

Charlotte County
Board of County Commissioners
Staff Report
October 2014

Budget & Administrative Services
Budget Department/Fiscal Services Division

- Grants Support:
- Human Services Grants:
 - Fiscal staff along with other county staff attended a webinar from the Cherry Bekaert Group on the new Super Circular – the proposed new regulations for Federal grant requirements and compliance. These new regulations are slated to begin with grant awards issued with a FY beginning on or after December 26, 2014. The Super Circular's purpose is to combine the requirements from eight previous grant circulars regarding Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards into one set of guidance.
 - Grant's staff attended the Provider/Lead Agency meeting in Fort Myers at the Area Agency on Aging (AAA), our Senior Services granting agency. Several items were discussed, including the possibility of AAA changing the County's contract with them to require the County to take over the Older Americans Act Senior vendor contracts from AAA. This would entail more work for the County with little funding for staff to do this work. More to come on this matter.
 - The NSP3 Grant final extension ended October 23rd and the final NSP3 draw of \$17,521 was made and received.
 - The Community Services Block Grant for FY 14 was closed out and final reports submitted.
- Transit Grants:
 - On October 2, 2014 Charlotte County staff attended National Transit Institute's webinar on Safety & Security Major Incident Reporting. This webinar provided information for more accurate reporting on the National Transit Database (NTD).
 - The Disadvantaged Business Enterprise Goal & Methodology Report was completed for the Federal Transit Administration (FTA). This report sets the percentage of Federal Award grant dollars to expend on Disadvantaged Business contracts. This is completed every 2 years and advertised annually.
- Public Safety Grants:
 - Prepared and submitted Quarterly Financial/Status Report and Detail of Claims Form to DEM for the EMPG (operating) grant agreement 15-FG-4D-09-18-01-075 for the period of July 1, 2014 through September 30, 2014. The reimbursement request for the quarter totaled \$14,263.75.
 - Prepared and submitted Quarterly Financial/Status Report and Detail of Claims Form to DEM for the EMPA (labor) grant agreement 15-BG-83-09-18-01-008 for the period of July 1, 2014 through September 30, 2014. The reimbursement request for the quarter totaled \$25,630.06.
 - Prepared and submitted Financial History and Quarterly Status Report Forms to DEM for CERT grant agreement 14-CI-K1-09-18-02-308 for the period of July 1, 2014 through September 30, 2014. The reimbursement request for the quarter totaled \$3,979.19.
 - Prepared and submitted Detail of Claims Form and Reimbursement Request Form to DEM for the HSGP HazMat grant agreement 14DS-L5-09-18-01-466 for the period of July 1, 2014 through September 30, 2014. The reimbursement request for the quarter totaled \$2,092.40.
 - Prepared and submitted Financial History and Quarterly Status Report Forms to DEM for the HSGP Emergency Management Training grant agreement 14DS-L5-09-18-01-324 for the period of July 1, 2014 through September 30, 2014. There were no funds expended during the quarter for this grant.
 - Received approval from the Regional Domestic Security Task Force (RDSTF) for the modification request on HazMat grant agreement 14DS-L5-09-18-01-466 to reallocate funding activities.
 - Attended Webinar on Supercircular 101- Proposed New Regulations for Grant Requirements and Compliance. The webinar addressed the new regulations for Federal grants that will impact

