

Charlotte County
Board of County Commissioners
Staff Report
May 2014

Budget & Administrative Services
Budget Department/Fiscal Services Division

- Grants Support:
- Human Services and Transit Grants:
 - Staff participated in two HUD sponsored NSP Closeout training webinars in anticipation of the closeout of NSPI and NSP3 grants.
 - Staff participated in a conference call with the United States Dept. of Housing and Urban Development (HUD) regarding Charlotte County's request for permission to continue spending down remaining NSP3 fund balance of approximately \$60,000.00. Permission was granted by HUD staff to spend down remaining funds within a 120 day time frame.
 - Reports were submitted to the Area Agency on Aging for reimbursement for the monthly Human Services Senior Reports: Community Care for the Elderly (CCE), Alzheimer's disease Initiative (ADI), Older American's Act (OAA) IIIB and Title III E, and Home Care for the Elderly (HCE) totaling \$71,365.42.
 - Solicitation to apply for the Department of Justice, Bureau of Justice Assistance Local Edward Byrne Memorial Justice Assistance Grant (JAG) Program was received. Administrative approval was granted to apply for the \$28,370. that is split between the Charlotte County Sheriff's Office, Punta Gorda Police Department, Court Administration, and Human Services.
 - Application was submitted to the Bullet Proof Vest Partnership (BVP) on behalf of the Charlotte County Sheriff's Office. The grant will provide for the reimbursement of up to 50% of the cost to purchase body armor for law enforcement officers for the next two years. Maximum allowable funding from BVP is \$21,384.
 - Grant application was submitted on Grants.gov for a TIGER Program grant offered through the U. S. Department of Transportation in the amount of \$10,164,000. The grant is a competitive grant and funds will be used towards the Piper Road North Corridor. The application was a joint project between Economic Development, Public Works, and submitted by Fiscal Services.
 - Grants staff attended a Joint Meeting of Program and Fiscal Staff hosted by the Area Agency on Aging (AAA) in Fort Myers. The meeting was to discuss new program and fiscal reporting changes required by the Department of Elder Affairs. It was also attended by representatives from Lee County, Collier County, Sarasota County, and a number of non-profit organizations.
 - The Local Coordinating Board (LCB) approved the change in the Transit group definition. This change will allow for more cost effective invoicing.
 - The Charlotte County Board of County Commissioners approved Transit's decision to not provide Medicaid Non-Emergency Transportation as a Subcontracted Transportation Provider (STP). Charlotte County is one of many counties that have opted out of the new Medicaid Plan.
 - Bluebird Taxi of SWFL Transportation Group, Inc. will be the new Subcontracted Transportation Provider (STP) for the Charlotte County area.
 - Staff participated in a webcast entitled Public Transportation Priorities in the Grow America Act. This Act enlarges the funding and requirements of the current Moving Ahead for Progress in the 21st Century Act (MAP-21).
- Road Grants:
 - Received a total of \$ 493,202.87 as follows:
 - \$78,537 from FDOT for the design of Gasparilla Rd improvements
 - \$69,597 from FDOT for Burnt Store Rd Phase 3 construction
 - \$137,568.43 from FDOT for Winchester Rd construction
 - \$150,000 from WCIND for Stump Pass permit monitoring and mgmt. plan
 - \$50,000 from WCIND for Stump Pass permit monitoring and mgmt. plan
 - \$7,500.44 from FDOT for US41 median maintenance

- Invoiced a total of \$992,697.49 as follows:
 - \$601,645.49 to FDOT for Winchester Rd construction
 - \$191,052 to FDOT for highway lighting maintenance agreement
 - \$150,000 to WCIND for Stump Pass permit monitoring and mgmt. plan
 - \$50,000 to WCIND for Stump Pass permit monitoring and mgmt. plan
- Public Safety Grants:
 - Prepared and submitted Quarterly Financial History and Status Reports to DEM for HazMat grant agreement 14DS-L5-09-18-01-466 for the periods ended December 31, 2013 and March 31, 2014. There were no funds expended during either period, as the execution of the agreement did not begin until April 2014.
- WCIND Grants:
 - Processed 18 new Marine Advisory Projects totaling \$718,879 for FY14/15. These are going to the board in June for approval. These projects are funded by West Coast Inland Navigation District and Local Boater Improvement Funds.
 - In May, billings totaling \$225,843 for previously approved MAC grants were submitted to WCIND for reimbursement.
- Criminal Justice Reinvestment Grant:
 - Presented the findings of the grant evaluator before the Board at the May 13th agenda meeting. Completed Reinvestment grant semiannual financial and progress report and processed final invoice payment of \$32,626 for Charlotte Behavioral Healthcare.
- Operating, Capital and Accounting Support:
 - Accounting/Billing
 - Invoiced a total of \$1,863.27 for Public Safety:
 - \$1,863.27 for radio repairs
 - Received a total of \$1,421.87 for Public Safety:
 - \$227.87 from radio repairs
 - \$1,194.00 from E911 maintenance
 - EMS Refunds - processed 35 refunds for overpayments received by ADPI totaling \$3,482.22 for March.
 - Prepared tax distribution payment for special assessment fees to Little Gasparilla Island Fire Unit for April in the amount of \$23,593.68.
 - 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. Additional review and approval included the Real Estate Services charge back journal entries for two pay periods.
 - Budget Support
 - Entered FY15 Budget changes for all Funds.
 - Processed budget adjustment requests for various operating budgets in order to show a positive variance on the projections reports.
 - Worked with Fiscal Intern building/developing templates in Excel for FY16 and FY17 MSBU budgets, building MSBU CIP templates for FY16, creating MSBU Work Program Worksheet Templates for FY16 & FY17 in Excel, and updating EAMS for project carryover to FY15.
 - FRS proposed rates were rolled into the budget for FY14/15.
 - Received preliminary property valuations from Property Appraiser. Countywide valuations increased 3.77% not including the new construction.
 - Department Specific Support
 - Attended a meeting at Public Works for a presentation on the Cartegraph management system. This is being investigated as an alternative to EAMS, or at the very least as an asset management system.
 - Met with Fiscal Services staff that manages p-card transactions to roll out the procedure for the new Bank of American Works procurement card User Interface as it pertains to our internal process within Fiscal Services. Fiscal staff will be asked to train the rest of the County p-card holders before December 31, 2014 which is when the current UI will no longer be available.
 - Processed paperwork for 4 Facilities Contract renewals for FY15.

- Researched Library CIP and Historical operating issues as follow up from meeting with Library Manager.
- Created SOP for Public Safety staff to use for travel forms and documentation requirements.
- Financial Reporting
- Worked with Fiscal staff to correct several Projections Report issues and worked with IT to correct Monthly Dept. & Dept. Rollup Reports
- Updated Projections for Public Site spreadsheet for quarterly posting on the public website
- Updated SharePoint reports with April financial data (projected revenue & expense, fund rollup, department rollup).
- Completed end of period reporting for Fleet Management.
- Analytical Support:
 - Compiled EMS transport statistics for a 2 year period broken down by charge type and fee type, with comparison of 5 surrounding agencies.
 - Prepared budget analysis for Community Services new request of 5 Part-Time positions and 1 Full-Time position.
 - Finalized the changes to the Impact Fee technical report. Worked with the Consultant to provide additional comparison reports of impact fee and permit activity requested by the Commissioners.
 - Reviewed the DJJ proposed rule and provided comments to administration in preparation for the upcoming hearing. Rule-making hearing is scheduled for June 6, 2014.

I.T.

