAS Charlotte County Extension, several posts and photos about programs.
- Field Work:
 - 4/2 - Side scan with Punta Gorda PD.
 - 4/28 – Organized and conducted field snorkel/scuba survey of bay scallop restoration sites in Lemon Bay and Gasparilla Sound. 6 boats and crew from 10 agencies/orgs/county governments participated including Charlotte County (boat plus 4), Sarasota County (boat plus 4), Lee County (boat plus 2), FDACs SEAS (2 boats plus 2), FDEP-Aquatic Preserves (boat plus 3), FDEP Regional South/Southwest District (1), CHNEP (1), FWC-FWRI (2), Rookery Bay NERR (2) and Florida Sea Grant (2).
- Outreach Programs:
 - 4/1 - RWMS Public Workshops (x2) at Events Center
 - 4/4 & 4/11– Taught FMNP Upland Habitats class at Eastport Environmental Campus. 15 students completed this 6 week course and received certification through UF/IFAS.
- Meetings:
 - 4/7 – Attended a collaborative project building meeting with UF faculty and FWC-FWRI scientists on blue crabs at FWRI in St. Pete
 - 4/8 - Barotrauma survey conference call
 - 4/15-18 - Attended Florida Sea Grant fisheries work action group meeting in Gainesville, the agent serves as statewide agent co-leader of this group.
 - 4/21 - Participated on conference call regarding GP for dredging in Charlotte County
 - 4/22-24– Attended Marine Resource Education Program (MREP) science workshop in St. Pete, the agent serves as Florida Sea Grant steering committee representative for this program.
- Conferences:
 - 4/17 - Attended seminar by California barotrauma researcher Chris Lowe which was held in conjunction with Fisheries WAG meeting in Gainesville.
- Awards:
 - FMNP 5 year Lead Instructor Service Award
- Other:
 - 4/1 & 4/15 – Bay scallop cage volunteers conducted bi-monthly monitoring
 - All month - considerable time invested in preparing Agent promotion packet (2nd draft due to DED 5/1)

- 4-H Youth Development:
 - Ag Literacy Reading Day:
 - Each year the Florida Department of Agriculture sponsors the Ag Literacy Reading Day for elementary schools across Florida. This year, the 4-H agent presented “Florida Farms at School” to 277 third grade students. Included in the program were local farm and ranch information, nutrition and horticulture activities.
 - 4-H Leader Appreciation Dinner:
 - Thirty-one leaders and family members participated in the 4-H Leader Appreciation Dinner. On average, our 4-H volunteer leaders serve over 100 hours a year preparing and presenting 4-H programming, at a value to the county of over \$36,000.
 - Project Clubs Meetings:
 - Volunteer leaders prepared and led over 120 4-H members in the following project clubs meetings, field trips and activities: Photography, Small Animal Sciences, Large Animal Sciences, Environmental Education and Marine Biology
- Horticulture:
 - Programing
 - 2014 Master Gardener Training:
 - 2014 Master Gardener Training – 9:30 am to 12:30 pm – “Invasive Wildlife and Plants/ Weeds”- April 1st
 - 2014 Master Gardener Training – 9:30 am to 12:30 pm – “Why Landscapes Fail” – April 3rd – Master Gardener, Donna Worthley
 - 2014 Master Gardener Training – 9:30 am to 12:30 pm – “Termites”- April 8th
 - 2014 Master Gardener Training – 9:30 am to 12:30 pm – “Vegetables I” – April 10th – Multi-County Vegetables Agent, Gene McAvoy
 - 2014 Master Gardener Training – 9:30 am to 12:30 pm – “Home Turf Management”- April 15th
 - 2014 Master Gardener Training – 9:30 am to 12:30 pm – “Venomous Creatures/Invasive Plants” – April 17th
 - 2014 Master Gardener Training – 9:30 am to 12:30 pm – “Composting”- April 22nd – Tom Becker
 - 2014 Master Gardener Training – 9:30 am to 12:30 pm – “Soils and Plant Nutrition” – April 24th - Dr. Kelly Morgan, Immokalee REC
 - 2014 Master Gardener Training – 9:30 am to 12:30 pm – “Tropical Fruits”- April 29th – Dr. Jonathan Crane, Homestead REC – PolyCom Class
 - 2014 Master Gardener Training – 9:30 am to 12:30 pm – “Florida-Friendly Landscaping™” – Tom Becker – March 27th
 - Lee County MG Training - Pruning Trees and Shrubs – Reciprocal Training – April 11th – 9 am – 35 participants – reciprocal training.
 - GI-BMP Training – April 23rd – 8 am to 3 pm – Fifteen participants attended. Charlotte County Extension held another Green Industries Best Management Practices (BMP) Training in regards to the Fertilizer Ordinance at the East Port Environmental Campus on March 26th. (15) 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 and can get the required State License.
 - Limited Commercial Landscape Maintenance Training – 9 am to 3:30 pm – April 30th - 15 in attendance.
 - Burnt Store Lakes POA – Pruning Talk – March 4th – 2 pm - 16500 Burnt Store Rd., #102 – 30 people in attendance.
- Meetings:
 - Community roadway (gateways & thoroughfares) landscape beautification committee meeting – April 16th – 2 pm
 - Master Gardener Association – April 2nd – 10 am

- **Florida-Friendly Landscaping:**
 - The Florida-Friendly Landscaping™ Program Assistant provided solutions to homeowners seeking to renew and renovate their landscapes to conserve water.
 - Logged 15 working days in April doing 19 outreach presentations to groups including HOAs, extension clientele, park volunteers, master gardeners and county utility workers.
 - For spring sessions, teaching emphasis was placed on three Florida Yard and Neighborhood principles: Right Plant, Right Place, water efficiently and control erosion.
 - Total Clientele Contacts - 786 (54% increase from March)
 - 19 group learning session's w/552 students, 64 telephone consultations, 44 office consultation and 126 email consultations.
 - After a 3-hour, Florida-Friendly Landscaping™ workshop delivered to Master Gardener trainees, students showed improvements going from pre and post test scores, 82% to 89%.
 - Attended a NEW, 5 hour, in-service training session in Central Florida on Florida-Friendly Landscaping, HOAs and the Law.
 - Conducted two, on-site trainings for MGs wanting to lead yard recognition visits. In all, 25 MGs attended at least one of the on-site yard trainings (one on Little Gasparilla Island and one in PGI).
- **Special Events**
 - Master Gardener Radio Show – 1580 – WCCF – 10 am – Donna Worthley and Walt Parlow – April 22nd
 - 2nd Health & Wellness Fair - Sterling House, 550 Rotonda Boulevard West – 10 am to 2 pm – “Venomous Creatures” Booth – March 27th – 200 people in attendance.
 - Arbor Day Tree Giveaway and Sale – April 25th – 9 am to 1 pm – over 300 hundred 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 7th – “Enter the world of plumeria”
 - Newspaper Article for March 10th – “Can a marigold help?”
 - Newspaper Article for April 14th – “The big blue”
 - Newspaper Article for April 21st – “A salty landscape”
 - Newspaper Article for April 28th – “Secrets of the sedge”

Facilities, Construction and Management

- **ADA Various Improvements:** The first 8 of 18 projects begin on May 12th. Press releases have gone out and we will continue with preconstruction meetings and subsequent press releases as the other remaining get scheduled.
- **Justice Center Carpet:** Phase I, 2-story B building, of carpet project installation continues during off business hours and will likely be completely finished by July.
- **Port Charlotte Beach Roof Replacement:** 80% of the new roof has been completed. New gutters will be next.
- **Judicial System Space Management Plan:** Charlotte County has received the draft report from Wiley & Associates and it is under review by the Long Range Planning Committee. Funding options are being discussed and the committee will meet on June 16th to determine next steps. The expansion project recommended by the study will be discussed for Sales Tax funding.
- **Energy Performance Contract:** The work included in Siemens' Energy Performance Contract is underway and ahead of schedule. Lighting retrofits are in the final stages; salt chlorination systems are being installed at SC Regional and Ann Dever pools, HVAC upgrades are in the process as well.
- **Capital Asset Management System:** The information gathered by Cannon Design during their inspections is being evaluated and uploaded into the FOS system (Facility Optimization Software). Facilities is performing an internal review of the data that has been uploaded.

- Carmalita Softball Sports Lighting Retrofit: A proposal has been received from Musco Lighting. Staff is reviewing the proposed options.
- Anger Fishing Pier & Parking Renovations: Construction documents have been sent to purchasing for bidding.
- Port Charlotte Beach Fishing Pier & Boardwalk Renovation: Final engineering and design plans are underway.
- Franz Ross Football Fields Renovation: Final design documents are being prepared.
- Port Charlotte Beach Floating Dock: The construction documents are being prepared.
- Franz Ross Park Parking Expansion: SWFWMD permit has been obtained. Final lighting design is underway prior to bidding.
- Harbour Heights Parking and Stormwater Improvements: Plans and specs have been sent to purchasing to prepare a RFB. This project will tentatively be placed on hold until FY16.
- Cape Haze Pioneer Trail Connector: Landscape and parking permit was received. Construction bid documents are finalized awaiting pre-engineered restroom plans.
- Fire Training Facility: Fire Chief is reviewing the programming with staff. Final burn facility awaiting selection before finalizing funding availability.
- Bay Heights Boat Ramp: The Request for Additional Information package was submitted on April 25th. Team is awaiting any additional comments or permit approval.
- Carmalita Park Concession Stand: Bids were received with BCC approval scheduled for May 13th.
- South County Regional Park Soccer Concession Stand: Bids were received with BCC approval scheduled for May 13th.
- Airport Annex Master Plan: The RFP is placed on hold until sales tax projects are approved.

Human Resources

- Employee & Labor Relations:
 - Extended employment opportunities to 11 candidates.
 - Continue to partner with consulting firm Evergreen Solutions regarding Job Analysis and Description/Development study.
 - Assisted Public Safety with FireMedic Interviews.
 - Department conducted HR Refresher for HR Representatives.
 - Held bargaining sessions with IUPAT & IAFF in reference to Health Reimbursement Assessment Program and potential changes for the FY 14-15.
 - Recruitment related activities and hiring processes
 - Employee related issues
 - Continue to partner with Charlotte Technical Center by offering job shadowing opportunities and Water & Wastewater Operator Training with Utilities department.
 - Discipline related conversations and activities
 - Continue electronic scanning of employee files project
 - Monitor the community service program with Courts System
 - FMLA Processing & Reporting
 - Tasks associated with Employee of the Month
 - Legal Discussions
 - Miscellaneous advisement/investigations/coaching/development conversations
- Benefits Related:
 - Facilitated Orientations
 - Process Tuition Reimbursement Requests
 - Prepare orientation booklets
 - Provide Customer Service to employees
 - Produce Service Awards and letters to employees
 - Self- service assistance regarding on-line applications & Eden self-service system

- Learning & Organizational Development:
 - Halogen assistance for employees and Management
 - Generated monthly service awards
 - Miscellaneous coaching/development conversations
 - Professional Development to include webinar, reviewing industry journals, etc.