- grants issued after December and discussed changes in the requirements and addressed issues in grant compliance internal controls and training.
 - October 14, 2014, BCC approved the Agreement with Florida Division of Emergency Management for the FY14/15 Hazards Analysis Update Grant in the amount of \$3,712. Funding is used to record the location and type of hazardous materials in the County.
 - Invoiced a total of \$28,321.78 for Public Safety:
 - \$ 2,761.60 for radio repairs
 - \$25,560.18 for emergency vehicle maintenance
 - Received a total of \$25,921.98 for Public Safety:
 - \$361.80 for radio repairs
 - \$25,560.18 for emergency vehicle maintenance
- Road Grants:
 - Invoiced a total of \$1,024,525.04 as follows:
 - \$677,208.67 to FDOT for Winchester road construction
 - \$331,892.19 to FDOT for Burnt Store PH3 road construction
 - \$6,934.32 to Englewood Water for Winchester Rd utility construction
 - \$8,489.86 to The City of Punta Gorda for traffic signal maintenance.
 - Received a total of \$729,230.03 as follows:
 - \$721,729.59 from FDOT for Burnt Store Rd Phase 2 construction
 - \$7,500.44 from FDOT for US 42 right of way maintenance
- WCIND Grants:
 - Reviewed and approved various WCIND billings and identified carryover requests to Public Works staff. Completed a full reconciliation of 1054.345906 (WCIND-MAC) projects.
- Library Grants:
 - Researched Community Services active grant issues to complete final 'grant listing' status spreadsheet as required by Finance
- Historical Center Grants:
 - None
- Criminal Justice Reinvestment Grant:
 - Completed FY13/14 Final Grant Expenditure worksheet and uploaded the required supporting documents.
- Justice and Mental Health Collaboration Grant:
 - In October, the first of 2 payments totaling \$15,500 was disbursed to Charlotte Behavioral Healthcare for the expansion of the Mental Health Court Program per the terms of the grant. Milestones and performance measures will be monitored to ensure objectives are being met.
- MISC Grants:
 - Prepare the MPO FY14 grant reconciliation for Grant Audit. Prepare project adjustments as needed. Review the MPO invoice for accuracy and complete the require Clerk's Office Grant report. This is for FY14 PL, TD and 5303 grants, as well as the FY15 PL and TD which runs from July 1, 2014 through June 30, 2015. This work is in progress at this time.
- Operating, Capital and Accounting Support:
 - Accounting/Billing:
 - EMS Refunds - processed 41 refunds for overpayments received by ADPI totaling \$9,168.44 for August and September.
 - Prepared tax distribution spreadsheet for special assessment fees to Little Gasparilla Island Fire Unit for September.
 - Provided information request to KPMG for Utilities Operational Audit.
 - Met with Clerks Finance staff on Accounting for the grant providing for the Northshore MSBU.
- Budget Support:
 - Prepared year end budget adjustments, resolution, and budget advertisement. Public Hearing will be held on November 12, 2014 to adopt the budget adjustments for yearend FY13/14.
 - All TRIM forms have been signed and other TRIM requirements have been sent to the DOR.
 - Updating calendars and instructions for FY2016 – FY2017 two year budget process.

- Continued assembling the CIP ordinance for presentation in November to the Board.
- Reviewed year end balances for C.S. and prepared Sports Park M&O accruals and budget amendment
- Prepared mid-month update for Expenditure Projections Report to include payroll accruals
- Updated SharePoint reports with October financial information (Projected Revenue & Expense, Fund Rollup, Department Rollup)
- Prepared budget adjustment to provide for the award of Edgewater Phase 2, both construction and CEI. These tasks contained both Road and Utility elements and will provide necessary funds for contingency.
- Reviewed detailed project expenditures for FY14 and prepared necessary adjustments and/or journal entries; tracked payments in progress through the end of the fiscal year that were processed in October, against each project to ensure the most accurate data.
- Reviewed/approved update of EAMS tool rates to be charged for FY15; requested IT upload.
- Reviewed/approved and requested upload of FY16 and FY17 budget rates in EAMS (labor, tools, materials). Began generating the budget work orders in EAMS.
- Updated the expenditures for the 2009 Sales Tax projects, through 9/30/14, for the PIO.
- Oversight of preparation of year end MSBU financial information and update of MSBU CIP for prior year actual.
- Review and approve multiple year end journal entries for Public Works, including sod, landfill, aquatic weed; personal services, tools and materials distributions, and the County Fuel and West County (School Board) fuel allocation. Also finalized/approved two Real Estate Services labor distributions.
- Department Specific Support:
 - Participated in monthly conference call with EMS billing vendor to discuss status of audits, electronic submissions to Medicare, and refunds.
 - Reviewed process for annual reminder notices for Animal Control and adjusted mail out system to improve efficiency.
 - Reviewed Ordinance to create an Animal Care Trust Fund and conferred with Finance to establish associated accounts.
 - Created SOP for Fiscal Services accepting payments for ambulance collection accounts and held a training session with applicable fiscal and EMS staff.
 - Met with Fleet to discuss updates to C.S. vehicle naming in Faster database
 - Attended a meeting at South Gulf Cove to support of Public Works staff presentation on the proposed FY16 rate increase for paving of the Phase 1 Area.
 - Attended a meeting of the Pirate Harbor Streets & Drainage MSBU Committee where a rate increase is under discussion
 - Prepared request to prepay a portion of the loan for Burnt Store Village paving.
 - Revised the loan schedules for South Gulf Cove Phase 1 paving to present at a Community Meeting, per the request of the Public Works Director.
 - Assisted in a working session with the Maintenance & Operations Manager and staff to formulate a plan to develop a multi-year work plan for Punta Gorda Non-Urban MSBU. Various scenarios were discussed to develop estimated budgets for needed work activities for multiple years. M&O will be providing a six year work plan and a 10 year work plan (of activities only) and Fiscal will need to calculate the budget cost to the MSBU for each scenario and determine the rate feasibility of each plan. This is to prepare for a BCC workshop to be held December 16, 2014.
 - Attended Peace River Water Authority Board Meeting.
 - Staff attended NARUC Utility Rate School. This training teaches the basics of rate making.
 - Began the application for the State Revolving Fund Loan for the construction of East West Spring Lake MSBU.
 - Began testing phase of Banner Implementation in conjunction with the Utility.
- Financial Reporting:
 - Write accruals for anticipated revenues for work performed in FY14 but not yet billed: For Greater Port Charlotte MSBU accrued SWFWMD revenue for Charlotte Harbor CRA BMP Project and Sunset Water Control Structure 3.65. Accrued revenue from Englewood Water District to be reimbursed to Winchester Widening project.