- Several application upgrades in May – Information Technology completed upgrades to several enterprise applications:
 - WebEOC – Documents and track activities related to an emergency response.
 - FASTER – Maintains data related to fleet vehicles and maintenance.
 - Facilities Work Order System – SharePoint based internal work order system
 - Florida Local Government Coalition workshop – IT Senior Division Manager Ray Desjardins attended a workshop conducted by the Florida Local Government Coalition as part of their assessment to learn more about the Florida Local Government Coalition's membership and its unique needs. Ray represented the Florida Local Government Information Systems Association (FLGISA) as a member of their board of directors. This meeting was held in Orlando and was represented by several member of the coalition, including the Florida City and County Management Association (FCCMA) and the Florida League of Cities.
 - FLGISA District Meeting – The Florida Local Government Information Systems Association (FLGISA) held its semi-annual meeting in May. All the IT managers from Charlotte County attended this meeting which was held in Collier County at their Emergency Services complex. We had presentation by IT and EOC staff in Collier county on their emergency operations and disaster preparation policies and procedures. 20 members representing the 10 counties and municipalities in the SW District attended.
- Outage Statistics:
 - 6 - Incidents
 - Total Down Time – 10hrs. 43 mins.
 - Average time per Incident – 1 hr. 43 mins.
 - System availability was 98.607%
- Call Statistics:
 - Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) = 193
 - Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 158
 - Incidents Opened Last Month – (hardware or software that is not functioning properly) = 420
 - Incidents Closed Last Month – (hardware or software that is not functioning properly) = 365
 - Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 502

Purchasing

- Work Orders due and received:
 - 14-284 Firing Range Mitigation
 - 14-287 Sports Park Parking
 - 14-293 Design West County Annex – Sidewalk
 - 14-291 NPDES Requirements - Consultant Services
 - 14-272 Design Deck Rebuild – Cedar Point Environmental Park
 - 14-307 Design – Sidewalk Connections – Parade Circle
 - 14-305 Sports Park Water Quality Analysis
- Presubmittal meetings held:
 - 14-279 FEMA Risk Map – Consultant Services
- Request for Proposals due and received:
 - 14-250 Website Redevelopment
 - 14-279 FEMA Risk Map – Consultant Services
- Shortlisting meetings held:
 - 14-256 Loveland Master Lift Station
- Negotiation meetings held:
 - 14-195 Manasota Key Design
- Quotes due and received:
 - 14-273 Landscape Burnt Store Village Cul-de-Sacs
 - 14- 149 Keri System Upgrades
 - 14-300 Swale Inlet Grading – Annual
- Pre-bid meetings held:
 - 14-220 Irrigation Services – Annual
 - 14-275 Drainage Installation – Sheriff’s Administration
- Bid openings held:
 - 14-265 Sun Shade Structures
 - 14-154 Mechanical Treatment Environmental Mulching – Annual
 - 14-220 Irrigation Services – Annual
 - 14-209 Elkcam Utility Drainage & Sidewalk Improvements
 - 14-275 Drainage Installation Sheriff’s Administration
 - 14-187 Manasota Key Roadway Lighting Maintenance – Annual
 - 14-308 Insecticides & Herbicides Supply and Delivery – Annual

Real Estate Services

- Edgewater Phase II – All parcels have been obtained. Mediations for final settlement 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 80% 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 one purchase contract.
- Engineering, Administration, Community Services and Utilities – We continue to assist these departments and divisions in obtaining easements, title searches and researching land related issues for numerous capital projects.
- Murdock Village - FDOT request for 3 Pond Sites – The sale of easements by the County to FDOT was approved by the BCC at their January 14th regular meeting. This transaction has closed and the funds were provided to Budget staff.
- Midway Project – Temporary Rights of Entry – We have BCC approval to proceed with eminent domain 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.
- Piper Road North Land Exchange – This transaction has closed and we have acquired approximately 40% of right of way needed for this project.
- Gasparilla Road – The BCC approved the 41 resolutions of necessity at their January 14th regular meeting. We will now enter the eminent domain phase of this project.
- Office Relocation – Our offices will relocate to Building B in early April.
- Surplus Property Disposal – The County has realized approximately \$185,000 for the surplus parcels sold last fall through the sealed bid process. We have compiled a new list of parcels that will be available for this spring'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 3 of the four identified parcels needed for this project under contract. Closings should occur within the next few weeks. The remaining contract has been negotiated and will be sent to our Division in 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 30% increase in the number applications submitted to our Division during this fiscal year. This indicates that construction activity is increasing in our County.
- Neighborhood Stabilization Program (NSP) Acquired Property – We discovered that U.S. Fish and Wildlife changed the classification of a purchased lot from “non-scrub jay habitat” to “scrub jay habitat”. We are working with our Housing Manager to find a suitable County owned lot that can be substituted for this scrub jay parcel. This will allow for the construction of an affordable house on the selected parcel. This exchange will be brought to the BCC in the coming weeks.

Community Development

- The Building Division:
 - The department issued a total of 53 single family home permits in May which is equal to the number issued in April. This continues the same upward trend as previous months and indications from the number of permits applied for so far in June, that trend is set to continue.
 - Permitting revenue for May was \$263,082 which is higher than both the previous month and the same period last year. In total, revenues year to date are 16% higher than the previous year and so far, the department is showing surplus revenue of \$244,249 for the YTD.

- Code Enforcement is preparing for the change from the Code Enforcement Board to a Special Magistrate following the BCC's decision to move in this direction.
- Code Enforcement is also moving into "grass season" which is illustrated by the additional number of code cases initiated. This trend should continue for the remainder of the summer months as is typical for this time of year.
- Contractor licensing is also very active and has issued a total of \$11,000 this month in citations for unlicensed contracting. Unlicensed contracting continues to be a big problem in Charlotte County and staff is working diligently to address any complaints they receive in addition to working pro-actively to help licensed contractors who have expired permits come into compliance.

Item	Total FY2013	May-13	May-14	FY13 YTD	FY14 YTD
Single Family Permits Issued	394	44	53	209	319
Multi Family Permits Issued	2	0	0	1	0
Commercial Permits Issued	37	3	2	18	29
All Other Permits Issued	15875	1373	1567	10882	11021
Customers Served	26629	2244	2194	17874	16876
Inspections	43341	3839	4987	28432	36775
Permitting Revenue	\$ 2,385,421	\$ 256,038	\$ 263,082	\$ 1,549,772	\$ 1,794,021
Permitting Expenditure	\$ 2,075,903	\$ 188,023	\$ 203,552	\$ 1,461,597	\$ 1,538,574
Code Enforcement Revenue	\$ 910,101	\$ 75,937	\$ 70,423	\$ 561,421	\$ 641,953
Code Enforcement Expenditure	\$ 1,579,465	\$ 141,285	\$ 185,193	\$ 1,122,209	\$ 1,153,572
New Complaints Received	1447	105	84	651	561
Code Cases Initiated	2861	273	290	1927	2000
CEB Cases Heard	719	62	62	593	386
Citations Issued \$ Amount	\$ 115,500	\$ 5,000	\$ 11,000	\$ 74,000	\$ 100,000
New Contractor Licenses Issued	16	1	0	14	9
Contractor Licenses Revoked	15	2	1	8	7

- 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 discussed the status of the Charlotte Harbor CRA Comprehensive Plan amendments. These amendments are expected to go through the public hearing process in August/September. Staff also gave an informational presentation about the Height Ordinance and Waterfront Overlay in regards to the Riverwalk area. Further discussion of the Height Ordinance and Waterfront Overlay was scheduled for the June meeting.
 - Manasota Sandpiper Key Architectural Review Committee:
 - There were no ARC petitions for the month of May.
 - Little Gasparilla Island Community Plan:
 - No new updates at this time.
 - Grove City Community Plan:
 - No status available.
 - Babcock Ranch:
 - Babcock provided their proposed revisions to the existing Land Development Regulations for Staff to review. Staff scheduled a meeting in June to discuss and finalize the revisions.
 - Murdock Village:
 - No new updates at this time.
 - School Concurrency:
 - No new updates at this time.

- Revision of the Comprehensive Plan:
- Revisions to Smart Charlotte 2050 went before the Planning and Zoning Board in May and were recommended for approval with a 5-0 vote. The Comprehensive Plan revisions will be presented to the Board of County Commissioners at the Land Use Hearing on June 24.
- Site Plan Approval:
- The County received 11 petitions in May:
 - 1 was a project conference
 - 3 were preliminary site plans
 - 2 were final site plans
 - 1 was DSRB Preliminary
 - 2 were PD Final site plans
 - 1 was a major mod
 - 1 was for Preliminary & Final site plan.
- Board of Zoning Appeals:
- The Board of Zoning Appeals heard the following petitions on May 14, 2014, and made the following decisions:
- Petition No. SE-14-005:
 - A request by Bruce Bullert, agent for Charlotte County Utilities, for a special exception to allow an essential service, consisting of a sanitary sewer lift station, in the Residential Single-family-3.5 zoning district, located at 3450 Harbor Boulevard in Port Charlotte, was APPROVED subject to conditions, by a vote of 5-0.
- Petition No. SE-14-006:
 - A request by Kevin Rainey, agent for Charlotte County Utilities, for a special exception to allow an essential service, consisting of a sanitary sewer lift station, in the Residential Single-family-3.5 zoning district, located at 19412 Edgewater Drive in Port Charlotte, was APPROVED subject to conditions, by a vote of 5-0.
- Petition No. SE-14-007:
 - A request by Kevin Rainey, agent for Charlotte County Utilities, for a special exception to allow an essential service, consisting of a sanitary sewer lift station, in the Residential Single-family-3.5 zoning district, located at 20499 Edgewater Drive in Port Charlotte, was APPROVED subject to conditions, by a vote of 5-0.
- Planning and Zoning Board:
- The Planning and Zoning Board heard the following petition on May 12, 2014:
- PA-14-04-06:
 - Pursuant to Section 163.3184(3), Florida Statutes, transmit a Large Scale Plan Amendment to the Department of Economic Opportunity (DEO) for review and comments; the request is to amend the Future Land Use (FLU) Element, Natural Resources (ENV) Element, Coastal Planning (CST) Element, FLU Appendix I: Land Use Guide and FLU Appendix III, Definitions; Petition No. PA-14-04-06-LS; 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 the following petitions on May 27, 2014.
- 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
- Z-14-02-02:
 - Approve an ordinance adopting Petition # Z-14-02-02, 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; Petition No. Z-14-02-02; Applicant: TAG Consultants, LLC; Commission District I.
 - Board Decision – Approval

