

Charlotte County
Board of County Commissioners
Staff Report
June 2014

Budget & Administrative Services
Budget Department/Fiscal Services Division

- Grants Support:
- Human Services and Transit Grants:
 - Staff continues working on the closeout of the Neighborhood Stabilization Program 1 (NSP1) Grant. The Charlotte County Housing Division acquired thirty-three properties for low income housing utilizing funds from this grant – seven vacant lots, seventeen single family homes and eleven rental properties.
 - Staff attended the Disaster Recovery Grant Reporting (DRGR) System Training for NSP Users in Jacksonville, Florida on June 3 – 5, 2014. This workshop provided an overview of the new DRGR Release 7.9, the DRGR concepts and the five DRGR modules. The DRGR system is used for the reporting of the Neighborhood Stabilization Program 3 (NSP3) Grant. The workshop was sponsored by the U.S. Dept. of Housing and Urban Development, Community Planning and Development.
- Public Safety Grants:
 - Received a total of \$ 72,171.60 in grant reimbursement claims:
 - \$ 23,327.55 from State of FL for Hazardous Material Equipment/Training grant
 - \$ 22,387.40 from State of FL for Emergency Preparedness – Operating grant
 - \$ 24,767.17 from State of FL for Emergency Preparedness – Labor grant
 - \$ 1,689.48 from State of FL for Homeland Security CERT grant
 - Prepared and submitted Financial History/Status Report and reimbursement request forms to DEM for the SHSGP Emergency Management Exercise Grant agreement 13DS-97-09-18-01-386 for the period of April 1, 2014 through June 30, 2014. The reimbursement request totaled \$9,699.72
 - Prepared and submitted Financial Invoice Form to DEM for the Hazardous Materials Hazards Analysis Update Grant agreement 14-CP-11-09-18-01-377 for deliverables 1, 2, 3, and 4. The reimbursement request totaled \$ 3,829.00.
- Road Grants:
 - Received a total of \$824,747.66 as follows:
 - \$ 216,712.17 from FDOT for Burnt Store Rd Phase 3 construction
 - \$ 601,645.49 from FDOT for Winchester Rd construction
 - \$ 6,390.00 from Boater Improvement Funds for marine debris removal
 - Invoiced a total of \$ 878,871.37 as follows:
 - \$ 95,226.84 to FDOT for Winchester Rd construction
 - \$ 723,583.17 to FDOT for Burnt Store Rd construction
 - \$ 7,500.44 to FDOT for US 41 Right of Way Maintenance
 - \$ 32,470.46 to WCIND for marine marker maintenance
 - \$ 11,100.00 to WCIND for marine marker installation
 - \$ 4,890.00 Boater Improvement Fund for marine debris removal
 - \$ 4,100.46 Englewood Water District for Winchester South Construction
- WCIND Grants:
 - None
- Library Grants:
 - Received \$ 91,728 Library State Aid revenue.
- Criminal Justice Reinvestment Grant:
 - Completed the final Program & Financial Reports to close out the Criminal Justice Reimbursement Grant. The Program Report was approved by the Board at the June 24th agenda

meeting. Processed final invoice payment of \$383.46 for DCF to return the remaining balance of accrued interest.

- Operating, Capital and Accounting Support:

- Accounting/Billing:

- Invoiced a total of \$6,362.67 for Public Safety:

- \$ 100.59 for radio repairs
- \$ 4,312.08 for E911 maintenance
- \$ 1,950.00 for EMS standby charges

- Received a total of \$5,836.92 for Public Safety:

- \$2,079.86 from radio repairs
- \$3,757.06 from E911 maintenance

- EMS Refunds - processed 13 refunds for overpayments received by ADPI totaling \$2,370.69 that were pending from January - March.

- Prepared tax distribution payment for special assessment fees to Little Gasparilla Island Fire Unit for May in the amount of \$5,499.84.

- 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.

- Prepared and processed a Journal Entry and project adjustment for the Marine Debris project where the funding identified as WCIND/MAC was in fact Boater Improvements Fund.

- Budget Support:

- Entered FY15 Budget changes for Little Gasparilla Island Fire Fund.

- Updated Community Services FY15 CIP sheets, budget & actuals

- Added approved 10 Full-Time (converted from Part-Time) positions to FY15 Eden budget

- Prepared two CIP/Budget Adjustments for Harbour Heights Sidewalks Project and Median curbing/irrigation project requested by the MSBU Committee and Public Works to be added to the budget outside the regular budget process.

- Balanced Roads cash flow to Roads CIP, as well as reconciled the Operating cash flow to L2 budgets for Public Works transportation fund.

- Prepared six budget adjustments to provide correct budget dollars for internal funds transfers to close out 3 MSBU funds: White Marsh and Pine Valley will be closed with funds transferred to Rotonda West, and South Gulf Cove Capital will be closed with funds transferred to South Gulf Cove Street & Drainage.

- All changes have been entered into the FY15 budget changes. Budget has been balanced, however we are waiting on the certified property values to finish up the ad valorem amounts and the final revenue projections from the state.

- Attended a Truth in Millage (TRIM) workshop in St. Pete. We learned about the new eTRIM (electronic TRIM) system. The Property Appraiser, BCC, and other County Taxing Authorities will be using eTRIM for the first time this year. It will reduce the mistakes and save time and paper since everything will be entered, calculated, and delivered electronically

- Department Specific Support:

- Attended Community Services CIP meeting and Community Services bi-weekly managers' meetings

- Reviewed applications and completed an applicant interview matrix for the Financial Specialist position at Public Works (interviews scheduled for early July).

- Reviewed applications and completed an applicant interview matrix for the Financial Consultant II position at Fiscal Services. Participated in the interviews and selected candidates for second interview.

- Attended the quarterly FDOT/City/County Coordination meeting.

- Trained Financial Specialist on the annual process used for Public Works capital improvement form updates in order to have a consistent format for all departmental CIP managed by Fiscal Services.

- Forwarded questions and concerns regarding changes in the new Bank of American Works procurement card User Interface formulated by Fiscal Services staff to Purchasing and shared responses as appropriate.
- Attended meeting to determine the federal report requirements for Local Agency Programs (LAP) project reporting for the Charlotte Harbor CRA Harbor Walk construction of phase 1A. Worked with Debrah Forester and Kelly Slaughter to develop the scope of services and grading sheet for the construction contract.
- Attended Enterprise Charlotte Economic Council (ECEC) monthly Investor luncheon. The guest speaker was Rachael Ketterman, Marketing & Entertainment Director for Florida Tracks, Trails and Entertainment, LLC, who spoke on the major project being built in east Charlotte County on Bermont Road. Hoping for increased jobs, sales tax revenues, gas tax revenues and eventual future hotel motel construction.
- Financial Reporting:
- Updated SharePoint reports with May financial data (projected revenue & expense, fund rollup, department rollup).
- Completed end of period reporting for Fleet Management.
- Analytical Support:
- Compiled EMS Baker Act transport statistics for a 2 year period for analysis.
- The Cultural Center is requesting assistance in the form of a one-time grant from the BCC. An in depth analysis on the assets and income for the Cultural Center was done to establish if the assistance is needed.
- Updated Economic Impact Statement for Sales Tax to be included with the Ordinance that goes to the Commissioners.
- Gathered list of all non-profit agencies that are supported with money or space by the BOCC either directly or indirectly. This list was requested by Administration.
- Performed analysis of the Event Center Food & Beverage profitability
- Reviewing DJJ's FY14/15 billing estimates and FAC documents associated with the DJJ Rule Promulgation and county challenge.

I.T.

- Positions filled – We have filled the vacant Security Administrator position. Kevin Mangels comes to us as a 20 year retired marine and a police officer with an excellent background in networking and IT security. Additionally, we have selected Tyler Engmark as a Computer Support Specialist. Tyler has accepted the position and has worked for Snelling temp agency assisting us with the computer refresh program for the past six months. We welcome both Kevin and Tyler to the IT team!
- 2014 County Aerial Photography – The 2014 Charlotte County Aerial Photography has been delivered and has been loaded into the County GIS. The acquisition of the data was completed as a joint effort between the Florida Department of Revenue, the Southwest Florida Water Management District, the Charlotte County Property Appraiser and the Charlotte County Board of County Commissioners.
- Network Enhancements – The Information Technology department has made enhancements to the County users' network drive system. This enhancement gives users the ability to use features that allow them to do self-service restores of documents. This feature adds recovery points into the system that a user could go back to during different parts of the day and up to a couple of weeks. It allows staff to restore files themselves without contacting IT providing better productivity for everyone.
- Automated Invoice Approval Workflow – The Information Services Group completed the automated invoice approval workflow. This invoice workflow eliminates the need to send paper invoices via inter-office mail. This process allows for an invoice to be fully signed-off and approved in less than one business day. This process is the first of many that will be automated using SharePoint technology and digital signatures.