- Prepared and sent year end balances spreadsheet to discuss with dept. at C.S. managers meeting.
- Prepared the GASB 34 report to the Clerk of the Court from the detailed project information. Closed projects in EDEN that were completed in FY14.
- Analytical Support:
 - Began Disclosure Council's request for information regarding the Peace River Water Authority bond refunding.
 - Completed FAC analysis & survey on the \$65.00 criminal and traffic offenses assessments to assist FAC with the upcoming Legislative Conference in Hillsborough County.
 - Restore Act – Attended Administration meetings involving the advancement of the county's water & wastewater project to the DEP Florida council for grant funding of bucket #2. Reviewing correspondence from Florida Consortium Group and Dept. of Treasury's Multi-Year Implementation Plan to understand Charlotte County's requirements for receiving direct component funding for bucket #1.
 - Completed 2014 state unfunded mandates list for Administration.
 - Completed final runs for the Budget to Actual Variance Report and Transfer In & Out Reports and met with staff to ensure final adjustments would be made.
 - Held meeting with Fiscal Staff and Fleet Manager to discuss the next step for updating the Park vehicle & equipment records in Faster Software System. It was also agreed to meet individually with the other departments to discuss updating their records too.

I.T.

- Office 365 – As part of the migration process to the cloud, Information Technology has been moving staff mailboxes to Microsoft Exchange 2010 from the Exchange 2003 environment which is an outdated email server version as a step in the process before migrating to Office 365. This is an important step in order to maintain functionality between Office 365 users and on premise users during the process. It also provides additional functionality to Outlook and remote users.
- Process Automation – The automation of Administrative Approvals has been completed and has gone live throughout the county. This is the second purchasing process to have been automated using SharePoint workflows and digital signatures. It greatly reduces the time it takes to approve PO's that require administrative approvals and eliminates paper trails.
- SharePoint - IT is currently working on migrating Community Services' external web site to SharePoint. In addition, we are working with our contractor to migrate our SharePoint version to the latest SharePoint 2013 version and move it to SharePoint Online – the Microsoft cloud. This will provide the latest enhancements as well as reduce the infrastructure impacts of maintaining the sites on premise.
- Accela Inspection Module Upgrade - The IT Division worked along with Accela and BCS staff to change the building inspection process to make it easier for contractors to request inspections. This is part of a multi-phase project to upgrade and enhance the functionality of the Accela building permitting system. On the horizon is a version upgrade of the entire system and Electronic Document Review.
- October Outage Statistics:
 - 8 - Incidents
 - Total Down Time – 3 days 3hrs. 14 mins.
 - Average time per Incident – 9 hrs. 24 mins.
 - System availability was 89.888%
- October Call Statistics:
 - Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) = 272
 - Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 256
 - Incidents Opened Last Month – (hardware or software that is not functioning properly) = 583
 - Incidents Closed Last Month – (hardware or software that is not functioning properly) = 554
 - Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 569