Community Services

- Administration:
 - Supported 2 Advisory Boards, Safety Committee
 - Answered 224 phone calls and 17 web emails; processed 6 citizen action request, 12 accident reports, and 5 incident reports, 25 parking pass applications (by mail/phone)
 - Promotional and Marketing Activities:
 - ½ page ad in the Parrot Magazine promoting activities
 - Facebook Page Current reach – 395 Page Likes
 - Facebook Weekly Total reach – 264
 - Constant Contact Email Campaign Reach – 387
 - Summer Camp ad in Charlotte Sun
 - Program Guide
 - 8,000+ distributed to Elementary School children, Middle and High School Offices
 - Clear Channel Campaign Advertising the Program Guide
 - SW Florida Focus Radio Show airing with Charley Shoe 5/25 on (5) Clear Channel stations
 - Submitted article to employee newsletter and Charlotte Sun editor for Eagle Scout Project at North Charlotte Regional Park Veterans Memorial Walkway
- Meetings:
 - Team Parkside Quarterly Public Meeting
 - Parkside Festival Committee
 - Employee Appreciation Committee
- Online Need Assessment Survey Available
- 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
 - Allstar Paintball
 - Reviewing North Charlotte Park location for seasonal contract
- Partnerships:
 - Established formal Facility Use Agreement with Charlotte Harbor Sailing Club at Port Charlotte Beach
- Libraries & Historical Monthly Report:
 - Numbers:
 - 45,043 visitors for the month of May
 - 5,759 people used computers

- 375 adults and teens attended 41 library programs in May, financed by the Friends of the Library
- 61 children attended 5 programs also financed by the Friends of the Library. So that is a total of 46 programs that 436 people attended in May.
- 112 volunteers worked 782 hours at libraries & 11 volunteers worked 52 hours at Historical Center
- 567 patrons requested PC assistance
- Circulation for May was 61,875
- Other:
 - Anne Shepherd cataloged 1,357 items in May
 - Genealogy provided 16 volunteers who worked a total of 171 hours in May
 - 908 people used the computers at the Englewood/Charlotte Library
 - 53 adults attended 3 outreach programs hosted by the Historical Center
- Charlotte Sports Park:
 - The Charlotte Sports Park hosted eighteen (18) home games for the Charlotte Stone Crabs on the following dates with a total attendance of 13,077. Unfortunately, two (2) of the games were cancelled due to inclement weather.

Thursday	5/1/2014	790	
Friday	5/2/2014	0	Game Cancelled/Rainout
Saturday	5/3/2014	685	Doubleheader/Promos Rescheduled
Sunday	5/4/2014	514	
Monday	5/5/2014	292	
Tuesday	5/6/2014	507	
Thursday	5/8/2014	775	
Friday	5/9/2014	1695	
Friday	5/16/2014	1693	Fireworks
Saturday	5/17/2014	1927	Fireworks
Sunday	5/18/2014	448	
Monday	5/19/2014	271	Extra Innings
Saturday	5/24/2014	767	
Tuesday	5/27/2014	860	
Wednesday	5/28/2014	373	Rain Delay
Thursday	5/29/2014	559	
Friday	5/30/2014	0	Game Cancelled/Rainout
Saturday	5/31/2014	921	Rain Delay/Fireworks

- There were a total of twelve (12) Extended Spring Training games played on the back fields with an estimated total of 300 total fans.
- The Charlotte Sports Park hosted the Pro-style Baseball Tryouts on Sunday, 5/4. One practice field was utilized and estimated attendance was 90.
- The Charlotte Sports Park hosted several games of the Perfect Game Tournament from Friday, 5/23, to Sunday, 5/25, on the practice fields. The estimated total attendance for this tournament was 850.
- Aquatics:
- Port Charlotte Beach Pool:
 - 1126 paid admissions
 - 161 Pass holder visits
 - 192 Water Aerobics participants
 - 1 Adult received private swim lessons
 - Staff spent an estimated 22 hours performing In-Service Training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 32 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- Oyster Creek Regional Park Pool:
 - 1573 paid admissions
 - 552 pass holder visits
 - 407 water exercise participants

- Charlotte County Blue Fins practiced 5 times per week resulting in approximately 500 “splashes” or the month.
- The Dive well was rented four times for SCUBA instruction.
- 26 students registered to date for Learn to Swim Spring sessions
- The meeting Room was rented twice for meetings
- Lemon Bay High School held their end of the year party with approximately 100 students attending.
- LA Ainger Middle School held their end of the year pool party with approximately 150 students.
- 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.
- Staff spent an estimated 58 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- JM Berlin/Rotary Skate Park at Oyster Creek:
 - Total Skaters: 1649
 - Total BMX Bikers: 201
- South County Regional Park Pool:
 - 1380 paid admissions
 - 662 pass holder visits
 - 159 water exercise participants
 - Charlotte County Blue Fins held 32 swim practices resulting in approximately 2560 “splashes” for the month.
 - 27 students registered for Learn to Swim Spring sessions
 - Approximately 50 Charlotte High School CSE students held their end of the year party.
 - Approximately 50 Meadow Park Elementary school students held their end of the year party.
 - Sally Jones Elementary School held their end of the year pool party with approximately 200 students, volunteers and staff attending.
 - Moonlight Movie was held May 17 and had 112 paid admissions.
 - Summer has begun with 9 different camps utilizing the pool resulting in approximately 400 “splashes”.
 - 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.
 - Staff spent an estimated 58 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- Recreation:
 - The four Charlotte County Recreation Centers and two Charlotte County Skate Parks were open a combined 1,350 hours and served over 13,250 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 1,473 with 5,560 touches combined. Recreation facilities were rented 20 times achieving a rental attendance total of 2,015 people.
- Athletic Section:
 - Charlotte County athletic leagues and athletic special events used County facilities approximately 1,586 hours in the month of May. An estimated 2,329 local athletic participants visited County facilities. Activities included Adult Flag Football, Adult Softball, Adult Tennis, Youth Baseball, Youth Swimming, Youth Soccer, Youth Horsemanship, Youth Softball and Youth Inline Hockey.
 - Carmalita and South County Regional Park Soccer concession stand projects are scheduled to begin site preparation on June 2nd.
 - Snowbird Classic College Baseball Tournament – Economic Impact figures returned by the Visitor & Convention Bureau estimated at \$9,065,300 and 9,992 visits to Charlotte County facilities including North Charlotte Regional Park, South County Regional Park, Harold Avenue Park and Charlotte High School.
 - IBC-Nations Youth Baseball Tournament – May 3-4 brought 22 teams to North Charlotte Regional Park and Harold Avenue Park.

- Extension Services:
- Administration:
 - Meetings:
 - CED Poly Com Meeting – May 27th – 1 to 3 pm
 - Gulf Citrus Growers Association Board - Elections – May 15th – 8:30 am – Extension Conference Room
 - Budget Review with Administrators – May 22nd – 3:30 to 5:00 pm
 - CED - Face-to-Face Meeting – 9 am to 3 pm - Manatee County Extension Office – May 19th
 - Extension Staff Meeting – May 29th – 3 pm
 - Website Hits: 2,983 website page views
 - Facebook® Page - Charlotte County Extension data: 750 Likes, 788 visits
- Sea Grant:
 - Publications:
 - Staugler, E.A. 2014. “Scientific Release”, Waterline Magazine, Charlotte Sun Herald, May 8, 2014, Page 26.
 - Staugler, E.A. 2014. “How Sharks Hunt Prey”, Water LIFE Magazine. May 2014, Page 13.
 - Websites:
 - Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/Tunicates> those gelatinous blobs.
 - Extension website:
 - Posted new course offering.
 - UF/IFAS Charlotte County Extension, post & photos about programs.
- Field Work:
 - 5/5 - Conducted monthly bay scallop recruitment monitoring.
 - 5/12 & 13 – Organized and conducted derelict crab trap removal in Peace River
- Site Visits:
 - Fishermen’s Village – Monofilament Sign
- Meetings:
 - 5/9 – Great Goliath Grouper Count planning meeting
- Other:
 - 5/1 & 5/15 – Bay scallop cage volunteers conducted bi-monthly monitoring
 - All month - considerable time invested in preparing Agent promotion packet (final due to DED 6/6) and prepping for summer FMNP class (starts 6/3)
- 4-H Youth Development:
 - 4-H Outreach Programs:
 - May 8th, 9th, 19th, 20th & 30th – Taught 4-H STEM program “Coconuts to Candy Bars” at Sallie Jones, East and Imagine Elementary Schools. This program includes Career Exploration, Agriculture, Geography, Math and Art to help youth answer the question “How’d that get on my plate?” Over 330, 3rd, 4th, and 5th graders completed the program.
 - May 15th & 16th – Taught 4-H Horticulture Program “Tops and Bottoms” at Sallie Jones Elementary. This program focuses on vegetable crops and family gardening. 125 students participated in the program.
 - 4-H Programming:
 - May 31st – 18 Teen Leaders completed six hours of Leadership Training as part of the Florida 4-H Counselor Training.
 - Project Club Meetings – Volunteer leaders prepared lessons for and led over 120 4-H members in the following project club 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 – “Plant Pathology” – May 1st – Dr. Pam Roberts, Immokalee REC
 - 2014 Master Gardener Training – May 8th – Vegetables – II – Gene McAvoy, Multi-County Vegetable Agent