- Outage Statistics:
 - 4 - Incidents
 - Total Down Time – 3hrs. 21 mins.
 - Average time per Incident – 50 mins.
 - System availability was 99.535%
- Call Statistics:
 - Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) = 204
 - Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 277
 - Incidents Opened Last Month – (hardware or software that is not functioning properly) = 438
 - Incidents Closed Last Month – (hardware or software that is not functioning properly) = 480
 - Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 533

Purchasing

- Quotes due and received:
 - 14-318 Animal Carcass Disposal – Annual
 - 14-325 Appliance & Scrap Metal Recycling – Landfill
 - 14-326 Appliance & Scrap Metal Recycling – Mini Transfer Stations
 - 14-317 Hydro Flap Gate Maintenance – Manasota Key
- Work Orders due and received:
 - 14-272 Design Cedar Point Park – Handicap Ramp Deck
 - 14-333 Design – Fire Training Building
- Pre-bid meetings held:
 - 14-310 Stormwater Collection System Rehabilitation – Annual
 - 14-311 North Shore Wastewater & Stormwater Drainage Improvements
 - 14-294 Stormwater Control Structure – Dorchester 4.89 Waterway
 - 14-330 Sports Flooring – Harold Ave Recreation Center
 - 14- 327 Landscape Maintenance – County Facilities
 - 14-332 Removal & Transportation of Domestic Wastewater – Annual
- Shortlisting meetings held:
 - 14-279 FEMA Risk Map Consultant Services
- Bid Openings held:
 - 14-294 Stormwater Control Structure – Dorchester 4.89 Waterway
 - 14-310 Stormwater Collection System Rehabilitation – Annual
 - 14-311 North Shore Wastewater & Stormwater Drainage Improvements

Real Estate Services

- Surplus Property Disposal – This spring’s bid process was successful and the County will realize approximately \$145,000 from the disposal of surplus parcels. The recommended bids have been accepted by the BCC and Real Estate Services is handling the conveyance of the properties to the successful bidders. Our grand total to date is over \$3.1 million.
- Customer Satisfaction Surveys – Our surveys continue to show an “excellent” customer rating from our customers; our office nominated Debbie Alexander to be considered as “Customer Service Employee of the Month” in accordance with Administration’s new initiative.
- Chamberlain Boulevard (near US 41) Sewer Project – We have BCC approval to proceed with the acquisition of property needed for this CCU project that will expand sewer facilities in the US 41 area near Chamberlain Boulevard. Voluntary negotiations are on-going.
- Section 20 – Deep Creek “Big Ditch” – Punta Gorda Isles (PGI) Section 20 Property Owners Association is asking the County to take over the maintenance responsibility of this large drainage ditch. The grant of easement was approved by the BCC and the County will now assume regular maintenance of the ditch.

- Stump Pass Dredging – We will be assisting our engineering staff in obtaining approximately 293 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 5 positive responses.
- Sheriff's Lease at Town Center Mall – As requested by the Sheriff's Office and directed by Administration, we continue 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 BC. This will allow for the management of the lease to be handled by the County's Real Estate Services staff. We are awaiting documents from the lessor to bring this matter to the BCC for consideration.
- Release and Occupation of Easement Program – We have processed approximately 125 applications to date; construction activity continues to increase in our County.
- Kings Highway Project – We are working with legal staff to come to a final settlement for a parcel and an easement acquired via eminent domain. Both acquisitions were needed for the future widening of Kings Highway from Sandhill Boulevard to the DeSoto County line.
- Edgewater Phase II – All parcels have been obtained. Mediations are on-going.
- Placida Widening – With approximately 60% of the required parcels and easements acquired, work continues on a voluntary basis only. A new mailing will be sent shortly.
- 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. We will also be working on the land acquisition program for the Florida Scrub Jay Habitat Conservation Plan once it is approved by U.S. Fish and Wildlife.
- Flamingo/Edgewater – We have acquired approximately 81% of the parcels needed for this project, all on a voluntary basis. We continue to work on this land assembly. Offer letters were sent in February and responses have been received. We are processing additional purchase contracts.
- Engineering, Administration, Community Services and Utilities – We continue to assist these departments and divisions in obtaining easements, title searches and researching land related issues for numerous capital projects.
- Midway Project – Temporary Rights of Entry – We are moving forward with the eminent domain process to obtain approximately 40 property interests (Temporary Construction Easements, Permanent Easements and Fee Acquisitions) needed for this project.
- Burnt Store Road Phase II – This last phase of the widening of the Burnt Store Road corridor is subject to BCC approval and funding. We will continue working with legal and engineering staff to determine if opportunities exist to acquire a portion of the required right of way from the future developer of Tern Bay.
- Burnt Store Road Phase III – All parcels have been obtained. Mediations and settlement conferences are on-going.
- Gasparilla Road – The BCC approved the 41 resolutions of necessity at their January 14th regular meeting. The Order of Take hearing is scheduled for June 25th.
- Winchester Boulevard South – We were contacted by our engineering staff to assist them with the acquisition of 2 additional parcels needed for a road alignment that is incidental to the Winchester Boulevard South project. Both parcels are under contract and the acquisition process should be completed shortly.
- Legal Research – We continue to assist staff in the County Attorney's Office in researching and reviewing historical records related to the defense of potential and/or ongoing lawsuits.
- FPL Easement at Eastport – We has been asked by CCU to assist them with a grant of easement to Florida Power and Light for the provision of new electrical service at the Eastport Water Reclamation Plant. This item will be considered by the BCC at their June 24th meeting.

Community Development

- The Building Division:

- The department issued 56 new single family home permits in June, up slightly on June of 2013 and May of this year. This brings the year to date total to 375 which is 44% higher than the same point last year. All other permits (accessories, trade permits etc.) are on track for a slight increase over the previous year.
- Permitting revenue for June was \$288,963 and for the fiscal year to date, the department has topped \$2million in revenue. This is an 18% increase on the same period last year. Expenditures are running at only 6% higher than the year to date figure from last year and this is mainly due to additional overtime to keep up with increased demands. The department is showing surplus revenue of \$389,940 year to date.
- Staff received a formal recommendation from the Building Industry Oversight Committee to move forward with a request to add additional staff to the department to help alleviate delays and maintain service standards as volumes increase. The request will be before the BCC in their July 22nd meeting and will propose the creation of seven additional positions – of these, three will be filled immediately and the remaining four will be filled when the permitting levels indicate a need. The aim is to be pro-active rather than re-active and place the department in a position to move quickly to respond to changes in the industry.
- Code Enforcement has held its last meeting in front of the Code Enforcement Board. The next meeting in August will be in front of the Special magistrate. The meetings will continue to be televised as this helps educate our citizens on what is, and what is not a code violation.
- Contractor licensing is also very active and has issued a total of \$20,000 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	Jun-13	Jun-14	FY13 YTD	FY14 YTD
Single Family Permits Issued	394	52	56	261	375
Multi Family Permits Issued	2	0	0	1	0
Commercial Permits Issued	37	5	6	23	35
All Other Permits Issued	15875	1188	1561	12070	12582
Customers Served	26629	1858	2003	19732	18879
Inspections	43341	3591	4739	32023	41514
Permitting Revenue	\$ 2,385,421	\$ 219,417	\$ 288,963	\$ 1,769,189	\$ 2,082,984
Permitting Expenditure	\$ 2,075,903	\$ 139,366	\$ 154,470	\$ 1,600,963	\$ 1,693,044
Code Enforcement Revenue	\$ 910,101	\$ 49,367	\$ 72,308	\$ 610,788	\$ 714,261
Code Enforcement Expenditure	\$ 1,579,465	\$ 112,021	\$ 109,151	\$ 1,234,230	\$ 1,262,723
New Complaints Received	1447	154	125	805	686
Code Cases Initiated	2861	214	307	2141	2307
CEB Cases Heard	719	41	77	634	463
Citations Issued \$ Amount	\$ 115,500	\$ 4,000	\$ 20,000	\$ 78,000	\$ 120,000
New Contractor Licenses Issued	16	1	0	15	9
Contractor Licenses Revoked	15	0	0	8	7

- The Planning and Zoning Division:

- Parkside CRA:

- The proposed advisory committee has not been formed. Instead, a series of public roundtable meetings will be held to discuss the draft Revitalization Plan and the related land development regulations. The meetings are tentatively scheduled to begin on August 27, and will be held every two weeks for the next several months to finalize both documents.

- Charlotte Harbor CRA:

- The plan amendments, both text and FLUM, are expected to begin the transmittal hearing process in November. Because the text amendments have caused a reorganization of the Future

Land Use Element and the FLUM Series maps, a public forum or roundtable is needed and will be scheduled for October. Amendments to the land development regulations will follow soon after and will likely go through the adoption process in early 2015.

- Manasota Sandpiper Key Architectural Review Committee:
- The following projects were presented to the ARC at the June 4 meeting:
 - 76 Sunset Drive, Jensen, Remodeling
 - Comments: approval granted
 - 115 Friendship Lane, Pool Site Plan
 - Comments: approval granted
 - 1360 Holiday Drive, Linda Park, Remodeling
 - Comments: approval granted
 - 4141 N. Beach Road, Schroeder, Screen Cage
 - Comments: approval granted
 - 2795 N. Beach Road, Dumont, Screen Cage
 - Comments: approval granted
- 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 is reviewing these proposed revisions and continues to work with Babcock to move the project forward. The revised Land Development Regulations for Babcock Ranch are expected to go to P&Z in September, then to BCC for the transmittal hearing in October and the adoption hearing in November.
- 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 Board of County Commissioners at the June 24 Land Use Meeting. The Board voted 5-0 to transmit the revisions to the Department of Economic Opportunity (DEO). The DEO has 30 days to provide comments. The adoption hearing is set for September 23, pending the DEO comments.
- Site Plan Approval:
- The County received 2 petitions in June:
 - 1 Preliminary Site Plan located in Murdock DRI Increment 1
 - Preliminary Site Plan
- Board of Zoning Appeals:
- The Board of Zoning Appeals heard the following petitions on June 11, 2014, and made the following decisions:
- Petition No. SE-14-008:
 - A request by Dona Cole for a special exception to allow a Home Occupation, consisting of a dog sitting business, in the Mobile Home Conventional zoning district, located at 401 Del Ray Place in Punta Gorda, was APPROVED subject to conditions, by a vote of 5-0.
- Petition No. SE-14-009:
 - A request by Dorothy Milliken for a special exception to allow a Guest House in the Charlotte Harbor Coastal Residential-3.5 zoning district, located at 4551 Melbourne Street 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 petitions on June 9, 2014:
- PA-14-04-07: Pursuant to Section 163.3184(3), Florida Statutes, adopt a Small Scale Plan Amendment to change Charlotte County FLUM Series Map #1: Future Land Use, from Low Density Residential (LDR) to Commercial (COM); for a property located at 3051 Holly Avenue and 3060 Placida Road, in the Englewood area, containing 1.17± acres; Commission District III,

Petition No. PA-14-04-07; applicant: SW Florida Marina Investors, LLC; providing an effective date.