Human Services

- 211 Supervisor, Dr. Faezeh Andrews, compiled Charlotte County's needs data for the Washington University of St. Louis per their request. Washington University is interested in the County's 211 Zip Code needs data in consideration of creating a statewide dashboard data for 211s.
- Senior Services staff assisted in coordinating the Safe Homes community event. Guest speakers included representatives from: Communities for a Lifetime Bureau of the Department of Elder Affairs in Tallahassee; Falls Prevention; Fire/EMS; Housing; and Emergency Management. 46 people were in attendance.
- Family Services staff participated in the Parkside Community Garden Phase 2 dedication held at the Family Services Center. Approximately 35 people were in attendance for the dedication and celebration. Commissioner Tricia Duffy spoke in recognition and praise of the project.
- Senior Services staff began their annual on-site monitoring of the 14 subcontracted in-home elder care service providers under contract with the County to provide services to qualified frail seniors who have been assess for services through State & Federal grant funded programs. The Department participates in a joint standardized regional monitoring of vendors to minimize duplication of efforts and increase efficiencies. All monitoring reviews will be completed by June 30, 2014.
- Veteran Services staff presented VA benefit information and answered questions from veteran residents of Grove City Manor an affordable housing apartment complex in West County. Staff worked with a resident care provider to assist a 91 year old veteran with the Aid and Attendance pension.
- Veteran Services staff also helped a spouse of a veteran with an appeal which resulted in a retro check in the amount of \$71,000 plus \$1,400 monthly and enrollment in the military medical coverage (CHAMPVA).
- 211 staff was contacted by the Charlotte County Jail minister regarding the release of a homeless female inmate. 211 was able to make referrals to community partner agencies to have the individual transported to the Second Chance Recovery.
- The Low Income Home Energy Assistance Program for 2014 was commenced on April 1, 2014. This program is federally funded and runs April – March or until all grant funds have been expended. Funds are made to energy providers on behalf of eligible low income households to assist with home energy payments.
- Housing staff processed applications and made eligibility determinations for CCU's Hardship Sewer Program.
- Housing staff continues to work with CASL in determining best solution for administration & operating expenses for Stillwater House. Recommendations expected by late May or June.
- Affordable Housing Advisory Committee (AHAC) met on April 16, 2014 to discuss & approve 3 year update to the Local Housing Assistance Plan. This Plan is required for receipt of State Housing Initiative Partnership (SHIP) funding. Plan to be presented to the BCC in May for approval.
- Family Services staff met with Fiscal Services staff to discuss phone and internet data analysis and to make recommendations on fees for service at the Family Services Center. Fees expected to be presented to the BCC in June.
- Staff presented sales tax projects assigned to Human Services (Veterans Memorial Park & Family Services Center renovations).
- Final draft of the (Community) Resource Guide was submitted to the Florida Department of Law Enforcement (grant funding source) and was approved. Publication is expected out by this summer.

- Veteran Services staff attended NJROTC ceremonies and presented awards for the outstanding accomplishments of local high school students.
- Memorandum of Understanding between 211 & the Homeless Coalition regarding shared software for intake and client tracking data was approved by the BCC on April 22, 2014. Training and integrated implementation is expected to take place during the remainder of 2014/early 2015.

Public Safety

- Animal Control: No information to report.
- Emergency Management: No information to report.
- Fire: No information to report.

Public Works

- The Engineering Division
- Construction Projects
- Active Construction Projects (may affect vehicular/boater/pedestrian traffic patterns)
 - 2014 County Paving Program – This program provides for the resurfacing of roads in Greater Port Charlotte and the Road & Bridge Districts. 2014 paving maps are available on the public Web site. Construction Contract: Ajax Paving, Projected Schedule: 02/03/14 – Late 2014
 - Paving is complete on Rio De Janeiro Avenue and on Midway, Veterans, Toledo Blade and Sandhill Boulevards. Shoulder restoration is complete; sod is forthcoming. Permanent road striping and the placement of reflective pavement markers has been completed.
 - The Contractor moved into the Greater Port Charlotte Olean 1 Area and performed all required base repairs. Asphalt was removed from the streets requiring complete asphalt removal; these streets have been leveled with 75 pounds per square yard of asphalt leveling to protect the base until it has the final lift of asphalt placed. The Contractor is moving around in this area so as not to interfere with pipe installations that are ongoing.
 - To date, the Contractor has placed approximately 27,316 tons of asphalt and completed approximately 650 square yards of 10" base repairs and 8,739 square yards of 6" base repairs in the Road and Bridge and Greater Port Charlotte areas. The total asphalt removal to date is 12,471 square yards. They have milled approximately 123,352 square yards of asphalt.
 - Burnt Store Road Phase III Construction – Construction consists of widening Burnt Store Road, between the Lee County Line and a point north of Zemel Road to a four-lane divided suburban typical section including stormwater management, drainage improvements, street lighting, 6' sidewalks on both sides of the roadway, utility relocations and additions. Construction is projected to be complete in September 2015. Construction Contract: Gibbs & Register, Projected Schedule: 03/10/14 – 09/10/2015
 - The excavation and removal of 22 gopher tortoises is complete. Surveyors are on-site delineating the project limits and crews are installing two feet high erosion control barriers along the rights-of-ways. The contractor began clearing for the first stormwater pond.
 - Within the next two weeks, the Contractor will finish the installation of erosion control and turbidity barriers. Pressure pipe materials will be arriving onsite. Clearing and grubbing will begin as well as the construction of a box culvert at Bear Branch Creek.
 - Dredging - Northwest Port Charlotte Waterways – This project will facilitate safe navigation by providing new access channels into the waterway system connecting to the Myakka River navigation channel. This is a new channel, over one mile long, that extends and connects three waterways to the Myakka River channel. This project consists of design, engineering, permitting and construction of the new channel. Construction Contract: Marine Contracting Group, Projected Schedule: 07/07/2013 – Late Spring 2014
 - An additional barge is on site to expedite the completion of the project. They are completing the dredging of Venus and Cheshire Waterways at this time.
 - Harborview Road Bridge Replacement – This project is to design and construct a replacement Bridge over the DeSoto Canal on Harborview Road east of Rio de Janeiro Avenue. The new

Bridge will be constructed with a precast concrete deck and a temporary bridge with related structures. Construction is projected to be complete in the fall of 2014. Construction Contract: Owen Ames Kimball, Projected Schedule: 11/18/2013 – Fall 2014

- April 7, 2014: Pile caps on the east and west sides were poured and the contractor is in the process of back filling both areas. The rip-rap to prevent scour will begin this week.
- April 21, 2014: Rip-rap is close to complete and the pre cast deck slabs are installed. The key ways of the deck slabs have been grouted and the contractor is now working on the forms to pour the top deck.
- Sidewalks - Gardens of Gulf Cove – The Gardens of Gulf Cove MSBU Committee requested that sidewalks be installed from the current end of the sidewalk on Coniston Street to Englewood Road and on Coliseum Boulevard from Englewood Road to Drucker Circle. Construction Contract: Bonness, Projected Schedule: 04/24/2014 – 05/31/2014
- The Contractor has installed new sidewalks along Drucker Circle and Coniston Street. A new fire hydrant has been installed and the old one removed.
- Sidewalks - Rotonda Boulevards East & North – Three sidewalks are being funded through the Rotonda MSBU. Sidewalks will be installed from Parade Circle to Rotonda Circle on Rotonda Boulevard East, Rotonda Boulevard North and Rotonda Boulevard West. Construction Contract: Owen Ames Kimball, Projected Schedule: 01/06/2014 – May 2014
- Rotonda Boulevard North - only minor punch list items remain. Construction continues on Rotonda Boulevard East; all concrete work is nearing completion. Swale grading, sodding and road striping should be finished in the next few weeks.
- Sunshine Lake Algae Removal – Sunshine Lake has had a habitual issue with an algae problem. Based on the water quality study that was completed, it was determined that the next course of action to help correct the problem would be to dredge the algae from the lake. After the lake is dredged, re-charge wells will be installed (via a separate contract) in order to maintain active water flow through the lake. Construction Contract: Prolime Services, Projected Schedule: 01/14/2013 – 01/01/2015
- Algae removal is underway; the process is going smoothly however algae removal is taking the contractor longer than was originally anticipated. The Board of County Commissioners approved a change order for additional money and time for the contractor to finish the contract. Little Blue Heron nests were found along the project. These birds are protected under the migratory bird treaty act. All dredging has been postponed until the birds have hatched, left the nests, and the nests have been removed. A change order to Prolime's contract was approved on April 22, 2014 to ensure that the equipment would remain on site and that they would finish the job as soon as the nest could be removed. County staff is working with the Florida Fish and Wildlife Commission to obtain the nest removal permit now so that the nests can be removed as soon as the birds leave the nest. The timeframe for the end of the project may be adjusted depending on how long the process takes.
- Once the algae are removed, the County shall initiate installation of a recharge well at the north end of Sunshine Lake and a second recharge well adjacent to McGuire Park. Engineering staff received a SWFWMD permit for the installation of a weir structure located at the downstream end of the lake/canal system and is developing a scope of services and construction costs to seek both funds and authorization to proceed from County Administration and the BCC. Charlotte County Engineering is negotiating a scope and fee with Atkins Engineering to prepare a management plan that includes, but is not limited to, reviewing work completed and planned, conducting a nutrient analysis to determine the source of the nutrients and creating a plan that will keep the algae from returning to the system.
- U.S. 41 Microtunnels / Weirs – This project involves engineering and permitting for the directional drilling of culverts under U.S. 41 at the Fordham, Elkcam, and Pompano Waterways, replacement of culverts at the North and South U.S. 41 Access Roads, within the Pompano Waterway, replacement of a stand-alone weir across the Elkcam Waterway, north of the U.S. 41 Access Road, and replacement of a stand-alone weir across the Fordham Waterway, north of the U.S. 41 Access Road. The U.S. 41 Access Roads at the Pompano Waterway were closed to traffic the week of January 6, 2014. Construction Contract: ZEP Construction, Projected Schedule: 11/18/2013 – Summer 2015