- 2014 Master Gardener Training – May 15th – “Plant Propagation” – May 15th – 9:30 am to 12:30 pm – Dr. Bob Rouse and Dr. Monica Ozores-Hampton from the Immokalee REC
- 2014 Master Gardener Training – “Africanized Honeybees & Bedbugs” – May 20th – 9:30 am to 12:30 pm
- 2014 Master Gardener Training – May 22nd – “Composting” – May 15th – 9:30 am to 12:30 pm – Tom Becker
- 2014 Master Gardener Training – “Palms” – May 27th – 9:30 am to 12:30 pm – Donna Worthley, Master Gardener
- 2014 Master Gardener Training – May 29th – “Basic Entomology” – 9:30 am to 12:30 pm – Dr. Doug Caldwell (Plus Program Wrap-up, Evaluations, etc.)
- GI-BMP Training – May 21st – 8 am to 3 pm – Nine 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. (9) participants increased their understanding of the local County Ordinance, as well as Turf, Irrigation, Landscape and Pesticide BMP's. After taking an end-of-class exam and receiving a 75% or higher score, each participant receives a Certificate of Completion showing that they are in compliance to properly apply fertilizer in Charlotte County and can get the required State License.
- Fertilizer Ordinance Presentation (Punta Gorda Isles Civic Association) – 2 pm – May 20th – 5 people in attendance
- Meetings:
 - Parkside Tree Canopy Restoration Committee – May 6th – 8:30 am – Cultural Center President's Room
 - Entrance Monuments Meeting (Landscaping) – Public Works Admin Conference Area – May 7th 2 pm
 - Community Roadway (gateways & thoroughfares) Landscape Beautification – Public Works – May 14th – 2 pm
 - Community Roadway (gateways & thoroughfares) Landscape Beautification – Public Works – May 21st – 2 pm
- Florida-Friendly Landscaping:
 - The Florida-Friendly Landscaping™ Program Assistant provided solutions for many types of homeowners including those seeking to renew and renovate existing landscapes and new resident building vegetable, herb or butterfly gardens or installing rain barrels.
 - Total Clientele Contacts in May – 427
 - 10 group learning events w/235 students, 116 telephone consultations, 76 office consultations, 14 field visits and 135 email consultations.
 - Newspaper Columns Produced (March to May) Five Port Charlotte Herald Florida-Friendly Landscaping™ columns produced and published. Estimated daily readership is 13,006.
 - Landscape Reviews. Assessed for water utility planners on-site, seven lift station perimeter and buffer landscapes. Several were coming off their plant (1-year) tree warranty period. Each review provided the planners realistic changes needed in the future: tree and shrub replacement and reducing problems associated with maintaining each Florida-Friendly Landscaping™ location. Suggestions were made for additional plant buffering, longer irrigating cycles matching the establishment needs of each type of plant installed and instructions on proper pruning, mulching and pest control.
 - Fifteen (New) Master Gardeners were trained to be speaker/demonstrators and using sustainable practices to save water and protect water quality by composting, rain water harvesting, creating rain garden plantings and using appropriate landscaping natives.
- Site Visit:
 - 8407 Oak Jay Lane Englewood – May 2nd – 10:30 a.m. – Tree Problem
- Special Events
 - Environmental Horticulture Statewide Retreat – UF/IFAS Gainesville – Professional Development – May 12th – 13th
 - Master Gardener Radio Show – 1580 – WCCF – 10 am – Tom Becker and Walt Parlow – May 27th

- Summer Reading Kick-off – Bug Display – Mid-County Regional Library – May 31st
- 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 May 5th – “Plant not doing well - the plant doctor will see you now”
 - Newspaper Article for May 12th – “Why ti?”
 - Newspaper Article for May 19th – “The best jasmine – confederate jasmine”
 - Newspaper Article for May 26th – “Fat, succulent “roses”

Facilities, Construction and Management

- ADA Various Improvements: The second phase started on June 2nd which is the next 5 of 18 projects. 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. Dan Wiley & Associates will be giving a presentation regarding this project at the July 22nd BCC meeting.
- Energy Performance Contract: The work included in Siemens’ Energy Performance Contract is underway and ahead of schedule. Lighting retrofits are 100% complete and the salt chlorination systems have been installed at SC Regional and Ann Dever pools. HVAC upgrades have been completed at the Eastport Environmental campus and the remaining HVAC upgrades are in process.
- 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 and is being processed by Purchasing.
- Anger Fishing Pier & Parking Renovations: Construction documents have been sent to purchasing for bidding.
- Port Charlotte Beach Fishing Pier & Boardwalk Renovation: 90% engineering and design plans have been received.
- Franz Ross Football Fields Renovation: 90% design documents have been received.
- Port Charlotte Beach Floating Dock: 80% construction documents have been received.
- 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: The engineer is collecting the restroom plans and compiling building permit package.
- Fire Training Facility: The RLI is being completed for submission to Purchasing.
- Harold Ave Concession Buildings: The HVAC supply final duct testing and sealing has been completed.
- Bay Heights Boat Ramp: Team is awaiting any additional comments or permit approval.
- Carmalita Park Concession Stand: Construction is to start on June 2nd with mobilization, surveying and building layout.
- South County Regional Park Soccer Concession Stand: Construction is to start on June 2nd with mobilization, surveying and building layout.

- Airport Annex Master Plan: The RFP is under rewrite per direction of management.
- 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 44 candidates.
 - Continue to partner with consulting firm Evergreen Solutions regarding Job Analysis and Description/Development study.
 - Assisted Community Development with Interviews
 - Cross-training new HR employees
 - Continue to participate in IAFF negotiations regarding proposed changes to HRA program
 - 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:
 - Released Training Calendar for FY 13-14
 - Participated in customer service focus group
 - 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

- Veteran Services staff assisted a veteran with refiling a VA claim for a recoupment/repayment plan. The request was reviewed by the VA and approved which provided the veteran with access to additional pension funds to help meet his monthly expenses.
- Appropriations from the Florida Legislature for in-home services for frail seniors and disabled adults were increased this session. Senior Services staff met with the Area Agency on Aging for Southwest Florida to discuss the distribution of funds, client waiting lists and local service needs.
- Veteran Services Officer, David Donohew and Assistant Veteran Services Officers, David Rockow and Terry Keene successfully completed the required semi-annual Re-Certification course offered by the Florida Department of Veterans Affairs. Congratulations Gentlemen.
- The Board of County Commissioners also recognized the 65th anniversary of the Office of Veteran Services in Charlotte County at their May 13, 2014 Commission meeting.
- 211 Charlotte has physically relocated to the Human Services facility at 1050 Loveland Blvd. 211 operations can now more efficiently be integrated with human services and community initiatives.