- Board Recommendation – Approval
- Z-14-04-08: An Ordinance pursuant to Section 125.66, Florida Statutes, amending the Charlotte County Zoning Atlas from Mobile Home Conventional (MHC) to Commercial Intensive (CI), for property located at 3051 Holly Avenue and 3060 Placida Road, in the Englewood area, containing 1.17± acres; Commission District III, Petition No. Z-14-04-08; applicant: SW Florida Marina Investors, LLC; providing an effective date.
 - Board Recommendation – Approval
- PA-14-04-09: Pursuant to Section 163.3184(3), Florida Statutes, adopt a Small Scale Plan Amendment to change Charlotte County FLUM Series Map #1: 2030 Future Land Use, from Agriculture (AG) to Low Density Residential (LDR); for a property located at 29255 Jones Loop Road, in the Punta Gorda area, containing 9.53± acres; Commission District II; Petition No. PA-14-04-09; applicant: TMV Properties, Inc.; providing an effective date.
 - Board Recommendation – Approval
- PP-07-02-04: PG Holdings, LLC is requesting a two-year extension to the Preliminary Plat Approval for Burnt Store 80 Acres. The applicant was granted Preliminary Plat approval by the Board of County Commissioners on May 15, 2007, with four (4) conditions. A one-year extension was granted by the Planning and Zoning Board on July 13, 2009, a two-year extension was granted on August 9, 2010, and another two-year extension was granted on July 9, 2012. The subdivision, consisting of one hundred eight (108) single-family lots (a Planned Development) on 80.15 acres, more or less, is in Sections 29 and 32, Township 42, Range 23, located east of Burnt Store Road (off Harbor Side Boulevard), southeast of Harborside Woods Subdivision, and south of Punta Gorda Isles Section 16 subdivision in Commission District II.
 - Board Recommendation – Approval
- Board of County Commissioners Land Use:
- The Board of County Commissioners heard the following petition on June 24, 2014.
- PA-13-10-12-LS: Transmit a Large Scale Plan Amendment to the Department of Economic Opportunity (DEO) for review and comments; the amendment 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 Decision - Approval

Community Services

- Administration:
 - Supported 2 Advisory Boards, Safety Committee
 - Answered 171 phone calls and 13 web emails; processed 4 citizen action request, 12 accident reports, and 5 incident reports, 27 parking pass applications (by mail/phone)
 - Promotional and Marketing Activities:
 - ½ page ad in the Parrot Magazine promoting activities
 - Facebook Page Current reach - 402 Page Likes
 - Constant Contact Email Campaign Reach – 769
 - Submitted article to employee newsletter and Charlotte Sun editor for Eagle Scout Project at North Charlotte Regional Park Veterans Memorial Walkway
 - Continued to seek sponsorship of the 3rd Annual Tippecanoe Trail & Mud Run
 - Parks and Recreation Master Plan:
 - RFP response due July 21
 - Needs Assessment nearing completion
- Meetings:
 - Parkside Festival Committee
 - Employee Appreciation Committee
- CCSO CPTED Review (Crime Prevention Through Environmental Design):
 - Englewood Beach

- McGuire Park
- Mid County Regional Library
- Seasonal Concessions:
 - Englewood Beach:
 - Silhouettes Day Spa at Englewood Beach (by appointments)
 - 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:
 - Submitted site plan at North Charlotte Regional Park for consideration by Community Development
- Libraries & Historical Monthly Report:
 - Numbers:
 - 45,314 visitors for the month of June
 - 5,432 people used computers
 - 611 adults and teens attended 60 library programs in June, financed by the Friends of the Library
 - 2,943 children attended 58 programs also financed by the Friends of the Library. 131 volunteers worked 1,158 hours at libraries.
 - 543 patrons requested PC assistance
 - Circulation for May was 69,030
- Other:
 - Anne Shepherd cataloged 1,364 items in June
 - HVAC Units were replaced at Punta Gorda Library
 - 3M e books have 3,554 registered users
 - Hoopla has 654 registered patrons
 - Loans between libraries were 5,113
- Charlotte Sports Park:
 - The Charlotte Sports Park hosted ten (10) home games for the Charlotte Stone Crabs on the following dates with a total attendance of 7,316. Unfortunately, one (1) of the games was cancelled due to inclement weather.

Sunday	6/1/2014	0	Game Cancelled/Rainout
Monday	6/2/2014	302	Doubleheader
Tuesday	6/3/2014	804	
Monday	6/9/2014	1787	
Thursday	6/19/2014	566	
Friday	6/20/2014	572	
Saturday	6/21/2014	1662	Fireworks
Sunday	6/22/2014	341	
Monday	6/23/2014	397	
Tuesday	6/24/2014	885	Extra Innings

- The Charlotte Sports Park hosted several games of the Prospect Wire Tournament from Saturday, 6/7, to Tuesday, 6/10. Games were played on three (3) practice fields, and in the stadium, with estimated attendance at 1,600.
- The Charlotte Sports Park hosted the Prostyle Baseball Tournament on 6/14. Games were played on two (2) practice fields with estimated attendance at 150.
- The Gulf Coast League Season for the Tampa Bay Rays began on Saturday, 6/20. This season will consist of thirty (30) games being played through the end of August at the Charlotte Sports Park with ten (10) of these games being played in the stadium and open to the public. A total of four (4) games were played in June with estimated attendance at 90.

- Aquatics:
- Port Charlotte Beach Pool:
 - 1277 paid admissions
 - 84 Pass holder visits
 - 166 Water Aerobics participants
 - Staff conducted 33 individual private swim lessons
 - Staff spent an estimated 24 hours performing In-Service Training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 34 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- Oyster Creek Regional Park Pool:
 - 2783 paid admissions
 - 384 pass holder visits
 - 323 water exercise participants
 - Charlotte County Blue Fins practiced 5 times per week resulting in approximately 400 “splashes” for the month.
 - The Dive well was rented two times for SCUBA instruction.
 - 26 students registered to date for Learn to Swim Summer sessions
 - The meeting Room was utilized twice for Pizza Pool Parties
 - 11 students registered for swim lessons
 - 8 outside summer camps utilize the pool each week resulting in approximately 275 “splashes” per week.
 - 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: 1651
 - Total BMX Bikers: 260
- South County Regional Park Pool:
 - 3175 paid admissions
 - 633 pass holder visits
 - 100 water exercise participants
 - Moonlight Swim held Saturday June 21 drew 82 people.
 - Charlotte County Blue Fins held 11 swim practices per week resulting in approximately 8000 “splashes” for the month.
 - Charlotte County Blue Fins held a swim meet Saturday June 7 and had approximately 250 swimmers, volunteers and spectators.
 - 16 students registered for Learn to Summer Spring sessions
 - 10 outside summer camps utilize the pool each week resulting in approximately 500 “splashes” per week.
 - Staff spent an estimated 80 hours performing In-service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 60 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 11,100 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 1,206 with 7,133 touches combined. Recreation facilities were rented 18 times achieving a rental attendance total of 1,083 people.
- Athletic Section:
 - Charlotte County athletic leagues and athletic special events used County facilities approximately 1,242 hours in the month of June. An estimated 686 local athletic participants visited County

- facilities. Activities included Adult Softball, Youth Baseball, Youth Swimming, Youth Soccer, and Youth Softball.
- o Carmalita and South County Regional Park Soccer concession stand projects have begun and are on schedule.
- o Half Century Adult Softball Tournament – June 7-8 brought 16 teams to Carmalita Park.
- o GSA Youth Baseball Tournament – June 14-15 brought 28 teams to North Charlotte Regional Park.
- o IBC-Nations Youth Baseball Tournament – June 28-29 brought 16 teams to North Charlotte Regional Park.
- Extension Services:
- Administration:
 - o Meetings:
 - o CED Poly Com Meeting – June 30th – 1 to 3 pm
 - o Managers Meeting – June 9th - Administration Conference Room – Sports Park – 1 to 3 pm
 - o Managers Meeting – Charlotte Sports Park Conference Room – June 25th – 1 to 3 pm
 - o Friends For Extension Meeting – June 12th – 11:30 am
 - o Extension Staff Meeting – June 30th – 3 pm
 - o Governance:
 - o UF/IFAS Country Store – FAC 2014 – Hilton Orlando Bonnet Creek Hotel 14100 Bonnet Creek Resort Lane, Orlando, FL - June 17th – 3 to 6:30 pm – Set-up.
 - o 3-Year Agent Pack Reviews (Completed by All Agents) Due to Dr. Vavrina – June 13th
 - o Website Hits: 2,717 website page views
 - o Facebook® Page - Charlotte County Extension data: 786 Likes,
- Sea Grant:
 - o Publications:
 - o Staugler, E.A. 2014. "Scallops: One Million Sounds Like a Lot". Water LIFE Magazine. June 2014, Pg. 13.
 - o Websites:
 - o Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/>
 - o Extension website:
 - o Facebook:
 - o UF/IFAS Charlotte County Extension, several posts and photos about programs.
- Field Work:
 - o 6/20 - Monthly bay scallop recruitment monitoring in Lemon Bay and Gasparilla Sound
- Site Visits:
 - o Sea Tow Charlotte Harbor
 - o Hooked on SUP
- Other:
 - o 6/3, 5, 7, 10, 12, 15, 17, 19, 21, 24 – Taught FMNP Coastal Systems class at Lashley Marina in Punta Gorda. 18 students completed this three and a half week course and received certification through UF/IFAS.
 - o First week of June - Great Goliath Grouper Count - Four dive teams from Charlotte County participated in this annual count organized by Florida Sea Grant with support from the FWC-FWRI
- University Governness:
 - o UF/IFAS Communications video shoot at Honeymoon Island State Park for the opening of recreational bay scallop harvesting in the big bend area.
 - o Provided input position description for Regional Specialized Sea Grant agent for SWFL.
- Meetings:
 - o 6/23 - Barotrauma survey conference call
 - o 6/27 - Conference call with other Florida Sea Grant fisheries work action group co-leaders.
- Other:
 - o 6/1 & 6/15 – Bay scallop cage volunteers conducted bi-monthly monitoring
 - o Considerable time invested in preparing for this year's Great Bay Scallop Count (scheduled for July 26th)