- Week ending April 20, 2014: 540 linear feet of precast concrete sheet piling and 168' of 60" microtunneling was completed under US 41 at the Pompano Waterway. All lighting and fiber optic cable has been relocated and the boring pit for the 84" microtunnel sheet piling is being installed at the Elkcam Waterway.
- Winchester Boulevard South Extension – This project includes the construction of a new four-lane connector from Placida Road to the Charlotte/Sarasota County line, with a direct connection to I-75 via River Road within Sarasota County. As construction progresses, the final design and permitting of the intersection of SR 776/Winchester will occur and the intersection improvements will be rolled into this project. Construction Contract: ZEP Construction, Projected Schedule: 11/25/2013 – Summer 2015
- Clearing and grubbing is complete and there will be no more vegetative debris burning. Storm drain installation is underway on the southern end of the project and is moving northward. Excavation of a stormwater pond is underway at Sunset Road. The material excavated from this pond is being utilized as embankment to cross an existing pond further south in the project.
- The design of the plans at the Winchester Boulevard North/SR 776 intersection to include a right turn lane onto Winchester Boulevard North is well underway. This design will include a new traffic light at the intersection of SR 776 and Winchester Blvd. The actual construction within this intersection is part of the current construction contract and will begin in the summer of 2014.
- We have received many inquiries about work taking place north of State Road 776; the contractor is in the area clearing and grubbing. This area will be utilized as a flood plain compensation site similar to the site that exists adjacent to Winchester Boulevard North. This flood plain compensation site is required to balance the fill that was placed within the Oyster Creek / Gondolier Waterway flood plain to build Winchester Boulevard.
- Construction Projects In Design or Negotiation:
 - 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. Design Contract: Kimley-Horn & Associates, Design/Permitting Schedule: 06/17/2009 – 03/18/2011, Procurement Process: July 2014, Projected Start of Construction: September 2014
 - The County is utilizing Florida Department of Transportation LAP Funds to construct this project which will be available July 2014. Construction plans are prepared and will be submitted to the Purchasing Department to be advertised for bid in July 2014.
 - Charlotte Harbor Gateway Harbor Walk, Phase Two – 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. Phase 2 includes the design of pedestrian connections from the promenade (located along the east side of US 41 northbound travel lanes), including a boardwalk crossing underneath the US 41 Bridge, a stairway connecting the promenade to the US 41 Bridge sidewalk, a fishing pier, and a water taxi dock facility. Design Contract: Kimley-Horn & Associates, Design/Permitting Schedule: 10/15/2013 – 11/17/2014, Procurement Process: Summer 2015, Projected Start of Construction: Fall 2015
 - The design firm is currently working on the 60% plans. We are working with the Florida Department of Transportation to discuss the plans and secure the land lease agreement.
 - C.R. 771 (Gasparilla Road) Widening – The purpose of this project is to widen C.R. 771 (Gasparilla Road) to a four-lane divided roadway, from S.R. 776 to the vicinity of Rotonda Boulevard East. The project will include the installation of sidewalks and bicycle facilities. Design Contract: Johnson Engineering, Design/Permitting Schedule: 05/01/2012 – 04/01/2014, Procurement Process: 04/10/2014, Projected Start of Construction: June 2014
 - A Funding Agreement between FDOT and Charlotte County is scheduled to be presented to the BCC for review/approval on May 13, 2014. The CM at Risk Firm, Halfacre Construction, submitted a Guaranteed Maximum Price that is scheduled to be presented to the BCC for approval on May 27, 2014. The Charlotte County Real Estate Services Department is currently

working on Right of Way acquisitions which must be acquired prior to construction for utility relocations; court schedules are set for June 25, 2014.

- Edgewater Drive Widening Phase Two – This project will widen Edgewater Drive, between Harbor Boulevard and Midway Boulevard, to a four-lane arterial roadway designed to better serve the central portion of the County and accommodate anticipated traffic growth. The project will include replacing three bridges (West Spring Lake Waterway, East Spring Lake Waterway, and Sunrise Waterway) and improve five intersections, four of which will be roundabouts. Improvements include a raised median, curb and gutter, sidewalks/bike lanes, and landscaping. Design Contract: Southwest Engineering and Design, Design/Permitting Schedule: 10/14/2009 – Spring 2014, Procurement Process: Spring 2014, Projected Start of Construction: Summer 2014
- With all known utility conflicts resolved, the design team made final edits to the plans and submitted them to the County for review on February 21, 2014. Once the final review is complete the Bid Package will be submitted to the Purchasing Department in preparation for bid solicitation. Charlotte County Utilities' staff submitted permit applications for the construction of the proposed water distribution and wastewater collection systems.
- GPC Bridge Rehab – Sheehan Blvd Over Yale Waterway – This project will rehabilitate the existing Bridge on Sheehan Boulevard over the Yale Waterway. The existing Bridge was built in 1968 therefore the Bridge deck and rails are substandard. 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 Contract: Southwest Engineering and Design, Design/Permitting Schedule: 09/10/2012 – Spring 2014, Procurement Process: Spring 2014, Projected Start of Construction: Summer 2014
- 100% design plans were received and are under review. Upon completion of review by County staff, the plans will be submitted to the Purchasing Department in preparation for bid solicitation. The proposed design includes sidewalks on both sides of the Bridge and allows the bridge to be a segment of the horizontal curve, maximizing the bridge deck area.
- Midway Boulevard Widening Phase Two – This project will complete the widening of Midway Boulevard between Sharpe Street and Kings Highway. Downstream stormwater improvements must be made before widening this section of the corridor. This project includes increasing the drainage capacity under US 41 at three locations in addition to the widening of Midway Boulevard from Sharpe Street to Kings Highway. Design Contract: Giffels-Webster Engineers, Design/Permitting Schedule: 05/08/2012 – Spring 2014, Procurement Process: Summer 2014, Projected Start of Construction: Fall 2014
- Giffels-Webster Engineering will submit the 100% roadway design plans by the end of April 2014 for County staff to review. Charlotte County Real Estate Services is currently working on Temporary Construction Easements needed for construction.
- Parkside - Elkcam Boulevard Multi Use Path – The Public Works Engineering Division will oversee the Design, Project Management, Inspection Services and Permitting of a 10' multi-use sidewalk with street (shade) trees along the west side of Elkcam Boulevard and decorative trees on the east side. Charlotte County Utilities will construct this project. Design Contract: Johnson Engineering, Design/Permitting Schedule: 07/01/2012 – 08/16/2013, Procurement Process: November 2013 – May 2014, Projected Start of Construction: June 2014
- The pre-bid meeting was held April 24, 2014. The bid opening is scheduled May 14, 2014.
- Parkside - Harbor Boulevard Improvements (U.S. 41 to Olean Boulevard) Phase 2 – Phase 2 design includes roadway improvements consisting of a four lane divided roadway with a 16' – 20' raised median that will provide for safer turning movements, 8' – 10' multi use paths on both sides, landscaping, decorative lighting, wayfinding and a gateway feature. Utility improvements are included in this project. Design Contract: Johnson Engineering, Design/Permitting Schedule: 11/12/2013 – Late 2014, Procurement Process: Early 2015, Projected Start of Construction: Spring 2015
- The design team presented preferred design options to the BCC April 15, 2014. The Board agreed with the design team's preferred options for the gateway feature, decorative lighting, landscape/amenities and access management. Preliminary research is underway concerning the possibility of running FPL power lines underground along Harbor Boulevard. Depending on the outcome of the research, this option may be presented to the BCC to seek direction in the future.

- Placida Road Safety Improvements Phase 1 – Rotonda Blvd. West to Cape Haze Drive – Safety improvements include: 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. Design Contract: Giffels-Webster Engineers, Design/Permitting Schedule: Through July 2014, Procurement Process: Summer 2014, Projected Start of Construction: Fall 2014
- 60% plans are expected May 30, 2014. Focus has been on setting proposed sidewalk profile grade (10 sheets). Utility notification/coordination activities are on-going: 1. CenturyLink identified specific locations of "minor" conflict issues with existing pedestals and splice cabinets. They will adjust for any issues which cannot be resolved by "weaving around" with the sidewalk. 2. Utilities Inc. (Sandalhaven) owns active sewer forcemain line buried with 3ft +/- cover along northbound shoulder from Sta 181 to Sta 266. Sidewalk grading will move roadside ditch/swale closer to the road and will reduce existing cover for forcemain. They are considering adjustment and/or reconstruction. 3. FPL power pole relocation and hardening underway through sidewalk project area. Two poles with guy wires pulling westward across proposed sidewalk path will be adjusted by FPL. 4. Comcast has mostly aerial facilities on FPL poles. They have reported a segment of CATV fiber buried 3ft +/- cover from Sta 181 to Sta 197. 5. CCU has no major issues with their existing facilities. Possible new reclaimed water main.
- Placida Road Safety Improvements Phase 2 – Cape Haze Dr. to Boca Grande Causeway – The continuation of the Phase 1 bicycle-pedestrian path from Cape Haze Drive to Boca Grande Causeway. Design Contract: Giffels-Webster Engineers, Design/Permitting Schedule: Through July 2014, Procurement Process: Summer 2014, Projected Start of Construction: Fall 2014
- Project is behind schedule due to complications arising from identifying wetlands and a sidewalk sitting within this vicinity. Project schedule has been revised to match the schedule for Phase 1, with completion of both anticipated for the end of July 2014. Design and drafting focus is on proposed sidewalk sections. Utility notification/coordination is on-going. 1. CenturyLink identified specific locations of "minor" conflict issues with existing pedestals and will make necessary adjustments. 2. FPL power pole relocation and hardening underway throughout sidewalk project area. Three FPL poles with guy wires pulling westward across the proposed sidewalk area to be adjusted by FPL. 3. Comcast facilities all aerial on FPL poles. 4. CCU has no major issues with existing facilities. Possible new CCU reclaimed water main.
- Sidewalks – Burnt Store Lakes – The South Burnt Store MSBU Committee requested sidewalks within the Burnt Store Lakes subdivision. This project will design and construct approximately 1.5 miles of sidewalks on Vincent Avenue from Boca Vista Road to Burnt Store Road and on Saragossa Lane from Cape Horn Boulevard to Burnt Store Road. Design Contract: Banks Engineering, Design/Permitting Schedule: 01/06/2014 – September 2014, Procurement Process: Fall 2014, Projected Start of Construction: Early 2015
- 30% design plans were received and are under staff review.
- Sidewalks – Oceanspray Boulevard – A sidewalk may be installed on Oceanspray Boulevard from Sunnybrook Boulevard to Gulfstream Boulevard. Design includes a crossing at Spinnaker Boulevard and is an integral part of a network of sidewalks planned for the Englewood East / Rotonda Area. Design Contract: Johnson Engineering, Design/Permitting Schedule: 01/03/2012 – 05/14/2013, Procurement Process: TBD, Projected Start of Construction: TBD
- The original allocation of \$10,000,000.00 from sales tax funding is close to being spent. A determination is forthcoming on which sidewalks will be constructed with the remaining funds. More information will be provided as it becomes available.
- Sidewalks - Rotonda Boulevard West – Three sidewalks are being funded through the Rotonda MSBU. Sidewalks will be installed from Parade Circle to Rotonda Circle on Rotonda Boulevard East, Rotonda Boulevard North and Rotonda Boulevard West. Design Contract: Johnson Engineering, Design/Permitting Schedule: 08/18/2011 – 06/11/2013, Procurement Process: June 2014, Projected Start of Construction: Summer 2014
- This project is expected to be submitted to the Purchasing Department to start the procurement process by May 30, 2014.