- Senior Services staff completed all the required in-home elder care site monitoring's of the vendors under contract with Charlotte County to provide these services to the Department's senior clientele.
- The Board of County Commissioners approved the three year Local Housing Assistance Plan (LHAP) at its May 13th meeting. The Plan is required to receive State Housing Initiatives Partnership (SHIP) grant funds.
- Housing staff completed all the Hardship applications & eligibility notifications for CCU assessed customers in the target area for sewer installations.
- The BCC approved the grant award for 211 to provide information to callers on evidence based programs for diabetes that available in Charlotte County.
- Staff participated in the letter carrier food drive. A large supply of food donated by the community was added to the Department's food pantry to help feed those in need.
- Senior Services Charlotte County hosted the Senior Services agencies from Collier, Lee, Sarasota and Desoto counties and the Area Agency on Aging for Southwest Florida for a training and regional team building day event. There were 50 in attendance. All of the Department of Elder Affairs training requirements for the year were completed on this one day.
- Energy Assistance vendor agreements were signed for the next 2 year cycle renewal as required by the Low-Income Energy Assistance Program (LIHEAP) grant.
- Veteran services staff participated in numerous community activities over the Memorial Day weekend honoring our fallen soldiers and their families.
- Family Services Manager made a presentation at the Christ Congregational United Methodist Church at their invitation to provide information on Human Services. 47 community members were in attendance. As a result, the church is promoting the use of 211 in their bulletin.
- Housing, Admin & Fiscal staff participated in a conference call with HUD to allow 120 day extension on unencumber NSP III funds. County requesting to expand target area to continue rehab of eligible properties.
- Staff attended a presentation by a representative from the Agency on Healthcare Administration (AHAC) who provided information and process on the State mandate for the migration of Medicaid to Medicaid Managed Care which is effective in Charlotte County on June 1, 2014.
- Fran Roche, Information and Referral Specialist for 211, passed her required national certification exam. Congratulations, Fran.
- Staff have begun training an enrollee/trainee from the Experience Works Program to assist with calls through the 211 call center.
- Director participated in the Virginia B. Andes Clinic's steering committee considering the application for designation of Federally Qualified Healthcare Center for the Clinic. Committee will be monitoring changes and community impact in Medicaid and Affordable Health Care Act over the summer.
- Client satisfaction surveys were conducted for Veteran Services & Family Services in April and May. Results expected the end of June/July.

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

- The Contractor adjusted the paving schedule in the Greater Port Charlotte area to complete drainage work ahead of the paving crews.
- All pipe replacements have been completed in the Olean 1 and Elmira 1 areas. The Contractor has begun to place the final course of asphalt on the previously leveled streets in the Olean 1 area and continues to perform asphalt removal in the Elmira 1 area. The Contractor plans on placing two paving crews in the Elmira 1 area on June 2, 2014 to complete the paving in this area. The paving in Olean 1 area should be complete by May 30, 2014 and restoration will commence.
- To date, approximately 39,914 tons of pavement has been placed in the Road and Bridge and Greater Port Charlotte Districts. The amount of contract time that has elapsed is approximately 26.82% and the Contractor has completed approximately 35.45% of the work.
- 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
- Clearing is almost complete for the entire site; the contractor has mulched all the trees. Pond excavations are underway and the construction of a box culvert at Bear Branch Creek is nearing completion. Pipe crews are working in two locations placing new sewer lines. Dirt is being moved to the area just south of Zemel Road as they are forming the new lanes.
- 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
- The as-built drawings were reviewed by both County staff and the Contractor on May 20, 2014. The Contractor has been dredging areas that needed additional attention and the final survey is scheduled the end of May 2014. Pending schedules and weather conditions, the dredging portion of the project should be complete in early June 2014.
- 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 Construction Schedule: 11/18/2013 – Fall 2014
- May 19, 2014: Both approach slabs have been poured. The traffic barrier and columns for the pedestrian rail on the north side were poured on May 19, 2014. The contractor will then begin forming the south side.
- June 2, 2014: Continuing to pour the traffic barrier and pedestrian columns on the south side which should be completed this week. Roadway curbing is being installed.
- 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 complete and the contractor will be on site May 15, 2014.
- *PSA issued 5/14/2014: – Construction of the Rotonda West Entry Features will begin Thursday, May 15, 2014. The contractor will begin by installing silt barriers and excavating the area at Rotonda Blvd North. Entry Features are being constructed just outside of Boundary Boulevard at Rotonda Boulevard North, Rotonda Boulevard West, Rotonda Boulevard East, Rebel Court and Cape Haze Drive. Construction is expected to continue through mid-August 2014. Motorists and pedestrians are encouraged to exercise caution when traveling through these areas.*
- 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 completed this project ahead of schedule. Staff will be meeting the contractor on site for a final inspection and will provide a punch list on May 15, 2014.
 - 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.
 - 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. Construction Contract: Quality Enterprises, Projected Construction Schedule: 05/19/2014 – 9/26/ 2014
 - Construction underway; the temporary force main has been installed.
 - *PSA issued 5/21/14: Port Charlotte, FL- A section of Forrest Nelson Boulevard will be closed, between Quesada Boulevard and Corktree Circle, from May 27, 2014 through September 30, 2014. Quality Enterprises, Inc. will be installing new box culverts within the Sunset Waterway to increase water flow capacity as part of an overall plan to upgrade Charlotte County's stormwater infrastructure system. Detours will be in place to guide travelers through this area. Please utilize alternate routes to avoid this area when possible. The Public Works Department would like to remind motorists to remain alert at all times and exercise caution when traveling through construction zones.*
 - Sunshine Lake / Sunrise Waterway 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
- Pompano Waterway: Zep Construction completed the installation of all drainage pipes and stormwater structures on the northbound and southbound Access Roads. Utility work will begin this week along with the roadway restoration. The Pompano Waterway construction is 80% complete and is on schedule.
- Elkcam Waterway: The first of three 84" microtunnels is complete. Zep Construction is currently preparing the second microtunnel launching pit and is scheduled to begin tunneling on June 16, 2014. The project at the Elkcam Waterway is currently 23% complete.
- 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
- Excavation is underway for the Flood Plain Compensation Pond north of SR 776 and west of Wilmington Boulevard. Trucks hauling the excavated material are using SR 776 and San Casa Drive as the haul route to transport the material into the Winchester Boulevard South construction site; the excavated material is being used as fill for the new roadway. Most the base fill is in place from Aloha Avenue to Concord Road.
- The contractor continues to install drainage pipes and structures for the new roadway; utility lines for both CCU and Englewood Water District are being placed. FP&L is currently moving power lines that conflict with the new roadway alignment.
- Design of the Winchester Boulevard North/SR 776 intersection, that includes a right turn lane onto Winchester Boulevard North and a new traffic signal, is well underway. Construction within this intersection is part of the construction contract and will begin in the summer of 2014.
- 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 (FDOT) Local Agency Program (LAP) Funds to construct this project which will be available July 2014. The FDOT LAP Agreement has been completed and will go before the Board of County Commissioners on June 24, 2014 for approval.
 - 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: July 2014
- A preconstruction meeting was held June 4, 2014. The Notice to Proceed was established for July 7, 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: Summer 2014, Projected Start of Construction: Summer 2014
- All required permits have been received. Signed and sealed plans were submitted to the County on April 28, 2014. Final project specifications were received May 15, 2014 and are under review. Once the final review is complete, the bid package will be submitted to the Purchasing Department in preparation for bid solicitation.
- 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. 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. 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. CCU may include a watermain which would be supported on the Bridge. If the utility design is complete prior to completion of the plans, the watermain may be included in the bridge rehabilitation project. Upon completion of the review by County staff, the plans will be submitted to the Purchasing Department in preparation for bid solicitation.
- 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 completed the 100% roadway plans and is currently working on the utility portion of the design. Design is projected to be complete by the end of June 2014 with construction scheduled to start in late 2014.
- 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
- Construction bids were opened on May 16, 2014 and are under review by the Purchasing Department. Upon completion of review, a recommendation to award the construction contract, to the lowest responsive responsible bidder, will be presented to the Board of County Commissioners for approval.

- 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 Board of County Commissioners approved the preferred design options for the decorative lighting, gateway feature and the access management plan on May 13, 2014. 30% design plans are in progress.
- 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 Summer 2014, Procurement Process: Fall 2014, Projected Start of Construction: Late 2014
- Giffels-Webster Engineers are working towards completing the 60% plans; the anticipated completion date is June 13, 2014. The consultant is currently working on expanding the turn lane geometry near Panama Blvd, as requested by Public Works, which resulted in an adjustment to the completion date for 60% plans. It is not anticipated that subsequent scheduled completion dates will be affected (90% plans on schedule for completion July 15, 2014 and 100% plans on schedule for completion July 30, 2014)
- Utility notification/coordination activities are on-going:
 - 1. Plans were received from CenturyLink for relocation work within the corridor. These plans are currently being reviewed by the consultant to verify that all conflicts with the proposed sidewalk have been addressed.
 - 2. Utilities Inc. (Sandhaven) 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 re-construction.
- 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
- 90% plans are scheduled to be completed by July 15, 2014. 100% plans are projected to be completed by July 30, 2014. Giffels-Webster is continuing to address the comments and preparing for a SWFWMD exemption request which is anticipated to be completed and forwarded to SWFWMD by June 13, 2014. Utility notification/coordination is on-going.
- 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 have been received and are being reviewed by staff. The MSBU met on May 13, 2014 and requested that an additional sidewalk be installed on Rio Togas Road. Banks Engineering will provide a scope of services and fee schedule for the additional work.
- 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
- Design plans have been reviewed by the utility companies. This project is expected to be submitted to the Purchasing Department by May 30, 2014 in preparation for bid solicitation.
- 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. Johnson Engineering prepared a scope and fee to add the benches and landscaping; staff is working on a change order to include the additional work.
- Tom Adam's Bridge – Phase 2 of the Tom Adams Bridge Rehabilitation will replace the existing tender house, electrical, and mechanical equipment. The proposed Tenderhouse will provide a gateway to the Manasota Key will feature a standing seam roof color coordinated with the bridge and large observation windows designed to withstand hurricane winds. The proposed Tenderhouse 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. The existing Tenderhouse will be removed providing a scenic outlook for pedestrians. The existing concrete railing and guardrail will be removed and replaced with a steel traffic barrier and aluminum handrail, which will allow for widening the sidewalk to a minimum of five (5) feet. The sidewalk surface will be topped to correct slope and alignment issues, making it easier for pedestrians to cross the bridge. The rehabilitation will also replace the existing Traffic Gates, Traffic Signals, the approach slabs (concrete slab which connect the bridge to the roadway), abutment wall cap, slope pavement (surface under the bridge approaches), plus the bridge will be repainted. Design Contract: Charlotte Engineering & Surveying, Design/Permitting Schedule: 07/02/2012 – Spring 2014, Procurement Process: Summer 2014, Projected Start of Construction: Summer 2014
- All Permit applications have been submitted to the permitting agencies and the Project Specifications and Cost Estimates have been received. Design/permitting is 95% complete.
- 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