- Agent promotion packet (final was due to District Director June 6th for external review)
- 4-H Youth Development:
 - Classes sponsored and taught by 4-H Agent:
 - Nutrition Classes - in partnership with Community Services Parks and Recreation Day Camps – 10 hours of instruction with 100 youth.
 - Leadership Development Classes – participants were camp counselors and counselors-in-training – 6 hours of instruction with 9 youth.
 - Day Camp sponsored and led by 4-H Agent:
 - Exploring 4-H Day Camp – June 9th – 13th - 5 days of 4-H project work – a total of 30 hours of instruction with 53 participants, 13 volunteer leaders and 8 guest speakers.
 - Residential Camp sponsored by the University of Florida IFAS and Charlotte County 4-H:
 - 4-H Camp Cloverleaf – June 16th – 20th - 5 days and 4 nights of 4-H environmental education and outdoor skills activities – over seventy-five hours of instruction with 33 participants and 4 volunteer leaders.
- Horticulture:
- Programing
 - 2014 Master Gardener Training:
 - 2014 Master Gardener Graduation – June 4th – 10 am to 12 noon plus MG Association Meeting
 - GI-BMP Training – June 18th – 8 am to 3 pm – Six 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. Six (6) 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.
- Florida-Friendly Landscaping:
 - The Florida-Friendly Landscaping™ Program Assistant provided solutions™ to homeowners and HOAs with landscaping issues relating to tree, palm and shrub care. Total clientele contacted in the month of June - 435 (9 group learning events w/175 attendees, 73 telephone consultations, 51 office consultations, 13 field visits and 123 email consultations)
 - Parks that Teach' tour demonstrates Florida-Friendly Landscaping™ UF IFAS Charlotte County Extension now offers a FREE, 90-minute walking tour led by Master Gardeners. Located in Punta Gorda near Fisherman's Village, it uses a linear pathway, formerly an old railroad bed. 16 tours were conducted since December, 2013. Tree and shrub identification and best management care instruction were given to 148 homeowners since last December.
 - A follow-up survey found that over half came to learn Florida-Friendly landscaping™ and shoreline plant solutions. One wrote: "I was impressed with the location and the trees and shrubs planted." Three out of four who attended planned to apply what they learned to improve their own yards as well the land they own bordering the water. 59% lived directly on water.
 - Those attending valued most the educated and trained Master Gardener guides and the diversity of plants observed. 71% could highlight learning about two or more trees, palms and shrubs planted in the right places. 30% recall all nine Florida-Friendly Landscaping principles that were presented during the tour.
- Other Accomplishments:
 - 84 rain barrels sold since the beginning of the year. In-kind value: \$7,560
 - Provided design guideline for a rain garden demo being installed at Cedar Point Environmental Park
 - 38 – 4-H day campers shown 'where' their food comes from.
- Special Events:
 - Master Gardener Radio Show – 1580 – WCCF – 10 am – Tom Becker and Ralph Mitchell – June 24th

- 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 June 2nd – “All hail the royal palm!”
 - Newspaper Article for June 9th – “Follow the golden dewdrops”
 - Newspaper Article for June 16th – “Plant an edible fig in 2014”
 - Newspaper Article for June 23rd – “Truly ornamental-ornamental Grasses”
 - Newspaper Article for June 30th – “The domesticated coontie”

Facilities, Construction and Management

- ADA Various Improvements: The second phase started and is now in progress which is comprised of 5 more of the total 18 projects. The first 8 projects are about 80% complete. 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: Completed
- 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. . The expansion project recommended by the study will be discussed for Sales Tax funding. Dan Wiley will be giving a presentation regarding this project at the July 15th BCC workshop.
- Energy Performance Contract: The work included in Siemens’ Energy Performance Contract is nearing completion. Lighting and HVAC retrofits are 100% complete and the salt chlorination systems have been installed at SC Regional and Ann Dever pools.
- 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. One final round of inspections is scheduled for July 7th-18th for the purpose of logging existing equipment required for the long term Preventative Maintenance plan.
- Carmalita Softball Sports Lighting Retrofit: A proposal has been received from Musco Lighting and is in Novus for the July 22nd agenda.
- Anger Fishing Pier & Parking Renovations: Construction documents have been sent to purchasing for bidding and have been published for bids under file #14-286.
- 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 has been completed.
- Harbour Heights Parking and Stormwater Improvements: Plans and specs have been sent to purchasing to prepare a request for bid, but this has not yet been published.
- Cape Haze Pioneer Trail Connector: The pre-engineered building plans are being drawn for the restroom. The building permit package will be submitted once plans are received.
- Fire Training Facility: The request for letters of interest was submitted to Purchasing. The response packages will be forwarded for review/selection upon receipt.
- Bay Heights Boat Ramp: The FDEP permit was received. The team is awaiting receipt of the Army Corps permit. A Pre-application meeting was held with FDOT with formal submission by the end of July.
- Carmalita Park Concession Stand: Construction started on June 2nd. The site was prepared with sanitation, domestic water and storm water systems installed. The slab was poured with all under slab plumbing and electrical installed.

- South County Regional Park Soccer Concession Stand: Construction started on June 2nd. The site was prepared with sanitation and domestic water lines installed. The block walls are 80 percent lay.
- Airport Annex Master Plan: The request for proposal is under rewrite with expanded verbiage for the consultants.

Human Resources

- Employee & Labor Relations:
 - Extended employment opportunities to 11 candidates.
 - Continue to partner with consulting firm Evergreen Solutions regarding Job Analysis and Description/Development study.
 - Assisted Community Development with Interviews
 - Continue to Cross-train new HR employees as needed
 - Tasks associated with rolling out Halogen Performance Management Process to Employees.
 - Continue to participate in IAFF negotiations
 - 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
 - Began Driver's License Audit and Review
 - Miscellaneous advisement/investigations/coaching/development conversations
- Benefits Related:
 - Facilitated Orientations
 - Process Tuition Reimbursement Requests
 - Prepare orientation booklets
 - Provide Customer Service to employees
 - Produce Service Awards and letters to employees
 - Self- service assistance regarding on-line applications & Eden self-service system
- Learning & Organizational Development:
 - Halogen assistance for employees and Management
 - Generated monthly service awards
 - Participated in Workplace Violence Webinar.
 - Miscellaneous coaching/development conversations
 - Professional Development to include webinar, reviewing industry journals, etc.

Human Services

- Human Services Department staff met with the Client Information Systems (CIS) Coordinator in Charlotte County. CIS Coordinator, employed by the Homeless Coalition and affiliated with the Gulf Coast Partnership, provides lead agency software support for Homeless programs and client tracking in Charlotte County. In April, the Board of County Commissioners signed a Memorandum of Understanding with the Homeless Coalition to transition the 211 data base support to the CIS system. This process is scheduled to begin in July. The Human Services' Self-Sufficiency Program staffs were trained on the system and will be using the client tracking system as they implement a new state grant for housing assistance for at risk families with children.
- The County's 2-1-1 call center is assisting in providing information on the federally funded *Summer BreakSpot Program*. This Program sponsored through the Florida Department of Agriculture and Consumer Services furnishes free, healthy breakfasts and lunches to all kids and

teens 18 and younger at various designated sites throughout Charlotte County during the summer. For more information on this Program and to find the site locations call 2-1-1 or visit the County's website. Department staff attended an on-site visit at the Port Charlotte Middle School to see the program in operation.

- Mike Adams has just been hired as the new Neighborhood Accountability Board & Civil Citation Coordinator in the Human Services Department /Youth Services Unit. For more information on these restorative juvenile diversion programs or to volunteer to serve on the Neighborhood Accountability Board, please contact Mike at the Human Services Department @ 941-833-6518.
- Charlotte County Human Services Director, Vikki Carpenter and Family Services Manager, Emily Lewis attended the Florida Association of Counties' Human Services Administrators (FACHSA) annual meeting in Orlando. Presentations and topics of discussion included: Legislative outcomes impacting human services; Strategic Planning; Homelessness; and Juvenile Alternatives to Detention Initiatives. Also, at this annual meeting, Emily Lewis was nominated to serve on the 2014-2015 FACHSA Board as Secretary. Congratulations Emily!
- Family Services in Partnership with Drug Free Charlotte County hosted the first meeting of the Youth Summit planning committee. Approximately 30 individuals attended including 10 teens. The Youth Summit is one of the strategies of the Healthy Communities Healthy Youth committee's strategic plan. The Youth Summit is scheduled to be held in the fall of 2014.
- Local Housing Assistance Plan (LHAP) revision and the Affordable Housing Advisory Committee's Triennial Report were approved by the Board of County Commissioners and submitted to the State as required for State Housing Initiative Partnership (SHIP) program funding. A waiting list for housing assistance has been activated for the new program year of SHIP funding which starts July 1st 2014.
- The Housing and Urban Development (HUD) Washington Office approved 120 days extension to spend the remaining Neighborhood Stabilization III funds of approximately \$60,000.
- Senior Services staff hosted the Parkside 'How to series' session on Veteran Services; "What You Didn't Know". Guest speakers included David Donohew from the Veterans Office and other agency representatives. Approximately 14 guests were in attendance.
- Veteran Services staff also provided a VA benefits presentation to approximately 15 people for the Volunteers of America.
- Client files were reviewed for internal audit at the Area Agency on Aging for Southwest Florida. There were no outstanding issues. Auditors complimented documentation labeling & agency identification.
- Senior Services staff provided survey feedback on the State's client assessment form for the Department of Elder Affairs.
- HIPAA training refresher was provided to Department staff.
- Veteran Services staff assisted the County Commission Office with the implementation of the new monthly Combat Wounded Veteran's Recognition Program. The first Veteran recipient recognized at the June 24th Board of County Commission meeting was MSG US Army Retired Walter R. Levasseur who among his awards has received the Silver Star, 2 Bronze Stars and 2 Purple Hearts.
- Family Services staffs participated in the United Charlotte Collaborative and during its last meeting a mission, vision and purpose statement were finalized.
- The 2014 Family Resource Guide has been printed and will be distributed throughout the County.
- The County received a contract amendment to the Invest in Children Grant allocating an additional \$23,943 to extend the State contract through June 2015. The 2014 grant was implemented and administered through the Children's Services Council (CSC) and was used to develop a Community Developmental Assets indicator for Charlotte County's youth. The new funding will allow the CSC to implement the action plan that was developed as a result of the Assets report.
- The Board of County Commissioners approved the 2013 Emergency Solutions Grant at their June 10th meeting. This grant will begin July 1, 2014 and will provide homeless prevention and rapid re-housing services to families through emergency relocation and rental assistance. Family Services staff will be able to assist these same families move toward the development of their self-sufficiency plans.