- Sidewalks - Sheehan Boulevard – This sidewalk will be installed on Sheehan Boulevard from Noble Terrace to Peachland Boulevard and includes a connection to a recently constructed sidewalk on Alton Road. Design Contract: Giffels-Webster Engineers, Design/Permitting Schedule: 03/02/2011 – 05/10/2013, Procurement Process: TBD, Projected Start of Construction: TBD
- The bid package for the construction contract was sent to the Purchasing Department on December 16, 2013 in preparation for bid solicitation. This project was expected to be advertised for bid in early February 2014 however outstanding utility issues have delayed advertisement. More information will be provided as it becomes available.
- Sidewalks - South Gulf Cove – The South Gulf Cove MSBU Committee requested approximately 17 miles of multi-use pathways within the South Gulf Cove subdivision. Phase One includes the design and construction of approximately 2.7 miles of off-street pathways on Ingraham Boulevard from Gasparilla Road to Calumet Boulevard and on Calumet Boulevard from Ingraham Boulevard to St. Paul Drive. Design Contract: Johnson Engineering, Design/Permitting Schedule: 01/06/2014 – 10/01/2014, Procurement Process: Fall 2014, Projected Start of Construction: Early 2015
- 30% design plans are expected to be delivered by the end of May 2014. The Beautification Committee requested that benches and minimal landscaping be included in the design. Staff requested a scope and fee from Johnson Engineering to include the request for benches and landscaping.
- Tom Adam's Bridge – Phase 2 of the Tom Adams Bridge Rehabilitation will replace the tender house, electrical, and mechanical equipment. The proposed tender house will provide visibility of traffic and pedestrians approaching the structure when the bridge is being opened or closed. Currently, the bridge tender's view is obstructed. Design consultants are preparing construction plans and permit applications. Design Contract: Charlotte Engineering & Surveying, Design/Permitting Schedule: 07/02/2012 – Spring 2014, Procurement Process: Late Spring 2014, Projected Start of Construction: Summer 2014
- All permit applications have been submitted and the Project Specifications and Cost Estimates have been received. The 100% design plans were reviewed by staff and the design team is developing responses to the review comments.
- Coastal Projects:
 - Alligator Creek- 6 Feet Dredging c391302 – The Alligator Creek Waterway MSBU 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 MLW. 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 more than a depth of -5 feet, which is the depth for the current permit. Design Contract: Coastal Engineering, Design/Permitting Schedule: 01/06/2013 – Summer 2014, Procurement Process: Fall 2014, Projected Start of Construction: Spring 2015
 - Natural resource investigations are complete; no impact to sea grasses, hard bottom or oysters exists. The geotechnical study is complete; rock was located however no continuous rock is exposed at the surface. No rock shelf exists containing soft corals or other hard bottom habitats. The permit plans and exhibits were submitted to the permitting agencies in February 2014 and are under review. FDEP sent a Request for Additional Information to the Consultant; response was provided. The Mitigation/Public Interest plan was submitted to the permitting agencies for review.
 - Alligator Creek Maintenance Dredging c390502 – The MSBU Committee requested that engineering services be sought to engineer, permit, construct and manage the removal of silt to existing permitted conditions and pursue seeking permits to increase the depth of the access/main channel to -6 feet Mean Low Water (MLW). If maintained to existing conditions (-5 feet MLW), the approximate volume of material to be removed is about 3,000 cubic yards. Design Contract: Coastal Engineering, Design/Permitting Schedule: 01/06/2014 – Spring 2014, Procurement Process: Spring 2014, Projected Start of Construction: Summer 2014
 - Army Corps of Engineer (ACOE) permits expired March 2014; re-authorization of project permits is underway. Plans and specifications are complete pending any revised permit language

- required by agencies. The FDEP permit was received and the permit application is still under review by the ACOE. The bid specifications are under review by staff.
- Buena Vista Grassy Point Waterway Maintenance Dredging – Maintenance dredging provides continued safe navigation for citizens who utilize the waterways. This project provides for engineering, design and permitting to dredge the lateral channels and 500 feet into the interior canals to determine the amount of material needed to be removed to restore safe navigation. Design Contract: Johnson Engineering, Design/Permitting Schedule: 02/01/2014 – Fall 2014, Procurement Process: Fall 2014, Projected Start of Construction: Late 2014
 - Johnson Engineering is currently reviewing the pre-existing permits and documents. They will begin surveying the area the week of April 28, 2014 to obtain information on existing conditions that will facilitate the permitting and engineering of the project.
 - Gulf Cove Waterway Maintenance Dredging – Maintenance dredging provides continued safe navigation for citizens who utilize the waterways. This project provides for engineering, design and permitting to dredge the lateral/access channels and 100 feet into the interior canals. The amount of material to be removed will be determined as engineering and design progresses. Design Contract: TBD, Design/Permitting Schedule: May – Sept. 2014, Procurement Process: Early 2015, Projected Start of Construction: Summer 2015
 - Staff is in the process of negotiating with the selected firm. The scope of services is being finalized at this time.
 - Harbor Heights Waterway Maintenance Dredging – This project consists of maintenance dredging existing man-made canals and access channels to their permitted conditions to restore safe navigation within the waterway system. Design Contract: Stantec, Design/Permitting Schedule: 12/17/2013 – Summer 2014, Procurement Process: Summer 2014, Projected Start of Construction: Fall 2014
 - Staff reviewed the 80% design plans with the consultant; permitting strategies were discussed which should lead to a streamlined permitting process. The permit application was submitted the week of April 21, 2014.
 - Manchester Waterway Maintenance Dredging – Maintenance dredging will be conducted in the Manchester, Ackerman and Hyattsville Waterways to provide safe navigation to the citizens who utilize the waterways. This project is located within Gasparilla Sound - Charlotte Harbor Aquatic Preserve. Design Contract: Johnson Engineering, Design/Permitting Schedule: 12/15/2012 – 02/20/2014, Procurement Process: 02/20/2014 – May 2014, Projected Start of Construction: June 2014
 - The FDEP and ACOE permits were issued. This project is advertised for bid; the pre-bid conference was held April 9, 2014 with the bid opening scheduled for April 30, 2014. Numerous contractors participated in the pre-bid conference.
 - Pirate Harbor Access Channel – Dredging provides safe navigation for citizens who utilize the waterways. This project provides for engineering, design and permitting to dredge 2,300 feet of access channel that was not covered under previous permitting. This project was originally presented to FDEP in 2003/04 however, at that time, FDEP did not view this project as favorable and it was removed from the original contract. Now that the Pirate Harbor rock ledges have been removed, the engineering and design of the Pirate Harbor Access Channel has been added to the previous contract and will require a standard general permit. The amount of material to be removed will be determined as engineering and design progresses. This project was recommended and approved by the Pirate Harbor Waterway Advisory Committee. Design Contract: Coastal Engineering, Design/Permitting Schedule: May 2014 – Summer 2015, Procurement Process: Summer 2015, Projected Start of Construction: Fall 2015
 - A change order was approved by the BCC on April 22, 2014 allowing Coastal Engineering Consultants to continue their work on this project with a new permit application; this task has been placed back on their contract. The consultant will begin survey, design, and project management to maintenance dredge portions of the main access channel.
 - South Gulf Cove Turn Basin – The South Gulf Cove Waterway Committee requests to permit a turn basin outside the lock complex to aid boaters in holding position while the lock is in use. From outside the lock, the only existing location for vessels, with any substantial size and draft, to hold position is in the channel. Due to the channel width, this poses a potential hazard notably

during high winds or seas. The creation of a turn basin will aid boaters by providing sufficient space to hold position until the lock is free of other vessels. Design Contract: Johnson Engineering, Design/Permitting Schedule: 06/01/2013 – Spring 2014, Procurement Process: Spring 2014, Projected Start of Construction: Summer 2014

- A location was accepted as the spoil disposal site that will substantially reduce the cost of hauling material. The FDEP permit was issued, however the permit application is still under review by the ACOE. Due to the volume being dredged, the ACOE must seek approval from National Marine Fisheries (NMF.) The Consultants are making every attempt to work with ACOE and NMF to expedite the process. The ACOE indicated that the permit application review is nearing completion.
- Staff reviewed the bid documents the week of April 14, 2014. Johnson Engineering is in the process of revising the bid specifications to include modifications recommended by staff; revision is expected to be complete this week.
- Stump Pass 10 Year Beach and Inlet Management Plan – This project provides for continued monitoring, as required by permitting, for dredging Stump Pass that re-established the 1980 channel alignment and provided for re-nourishment of critically eroded beaches. Maintenance dredging of Stump Pass and beach re-nourishment will be conducted approximately every three years. An engineered structure will be installed at Stump Pass to improve program performance. In the permitting process, an Adaptive Management Plan Strategy will be employed to provide options for modifications to structure(s) placed with initial construction, or installation of additional structures in the future, in response to beach and inlet management activities and storm erosion impacts. Design Contract: Coastal Engineering, Design/Permitting Schedule: 04/16/2012 – Spring 2015, Procurement Process: TBD, Projected Start of Construction: TBD
- The Florida Park Service prefers a rock terminal groin sited as far south as practicable. Coastal Engineering Consultants completed a project modeling study to determine how far south it can be placed to minimize impacts. The result of this modeling showed that reducing the height of the structure by 1.5 feet did not affect the performance and decreased any negative impacts downstream of the structure. However, the State Park Service did not choose this as their desired configuration. They asked for a design that would increase the amount of sand placement upstream of the structure, but the modeling showed that this would be more costly and could have negative impacts on the down drift beaches and the pass itself.
- The permit application was reviewed by staff and will be submitted by the end of April 2014.
- Drainage Projects:
 - Charlotte Harbor Watershed Management - Stormwater Structures Phase 2 – This project shall follow Southwest Florida Water Management District (SWFWMD) guidelines consistent with the District's Watershed Management Program. Three components are proposed: Topographic Information, Watershed Evaluation and a Watershed Management Plan. The Watershed Management Plan includes the installation of stormwater structures on Church Street and Bayshore Road (BMP 6) and on Harper Avenue (BMP 29) as Phase 1 of this project which is complete. Phase 2 includes the installation of stormwater structures on Central Avenue near Oakley Street (BMP 25), near Church Street (BMP 26) and near Main Street (BMP 42). Design Contract: Giffels-Webster Engineers, Design/Permitting Schedule: 02/06/2014 – June 2014, Procurement Process: Summer 2014, Projected Start of Construction: Fall 2014
 - 30% plans have been received and are being reviewed by staff.
 - DeSoto Canal Bank Restoration and Stabilization Phase 2 – Subsequent to clearing the canal banks it was discovered that the slopes had degraded resulting in erosion. Design and reconstruction of the slopes is necessary to prevent future degradation. Design Contract: Tetra Tech, Design/Permitting Schedule: 06/08/2012 – 04/01/2014, Procurement Process: July 2014, Projected Start of Construction: Summer 2014
 - Phase 2 (continuation to Harbor View Road) will go out for bid after the ACOE permit is received. Procurement is expected to be completed after June 30, 2014 due to Scrub Jay nesting season.
 - Little Farm Road Culverts – The scope of this project is to design, permit and construct culverts to replace the concrete swaled portion near the end of Little Farm Road. The construction plans call for sixteen (16) 6'x3' box culverts to be installed at the slough so traffic can cross without going through the water. This project includes the box culverts, headwalls, approach slabs and

guardrail for this portion of the road. Design Contract: Weiler Engineering, Design/Permitting Schedule: 11/09/2012 – 12/01/2013, Procurement Process: 12/10/2013 – TBD, Projected Start of Construction: TBD