Purchasing

- Pre-bid meetings held:
 - 14-428 Franz Ross Park Improvements – Parking & Football Field
 - 14-392 Sidewalk Construction – Water Main Replacement Rotonda Blvd. West
 - 14-456 Newgate Waterway Maintenance Dredge
 - 14-451 HVAC Test & Balance – Annual
 - 14-458 Port Charlotte Fishing Pier and Boardwalk Renovations
 - 14-353 East/West Springlake Wastewater Expansion
- Bids opened and received:
 - 14-390 Desoto Canal Bank Restoration and Stabilization – Phase II
 - 14-428 Franz Ross Park Improvements – Parking & Football Field
 - 15-001 Effluent Pumps – Annual
- Quotes due and received:
 - 14-453 Diesel Tractor & Accessories
 - 14-454 Charlotte Harbor CRA Drainage
 - 14-434 Herbicide Program for Englewood East MSBU
 - 15-019 Fabric Form Material – Annual
- Negotiation meetings held:
 - 14-331 Master Plan – Parks & Recreation
 - 14-367 Signal Timing Analysis
- Shortlist meetings held:
 - 14-249 CEI Services – Gateway Harbor Walk Phase 1A
 - 14-410 Airport Road Annex – Master Plan
 - 14-382 Library System Capacity Plan
- Request for Proposals due and received:
 - 14-410 Airport Road Annex – Master Plan
- Work orders due and received:
 - 15-002 Work Order #23, Quality Assurance Project Plan – East/West Springlake
 - 15-043 Work Order #35, Monthly Monitoring & Balancing – Landfill Gas Collection System
 - 15-030 Work Order #34, Annual Landfill Life Estimate Report

Real Estate Services

- Surplus Property Disposal – We have developed a new list of surplus properties for this fall's bid process. This list has been sent to Purchasing for preparation of the bid package.
- Customer Satisfaction Surveys – Our surveys continue to show an "excellent" customer rating from our customers. Staff members participated in the County's customer service training (4 sessions) that concluded in early October.
- Release and Occupation of Easement Program – We processed approximately 170 applications last fiscal year; several applications have been submitted for the current fiscal year indicating an increase in construction activities.
- Edgewater Phase II – Mediations to reach final settlement continue.
- Placida Widening – With approximately 50% of the required parcels and easements acquired, work continues to acquire additional right of way on a voluntary basis only.
- Old Landfill Road – We continue working with staff from CCU, the County Attorney's Office, Public Works and Waste Management to resolve a long standing issue related to providing legal access to the Waste Management building constructed on Old Landfill Road. Environmental Lands Acquisition Program – We will be working on a significant multi-year acquisition program once the Florida Scrub Jay Habitat Conservation Plan is approved by U.S. Fish and Wildlife Service. It is our understanding that the plan will be approved in the coming months.
- Flamingo/Edgewater – We have acquired approximately 81% of the parcels needed for this project, all on a voluntary basis. Additional parcels were acquired subsequent to offer letters that were sent last August. Another round of offers will be processed in the spring of 2015.
- Midway Project – Temporary Rights of Entry – The Order of Take hearing has been scheduled for early November and we will move forward with the eminent domain process to obtain

approximately 40 property interests (Temporary Construction Easements, Permanent Easements and Fee Acquisitions) needed for this project.