- 211 Supervisor, Dr. Faezeh Andrews, was asked to provide comments on a survey for the 10 Year Plan – Health Care community needs by the 10 Year Plan Coordinator for the Homeless Coalition.
- 211, in collaboration with the Volunteer Reception Center (VRC) have planned the next Disaster Readiness training for volunteers that have been recruited by the VRC, United Way and 211. Training will take place on July 9th at the Salvation Army.
- The Human Services Director & 211 Supervisor meet with Emergency Management and Public Safety staff to review roles and responsibilities at the EOC during an activation.
- As a special request for Administration, 211 compiled data on the number of government –related informational calls (311) that 211 answered for the two year period from 10.1.11 – 9.30.13. A little over 8 ½ percent could be considered 311 related calls.
- 211 Charlotte staff working with Palm Beach 211 staff and our local 911 Dispatch were able to resolve a possible domestic violence call.

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
 - Ajax Paving finished the final course of asphalt in the Olean 1 and Elmira 2 areas and restoration is underway. The Contractor's crews are not working this week or next week; they will return July 14, 2014. Once work resumes they will move to the southern part of the County to begin paving Taylor Road which is in the Road and Bridge District.
 - To date, approximately 54,062 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 34.82% and the Contractor has completed approximately 52.91% 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
 - The excavation of all 5 ponds and grading of swales continues. Work began on box culverts at the Clark Canal. Installation of four 54" pipes is underway near Zemel Road. The box culvert at the Bear Branch Creek is almost complete and backfilling continues.
 - 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. This 790 calendar day project is funded by the 2009 Sales Tax, Road Impact Fees, Gasoline Tax and a State Grant. Construction Contract: Halfacre Construction, Projected Schedule: 07/07/14 – 09/06/16
 - A preconstruction meeting was held June 4, 2014 and the Notice to Proceed was established for July 7, 2014. The subcontractor, Woodruff and Sons, Inc., will be performing the on-site construction. Work will begin on the south side of the project, near Rotonda Boulevard East, where the roadway will be widened to four lanes up to the Bridge at the Butterford Waterway. The Bridge work is anticipated to begin in mid-December 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
- June 30, 2014: Traffic was shifted onto the new permanent Bridge and the temporary bridge was removed. Sidewalks are being installed and restoration has begun. Once all the heavy machinery work has been completed the final lift of asphalt will be installed.
- *PSA issued 6/12/14: Effective Monday, June 16, 2014, traffic lanes will shift to the new Bridge on Harborview Road over the DeSoto Canal. Variable message boards and traffic control devices are in place to direct travelers through this area. Construction crews will remove the temporary bridge and proceed with curbing and restoration work. The Public Works Department would like to remind motorists to remain alert at all times and exercise caution when traveling through construction zones.*
- 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. Construction Contract: Marine Contracting Group, Construction schedule: 06/26/2014 – October 2014
- The contractor is currently dredging in the Manchester waterway between the lock and the intersection of the Ackerman and Manchester Waterways.
- 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
- The Contractor completed block installation at four locations. Offsite roof construction and fence welding is complete. There is a possible utility conflict at the Rotonda Boulevard North location; staff is working with CenturyLink to resolve the issue so the contractor can proceed to this location.
- 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 is underway; the temporary force main, the erosion control devices and the by-pass pipe have all been installed. The sheet pile coffer dam is underway and should be complete this week. Upon completion of the sheet pile coffer dam, the water will be pumped out of the work area in order to install the new box culverts.
- 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 going smoothly however it is taking longer than had originally anticipated. 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 from County Administration and the BCC to proceed. 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 all 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.

- Little Blue Heron nests were found along the project site. These birds are protected under the migratory bird treaty act, therefore 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 nests could be removed. County staff is currently working with the Florida Fish and Wildlife Commission to obtain a nest removal permit so that the nests can be removed as soon as the birds leave; the construction end date may be adjusted depending on how long this process takes.
- 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. Construction Contract: ZEP Construction, Projected Schedule: 11/18/2013 – Summer 2015
- Pompano Waterway: Utility installation work is complete. Roadway restoration has begun and should be complete by the middle of July 2014. The Pompano Waterway construction is 83% complete and is on schedule.
- Elkcam Waterway: The second 84" microtunnel is complete and the final tunnel is scheduled July 14, 2014. The project at the Elkcam Waterway is currently 30% complete. The contractor plans to start work at the Fordham Waterway mid-July 2014.
- 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 new box culvert in the Oyster Creek crossing is under construction. The contractor has completed the floor and walls and will be pouring the roof within the next week. 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, Comcast, and FP&L Fibernet moved all power lines that were in conflict with the new road.
- Fruitland Avenue and the intersection of the Avenue of the Americas/Winchester Boulevard are closed and will reopen on or about August 18, 2014 before the start the new school year. These closures serve to facilitate utility and drainage system installation, roadway construction, and to allow the contractor to complete the construction of the new roadway within the intersection without placing the motoring public in danger.
- 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.
- 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 – 6/3/2014, Procurement Process: September 2014, Projected Start of Construction: Fall 2014.
- All required permits have been received. Signed and sealed plans were submitted to the County on April 28, 2014 and project specifications were received May 15, 2014. Final edits were received June 3, 2014 and the bid package was submitted to the Purchasing Department for bid solicitation on June 6, 2014.
- 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 – Summer 2014, Procurement Process: Fall 2014, Projected Start of Construction: Fall 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 completed prior to completion of the plans, the watermain may be included in the bridge rehabilitation. 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 – Summer 2014, Procurement Process: Summer 2014, Projected Start of Construction: Late 2014
- Giffels-Webster Engineering submitted the 100% construction plans. County staff is reviewing the final plans and will return all comments back to the design engineer for inclusion in the final construction plans.
- 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 – June 2014, Projected Start of Construction: July 2014

- On June 24, 2014 the Board awarded the construction contract to Owens, Ames, and Kimball. Currently the Purchasing Department is setting up the pre-construction meeting to kick off this project.
- 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.
- Research continues concerning the possibility of running FPL power lines underground along Harbor Boulevard as part of the Harbor Boulevard Enhancement project. Staff will present this option to the Board of County Commissioners on September 9, 2014 to seek direction.
- 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 September 30, 2014, Procurement Process: Fall 2014, Projected Start of Construction: Late 2014
- The design engineer is finalizing the 60% plans and we will receive them for review by close of business on July 3, 2014. The design schedule was adjusted slightly due to additional work required to extend the left turn lane at Panama Blvd. The 90% plans are scheduled for completion on August 15, 2014.
- Utility notification/coordination activities are on-going:
- 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.
- Utilities Inc. (Sandahlaven) 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) – This project is 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 30, 2014, Procurement Process: Summer 2014, Projected Start of Construction: Fall 2014
- The 90% plans are scheduled to be completed by July 15, 2014; with 100% plans anticipated July 30, 2014. The SWFWMD exemption request was approved on June 26, 2014.
- Utility notification/coordination is on-going:
- CenturyLink has identified specific locations of "minor" conflict issues with existing pedestals and will make necessary adjustments.
- FPL power pole relocation and hardening is underway throughout sidewalk project area; three FPL poles with guy wires are pulling westward across the proposed sidewalk area and will be adjusted by FPL.
- Possible addition of new CCU reclaimed water main within project limits.
- 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

- The 60% design plans have been received and are under review. The MSBU committee met on May 13, 2014 and requested an additional sidewalk installed on Rio Togas Road. A change order has been approved for the additional design.
- Sidewalks – Harbour Heights – This project consists of constructing approximately 2.75 miles of 5' wide sidewalks within the Harbour Heights MSBU District. Sidewalks are proposed along the following six (6) roadways: Sunnybrook Road (from triangle at Broadpoint Dr. to Peace River Dr.), Peace River Drive (from Sunnybrook Rd. to San Marino Dr.), San Marino Drive (from Broadpoint Dr. to Peace River Dr.), Broadpoint Drive (from Voyageur Dr. to Washington St.), Sulstone Drive (from Sunnybrook Rd. south to end), Voyageur Drive (from Broadpoint Dr. to end). Design Contract: Charlotte Engineering, Design/Permitting: 6/27/14 – Late 2014, Procurement: TBD, Construction: TBD
- The Board of County Commissioners approved a CIP amendment for this project on June 24, 2014. A work order will be issued to Charlotte Engineering to begin design by June 27, 2014.
- 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 June 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
- This project was expected to be advertised for bid in early February 2014 however outstanding utility issues have delayed advertisement. CCU is currently trying to acquire an FDEP permit for their portion of the project.
- 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
- The Beautification Committee requested that benches and minimal landscaping be included in the design. A change order was approved for the additional work and Johnson Engineering is incorporating the additional features into the design. The 30% design plans are expected to be delivered by the end of June 2014.
- 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

- A revised Cost Estimate for the project was submitted to the County on June 5, 2014. Revised 100% design plans were received on June 30, 2014. All permit applications have been submitted to the permitting agencies and the Project Specifications and Cost Estimates are under review. Once the final review is complete, the bid documents will be submitted to the Purchasing Department so bids can be solicited.
- 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 responded to the RAI and the fee for FDEP review of the project has been submitted for payment. Communications between the FDEP, ACOE the Consultant, and Charlotte County staff continues.
 - 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 (RAI) as they want to combine this project with the Alligator Creek -6 Feet Dredging Project; this may delay maintenance dredging. The Consultant responded to the RAI and is attempting to rectify. The bid specifications will be reviewed by staff upon receipt. Communications with the permitting agencies continues.
 - Buena Vista Grassy Point Waterway Maintenance Dredging – Maintenance dredging provides continued safe navigation for citizens who utilize the waterways. This project provides for engineering, design and permitting to dredge the lateral channels and 500 feet into the interior canals to determine the amount of material needed to be removed to restore safe navigation. Design Contract: Johnson Engineering, Design/Permitting Schedule: 02/01/2014 – Fall 2014, Procurement Process: Fall 2014, Projected Start of Construction: Late 2014
 - Johnson Engineering completed the survey and the preliminary plan design; preliminary plans are under review. A pre-application meeting was held with the Florida Department of Environmental