- This project was advertised for bid on December 17, 2013 and bid opening was held January 22, 2014; nine bids were received. Open bids are posted on the Purchasing Department's Web site and the lowest responsive bidder is recommended for award. The construction contract was presented to the BCC on February 11, 2014, however the Commissioners requested additional information before voting on the contract; discussions were held at the Board Workshop on February 18, 2014. The Board requested that staff investigate all possible alternative solutions. An agenda date has not been set for the award of the contract.
- 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. Approximately 8,000 cubic yards of material will be removed from the waterway approximately 3,400 feet from Jennings Boulevard to east of David Boulevard. Design Contract: Stantec, Design/Permitting Schedule: 02/01/2013 – Spring 2014, Procurement Process: June 2014, Projected Construction Schedule: December 2014 – March 2015 (during dry season)
- Permits have been secured for this project and the 90% design plans were received and are under review. The Design Engineer identified property sites that will be needed in order to access the project and stage equipment; four properties have been secured for use between Jennings and David Boulevards. The Real Estate Services Department is working to secure at least two easements on the east side of David Boulevard. The project manager is coordinating with Natural Resources to relocate gopher tortoises as necessary.
- Stormwater Control Structure Replacement - Dorchester Waterway at Kenilworth DOR 4.89 –
- This project provides for the design, permitting, and construction of a stormwater control structure under Kenilworth Boulevard at the Dorchester Waterway. As a result of the Stormwater Master Plan that was completed in 1998, it was determined that many of the existing water control structures were either undersized or had deteriorated since the 1960's when they were originally built. This particular structure collapsed in late November 2013. This structure will be upsized from two culverts to two 8'x10' box culverts. Design Contract: Johnson Engineering, Design/Permitting Schedule: 01/23/2014 – 03/20/2014, Procurement Process: 04/04/2014 - July 2014, Projected Start of Construction: August 2014
- Johnson Engineering completed the survey collection, structure design and all permits have been obtained. The bid documents were sent to the Purchasing Department to begin the procurement process on Friday April 4, 2014. Construction will take approximately 105 days to complete upon notice to proceed.
- Stormwater Control Structure Replacement - Fordham Waterway at Peachland FOR 5.11 – This project provides for the construction of a stormwater control structure under Peachland Boulevard at the Fordham Waterway. As a result of the Stormwater Master Plan that was completed in 1998, it was determined that many of the existing stormwater control structures were either inadequate to convey the quantity of water required to maintain level of service objectives or had deteriorated since the 1960's when they were originally built. This particular structure will be upsized from two 48" culverts with a 50' weir to one 8'x10' box culvert with a 5' weir. Design Contract: Johnson Engineering, Design/Permitting Schedule: 03/01/2011 – 04/01/2013, Procurement Process: Fall 2014, Projected Start of Construction: Spring 2015
- The design is complete and permits have been obtained. Based on current funding, this structure is scheduled for construction in the spring of 2015.
- Stormwater Control Structure Replacement - Fordham Waterway at Quasar FOR 4.60 – This project provides for the construction of a stormwater control structure under Quasar Boulevard at the Fordham Waterway. As a result of the Stormwater Master Plan that was completed in 1998, it was determined that many of the existing stormwater control structures were either undersized or had deteriorated since the 1960's when they were originally built. This particular structure will be properly sized from two 60" RCP with a 50' weir to one 8'x10' box culvert with a 6' weir. Design Contract: Johnson Engineering, Design/Permitting Schedule: 10/01/2013 – June 2014, Procurement Process: Summer 2015, Projected Start of Construction: Fall 2015

- The survey is complete and the 60% plans are under review.
- Stormwater Control Structure Replacement - Niagara Waterway at Peachland NIA 5.72 – This project provides for the construction of a stormwater control structure under Peachland Boulevard at the Niagara Waterway. As a result of the Stormwater Master Plan that was completed in 1998, it was determined that many of the existing stormwater control structures were either undersized or had deteriorated since the 1960's when they were originally built. This particular structure will be upsized from one 48" RCP and 22' weir to two 36" RCP's with a 6' weir. Design Contract: Johnson Engineering, Design/Permitting Schedule: 03/01/2011 – 04/01/2013, Procurement Process: Fall 2014, Projected Start of Construction: Spring 2015
- The design is complete and permits have been obtained. Based on current funding, construction is projected to begin in the spring of 2015.
- Stormwater Control Structure Replacement - Niagara Waterway at Quasar NIA 5.09 – This project provides for the design, permitting and construction of a stormwater control structure under Quasar Boulevard at the Niagara Waterway. As a result of the Stormwater Master Plan that was completed in 1998, it was determined that many of the existing water control structures were either undersized or had deteriorated since the 1960's when they were originally built. This particular structure will be properly sized and upgraded from two 48" metal pipes with a 44' weir to two 48" concrete pipes with a 20' weir. Design Contract: Johnson Engineering, Design/Permitting Schedule: 05/01/2013 – June 2014, Procurement Process: Summer 2015, Projected Start of Construction: Fall 2015
- The plans and permit application were submitted to SWFWMD on January 15, 2014 for approval. Johnson Engineering is working on the 90% plans and is expected to submit them to the County for review by the end of April 2014. Construction is funded in Fiscal Year 2015.
- Stormwater Control Structure Replacement - Sunset Waterway at Forrest Nelson Blvd SUN 3.65 – This project provides for the construction of a stormwater control structure under Forrest Nelson Boulevard, between Quesada Avenue and Corktree Circle, at the Sunset Waterway. As a result of the Stormwater Master Plan that was completed in 1998, it was determined that many of the existing water control structures were either undersized or had deteriorated since the 1960's when they were originally built. This particular structure will be replaced with three 8'x10' box culverts to increase flow capacity. Design Contract: Johnson Engineering, Design/Permitting Schedule: 03/18/2011 – 04/01/2013, Procurement Process: 12/01/2013 – 02/25/2014, Projected Construction Schedule: 05/19/2014 – Sept 2014
- The pre-construction meeting was held March 12, 2014. This 115 day contract is scheduled to begin May 19, 2014.
- Forrest Nelson Boulevard, between Quesada Avenue and Corktree Circle, will be closed during construction. Public service announcements will be published and a signed detour will be in place in advance of the road closure.
- Landscape Projects :
 - 100% design plans for the King's Highway/I-75 gateway project were submitted to FDOT for permit application.
 - The county is advertising its first contract for "As Necessary" irrigation services to be employed interdepartmentally.
 - An ornamental planting was installed on Aaron Street within the Parkside District at the access point to Sunshine Lake.
 - A Landscape Maintenance contract for Charlotte Harbor Gateway Phase I, Melbourne Street Bridge approaches, and the US 41 Revitalization Phase I Project, between West Tarpon and Port Charlotte Boulevards, have been advertised.
 - Quotations have been received for the landscaping of four pilot cul-de-sacs in Burnt Store Village and are under review.
 - Submittals from consulting firms have been received for the design of Harbor Heights Median Improvements and are under review.
 - 100% landscape and irrigation plans are complete for the Edgewater Drive Widening Phase II project.
 - May begins the County's first three monthly specialty mowing contracts along the main thoroughfares.

- Lighting Projects - Charlotte County CIP Projects:
 - Burnt Store Road Project – (Pedestrian features/preemption conflict with Seminole Gulf Railroad) Final plans have been received, reviewed, and forwarded to Seminole Gulf Railroad to begin design. Seminole Gulf Railroad hired a Consultant to investigate needs pertaining to the Acline Road crossing.
 - Edgewater Phase II Construction – Awaiting bidding process/construction to begin.
 - Gasparilla Road Widening – Reviewed 100% traffic signal and lighting plans and provided comments to the Project Manager. A field review was conducted and mast arm placement was discussed. Lighting District staff is awaiting additional comments/adjustments from the design engineer. Final plans were provided to the Contractor and the CM at Risk firm; they are both working on guaranteed maximum pricing.
 - Midway Boulevard Widening Project – Reviewed 90% signal and lighting plans; comments were provided to Project Manager. Staff is working to resolve traffic signal plan concerns. 100% signal and lighting plans are in progress.
 - US 41 Microtunneling Project – Monitored contractor's crew as they relocated a roadway light pole – replacing conduit, conductor replacement, and pull box installations - on the northbound side of US 41 at the Elkcam Waterway. Also monitored crews as they relocated County and FDOT fiber optic facilities on the southbound side of US 41 at the Elkcam Waterway including the removal of one roadway light pole and the installation of new conduit and conductors.
- Lighting Projects – Departmental Projects:
 - Work continues to combine fiber optic pull boxes, needed by both the Lighting District and the IT Completed annual preventative maintenance on traffic signals at the following locations:
 - SR 776/Toledo Blade Blvd.
 - SR 776/Murdock Cir.
 - US 41 at Cornelius Blvd./S. Cranberry Blvd.
 - Midway Blvd./Harbor Blvd.
 - Toledo Blade Blvd./Hillsborough Blvd.
 - Harbor Blvd./Olean Blvd.
 - Kings Highway/Sandhill Blvd.
 - Kings Highway/Veterans Blvd.
 - Repaired illuminated street name signs at Jones Loop Rd./Indian Spring Cemetery Rd.
 - Completed annual MMU (Malfunction Management Unit) testing for all signalized intersections.
 - Began routine street light maintenance in West County and Mid County; load centers and circuits were checked for operation. 94 lights were repaired.
 - Replaced two defective pedestrian push buttons at the intersection of US 41/Conway Blvd.
 - Replaced one a solar thermal collector that was stolen from a school beacon assembly.
 - Replaced one pedestrian signal pole at US 17/Regent Rd. due to vehicle accident.
 - Began upgrading video detection processor firmware at signalized intersections with video detection systems.
 - Monitored contractors removing mast arm assemblies and foundations at Placida Rd. and Palm Plaza; removed the signal controller foundation and filled void.
 - Replaced a light pole on Piper Rd. that was destroyed as a result of a vehicle accident.
 - Replaced two (2) inductive vehicle detection loops at US 41/Forrest Nelson Blvd. Replaced one (1) inductive vehicle detection loop at US 41/West Tarpon Blvd. An Inductive vehicle loop senses the presence of a vehicle waiting on an approach for the traffic signal to turn green. Due to the age and condition of the roadway at these locations, the wire came up from the asphalt and broke apart.
 - Richard Van Acker attended a three day course and completed an IMSA (International Municipal Signal Association) Level 1 Traffic Signal Technician certification test.
 - Development of a new configuration for Bosch cameras allowing them to complete screen tours and snapshots of intersections and roadways to cover more corridors for Traffic Incident Management.
 - Testing new configurations to utilize Iteris Detection Cameras to include count zones to bring vehicle count data back to the Traffic Management Center. At the present time count data has been reliable at the test location and we plan to pursue additional intersections.