- Charlotte County Utilities – Lift Station 301 – Harbour Heights – We are working with CCU to acquire property needed for the relocation of lift station number 301 in Harbour Heights. A potential site has been located and we are negotiating a purchase agreement that will be subject to BCC approval.
- Burnt Store Road Phase III – All parcels have been obtained. Mediation and settlement conferences continue.
- Gasparilla Road – The recent Order of Take hearing was successful and we have obtained the parcels required for this road project. Mediation and settlement conferences are on-going.
- 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.
- Harbor Boulevard Improvements (Parkside) – We are working with staff from Public Works, Economic Development and Johnson Engineering to ensure that the necessary easements are acquired. We have vetted sketches and descriptions of the affected parcels and a number of revisions are required. We will be reviewing the 60% plans shortly.
- Sandhill Boulevard Proposed Realignment – The engineering firm selected to design the realignment was directed by the BCC to discuss with FPL the potential of using existing power line easements for roadway use. We will assist in preparing the necessary approvals should FPL agree to this proposal.
- Hancock Avenue – We are working with the local School Board on a proposed conveyance to the County of a small parcel of land that is needed for roadway maintenance. The acceptance of this conveyance will be considered by the BCC at their October 28th meeting.
- Murdock Village – We are continuing our monthly inspections to monitor our holdings at that location. We have been working with the Sheriff's Office to address any issues.
- Helen Avenue – Affordable Housing Improved Properties – We are working with staff from the Attorney's Office and Human Services to resolve an outstanding issue related to the three (3) improved properties that were conveyed by the Housing Authority to the County.
- Staffing – We have concluded our interviews for a staffing action to fill a position vacated by an employee who recently retired. Based on the results of the interview process, we were able to select an internal (County) staff member to fill the position.
- 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.
- 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.
- 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.

Community Development

- The Building Division:
 - Single Family home permits rose in October to 60 permits. This is up on both last month and October 2013 and is an encouraging start to the new fiscal year.
 - Permitting revenue is also significantly higher than both last month and the same period last year, however, the bulk of this increase is due to the Cheney Brothers permit that was issued in October. The permit fee for that permit alone was over \$111,000.
 - Permitting timescales have been challenging over the month with a combination of high volumes and staff vacation delaying some permit types. The department is has added staff which has helped change some of our procedures, a Customer Service Specialist, a Plans Examiner and a Deputy Building Official have all started with the department in the past few weeks and are well into their training. In addition, the department has issues a request for Letter of interest to

engineering and architectural companies to supply plans review services for commercial applications. This closes mid-November and staff anticipates having a contract in place soon.

- o Both code enforcement and contractor licensing are very busy and continue to work hard to address the level of complaints coming in. As construction expands, so does unlicensed contracting and other associated issues. The department received 439 new complaints (code enforcement, high grass and contractor licensing), each of which received a full investigation.

Item	Total FY2014	Oct-13	Oct-14	FY14YTD	FY15 YTD
Single Family Permits Issued	551	44	60	44	60
Multi Family Permits Issued	0	0	1	0	1
Commercial Permits Issued	40	3	7	3	7
All Other Permits Issued	17181	1304	1494	1304	1494
Customers Served	24946	2490	1991	2490	1991
Inspections	55832	4750	5262	4750	5262
Permitting Revenue	\$ 2,814,423	\$ 217,277	\$ 422,734	217277	\$ 422,734
Permitting Expenditure	\$ 2,236,389	\$ 95,605	\$ 145,501	95605	\$ 145,501
Code Enforcement Revenue	\$ 1,018,597	\$ 114,676	\$ 115,181	114676	\$ 115,181
Code Enforcement Expenditure	\$ 1,652,671	\$ 74,121	\$ 110,262	74121	\$ 110,262
New Complaints Received	1235	128	147	128	147
Code Cases Initiated	3079	263	292	263	292
CEB Cases Heard	574	18	23	18	23
Citations Issued \$ Amount	\$ 151,000	\$ 17,500	\$ 2,000	17500	\$ 2,000
New Contractor Licenses Issued	16	3	4	3	4
Contractor Licenses Revoked	7	1	0	1	0

- The Planning and Zoning Division:

- o Parkside CRA:

- o Public forums to discuss the draft Revitalization Plan and appropriate land development regulations to implement were held August 27, September 10, and September 30. These meetings produced valuable discussion on the draft Revitalization Plan, and the Plan has been revised to reflect these comments and the discussion, producing a final draft. It will move forward for adoption into the Comprehensive Plan beginning after the first of the year. Any necessary amendments to the land development regulations, in the form of a Parkside Overlay Zoning District, will follow.

- o Charlotte Harbor CRA:

- o The plan amendments, both text and FLUM, have been finalized and a public forum to discuss them will be held at the Charlotte Harbor Events Center on Wednesday, November 5. The transmittal hearing process is anticipated to begin at the December 8th meeting of the Planning and Zoning Board and the January 27th BCC Land Use Meeting. Amendments to the land development regulations will follow soon after, and are intended to be included in the second phase of the larger Code revision project, likely taken for adoption early in 2015.