- The geotechnical study and natural resource investigations are complete - no impact to sea grasses, hard bottom or oysters exists. 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 (RAI) to the Consultant; a response was provided. The Mitigation/Public Interest plan was formulated and submitted to the permitting agencies for review. The ACOE sent an RAI as well and wants to combine this project with the Maintenance project. The Consultant is attempting to rectify this now. The fee for FDEP review of the project has been submitted for payment.
- 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
- The Army Corps of Engineer (ACOE) permits expired March 2014; re-authorization of project permitting is underway. Plans and specifications are complete pending any revised permit language required by the permitting agencies. The Florida Department of Environmental Protection (FDEP) permit was received however the ACOE permit application is still under review. The ACOE sent a Request for Additional Information as they want to combine this project with the Alligator Creek -6 Feet Dredging Project. The Consultant is attempting to rectify; this may delay maintenance dredging. The bid specifications will be reviewed by staff upon receipt.
- 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
- Survey work was conducted the week of April 28, 2014 to obtain information on existing conditions that will facilitate the permitting and engineering of the project. They are in the process of engineering the data retained from the survey work and will have preliminary plans ready for review the week of June 2, 2014.
- 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
- The Purchasing Department received Requests for Letters of Interest to obtain a qualified engineering firm. Staff reviewed the submittals and is in the process of negotiating with the selected firm. The scope of services has been negotiated and the Consultant is in the process of gathering preliminary data.
- 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 reviewed by staff the week of April 14, 2014 and submitted the week of April 21, 2014. The permit was received for this project on May 8, 2014. Staff reviewed the bid specifications and the Consultant

is making final revisions. Limited vegetation trimming, for line of sight/navigation, is being added to the contract.

- 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 26, 2014
- Bid opening was held April 30, 2014 and awarded on May 27, 2014. The pre-construction meeting was held on May 28, 2014 and Notice to Proceed was established for June 26, 2014.
- 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.
- Design Schedule - June 2014: Field work including bathymetry, jet probes, sediment sampling and sea grass mapping, July 2014: Data reduction and design plans, August 2014: Permit application - preparation and submittal, September 2014 through early 2016: Permit processing.
- 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
- 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.
- Johnson Engineering completed the construction plans and the bid specifications; 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.
- A location was accepted as the spoil disposal site that may reduce the cost of hauling material, however due to the requirements communicated by State Park Staff in regards to this spoil site, staff requested that Johnson Engineering prepare a cost comparison between using State Park property and trucking the spoil to the landfill.
- 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 – July 2015, Procurement Process: Summer 2015, Projected Start of Construction: November 2015

- 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. An additional Stakeholder meeting was held March 5, 2014 to resolve the configuration of the engineered structure.
- The permit application was reviewed by staff and was submitted May 13, 2014 to the permitting agencies. Projected Permitting Schedule:
 - May 2014 through April 2015 - Permit processing with FDEP & USACE
 - June 2015 – Permit processing with FDEP
 - July 2015 – Permit Processing with USACE
- 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 more 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 solutions. Little Farm Road was discussed further at the BCC Workshop on May 20, 2014; as a result of the discussions, different funding resources are being explored.
 - 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 – 07/01/2014, 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; the pre-bid meeting was held June 3, 2014 and bids are due June 18, 2014. It is anticipated that a recommendation to award the construction contract will be presented to the BCC in July 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 submitted the 90% design plans to the County for review; staff is preparing responses. Construction is funded in Fiscal Year 2015.
- 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. No response has been received from Seminole Gulf Railroad as to the progress the Consultant has made.
 - Edgewater Phase II Construction – Awaiting bidding process/construction to begin.
 - Electric Runs to Rotonda West Bridges – Reviewed and commented on material submittals for future lighting systems and monitored contractors installing conduits and directional bores.
 - 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. Final plans were received and provided to the Contractor and the CM at Risk firm. The guaranteed maximum pricing was presented to and approved by the Board of County Commissioners on May 27, 2014.
 - 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:
 - Completed yearly preventative maintenance on the traffic signals at the following locations:
 - Veterans Blvd./Peachland Blvd.
 - US 41/Toledo Blade Blvd.
 - US 41/Enterprise Dr. /Paulson Dr.
 - Quesada Ave/Forrest Nelson Blvd.
 - Cochran Blvd./Harbor Square Plaza
 - Repaired illuminated street name signs at US 41/Murdock Cir.
 - Began routine street light maintenance in the south and mid portions of the County; load centers and circuits were checked for operation resulting in 121 repairs.
 - Completed upgrading video detection processor firmware at signalized intersections with video detection systems.
 - Replaced one broken Astro bracket at Marion Ave./Nesbit St. for the northbound video detection camera.
 - Upgraded one, two-way pedestrian signal pole at Edgewater Dr./Bayshore Rd. Wiring was dry-rotted and in need of replacement. The pole was not break-away. Installed a concrete foundation, installed a pull box, replaced pole, and pulled new cables.
 - Turned off decorative lights on Manasota Key to be compliant with turtle nesting season.
 - Replaced one radar detection unit at Kings Highway/Westchester Blvd. that was dropping vehicle calls.
 - Straightened one pedestrian signal pole that was leaning as a result of a vehicle accident at Toledo Blade Blvd./Hillsborough Blvd.
 - Replaced one street light pole on SR 776/Biggs St. that was knocked down as a result of a vehicle accident.

- Picked up debris, made area safe, and repaired wiring for street light pole knocked down on southbound US 41 near the Elkcam Waterway as a result of a vehicle accident.
- Replaced one school flasher pole on Westchester Blvd./Beaver Lane as a result of a vehicle accident.
- On February 17, 2014 a vehicle accident destroyed the signal controller cabinet, cabinet base, and battery backup unit at the Kings Highway/ I-75 northbound ramp. The replacement materials were delivered, tested operational, prepped and installed.
- Removed two pull boxes and replaced underground conductors on US 41 at the site for the new Mattress Firm in Port Charlotte.
- Removed one school flashing beacon pole on Forrest Nelson Blvd. at the Sunset Waterway to prevent damage during the box culvert construction.
- Working on revisions to the FDOT Maintenance and Compensation Agreement for Traffic Signals.
- Traffic Management Center:
 - Installation of new Cisco Network Switches for TMC and four network Hubs in the field:
 - New switches were configured, setup, and deployed.
 - Software upgrades for all Ruggedcom devices (98 devices).
 - Reconfiguration of IP addresses for all Ruggedcom switches in the field.
 - Changed out fiber patch cords for 4 Cisco switches at each Hub in the field.
 - Punta Gorda Public Safety Office:
 - Updated drivers and reconfigured PC to utilize more functions in Cameleon software.
 - Reconfiguration of video drivers for cameras in the Traffic Management Center to utilize Cameleon software:
 - Video drivers affect video output and camera control functions.
 - In contact with FLIR 360 Surveillance for video wall issues.
 - Attended Rotary Club of Murdock breakfast as guest speaker at Perkins on US 41.
 - Attended McCain Transit Signal Priority - Key Concepts & Fundamentals. (Webinar)
 - Attended US DOT Connected Vehicle Pilot Deployment Workshop. (Webinar)
 - Begin transition of new PC's for Traffic Management Center.
 - Reconfiguration of ring structure on Advanced Traffic Management System map to reflect true conditions in the field.
 - Continue testing and monitoring of network.
 - Continue monitoring and fielding complaints as the need arises. Responding to information requests.
 - Locates Performed: 167 requests for underground utility locates were received, generating 75 tickets for locates.
 - Trouble Calls: 15 trouble calls were received and responded to.
- Maintenance & Operations:
 - Week Ending May 6, 2014:
 - Pest Management: A software vendor approached staff about testing an Android Application for our Geopro Mosquito Control Software. Beth Carey-Kovach agreed to be a volunteer to test the application. Subsequently, the vendor installed the software to wirelessly download spray missions to the computer database, thus saving time.
 - Aquatic crews completed 25 treatments and 10 inspections
 - Mosquito crews treated 5,015 acres with ground adulticide equipment
 - Complaint Investigators received over 53 calls and wrote over 30 new work orders. The majority of these were for drainage problems others included illegal dumping, brush trimming, and pothole maintenance.
 - The Major Outfall crew finished about 20,000 square feet of line and grade to complete the back portion of the Long Meadow job in Rotonda West. We received numerous compliments with regards to how efficient and professional the project went.
 - The outfall crew finished 4 pipe replacements, along with the armor, working ahead of the paving program in the Olean 1 area. Armoring is a term used when a road crossing pipe is installed and, when backfilling, 8-12 inches of concrete is placed on top of the pipe allowing traffic to use the roadway much quicker than when conventional shell rock and compaction methods are used.