- The development of new system timings for SR 776/Gulfstream Blvd. to San Casa Dr. were completed and FDOT will finalize the approved timings. Positive results continue to be achieved for the area with less delay and improved capacity.
- Continued integrating Bosch IP cameras to use available video drivers for utilization in Cameleon.
- Attended McCain webinar on Signal Timing 102; subject - Actuated Signal Operations and Volume Density.
- Locates Performed: 257 Requests for underground utility locates were received, generating 101 tickets for locates.
- Trouble Calls: 12 trouble calls received and responded to.
- Maintenance & Operations:
 - Week Ending April 8, 2014:
 - Drainage crews completed over 34,000 square feet on line and grade. Line and grade is a phrase we use to describe how we clean out our road side swales with heavy equipment. The recent rains and the forecasted additional rain will probably increase the amount of new calls we get for drainage issues.
 - Crews completed over two miles of shoulder repair on Edgewater Blvd. between Midway and Flamingo Boulevards. This work provides for a safe recovery area off of the paved portion or “shoulder” of the road in the event a car veers outside of the travel way. This work not only serves to make the roads safer but also protects our paved surfaces. If water is allowed to lie next to the road or on the road shoulder it will deteriorate the road and underlying base greatly reducing the road’s useful lifespan.
 - An outfall crew completed a highly complex basin removal & repair on San Cristobal Ave. just north of Rampart Blvd. Work consisted of repairing a deteriorated vertical 24” riser that tees off larger pipe that was very deep underground. After the 24” riser was replaced it was then armored and a new basin was constructed.
 - Crews installed 64 linear feet of reinforced concrete pipe in Port Charlotte and installed/adjusted 18 linear feet of driveway pipe in Punta Gorda.
 - The Grapple Truck crew removed 14,720 of illegally dumped debris in County rights-of-way.
 - Customer Assistance Investigators received over 100 calls generating over 90 requests for service that range from brush removal to debris in the rights-of-way, but the majority of calls are drainage related.
 - Johnny Hunter, Pest Management Operations Coordinator, met with the local State Park Manager to discuss improving State owned land adjacent to the Rotonda River that could be used as an access point for County equipment. If an agreement can be reached, both agencies could use the site to access the River. The Rotonda River, a water body which connects the Rotonda Canal system to Coral Creek, is being incorporated into the County’s Aquatic Weed program.
 - After a series of rain events, Mosquito Control treated 2,040 acres of State salt marsh lands for mosquito larvae utilizing a helicopter on March 31 and April 1, 2014.
 - Week Ending April 15, 2014:
 - Pest Management: Beth Carey attended a regional meeting of mosquito control programs at Lee County Mosquito Control. This meeting focused on forming Rapid Response Teams to combat disease transmissions to humans by mosquitoes, such as the Dengue outbreak last year in Martin County. It was proposed that formal mutual aid agreements be formed by the Southwest Florida mosquito control agencies. Mosquito Control Staff treated over 15,020 acres with ground adulticide trucks and the Aquatic Department completed over 15 treatments, or 11.7 acres, and completed 7 inspections.
 - Complaint Investigators received over 100 calls, generating over 60 work orders. The majority were drainage related and a few were for brush trimming and pothole maintenance.
 - Several contract service operations are running simultaneously. A tree brush and power sheer contractor (also known as vertical hedging) cut over 528,000 linear feet of brush in the rights-of-ways. Rights-of-way mowing contracts are underway in Punta Gorda and Port Charlotte.
 - An outfall crew finished a pipe repair on Oakland Hills Court in Rotonda West and completed a road crossing pipe replacement and armoring on Sunnybrook Blvd. in Englewood East. Armoring is a technique in which we fill the last 8 inches of backfill area with concrete to ensure there is no

settling and opens the road to traffic sooner than if conventional back fill/compaction methods are utilized. It is especially successful in wet conditions where base material would need time to dry out.

- A drainage crew finished line and grade on Chevy Chase St. with 8,000 square feet of swale regrading. The Vac-Con was used to clean the associated drainage pipes in this area to optimize the flow of water. Crews regraded a side lot outfall in the Hinton St. area.
- A drainage crew completed 6,900 square feet of line and grade swale grading, and installed 70 linear feet of 14"x 23" reinforced concrete pipe (four shell driveways) on Swiss Blvd. in Charlotte Ranchettes.
- Shoulder repairs were completed along Edgewater Dr. between Midway and Harbor Boulevards and crews performed two days of flagging for the Asphalt crew.
- An Outfall Crew completed three existing basin repairs with sink holes: Edgewater Dr. near Harbor Blvd., Spice Lane/Peppercorn Rd. in Burnt Store Lakes, and Campos Dr. in Deep Creek.
- The Asphalt Crew milled and patched a 6' x 75' section on Sunnybrook Blvd. and Boundary Cir. with the help of shoulder repair crews. They also milled and patched a 40' x 6' area of Orlando and Peachland Boulevards. These areas were experiencing pavement "pushing." This is a result of large vehicles stopping quickly, and under the right circumstances, pushes the asphalt creating an uneven travel surface.
- The Grapple Truck crew removed 9,700 pounds of debris from the county rights-of-ways.
- A Drainage crew in the MacArthur Dr./Orlando Blvd. area completed 8,400 square feet of line and grade swale regrading. They also replaced two 40' linear feet of 19" x 30" reinforced concrete pipes that drain water under the road (road crossing pipes.)
- Week Ending April 22, 2014:
- Pest Management: The Department received tentative approval during a phone conversation with the State to build a launch site along the Rotonda River. This water body is being incorporated into the County's Aquatic Weed program. A notice to proceed should be received within two weeks, according to State officials. Aquatic weed crews completed 20 inspections and 20 treatments for a total of 14.45 acres treated. Mosquito crews completed ground applications for adult mosquitoes over 2,526 acres.
- Complaint Investigators received over 80 calls generating over 40 work orders. The majority of were drainage related while others included brush trimming and pothole maintenance.
- Drainage crews completed 9,500 square feet of line and grade on Waco Ave., 2,300 square feet on Shirley Ave., and 1,500 square feet on Wilkie Ave, 11,000 square feet on Swiss Blvd. between Bermont Rd. and Poplar St. and 850 square feet of line and grade on Amanda St. between Aquí Esta Dr. and Leach Dr. Crews also delivered 112 linear feet of 14" x 23" reinforced concrete pipe for pipe replacements.
- Shoulder repairs were completed along Midway Blvd. from Edgewater Dr. to Higgs Dr.
- A request was received to repair pot holes in the driveway at Dotzler Park on Bayshore Dr. After inspection, it was determined that the driveway should be overlaid due to the steep drop off from Bayshore Rd. With work to be completed by the end of the week for a special event, crews worked quickly and completed the task. After the asphalt was installed, asphalt millings were conducted at the entrance that was susceptible to washouts.
- A drainage crew completed 5,825 square feet of swale on Harold Ave. and 5,500 square feet on Allworthy St. and Hammond Ave. in Greater Port Charlotte and installed 390 linear feet of 14" x 23" reinforced concrete pipe and installed two catch basins on Long Meadow Rd. in Rotonda West.
- 5,460 pounds of debris was removed from county rights-of-ways using the grapple truck.
- Week Ending April 30, 2014:
- Pest Management: A software vendor approached us about testing an Android App for our Geopro Mosquito Control Software. Beth, our biologist, agreed to be a volunteer to test the application.
- Aquatic Weed Control crews conducted eight inspections and 25 treatments.
- Mosquito Control crews performed ground applications for adult mosquitoes over 5,135 acres.
- Complaint Investigators received over 50 calls generating 35 work orders. The majority of these were drainage related but a few work were for brush trimming, pothole maintenance and debris.