- o Manasota Sandpiper Key Architectural Review Committee:

- o The Committee met on October 1st and October 15th. The following projects were presented to the ARC:
- o 5055 N. Beach Road – dumpster enclosure
 - Comments: recommended denial
- o 170 Friendship Lane – fence
 - Comments: recommended denial
- o 72 Sunrise Drive – enclose carport
 - Comments: approval granted
- o 2779 N. Beach Road – dock and lift
 - Comments: recommended denial
- o 5055 N. Beach Road – dumpster enclosure – 2nd review
 - Comments: approval granted

- 1501 Beach Road – pool repairs
 - Comments: approval granted
- 2045 N. Beach Road – reseal and restripe parking lot
 - Comments: approval granted
- Little Gasparilla Island Community Plan:
- No new updates at this time.
- Grove City Community Plan:
- No status available.
- Babcock Ranch:
- The revised Land Development Regulations for Babcock Ranch went before the Board of County Commissioners on October 28, 2014, for the first of two public hearings. The Board voted in favor of the revisions and the adoption hearing will be held at the November 25th BCC Land Use Meeting.
- Murdock Village:
- No new updates at this time.
- School Concurrency:
- No new updates at this time.
- Revision of the Comprehensive Plan:
- The revisions to the Comprehensive Plan were approved by the Board of County Commissioners on September 23, 2014, and were subsequently transmitted to the DEO for final review. On October 24, 2014, the DEO issued a letter stating that they had completed their review and have identified no provision that necessitates challenge of the Ordinance adopting the amendment. The amendment to the Comprehensive Plan has been challenged by the Friends of Cape Haze, Deb Highsmith, and the Sierra Club.
- Revision of the Land Development Regulations:
- The first of two public hearings was held on October 28, 2014 for Phase I of the revisions to the Land Development Regulations. The Board voted in favor of the revisions, and the adoption hearing is scheduled for November 25, 2014 at the BCC Land Use Meeting. Staff has begun working on Phase II, and plans to bring a portion of Phase II to the Planning and Zoning Board in January and to the Board of County Commissioners in February and March, staying on schedule.
- Site Plan Approval:
- The County received 7 petitions in October:
 - 3 Final Site Plans (2 approved, 1 denied)
 - 2 Preliminary Site Plans (both approved)
 - 1 DSRB – Final (approved)
 - 1 Project Conference
- Board of Zoning Appeals:
- The Board of Zoning Appeals heard the following petitions on October 8, 2014, and made the following decisions:
- Petition No. VAR-14-006:
A request by Sharon Boyd for a variance to exceed the four-foot height restriction for a non-opaque fence in the front yard, to allow a six-foot high non-opaque fence within the front yard, in the Residential Single-Family-3.5 zoning district, located at 5785 Gillot Boulevard in Port Charlotte, was APPROVED subject to conditions, by a vote of 5-0.
- Petition No. SE-14-015:
A request by Scott and Joanne Volage for a special exception to allow a mobile home, to be used as a residence, in the Agriculture Estate (AE) zoning district, located at 6252 Alfred Boulevard, in East County, was DENIED by a vote of 5-0.
- Planning and Zoning Board:
- The Planning and Zoning Board heard the following petitions on October 13, 2014:
- Z-14-08-12:
- An Ordinance pursuant to Section 125.66, F.S., amending the Charlotte County Zoning Atlas from Residential Single-Family 3.5 (RSF-3.5) to Residential Estates 1 (RE-1), for a property located at 1374 Blanot Drive and 27347 San Carlos Drive, in the Harbor Heights area, containing