- Outfall crews finished the pipe replacement project in the Olean 1 area and moved over to start the Midway 8 pipe replacement project. Crews performed job preparations activities including locates, staging pipe and saw cutting roadway surfaces. This project replaces pipes ahead of our paving program to avoid pipe failures on newly repaved roadways. Olean 1 and Midway 8 are areas identified in the 2014 Paving Program.
- Crews used the grapple truck to remove 3,000 pounds of debris countywide.
- A drainage crew graded 4,900 square feet of canal bank on Lakeview Blvd. and repaired 18 pipe joints.
- A drainage crew conducted standard cuts on Gulfstream Blvd. from Charms Ave. to Fruitland Ave.
- A drainage crew constructed a boat launch into the Rotonda River by Cape Haze Dr. providing access for Aquatic Weed Control staff to maintain the water lettuce.
- A drainage crew rebuilt 2,960 linear feet of marl road on Swiss Blvd., from Bermont Rd. to Poplar Dr., in the Charlotte Ranchettes using 1,000 ton of shell material.
- Shoulder repairs were completed along Education Way, between Cochran Blvd. and Murdock Cir., and along Conway Blvd. between Midway Blvd. and Easy St.
- Week Ending May 21, 2014:
- Pest Management: Mosquito Control Staff treated over 31,487 acres with ground aduicide trucks.
- The Aquatic Division completed 9 treatments and over 40 inspections.
- Complaint Investigators received numerous calls and wrote over 48 new work orders. The majority of these were for brush trimming, pothole and drainage repairs.
- Harbor Boulevard - A side lot outfall was repaired with 152 linear feet of 24"x38" pipe.
- Crews used the grapple truck to remove 8,721 pounds of debris countywide.
- Del Prado Parkway: 5.5 tons of asphalt was placed at a road crossing.
- A drainage crew installed a drive pipe and finished stripping out the two vacant lots for sod that was used for access to a backyard ditch on Longmeadow Road.
- An outfall crew completed one driveway and two roadway pipe replacements in the Midway 8 section.
- A drainage crew completed 4,373 square feet of line and grade and installed one driveway on Evanston Avenue in Greater Port Charlotte.
- Outfall crews finished seven pipe replacements working ahead of the 2014 Paving Program in Midway area 8.
- A drainage crew completed 12,000 square feet of line and grade at the intersection of Amanda Street/Leach Street.
- Shoulder Repairs were completed on Olean Boulevard (.9 miles) from Easy Street to Beacon Drive.
- 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 began 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
 - 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.

- 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.
- 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: TBD, Projected Start of Construction: TBD
- 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.
- The Environmental Resource Permit (ERP) was issued November 4, 2013. Bid documents for construction are complete and will be submitted to the Purchasing Department for bid solicitation upon completion of the Sunshine Lake/Sunrise Waterway Algae Removal project.
- Solid Waste Division:
 - May brought continuing good news in response to recycling efforts in Charlotte County. A count of single family homes setting out recycling carts was conducted and the outcome is that 77% of single family homes surveyed are actively recycling. As we all know, many of our residents are seasonal and left before the end of April; this further amplifies the successful outcome of the educational campaign. The Solid Waste Division is planning to conduct another recycling survey count during the height of "Snowbird" season in December 2014 to better capture a complete picture of residential recycling in Charlotte County.
 - A tour of the Charlotte County Zemel Road Landfill was conducted by Solid Waste Division staff for students involved in the environmental club at Myakka Elementary School. The tour educated the students about how waste generated from their homes is collected and what happens to items, such as recyclables, that are diverted out of the landfill saving precious space and extending the Landfill's life. The tour began at the scale house with an education on how the

operation is funded. The students proceeded through the working areas to see how trucks empty the garbage and how garbage is compacted. The many gas collection wells that collect methane gas were pointed out, followed by visiting the site that cleans and processes the gas to fuel two large engines that convert methane gas into enough electricity to power approximately 3,500 homes.

- Keep Charlotte Beautiful selected the winners of the Student Calendar Art Contest this month. Carolina Egloff Vega, a 9th grader from Lemon Bay High School, was selected by the judges as the 2015 cover winner. Twelfth graders Noreen Croxton, from Lemon Bay High School, and Angelique Noles, from Port Charlotte High School, will share a \$250 college scholarship.
- More than 800 students submitted artwork for the contest which is held annually from November through April and is open to any student in grades K-12 throughout Charlotte County.
- Traffic Signing & Marking:
 - Herbicide = 4,348 objects
 - Legends Installed = 726
 - New Signs Installed = 9
 - Raised Pavement Markers Installed = 890
 - Signs Inspected = 6,546
 - Signs Manufactured = 156
 - Signs Repaired = 1,002
 - Special Traffic Counts = 7
 - Speed Studies = 15
 - Striping = 94,292 feet (approx. 17.9 miles)
 - Traffic Counts = 50 stations
 - Trouble Calls (after hours) = 10

Tourism

- Punta Gorda hosted the Florida Anthropological Association, a conference generated through the work of the VCB. The conference generated more than 350 room nights.
- The VCB partnered with Palm Island Resort, Fishermen's Village and the Four Points by Sheraton /LaQuinta Inn & Suites to staff an exhibit booth at the Travel Expo at the Villages. More than 2600 residents in the market for vacation ideas attended the tradeshow. The VCB distributed over 700 visitor guides and obtained contact information from approximately 900 attendees. Each will receive an opt-in/out email invitation from the VCB to receive information on future events, activities and special offers.
- Sean Doherty attended the Capital Events Tradeshow in Tallahassee and staffed an exhibit booth in conjunction with the Charlotte Harbor Event and Conference Center. Three RFP's were obtained on-site during the tradeshow.
- Invitations have been developed and will be sent to more than 170 meeting planners and professionals for the VCB's annual sales mission at Tropicana Field.
- Sean met with Southwest Florida pickleball representatives to discuss the options and requirements for hosting a regional tournament at the Charlotte Harbor Event and Conference Center in either 2015 or 2016.
- Sean solicited and compiled lodging rates and information for the ProStyle Baseball Charlotte Crown tournament, the 3 v 3 Live soccer tournament, the Yaadon Ki Baarat music show, and the Florida Winter National Wood Expo.
- Tourism Development Tax revenues continue to exceed expectations. Tourism Development Tax collections were up 19.7% in February, 2014. March revenue was up 17.7% and April revenue rose by 34.6%.
- Florida Tracks and Trails unveiled its unique outdoor recreational park to about 40 members of the media and chambers of commerce during a media breakfast hosted by the Charlotte Harbor Visitor and Convention Bureau on May 7. The first phase of the park is scheduled to open in the 4th quarter of 2014.

- The VCB held a Tourism Breakfast on May 15 to celebrate the impact of sports on tourism in Charlotte County. The breakfast also featured the first inductee to the Charlotte County Tourism Hall of Fame (Becky Bovell, former director of the VCB).
- The VCB launched “Show us Your Charlotte” a program designed to reach out to local citizens to capture their favorite images of our destination.
- Scott Fais, host of “Florida on a Tankful” was in Charlotte County to film a wading trip with the Charlotte Harbor environmental Center on May 11. The segment which is about great summer activities in Florida was aired the Saturday, Sunday and Monday of Memorial Day weekend. It will air on Bay News 9 in Tampa and News 13 in Orlando and then will play on both stations and On Demand channels through Labor Day. Through BrightHouse on Demand, the show is aired in 11 million households from New York to Hawaii.
- Lorah Steiner and Jerry Jones are working on a 2-minute film competition for local high school students. The competition would be Charlotte County theme/subject specific and the videos produced would become the property of the VCB.