- A drainage crew installed 48 linear feet of 14"x 23" reinforced concrete pipe (2 driveways) and 600 square feet of line & grade on Amanda St.
- Shoulder repairs were completed along Alton Rd. between Peachland and Midway Boulevards, along Cochran Blvd. and Education Way, and Chancellor Blvd. and Arden Terr.
- The Olean 1 Area Pipe Replacement Project is being conducted ahead of the 2014 Paving Program and is on schedule. We have completed: 178 linear feet of 12" x 18" (5 road crossings), 80 linear feet of 14" x 23" (2 road crossings), 112 linear feet of 19" x30" (3 road crossings), and 6 road crossing pipes were dug up & armored.
- The Major Outfall crew completed 17,000 square feet of line and grade on Long Meadow Rd. in Rotonda, and the Outfall crew installed and poured four road crossing pipes ahead of the 2014 Paving Program in the Elmira Area 2.
- The Grapple Truck Crew collected 6,200 pounds of trash from rights-of-ways.
- A drainage crew stabilized the bank in Lakeview with 3 loads of rip rap, and will begin repair work on the sinkholes in a retention area.
- A drainage crew finished up 9,000 square feet of line and grade on Falcon St. in Lemon Bay Isles and the outfall crew installed two road crossings on Po St. and one on Villa St.
- Other Projects:
 - Electric Runs to Rotonda West Bridges – The Rotonda MSBU Committee requested the installation of an electric power system for five Bridges that cross the Rotonda River. Locations are: Rotonda Boulevard East, Rotonda Boulevard West, Rotonda Boulevard North, Cape Haze Drive and Rebel Court. Design Contract: Florida Transportation Engineering, Design/Permitting: 12/14/2012 – 08/09/2013, Procurement: 10/21/2013 – 01/28/2014, Construction: 04/14/2014 – July 2014
 - Directional boring is underway at all locations. Construction on Cape Haze Drive is expected to begin May 1, 2014.
 - Manasota Key Community Plan Design – The Manasota Key MSTU Committee requested the development of a Community Plan including, but not limited to, sidewalks, bike paths, crosswalks and lighting. The first phase of this project consisted of a conceptual master plan completed by Weiler Engineering in December 2013. Phase 2 is the design of construction ready plans consisting of the top priorities as identified by the MSTU Committee. Design Contract: TBD, Design/Permitting Schedule: TBD, Construction: N/A (Design Only)
 - The MSTU Committee requested that staff move forward with designing sidewalks, bike lanes, landscaping as well as street light replacements on Gulf Boulevard and the redesign of the commercial area to allow for additional parking and stormwater redesign. Staff is in negotiations with Weiler Engineering for the design.
 - Murdock Village - The Murdock Village Community Redevelopment Area is an 879 acre future redevelopment tract located in mid Charlotte County. Murdock Village is to be redeveloped and revitalized as a community focal point through the implementation of the Murdock Village Community Redevelopment Plan and the creation of the resultant mixed-use community and Town Center, through the establishment of one or more public/private partnerships.
 - The County is seeking concept plan approval from the Southwest Florida Water Management District (SWFWMD) for the Murdock Village Community Redevelopment Plan as it pertains to stormwater management design and environmental concepts. Under the new Statewide Stormwater Environmental Resource Permit Rule 62-330.055 F.A.C., a redevelopment Concept Approval Permit is available for the Murdock Village Community Redevelopment Area that will provide Charlotte County with an assurance that during the duration of the permit (20 years), the stormwater management design and environmental concepts, upon which the Conceptual Approval Permit is based, will meet applicable rule criteria for issuance of permits by SWFWMD for subsequent phases of the project.
 - SWFWMD issued the Conceptual Approval Environmental Resource Permit for Murdock Village on April 11, 2014.
 - 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.
- The current Notice of Intent is effective through December 31, 2017. The project manager is currently meeting with all County Departments that contribute to the annual report to discuss what information is expected.
 - Rotonda West Entry Features – This project will provide new signs at five (5) locations throughout the community. Signs will include landscaping and lighting. Funding is provided from assessments in the Rotonda West Street and Drainage Unit. Construction Contract: Keesling Construction, Construction Schedule: 04/14/2014 – July 2014
 - Utility locates are being completed this week and the contractor should be on site immediately thereafter.
 - Sunshine Lake Recharge Wells – Upon completion of the Sunshine Lake Algae Removal project, the County shall initiate installation of two recharge wells to maintain active water flow through the lake. A recharge well will be located at the north end of Sunshine Lake and a second adjacent to McGuire Park. Design Contract: RMA Geologic Consultants, Design/Permitting Schedule: 04/01/2013 – 07/31/2013, Procurement Process: TBD, Projected Start of Construction: TBD
 - The contract documents are prepared to submit to the Purchasing Department for bid solicitation, however this project is on hold until the algae removal project is complete.
 - Sunshine Lake Water Level Control Structure - The purpose of this project is to design and construct a water control structure at the downstream end of the Sunrise Waterway to restore and enhance the water quality of Sunshine Lake. This project is being conducted in response to recommendations received from the Sunshine Lake Water Quality Study. Design: Public Works Engineering Division, Design/Permitting Schedule: 04/17/2013 – 10/01/2013, Procurement Process: Summer 2014, Projected Start of Construction: Late Summer 2014
 - The 2012 Sunshine Lake Water Quality Study, conducted by Atkins, focused on the potential causes of the existing and persistent algal blooms occurring in the Sunshine Lake/Sunrise Waterway, and recommended solutions toward restoring and enhancing the water quality of these water bodies. The study recommendations include the following actions: removal of the algal biomass, enhancing circulation by aeration, providing additional water input by well augmentation, and modification of lake levels by the addition of a water control structure.
 - This project is intended to meet the lake level modification recommendation of the study. The control structure will be constructed at the large culvert at the Tamiami Trail frontage road, located at the downstream end of Sunrise Waterway. The structure will raise the water level in the water bodies eighteen inches, lessening algal growth due to seasonal lowering of water levels. The additional water depth and volume provides additional attenuation and dilution of runoff and will increase storage for suspended solids. Additional proposed improvements include upsizing the pipe crossing at Gertrude from the existing 36" diameter to a 48" diameter storm drain, and increasing the number of pipe crossings at N. Tamiami Trail frontage road from one 72" to two 72" pipes.
 - Bid documents for construction are being prepared and will be submitted to the Purchasing Department in early summer of 2014. Construction is projected to begin in the late summer of 2014 subject to funding.
 - Public Works - Solid Waste Division:
 - The Solid Waste Division received the Remaining Airspace and Site Life Report for the Charlotte County Landfill. Based on the projected population of the County, the amount of waste disposed of, and the estimated in-place waste density, the landfill capacity is estimated to provide site life until 2034. The estimated life of the landfill will vary depending on factors such as population growth, the types and amount of material disposed, the amount of daily and intermediate cover materials used, the settlement and decomposition of in-place wastes, and the in-place density achieved over the operational life of the facility.
 - Thirty eight students from the Community Christian School toured the Zemel Road Landfill. James Pontbriand greeted the students at the Scale House and explained how the curbside garbage is collected and how it ends up at the Landfill to process. The Scale House is the entry point of the Landfill; all vehicles are weighed to determine the appropriate charges as fees are based on \$36.00 per ton for garbage and debris and \$112.00 per ton for tires. Tires, metals,

clean construction debris and yard waste are segregated into different areas: metals are sold, clean construction debris, like concrete or roofing tile, are often used to improve the roads within the landfill, and yard waste is turned into mulch that is mixed with other materials for use as daily cover as well as compost, and household garbage is buried. The students toured the “Gas to Energy” plant and received an overview of how methane gas, generated by the Landfill, is collected, processed and used to power engines that generate electricity. The tour ended with a question and answer session and the students were given literature regarding all Solid Waste services offered in Charlotte County.

- The dedication of the Parkside Community Garden Extension was held April 4, 2014. The Garden Extension is an Eagle Scout Project by Tyler Loche, Boy Scout Troop 37. Supporters include: The Mosaic Company, Team Parkside, Charlotte County Human Services and Keep Charlotte Beautiful.
- Keep Charlotte Beautiful was recognized at the Charlotte Harbor Environmental Center’s Volunteers and Supporters Appreciation Event held April 7, 2014. Keep Charlotte Beautiful was recognized for their annual cleanup activities and for the Butterfly Garden.
- Keep Charlotte Beautiful participated in an annual Earth Day 2014 event held April 11, 2014 at Vineland Elementary School. About 100 students and teachers were educated on Keep Charlotte Beautiful’s programs including: solid waste, recycling, the Gas to Energy program, composting program, transfer stations and the Landfill. Students answered questions for a chance to win prizes.
- Edison State College hosted an Earth Day 2014 document shredding and collection drive event on Wednesday, April 23, at the Edison State College Charlotte Campus. A variety of community partners worked together including Charlotte County Public Works and Waste Management, which provided free document shredding services and collected household recyclables such as plastic, glass, paper, and aluminum. Keep Charlotte Beautiful, collected gently used books to distribute at their free “Little Libraries” and Goodwill Industries of Southwest Florida accepted donations of clothing, textiles, furniture, small appliances and household items to place in their reuse stores.
- Many residents took advantage of the opportunity to shred documents; this service is very popular as residents can drop documents into the container and watch them get shredded on a TV screen. This gives residents the peace of mind that no one will be able to access their personal information.
- Keep Charlotte Beautiful collected books to incorporate into a new program called the “Little Free Library” to encourage reading. Several locations are being set up for residents to pick up or drop off books. Participants received a bird feeder kit which uses a plastic bottle as its base, representing how items can be reused. Hundreds of books were collected for the “Little Free Libraries.”
- Keep Charlotte Beautiful held a dedication of the “Little Free Library” located outside their office door at the Environmental Campus on Harbor View Road on April 15, 2014. Youth Environmental Leaders and a group of high school students assisted with this project. The “Little Free Library” is made from reusable items and was decorated by the students. Customers can take a book or leave a book free of charge; it contains children’s and adult books. Donations of used books and applications for the 2014-2015 Environmental Leadership group are being accepted.



“Little Free Library”

Located at the Environmental Campus on Harbor View Road

- Traffic Signing & Marking:
 - Herbicide = 3,237 objects
 - Legends Installed = 776
 - Marine Signs Repaired = 58
 - Signs Inspected = 7,885
 - Signs Manufactured = 292
 - Signs Repaired = 1,056
 - Special Traffic Counts = 6
 - Speed Studies (for Sheriff’s Office) = 12
 - Striping = 182,519 feet (approx. 34.6 miles)
 - Traffic Counts = 34 stations
 - Trouble Calls (after hours) = 6
 - Inventory was checked and was within 1%

Tourism

- Advertising and Marketing
 - Hospitality Association:
 - Chip Futch worked with Lorah Steiner and Denise Dull, President of the Charlotte County Hospitality Association (CCHA) to develop a website for the organization. The Hospitality Association is a critical component of the VCB’s outreach to the hospitality community. In 2014, the VCB was able to take a half-time position to full-time. This enabled us to provide some basic support to the CCHA. The organization failed to develop and thrive in two previous attempts. The missing ingredient was consistent support in the form of: Issuing meeting notices; taking minutes at board meetings; keeping committees on task with reminders and assisting with monthly meetings. The association is now moving forward. The addition of the website will help the association stay in touch with hospitality industry members and will greatly assist the VCB in communicating with our partners. The website will provide a place for job postings, minutes of meetings, member events and promotions and monthly meeting updates. Monthly meetings will

alternate between educational programs and networking events. The first meeting in April was a session on, "How to Develop and Place and Effective Ad."

- Show Us Your Charlotte:
- WWW.ShowUsYourCharlotte.com is a site that allows Charlotte County residents to upload photos of their favorite places, events and activities in Charlotte County. There will be quarterly prizes for the best photos. We have already begun to receive submissions.
- Chip Futch set-up an EventBrite account for the VCB Tourism Breakfast to be held May 15. The site allowed people to register on-line for the event.
- 2015 Budget:
- Chip Futch and Lorah Steiner have held a series of meetings in preparation for the development of the 2015 budget. Additional meetings are scheduled for VCB staff to discuss what core advertising (what has worked in FY 2014) will be retained, what meetings/tradeshows will be retained and what our key initiatives will be in each area, e.g.: Sports; Leisure Travel; Public Relations; Meetings and Conferences.
- Tourism Breakfast:
- Chip Futch developed a presentation for the May 15 Tourism Breakfast which will celebrate Sports and Tourism. Chip also created an intro piece for our main speaker, Anthony Hargrove and a looped sound track which will play as people are arriving. Additionally, he created a presentation piece for the introduction of our first inductee to the Charlotte County Tourism Hall of Fame.
- Short Videos for VCB Website and YouTube Channel:
- Chip Futch continues to work with Jerry Jones on the development of 1 – 3 minute videos to air on our website and on our YouTube Channel. This effort had been slightly delayed due to the loss of our video camera. Chip was taking video of the Super Boat Grand Prix when a non-participating boat went by the boat he was on at very high speed. The wave created by the boat's passing knocked the equipment overboard. We have received permission to replace the camera and will have another in place by May 20.
- VCB Website:
- The criteria for the new VCB website was submitted in an RFQ to Purchasing in April. The pre-bid meeting was held and we are now waiting on responses.
- Public Relations
 - Jennifer Huber attended the VISIT FLORIDA Cultural, Heritage and Rural and Nature committee meeting in Pasco County on April 15.
 - Jennifer organized an Englewood-Cape Haze specific media FAM (familiarization tour) which will be held May 16-19. Six journalists have been confirmed. Two journalists are from Allegiant's Long Island market, one is from the New York City area and three are Florida-based.
 - The number of people following Charlotte Harbor and the Gulf Islands on Twitter continues to grow. We now have 3,536 followers.
 - As a result of Myscha Theriault's February visit, her article about visiting our destination has been published in at least 30 media outlets including the Chicago Tribune, Orlando Sentinel, Buffalo News and the Sacramento Bee. http://articles.orlandosentinel.com/2014-04-04/travel/os-travel-charlotte-harbor-florida-20140404_1_vintage-florida-charlotte-harbor-wine
- Sports and Meetings:
 - Sean Doherty attended the National Association of Sports Events Symposium in Oklahoma City to participate in industry specific educational sessions and networking opportunities. He met one-on-one with 24 event organizers from around the country representing a variety of sports and events.
 - Sean worked with Charlotte BMX to update Charlotte County's proposal to host a USA BMX National event in 2015.
 - Sean participated in a wrap-up meeting with Community Services and the organizer of the Snowbird Baseball Classic to review and evaluate the 2014 event and discuss plans and options to maintain or improve components for the 2015 tournament.
 - The VCB commissioned, through our research contract with Research Data Services, an economic impact study for the Snowbird Baseball Classic. The results are due at the end of May.