Protection (FDEP) on July 8, 2014 in an attempt to expedite the permit review process. The permit application is expected to be submitted by the end of July 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. 2015, Procurement Process: Fall 2015, Projected Start of Construction: Fall 2015
- The scope of services was negotiated and the Consultant is in the process of gathering preliminary data. The survey is scheduled for the end of July and the preliminary design will follow.
- Project Schedule: July 2014 Field Work, August 2014 Data Reduction and Design Plans, September 2014 Permit Application Preparation and Submittal, October 2014 through Summer 2015 Permit Processing.
- 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 – Spring 2014, Procurement Process: July 2014, Projected Start of Construction: Fall 2014
- The project permit was received on May 8, 2014. Staff reviewed the bid specifications and the Consultant made final revisions; limited vegetation trimming, for line of sight/navigation, is being added to the contract. Due to the available budget for this project and the current work loads of local contractors, the County feels that we will obtain more competitive bids if this project is advertised for construction this fall. This project will be advertised for bid in October 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
- The consultant has completed the bathymetry and sea grass survey. The preliminary drawings will be provided the week of July 14, 2014.
- 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 - early 2016: Permit processing.
- South Gulf Cove Turn Basin – The South Gulf Cove Waterway Committee requests to permit and construct 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, of 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 – Summer 2014, Procurement Process: Summer 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. Upon the receipt of the ACOE permit, this project will go out to bid for construction.

- 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.
- The permit application was submitted May 13, 2014 to the permitting agencies. A Request for Additional Information (RAI) was received. County staff, the Consultant and permitting agencies held a teleconference to discuss the RAI. The Consultant is preparing documents in response to the RAI and the permitting process is moving forward.
 - 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
 - The 90% design plans have been received and are under review. The SWFWMD permit was received.
 - 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. Phase 2 includes the continuation of bank restoration to Harbor View Road. Design Contract: Tetra Tech, Design/Permitting Schedule: 06/08/2012 – 04/01/2014, Procurement Process: July 2014, Projected Start of Construction: Summer 2014
 - The bid package for Phase 2 is being assembled and should be available by the end of July 2014.
 - 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 – 07/22/2014, Projected Start of Construction: TBD

- A construction contract was presented to the BCC for award 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 asked staff to investigate alternative solutions. Little Farm Road was discussed further at a BCC Workshop on May 20, 2014; as a result of the discussions, additional funding resources were explored and identified. The construction contract will be presented to the BCC for award on July 22, 2014.
- 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 – Summer 2014, Procurement Process: Summer 2014, Projected Construction Schedule: December 2014 – March 2015 (during dry season)
- The 90% design plans were received and are under review. The Design Engineer identified property sites that will be needed to access the project and stage equipment; four properties have been secured for use between Jennings and David Boulevards. Permits have been secured and the project manager is coordinating with Natural Resources to relocate gopher tortoises as necessary. This project is on schedule for work to begin next winter, during the dry season.
- 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 – 07/22/2014, 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 in April to begin the procurement process. Bid opening is scheduled June 18, 2014. It is anticipated that a recommendation will be presented to the BCC to award the construction contract on July 22, 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 – Final plans were received and provided to the Contractor and the CM at Risk firm. The guaranteed maximum pricing was approved by the Board of County Commissioners on May 27, 2014; Notice to proceed was issued for July 7, 2014.
 - Midway Boulevard Widening Project – Reviewed 100% signal and lighting plans; comments were provided to Project Manager.
 - 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.
 - Winchester Boulevard Project – Met with design firm in the field to discuss placement of mast arm poles at SR 776/Winchester Boulevard in conjunction with the additional right turn lane at this intersection.
- Lighting Projects – Departmental Projects:
 - Completed preventative maintenance on the traffic signals at the following locations:
 - Cochran Blvd. at Entrance to Publix and K-Mart
 - Cochran Blvd. at Quesada Ave.
 - Cochran Blvd. at Peachland Blvd.
 - US 41 at Burnt Store Rd.
 - US 41 at SR776/Veterans Blvd.
 - US 41 at Murdock Cir.
 - US 41 at Cochran Blvd.
 - US 41 at Conway Blvd.
 - US 41 at Easy St.

- Completed upgrading radar detection processor firmware at signalized intersections with video detection systems.
- Replaced one broken Astro bracket at US 41 and Cochran Blvd. for the northbound video detection camera.
- Replaced one street light pole on SR 776 at Biggs St./David Blvd. that was knocked down as a result of a vehicle accident.
- Picked up debris, made area safe, and repaired wiring for one decorative street light pole knocked down on Beach Rd. at Bayview Blvd. as a result of a vehicle accident.
- As a result of a vehicle accident, installed a replacement decorative pole skirt around the mast arm pole at US 41 northbound and Marion Ave.
- Performed air conditioner preventative maintenance at each of the four (4) Traffic Management field network hub cabinets.
- Replaced three (3) incident management cameras along US 41 at Forrest Nelson Blvd., Port Charlotte Blvd., and Kings Highway and repaired several incident management cameras at various locations around the County.
- Replaced one section of roadway lighting conductors along Veterans Blvd; the conductors had caught on fire and burned in half.
- The Lighting District was recently approved to upgrade/convert the pager programmable school flashing beacon time clocks to ones that utilize cellular programmable technology. Staff retrieved 63 clocks from the field and packaged them for shipment to the manufacturer for upgrades.
- Work continues to combine fiber optic pull boxes needed for both Lighting District and the IT Department, eliminating one, thus lessening maintenance and materials.
- Replaced one roadway lighting pull box on US 41 that became damaged as a result of vehicles parking on top of it.
- As a result of a vehicle accident, replaced two pedestrian push buttons were damaged on the mast arm pole at SR 776 and Gillot Blvd.
- Replaced back plates on the signal displays at Kings Highway and Elmira Blvd.
- Work continues to resolve issues with FDOT regarding the Maintenance and Compensation Agreement for Traffic Signals.
- Traffic Management Center:
 - Testing and monitoring of new Cisco Network Switches for TMC and (4) four network Hubs in the field.
 - Created new connection in TMC for a new testing environment for field devices. This enables staff to test new/existing equipment, update, upload/download files, and monitor devices prior to deployment in the field. This will save staff time and reduce travel time to determine/diagnose field device issues.
 - In contact with FLIR 360 Surveillance for video switching issues.
 - Comparing Systemic Safety Analysis Approaches (Webinar)
 - Adaptive Signal Control - Fundamentals, Implementation, and Operational Requirements (Webinar)
 - Attended Traffic Incident Management (TIM) meeting in Ft. Myers.
 - Meeting with Metric Engineering for discussion of upgrading signal system software from Streetwise to ATMS NOW.
 - Continue transition of new computers for Traffic Management Center.
 - Continue reconfiguration of ATMS map to reflect true conditions in the field.
 - Locates Performed: 206 requests for underground utility locates were received, generating 111 tickets for locates.
 - Trouble Calls: 13 trouble calls were received and responded to.
- Maintenance & Operations:
 - Week Ending June 17, 2014:
 - Mosquito Control crews treated 60,814 acres with ground adulticide equipment.
 - There were 56 new requests for service week ending June 17, 2014. The types of requests were drainage, brush, illegal dumping and asphalt repairs.

- A Drainage Crew installed 24 linear feet of 19"x30" reinforced concrete pipe on Washington Loop at Three Rivers. They also completed 6,500 square feet of line and grade on Washington Loop at Grey Fox Lane
- A Quick Response Crew repaired severe washouts around a retention pond to provide access for pest management service crews at Kings Highway at Sun Coast Blvd.
- A Drainage Crew installed 40 linear feet of 24"x38" pipe - replacing an existing road crossing pipe on Harbor Blvd. They also completed 5,000 square feet of line and grade on State St. and another 10,000 square feet of line and grade was completed on Harbor Blvd.
- A Drainage Crew completed 4,400 square feet of Line and Grade on Evanston Ave., completed 1,800 square feet of line and grade on Alpine Ave., and replaced a driveway at 21045 Alpine Ave.
- Two Outfall Crews replaced four road crossing pipes in the Peachland Blvd. area in advance of the Paving Program. Another Outfall Crew began the installation of 19" x 30" pipe on Saxony Circle in Deep Creek.
- A Drainage crew finished Line and Grade work on Foreman Blvd. and is working on Forbes Terrace. A flail mower completed routine work in Grove City and an outfall crew began prepping the road staging pipe for installs in the Peachland Blvd. area.
- Week Ending June 24, 2014:
- There were 47 new work requests for service from 6/17/2014 through 6/24/2014. Most of the calls were for drainage, some for brush removal, and debris removal from the right of way.
- A Drainage crew performed 2,400 square feet of Line and Grade, and installed 24 linear feet of 14"x23" reinforced concrete pipe for a driveway and 40 linear feet for a road crossing on Washington Loop Road near Gray Fox Lane.
- The Quick response crew re-graded 6,000 square feet for sod on Washington Loop. They also performed 230 square feet of standard cuts on Tropical and Lakeview and 410 square feet on Beaver Ln. and Westchester.
- A drainage crew replaced a driveway pipe and finished up Line and Grade on Forbes Terrace and picked up brush on the North Access Road in Englewood East.
- An outfall crew installed two road crossing and armored three of them in the Peachland area of Port Charlotte in advance of the Paving Program.
- Swale work was completed using the Menzi Muck Excavator on Catherine, Hernando, and the Hayworth ditch in Port Charlotte.
- A drainage crew completed 4,000 square feet of Line and Grade on Talbot Street; this job is on-going.
- An Outfall Crew completed a 19"x30" reinforced concrete pipe outfall at Saxony Circle including open cut restoration, final dress up and sod ordered.
- Completed 20 linear feet of 12"x18" reinforced concrete pipe driveway on Grove Avenue; concrete drives have been poured with dress up & sod to follow.
- Two outfall crews replaced four road crossing pipes in the Peachland area and a drainage crew completed 8,400 square feet of line and grade on Alpine Ave. between Dorchester St. and Yarmouth St. and 2,700 square feet on Yarmouth St. between Alpine Ave. and Evanston Ave.
- Week Ending July 1, 2014:
- 39 new service requests were received from 6/17 - 6/24/2014. Most of the calls were for drainage, some for brush removal, and others for debris removal from the rights of ways.
- 50,000 square feet of backyard drainage ditches were excavated at Hernando & Hayworth in the North County Stormwater District. Upon completion, crews moved onto Elm St. for backyard drainage ditch excavation in the Ridge Harbor South County Stormwater District.
- A drainage crew completed 12,920 square feet of line and grade on Talbot St. and repaired a sink hole on Blue Herron Dr.
- Approximately 25,000 square feet was re-graded ahead of sod placement; locations as follows: Alpine Ave. (between Yorkshire St. and Dorchester St.), Yarmouth St. (between Evanston Ave. and Alpine Ave.), and on Evanston Ave. (between Yorkshire St. and Yarmouth St.)
- An outfall crew installed pipe stub outs in a basin located at Hawthorne Ave. and Kensington St. They also poured a road crossing at Kensington St. and Peachland Blvd. and dressed up other area crossings and basins in advance of the Paving Program.
- An outfall crew finished armoring road crossing pipes in the Peachland Blvd. area.