Utilities

- Engineering Services:
 - 1,100 Locates Processed from Sunshine State One Call; 3 Developer Agreements Prepared; 50 Residential Service Availability Letters Prepared; 11 Commercial Service Availability Letters Prepared; 60 Residential Service Applications Processed; 410 CIP inspections; 113 Developer Inspections.
- Business Services:
 - Web Services: The customer test group has been using the system for several weeks and feedback is overall good. The finishing touches are being made to the communication program to make the transition. We are operating on a July 1, 2014 implementation date.
 - Fixed Base meter installation: Phase III infrastructure has been received for completing the Deep Creek and Kingsway area. A total of over 4,500 meters have been installed. Estimated completion date for Phase III is Sept. 1, 2014.
 - Customer Service: total number of customers to the lobby was 1102
 - Delinquencies: total delinquency revenue for the month was \$39,524 FY 14 total: \$317,340
 - North Port: we processed 4026 payments; total revenue for May was \$820.81. The total amount for the fiscal year is \$7,969
 - Electronic Bill Payment: 60% of all CCU bills
 - Banner Upgrade: Functional training on the new Banner began on May 12. The owners of the Banner program have changed and the new owners have promised that the acquisition will appear seamless.
 - Share point, 66% of customer premises files established
 - Accounts Receivable: the accounts receivable over 90 days went from 42.94% in April to 44.03% in May. The accounts receivable within 30 days went from 51.95% in April to 50.31% in May.
- Operations Division:
 - Treatment Facilities:
 - Backflow/Reclaimed: 125 Residential cross-connection inspections were completed, 35 lift station backflows were tested and repaired and 5 reclaim site repairs were completed.
 - 193 preventative maintenance, 45 corrective and 5 emergency work orders were completed.
 - Burnt Store WTP/WRF: Staff continues to load temporary Wonderware software operating licenses in order for plants to remain operational.
 - East Port WRF: Staff completed making repairs to drain valves in the north aeration and anoxic basins (expansion construction project)
 - Staff completed rehabilitating the north and south aeration basin effluent gate (expansion construction project)
 - Staff installed aluminum steps on #2 belt press (safety)
 - Riverwood Reclaimed Water Distribution Station: Staff replaced electronics on flow meter.
 - Rotonda WRF: Staff replaced drive chain and oil reservoir on #2 bar screen.
 - Two successful public informational tours were conducted at the Rotonda WRF this month.

- Reclaim Distribution System: Staff manipulated valves in order to have the ability to pump water further east from West Port WRF.
- Staff Training: 4 staff members completed forklift training.

Water Distribution:

- Completed a 6" water main extension and a 4" LPS main extension on Retriever Ave.
- Completed a 6" water main extension on Higgins Ave.
- 26 employees received training from the John Deere representative for the operation of the replacement backhoes.
- Completed TTHM and HAA5 sampling. The initial results from the lab showed some very high results. We requested the lab rerun the samples as they were still within the hold time. The revised results were within the normal range and the FDEP report was revised to include the new results and invalidate the original set.
- We had some Total Coliform Positive results from the compliance bacteriological sampling in the Burnt Store system. These results placed us out of compliance for that system, so we identified additional sampling sites in the system and collected additional samples in order to fall below the 5% allowable threshold for compliance sampling. We also had to revise the monitoring plan on file with FDEP. After several days of sampling, the coliform positive results cleared up and we were never able to identify the source, but suspect it may have been a problem at the lab with the sample testing protocol. As a precaution, lab staff was re-trained on protocols for handling of water vs wastewater samples.
- One new employee started on the 21st.
- Held GPS training for the Public Works supervisory staff.
- Severed the fire line connection for the old Toys R Us so the contractor can start demolition.
- Had an FDEP sanitary survey inspection for the Peace River system. We are still waiting on the final reports.
- Participated in a video interview with Actsoft (our GPS vendor) for a promo video.

Wastewater Collection:

- Gravity/Force Mains: 105 Sewer isolation valves were exercised; one sewer blow off was removed for new construction and one was repaired; 5 confined space entries were performed to conduct repairs inside manholes; 8 manholes were repaired by raising or replacing the ring & cover; CCU investigated 6 customer back-ups that were determined to be the homeowner's problem; 8 service laterals were excavated and repaired for damage or roots on CCU's side of the service; cleaning and televising the sanitary sewer system continues in the L/S 30 collection basin.
- Lift Stations: 152 PM work orders were completed; 71 corrective work orders were completed; installed carbon polisher on LS 309 odor control unit; installed suction line at LS 92 Eckards; asphalt was installed at LS 37 for driveway; identified severe vibration issue at LS #11 and corrected the issue; rebuilt structure around MCC at LS # 7; LS #55 and LS 851 we re-secured the pump bases to the floor; LS #404 had a new MCC built by I&C techs and was installed awaiting electrical inspection and power transfer; replaced discharge piping and valves at Basswood LS; repaired a blown discharge line at LS 329; LS 30 both pump volutes were refaced.
- Low Pressure Sewer: responded to 218 service calls; completed 19 PM work orders; 13 standard upgrades were completed; replaced 2 failed tanks; installed 3 mandatory connections; replaced 8 check valves at street; flushed EI Jobean force main on 5/13/14 with 50,900 gallons of reclaimed water.
- One new employee started in the lift station section; two new employees started in the collection system work group (1 employee has already been terminated).
- Water Conservation & Public Outreach:
 - Currently under Southwest Florida Water Management District's year-round water conservation measures (watering only 2 days a week).
 - Educational tours at facilities have been discontinued and will be continued next year. Weather is not conducive for residents walking around facilities.
 - Updated Conservation information at Murdock Administration Building and CCU.

- Human Resources:
 - Total positions: 200. Vacant positions: 7.
 - Actively recruiting for all positions: (3) Maintenance Mechanics, Line Technician, Engineering Inspector, Customer Account Specialist and Public Relations Manager.
 - Offers pending on 2 positions: Line Technician, Customer Account Specialist.
- PR/MRWSA Water Resources:
 - 27.24 MGD of water went to customers on an average day in May and there was approximately 9.16 BG of water in storage, representing nearly 339 days of supply.
 - Authority and member staff met on May 7th and Administrators met on May 16th. Discussion items included the Water Supply Master Plan Project, the draft FY14 Budget, the 1991 PRF Rebuild and the agenda for the June 4th Board meeting.
- Regional Reclaimed Water Expansion Phase 2:
 - *Transmission Main (Stage 1):* Record Drawings for the reclaimed water transmission main for the line installed south of the Myakka River were received on May 20th. On May 27th the required GIS data for the entire reclaimed water main constructed under the contract was submitted to SWFWMD. No word has been received from the FDOT on the request to close out two of the three permits issued on the project which were submitted on March 14th. A request to close out the third FDOT permit has been prepared and will be submitted the first week of June once all required signatures are received. The administrative change order #2 was approved and the contractor submitted their final payment request. Once all outstanding items are submitted by the contractor, Release of Liens, Warranty, etc. the 5% retainage will be released. It is anticipated that the contract will be closed out by the end of June. CCU started evaluating a claim submitted by the Contractor. Once the evaluation is complete a meeting will be scheduled with the Purchasing Department and the County Attorney's office.
 - *Pumping Station (Stage 2):* During the month of May the subcontractor that fabricated the pump skid, Engineering Fluid Inc. (EFI), finalized a design for a sun/rain shade that will cover and protect the VFD and electrical panels. The shade was added to the construction permit for the pumping station on May 22, 2014. Fabrication of the shade was done off-site. Delivery and installation is expected the first week in June. On May 27th a request to place the pump station into service was submitted to the FDEP. On May 28th Data Flow Systems (DFS) and EFI were on site to install the SCADA equipment and software and to program the Programmable Logic Controller (PLC). The contractor is working on a few problems that arose with the installed surge protection on the Motor Operated Valves (MOV's). As of this writing start-up of the pump station has been scheduled for Wednesday, June 4, 2014. A landscape plan has been prepared which will be reviewed by a Landscape Architect before being finalized.
- 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.
 - Met with consultant to review design concept for reclaimed water portion of expansion. 60% plans expected mid-June.
- North Shore & Harper WW MSBU:
 - Bid was revised and re-posted for the sewer main line and stormwater utility work only. Bids due June 25, 2014.
 - Bid for on-site work to be prepared and posted in June.
- East & West Spring Lake Wastewater MSBU:
 - 60 MSBU prepayments were received
 - Staff discussed the vacuum system design with consultant, Giffels-Webster Engineering, who had completed approximately 75% of the engineering design work.