- The VCB commissioned, through our research contract, a study of the economic impact of Spring Training. The study showed an economic impact of more than \$20 million.
- Film
 - Jerry Jones worked with Russell Weston on the presentation video for the pilot “Buying Beachfront.” The three-minute piece will be used to pitch the pilot to various media outlets.
 - The short video for Peace River Wildlife Center is complete and can be viewed at
 - http://articles.orlandosentinel.com/2014-04-04/travel/os-travel-charlotte-harbor-florida-20140404_1_vintage-florida-charlotte-harbor-wine
 - The Punta Gorda Farmer’s Market video is nearly complete. The loss of our video camera delayed the completion. We will be back on track in late May.
 - Jerry has worked with staff to create a prioritized list of videos for airing on our website and YouTube channel. These videos can also be shared with area chambers, accommodations, realtors, etc.

Utilities

- Engineering Services:
 - 1,195 Locates Processed from Sunshine State One Call; 2 Developer Agreements Prepared; 37 Residential Service Availability Letters Prepared; 8 Commercial Service Availability Letters Prepared; 36 Residential Service Applications Processed; 401 CIP inspections; 111 Developer Inspections.
- Business Services:
 - Web Services – Issues that need to be resolved were discovered upon transfer to production
 - Web Services – Issues on transfer of files were discovered upon transfer to production mode; still working on eliminating problems with file transfers. Bill Print has been successful. Over \$50,000 saved by developing bill print in house and not renewing Group One contract. We also have much more flexibility with bill design and print.
 - Fixed Base meter installation - Phase III infrastructure has been installed. Installation was suspended in April due to employee injuries/illnesses. Over 300 meters have been installed in Phase III.
 - Customer Service: total number of customers to the lobby was 1087.
 - Delinquencies: total delinquency revenue for the month was \$40,038 FY 14 total: \$277,816.
 - North Port: we processed 3781 payments; total revenue for March was \$775. The total amount for the fiscal year is \$7,148.
 - Accounts Receivable: the accounts receivable over 90 days went from 43.89% in March to 42.94% in April. The accounts receivable within 30 days was 51.53% in March and went up to 51.95% in April.
 - Electronic Bill Payment: 66% of all CCU bills.
 - Banner Upgrade: Project plan is complete. Kickoff meeting occurred on March 30, 2014. Functional training to start the week of May 19.
 - Share point, 66% of customer premises files established.
 - There were 52 prepayments for Spring Lake sewer system through March 28, 2014.
 - Operations Division:
 - Treatment Facilities:
 - 208 preventative maintenance, 40 corrective and 6 emergency work orders were completed.
 - 4 Residential cross-connection inspections were completed, 11 lift station backflows were tested and repaired, 4 residential cross connections were performed, 3 hydrant meters were tested and repaired and 5 reclaim site repairs were completed.
 - Burnt Store WTP: Replaced 36 PVC sample ports with stainless steel on trains A and B.
 - East Port WRF: Repaired drain valves in the south aeration basins and working with vendor to rehabilitate the aeration basin effluent gate. Assembled a temporary above ground line from the north aeration basin to the digester to drain it into digester to prevent further upset of the treatment process due to construction.

- Leachate Plant: Replaced damaged RTU tower for lift station # 1 and installed new DFS VHF antenna.
- Walenda Reclaim Booster Station: Tested and confirmed the ability to fill the GST with flow from West County Treatment Facilities.
- West Port WRF: Rebuilt the chlorine analyzer control panel due to corrosion.
- Treatment Facilities- Gerard Steimle was promoted to Backflow & Reclaim Specialist and we have posted for a new Maintenance Mechanic to fill his position.
- A public informational tour was conducted at the East Port WRF this month. Many participants asked if they could return when Phase 1 construction is completed.
- Staff Training: One staff member received his Backflow Prevention Assembly Repair and Maintenance Certificate and one staff member obtained his F.O.G. level II certification.

Water Distribution:

- Installed a 24" check valve on the incoming line from the water authority. This check valve should protect our system from an immediate loss of pressure if the Authority plant shuts down again and the Punta Gorda system is taking water thru the regional interconnect.
- Completed a water line extension for Engineering on Hoffer St.
- Completed a water line extension for Engineering on Tamiami Trail.
- 13 Employees had training on electro fusion welding for HDPE pipe.
- One employee resigned without notice.
- Verified the accuracy of the pressure transducers in the water system tied to SCADA.
- Completed the paving on the parking area at Gulf Cove booster.
- The Instrument & Controls Technician had training on Allen Bradley controls.
- Completed the contract maintenance for the fire hydrants and valves with the Town Center Mall.
- Met with staff from Public Works to set up the GPS units for various pieces of equipment for location monitoring.

Wastewater Collection:

- Gravity/Force Mains: 14 LPS services were installed for new construction; LPS service was installed for Billy Bob's Car Wash in El Jobean (Engineering request); a mislocated water main was hit when punching service for Billy Bob's and was repaired at the request of El Jobean Water Association – to be billed; 8 Gravity service connections were excavated and repaired; 1 Gravity main hammer tap was excavated and removed; CCU investigated 6 backups that were determined to be customer's problems; 7 Sewer ARVs and 1 reuse ARV were serviced/repaired; Emergency bypass force main with isolation valves was installed at L/S 10 Hernando; Isolation Valves on 2 force mains entering L/S 847 Apollo were replaced; 1 force main break (blow/off hit by contractor) was repaired in the Burnt Store Road widening corridor; 27555 VacCon was delivered to Southern Sewer in Orlando for debris tank replacement; 2 dump trucks were occupied for 3 days hauling the spoil/debris pile from the service center yard to Zemel Road Landfill; gravity sewer mainline cleaning continued in the Deep Creek area.
- Lift Stations: 417 PM work orders were completed; 81 corrective work orders were completed; L/S #11 McGuire Park installed new biological odor control unit; L/S #847 Apollo received new discharge piping and isolation valves along with DEO 3 Odor control unit; L/S #10 Hernando received new by-pass connection in front of station for emergency use; L/S #37 Quesada finished grade for asphalt and restrained inlet pipe back to the wall of wet well.
- Low Pressure Sewer: Responded to 220 service calls; completed 3 PM work orders; 7 standard upgrades were completed; replaced 1 failed tank; installed 4 mandatory connections; replaced 3 check valves at street; relocated tank at 120 Kings.
- 1 new employee started April 23, 2014; 2 employees passed their Sacramento Wastewater Collection courses.
- Water Conservation & Public Outreach:
 - Currently under Southwest Florida Water Management District's year-round water conservation measures (watering only 2 days a week).
 - Citizens' Educational tours held on April 16th with 20 people attending
- Human Resources:
 - Total positions: 200. Vacant positions: 9.

- Actively recruiting for all positions: Business Service Supervisor, Engineering Service Coordinator, (6) Maintenance Mechanics, Line Technician.
- Offers pending on 8 positions: (5) Maintenance Mechanics, Line Technician, Engineering Service Coordinator and Business Service Supervisor.
- 1 Maintenance Mechanic for Treatment Facilities posted W/E 5/2/14.
- In addition, recruiting for a Customer Account Specialist to replace an employee retiring in May.
- PR/MRWSA Water Resources:
 - 27.23 MGD of water went to customers on an average day in April and there was approximately 9.32 BG of water in storage, representing nearly 375 days of supply.
 - Authority Board met on April 2nd and the Board was informed that the Authority had put together 2 applications for project funding by the State Agricultural and Natural Resources Appropriations Subcommittee. Mr. Lehman made the presentation personally on February 18th.
 - Project 1: Increase and re-rate 1991 PRF by 3 MGD for \$3M
 - Project 2: Increase and re-rate REP facilities by 4 MGD for \$4M
 - Authority staff and member staffs met on April 25th to discuss the FY15 tentative budget, the upcoming April 2nd Board agenda, draft changes to the Authority's Strategic Plan and the 1991 PRF Rebuild.
- Regional Reclaimed Water Expansion Phase 2:
 - *Transmission Main (Stage 1):* The surveyor re-submitted as-builts for the reclaimed water main on various dates during the month after receiving CCU comments and on April 29th the as-builts were deemed acceptable. A CADD file of the as-builts was reviewed by CCU's design technician and incorporated into CCU Geodatabase. The two requests sent to the FDOT on March 14th to close out two of the three permits that were required for the project were not reviewed by the FDOT due to an excessive work load. CCU was informed that the necessary site inspection and review of the material submitted would occur the last week in April. Now that the as-builts have been approved a request to close out the third FDOT permit will be made in early May. The contractor completed work on the punch list. CCU completed work on the final administrative change order which was submitted to Purchasing on April 29th. The change order is currently being processed. Once the change order is executed the contractor will submit the final payment request. It is anticipated that the contract will be closed out by the end of May.
 - *Pumping Station (Stage 2):* On April 2nd CCU received a copy of the Rockwell Automation Service Report for the testing and inspection that was conducted on March 20, 2014. The report recommended that a rain shield be installed for each VFD cabinet that would also shield the attached AC units. During the month the contractor's electrician finished installing the conduit and wiring for the Motor Operated valves (MOV's). The skid manufacturer, Engineered Fluid, Inc. sealed the conduit penetrations and the AC units to stop the water intrusion that has occurred and installed the couplings on the pump and motor shafts for the three pumps. On April 29th EFI submitted a proposal to install a rain shield over all the electrical cabinets on the skid in order to eliminate water intrusion. CCU approved the proposed rain shield subject to a number of conditions that must be met. The contractor is currently reviewing the conditions. On April 29th CCU personnel GPS'd the site fencing, driveway limits as well as the existing utilities. The information was transferred to a CADD drawing which will be the basis for preparation of a landscape plan for the site which should occur during the month of May.
- East Port WRF Expansion:
 - Design plans and specifications were submitted to FDEP to demonstrate that utility is prepared for the next phase of expansion as flows increase.
- North Shore & Harper WW MSBU:
 - Bids received April 23 and came in over budget. Preparing alternate solutions.
 - Quarterly groundwater monitoring samples collected in April.
- East & West Spring Lake Wastewater MSBU:
 - Staff continued working with Human Services staff to process Hardship Program applications. Approval and Denial letters were issued to applicants and Tax Collector was notified of approved properties.
 - Staff discussed status of vacuum system design with consultant, Giffels-Webster Engineering.