- Routine mowing was performed in the area of Edgewater Dr. and Lakeview Dr.
- An outfall crew completed 20 linear feet of 12" x 18" driveway pipe replacement on Grove Ave.; the concrete drive was restored (awaiting sod).
- An outfall crew completed 32 linear feet of 14" x 23" driveway pipe replacement on Peachland Blvd.; the concrete drive was restored (awaiting sod).
- 52 linear feet of 19" x 30" road crossing pipe was replaced at Grove Ave./Kellstadt St.; the asphalt restoration is postponed until next week due to an asphalt plant shutdown. Sod will be placed upon completion of asphalt restoration.
- 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
 - All conduit and 12' poles are installed. Installation of the 6' poles and pull boxes are expected by July 1, 2014. Project is on schedule to be completed by the middle of July 2014.
 - Harbour Heights Median Improvements - This project consists of installing curbing, irrigation and landscaping within the existing medians on Sunnybrook Road and Broadpoint Drive. Design Contract: Charlotte Engineering, Design/Permitting: 6/27/14 – Late 2014, Procurement: TBD, Construction: TBD
 - The Board of County Commissioners approved a CIP amendment for this project on June 24, 2014. A work order will be issued to Charlotte Engineering to begin design by June 27, 2014.
 - Manasota Key Community Plan Design – The Manasota Key MSTU Committee requested the development of a Community Plan including, but not limited to, sidewalks, bike paths, crosswalks and lighting. The first phase of this project consisted of a conceptual master plan completed by Weiler Engineering in December 2013. Phase 2 is the design of construction ready plans consisting of the top priorities as identified by the MSTU Committee. Design Contract: TBD, Design/Permitting Schedule: TBD, Construction: N/A (Design Only)
 - The MSTU Committee requested that staff move forward with designing sidewalks, bike lanes, landscaping as well as street light replacements on Gulf Boulevard and the redesign of the commercial area to allow for additional parking and stormwater redesign. Staff is in negotiations with Weiler Engineering for the design.
 - 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: Summer 2014, Projected Start of Construction: Late Summer 2014

- The 2012 Sunshine Lake Water Quality Study, conducted by Atkins, focused on the potential causes of the existing and persistent algal blooms occurring in the Sunshine Lake/Sunrise Waterway, and recommended solutions toward restoring and enhancing the water quality of these water bodies. The study recommendations include the following actions: removal of the algal biomass, enhancing circulation by aeration, providing additional water input by well augmentation, and modification of lake levels by the addition of a water control structure.
- This project is intended to meet the lake level modification recommendation of the study. The control structure will be constructed at the large culvert at the Tamiami Trail frontage road, located at the downstream end of Sunrise Waterway. The structure will raise the water level in the water bodies eighteen inches, lessening algal growth due to seasonal lowering of water levels. The additional water depth and volume provides additional attenuation and dilution of runoff and will increase storage for suspended solids. Additional proposed improvements include upsizing the pipe crossing at Gertrude from the existing 36" diameter to a 48" diameter storm drain, and increasing the number of pipe crossings at N. Tamiami Trail frontage road from one 72" to two 72" pipes.
- 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 (subject to funding.)
- Solid Waste Division:
 - Staff members from Keep Charlotte Beautiful and the Charlotte County Solid Waste Division conducted a presentation at the Charlotte Harbor Environmental Center (CHEC) Summer Camp in Englewood on June 5, 2014. They provided information to approximately 30 campers about the Charlotte County Solid Waste Division and the Keep Charlotte Beautiful programs.
 - Keep Charlotte Beautiful presented CHEC with a Little Free Library to use at the Center. This is the second location for Keep Charlotte Beautiful's Little Free Library program. The mini libraries are part of the LittleFreeLibrary.org program to promote literacy and the reuse of books. The program promotes people to take a book, share the book and give a book. Promoting their mission, Keep Charlotte Beautiful volunteers built the library out of reusable materials and filled it with donated, used books. The first Little Free Library that was constructed is located at the Environmental Campus at 25550 Harbor View Road, Port Charlotte.
 - Keep Charlotte Beautiful attended the annual Keep America Beautiful Affiliates of Florida meeting in Orlando on June 13, 2014. They participated in workshops on best practices and shared their Little Free Library Program with other affiliates.
- Traffic Signing & Marking:
 - Herbicide = 4,034 objects
 - Legends Installed = 535
 - Marine Markers Repaired = 31
 - New Signs Installed = 8
 - Signs Inspected = 11,838
 - Signs Manufactured = 432
 - Signs Manufactured for City of Punta Gorda = 8
 - Signs Repaired = 1,394
 - Speed Studies for CCSO = 13
 - Striping = 3,000 feet
 - Traffic Counts = 32 stations
 - Trouble Calls (after hours) = 4
 - Crash data prepared for the City of Punta Gorda for the period of January through June 2014.

Tourism

- The Charlotte Harbor Visitor & Convention Bureau released economic impact data for the 6th Annual Snowbird Baseball Classic held Feb. 14 – March 22, 2014, at various Charlotte County ballparks. As a result of the estimated 7,749 spectators; 1,826 athletes; 126 coaches; 291 officials and media attending, the total economic impact to the 2014 Snowbird Baseball Classic is estimated to be \$9 million (\$5.9 million in direct expenditures; \$9 million in indirect and direct economic impact.). The average length of stay per party was six nights.
- Staff from the Charlotte Harbor Visitor & Convention Bureau attended the Travel Media Meetup in Birmingham June 11 to meet with and pitch Charlotte County story ideas to 20 members of the travel media based in the Birmingham area. Attending media represented a variety of local, regional and national print and electronic media. Staff returned with solid leads for potential story placement. Even better was meeting with travel journalists who have visited the area and having them tell other members of the media how wonderful the destination is. The event was offered through the Southeast Tourism Society.
- Jennifer Huber assisted a journalist on assignment for the Miami Herald on the destination 10 years after Hurricane Charley; provided a writer on assignment with Sunseeker magazine story ideas for the next issue; provided VISIT FLORIDA information on what's new and events for a fishing media release and holiday events for a release about events.
- As a result of the May 2014 media trip, four articles were published in June. One appeared in South Shore Record, one of the larger weekly newspapers in New York, distributed to 11,000 readers in Far Rockaway, Inwood, Atlantic Beach, Lawrence, Cedarhurst, Woodmere, Hewlett, Gibson, Valley Stream, East Rockaway and Lynbrook areas of New York. Published since 1953. Three are in the online publication "Larsen's Adventure Travel":
- "Florida's Secluded Charlotte Harbor - Attractions & Activities to Enjoy"
<http://www.larsenoutdoors.com/html/charlotteharbor.html>
- "Smoke & Roses" in Florida's Charlotte Harbor - Luxury Sailing's Dreamland
http://www.larsenoutdoors.com/html/smoke_and_roses.html
- Charlotte Harbor's Restaurants Excel! Food, Glorious Food
http://www.larsenoutdoors.com/html/port_charlotte_food.html
- **Marketing:**
 - Chip Futch imported data from Census.gov, breaking down zip code tabulation areas by median age, income and population. By running a query on this against 3 years of inquiry data, we can develop a fairly good picture of top markets. Further, we can determine which markets produce the highest yield (number of inquiries). This will help us better target our advertising to specific zip codes.
 - Lorah Steiner and Chip Futch reviewed internal research and research produced by Research Data Services per our contract with them. The research was used to better refine our advertising buy for 2015.
 - The digital version of our 2014 visitor guide was finalized and placed on-line.
 - The German video produced for our page on Brand USA's DiscoverAmerica.com was finalized and is now live.
 - Meetings were held with Punta Gorda partners and Englewood partners to review summer 2013 and Q1 2014 research and to get feedback on what each area of the county believes is important to tourism promotion.
 - Chip Futch attended the Florida Association of Destination Management Associations in Daytona and attended sessions on legislation relevant to the tourism industry; content development (web) and the Florida statute relating to the Tourist Development Tax. He also met with SW Florida VCB's on our cooperative effort to develop a smart phone/tablet app geared to the Brazil market.
 - The video of the Peace River Wildlife Center is complete and is now on our YouTube channel. The Farmer's market video is nearing completion. Music overlay and minor editing should be complete within the next two weeks.
 - A video of the Peace River Seafood Restaurant produced by WGCU is now available on our YouTube Channel.

- **Film:**

- The sizzle (sales) reel for Buying Beachfront is now complete and efforts have turned to finding an outlet for the pilot. Dr. Leatherman has contracted with a public relations/entertainment industry specialist to devise a marketing strategy, develop support components and locate agents who might sell the pilot.
- Russ Weston, Emmy-award winning head of Weston Productions is moving to Charlotte County. He fell in love with the area while working on Buying Beachfront and decided to purchase a home here. He moved all of his equipment here and will begin working out of Charlotte County soon. Several inquiries have been fielded this month including a still photo campaign for a major clothing brand. One key component required, however, was not present in Charlotte County (a long tunnel or mine shaft). Another company sought locations for a feature in August. They were looking for a beach with a “jungle like” background. They were also looking for a military base. In mid-June a company requested a location featuring an “uncrowded beach and bicycle path.” We pitched Englewood Beach and its boardwalk. We are awaiting a reply. Patience is key when working to secure a commercial or feature film. Matching our destination’s features to the features of the desired location is critical. There are more misses than hits for most destinations but one national commercial can often generate expenditures equal to a small feature film.
- At the quarterly meeting of Film Florida in June, Jerry Jones, the VCB’s Film and digital media manager was elected to the Florida Film Commission Council, a sub-committee of Film Florida pulled exclusively from the ranks off film commissions in the state. This is an opportunity for Charlotte County to have a little stronger voice in the state’s production industry.
- The VCB continues to build our on-line, searchable database of location photos. We have recently added more business locations and supplemented some of our park photos.

- **Sports:**

- Assisted the Charlotte Harbor Event & Conference Center in compiling a bid to host the Florida Association of Public Insurance Adjusters conference in May 2015.
- Compiled and submitted a bid, in conjunction with the Charlotte Harbor Event & Conference Center and the Four Points by Sheraton, to host the Florida Athletic Coaches Association Fall Clinic in October 2015.
- Sean Doherty led a VCB partnership with the Charlotte Harbor Event & Conference Center, Palm Island Resort, and the Four Points by Sheraton to host a dozen meeting planners/travel professionals at a Tampa Bay Rays game. In addition to the valuable networking opportunity to raise awareness of our destination as a viable meetings market, we were able to secure commitments for 2-3 site visits.
- Solicited and compiled lodging rates for the Episcopal Diocese Annual Convention and collected pick-up reports from participating hotels for the YBOA Basketball tournament and the ProStyle Baseball tournament.
- Updated the VCB’s customized downtown Punta Gorda guide map which is provided to meeting planners for use by their attendees.

Utilities

- **Engineering Services:**

- 1,107 Locates Processed from Sunshine State One Call; 3 Developer Agreements Prepared; 50 Residential Service Availability Letters Prepared; 4 Commercial Service Availability Letters Prepared; 60 Residential Service Applications Processed; 401 CIP inspections; 123 Developer Inspections.

- **Business Services:**

- **Web Services:** Communications to the implementation of the e-bill has gone out over the internet, on CCU’s phone messages, broadcast on the television, in the lobbies and at the lock boxes. We have also sent out e-mails to existing customers who are currently paying on line. Go live date is July 1, 2014.
- **Fixed Base meter installation:** Phase III infrastructure has been received. Over 6,775 (12%) meters have been installed. Estimated completion date for Phase III is Sept. 1, 2014.
- **Customer Service:** Total number of customers to the lobby was 1,149

- Delinquencies: Total delinquency revenue for the month was \$53,954.56 FY 14 total: \$371,294.56
- Electronic Bill Payment: 61% of all CCU bills
- Banner Upgrade: Functional training on the new Banner has been completed. We will begin Configuration meetings at the end of July. In the meantime, staff will be working together to establish rules, policies and procedures arising from the new functionality. We are also working to clean up the existing data base to ensure transition from one version to the next goes as smoothly as possible.
- Accounts Receivable: The accounts receivable over 90 days went from 44.03% in May to 43.43% in June. The accounts receivable within 30 days went from 50.31% in May to 51.35% in June.
- Liens: There were 29 liens placed with a total of \$6,540.04 and 107 liens released for \$119,284.64.
- Best Practices: Beginning July 1, 2014, three telephone customer satisfaction surveys will begin. Those surveys will address high use procedures, sewer services, and new meter sets. Feedback will be available at next monthly report. Staff is also developing a performance matrix, levels of service for key customer contact activities, and comparing results with other utilities.
- Prepayments: There were 60 prepayments for Spring Lake sewer system through June 30, 2014. No new prepayments have been received since May 23, 2014.
- Operations Division:
 - Treatment Facilities:
 - Backflow/Reclaimed: 64 Residential cross-connection inspections were completed, 97 lift station backflows were tested and repaired and 5 reclaim site repairs were completed.
 - 219 preventative maintenance, 34 corrective and 11 emergency work orders were completed.
 - East Port WRF: Completed making repairs to final effluent basin gate.
 - Rotonda WRF: Completed replacing plant PLCs, fiber and Ethernet switches.
 - West Port WRF: Sustained a lightning strike on 6/13/14 damaging several FDEP compliance electronic components. Completed making repairs to the following components, pH probe, CL2 pump controls, DWI flow meter, influent flow meter and MW pressure sensor.
 - Walenda Reclaim Booster Station: Completed placing station online ensuring proper mechanical, electrical and control operations.
 - Staff Training: 2 staff members completed forklift training.
 - Water Distribution:
 - Completed Lead and Copper sampling for both systems.
 - Install 16" isolation valve at # 6 Booster Station.
 - Completed a 6" water line extension for Engineering on Higgins Ln.
 - Completed 28 new service line installations
 - Reset all storage tank levels at the booster stations to reduce storage time during the summer months.
 - Received Chemscan water analyzer for the Golf Course Booster Station. Installation should be complete at the end of July.
 - Received the replacement generator switchgear for the Gulf Cove Booster Station. Installation scheduled early July
 - The PLC contractor has started the installation of the PLC and HMI controllers at the Gulf Cove Booster Station.
 - Wastewater Collection:
 - Gravity/Force Mains: Repaired 7 manholes by raising or replacing the ring & cover; 4 service laterals were repaired; one isolation valve was replaced at Lift Station #89; ARVs were installed in 2 locations and 51 ARVs were serviced; a 2" reuse service was installed at Gulf Coast United Methodist Church; all 11 isolation valves on the Burnt Store Rd. 12" force main were located and exercised; 1 force main break was repaired (10" PVC from L/S #12); installed 11 new LPS services for new construction; 125 manholes were inspected; 13,071 feet of gravity sewer main was cleaned and televised
 - Lift Stations: 232 PM work orders were completed; 93 corrective work orders were completed; evaluated 250 lift stations and their current condition; Rehab crew identified three lift stations for

rehabilitation/upgrade; Rehab crew evaluated current conditions of all simplex lift stations in Burnt Store Village checking for operational issues and any bio mats that might have formed; Rehab crew installed a new water service to L/S #131; Rehab crew along with Zone 4 crew assisted West Port staff in the cleaning of aeration basin #1.

- Low Pressure Sewer: Responded to 215 service calls - 20 of the calls were for Preventive Maintenance; 10 standard upgrades were completed with one system upgraded with inflow and infiltration components; replaced 2 failed tanks; installed 2 mandatory connections, one with inflow and infiltration components; replaced 4 check valves at street; relocated one 900 gallon LPS tank per Engineering.
- 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 temporarily discontinued and will be re-initiated in FY15. Weather is not conducive for residents walking around facilities.
- Human Resources:
 - Total positions: 200. Vacant positions: 6.
 - Actively recruiting for all positions: (3) Maintenance Mechanics, Line Technician, Engineering Inspector, and Public Relations Manager.
 - Offers pending on all 6 positions.
- PR/MRWSA Water Resources:
 - 25.08 MGD of water went to customers on an average day in June and there was approximately 8.57 BG of water in storage, representing nearly 341 days of supply.
 - Authority Board meeting on June 4th.
- Regional Reclaimed Water Expansion Phase 2:
 - *Transmission Main (Stage 1):* A request to close out the third FDOT permit for the project was submitted on June 3, 2014. On June 11, 2014 the FDOT closed out two of the three permits issued on the project. Some minor restoration work has to be done to close out the third permit which should be done by no later than the first week in July. The 5% retainage will be released once the third FDOT permit is closed and the contractor has submitted the required Warranty and the Affidavit that all material suppliers, subcontractors, testing firms, etc. have been paid. A meeting was held with Purchasing and the Assistant County Attorney on June 17th to discuss the Contractor's claim. A subsequent meeting was held with the Assistant County Attorney on June 27th.
 - *Pumping Station (Stage 2):* The rain shield that covers the electrical and VFD cabinets was successfully installed by EFI during the first week in June. Data Flow Systems (DFS) encountered a problem with communication of the Programmable Logic Controller (PLC) with the VFD's and had to rescheduled their work until the last week of June. Early in the month EFI and Stantec worked on programming the PLC to set certain operation and shut down points for the pumps and VFD's. Limited operation of the station was conducted to test the points that were set. During subsequent testing VFD #2 suffered a ground fault requiring that the VFD be replaced which occurred on June 19th. Also during testing of the Motor Operated Valves (MOV) the actuator on the 16" valve (MOV 1) overheated and shut down and the actuator on the 12" valve, MOV 2, wouldn't work. Rotork, maker of the MOV's was contacted and were scheduled to replace the actuators on June 27th, however, all the necessary parts did not arrive on time and this work has to be rescheduled. On June 24th DFS returned to the site and completed their work which enables the station to be run remotely from the West Port and Rotonda wastewater treatment plants through SCADA. Limited testing opening and closing 12" MOV's 3-6 through SCADA was successful however, pump operation was not attempted. Once Rotork completes their work on the 16" and 12" valves and all low voltage surge protection reported last month is installed, a test of the SCADA system remotely operating the pump station will be conducted with the assistance of CCU Operation personnel. CCU has contracted with a licensed Landscape Architect to provide a landscape plan and design an irrigation system for the facility.
- 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.

- Consultant submitted 50% plans for reclaimed portion of East Port WRF expansion; plans are under review and comments back to consultant by July/August.
- North Shore & Harper WW MSBU:
 - Bids were calculated June 25, 2014. Bid award recommended to lowest and responsible bidder. Bid award recommendation to be presented to BCC for approval at July 22, 2014.
 - Bid for on-site work was sent to Purchasing to be posted in July.
- East & West Spring Lake Wastewater MSBU:
 - Staff received 90% design plans; meeting to review plans with consultant in July.