- 1.46± acres; Commission District I; Petition No. Z-14-08-11; Applicants: Kendall V. and Tracie A. Baird; providing an effective date.
- Board Recommendation: Approval
- Conditional Uses and Structures:
- An Ordinance amending Charlotte County Code Chapter 3-9, by creating new Section 3-9-69, Conditional Uses and Structures; providing for purpose and intent; providing for conditions for agricultural uses; providing for conditions for commercial uses; providing for conditions for debris and waste facilities; providing for conditions for industrial uses; providing for conditions for public and civic uses; providing for conditions for residential uses; providing for conflict with other ordinances; providing for severability; and providing for an effective date. Applicant: Charlotte County Board of County Commissioners.
- Board Recommendation: Approval
- Board of County Commissioners Land Use:
- The Board of County Commissioners heard the following petitions on October 28, 2014:
- Revisions to the County's Land Development Regulations (LDRs Phase I)
- Conduct the first of two public hearings to discuss revisions to the County's Land Development Regulations in accordance with Section 125.66, F.S., and set the second public hearing for adoption of Ordinances approving these revisions for November 25, 2014, at 2:00 P.M. or as soon thereafter may be heard. Applicant: Charlotte County Board of County Commissioners. Legislative.
- Board Decision: Approval
- Revisions to the Babcock Land Development Regulations
- Conduct the first of two public hearings to discuss the revisions to the Babcock Land Development Regulations in accordance with Section 125.66, F.S., and set the second public hearing for adoption of Ordinance approving the revisions for November 25, 2014 at 2:00 P.M. or as soon thereafter as may be heard. Applicant: Charlotte County Board of County Commissioners and the Babcock Team. Legislative.
- Board Decision: Approval
- Petition Number Z-14-08-10 – Amend the County's Zoning Atlas
- Conduct the first of two public hearings to discuss a rezoning (Petition #Z-14-08-10) in accordance with Section 125.66, F.S., and set the second public hearing for adoption of Ordinances approving Z-14-08-10 for November 25, 2014 at 2:00 P.M. or as soon thereafter as may be heard. Applicant: Charlotte County Board of County Commissioners. Quasi-Judicial.
- Board Decision: Approval

Community Services

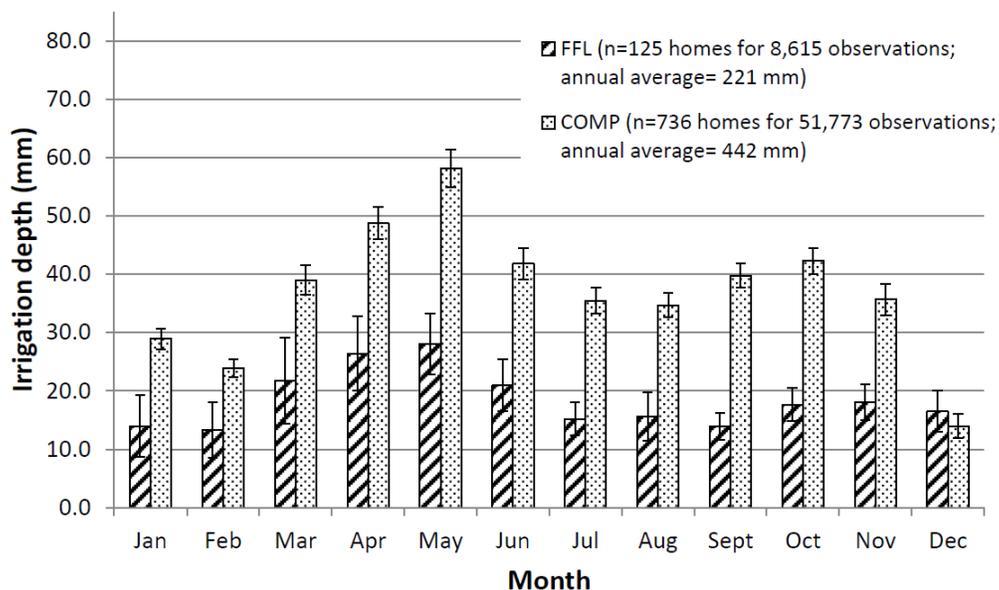
- Administration
 - Administrative staff answered and fielded 172 telephone calls, responded to 20 webmail inquiries, processed 4 citizens action forms, 6 accident and 5 incident reports, 3 damaged and missing items reports, distributed 8 press releases
 - Supported 2 Advisory Boards, Safety Committee
 - Promotional and Marketing Activities:
 - Total Marketing Pieces (flyers, program guides, postcards, bookmarks, posters) distributed. Includes distribution to schools.
 - ½ page ad in the Parrot Magazine promoting activities
 - Facebook Page Current reach - 544 Page Likes
 - Tippecanoe Trail & Mud Run:
 - Comcast Commercials – run registration and volunteers
 - iHeart Media Radio Commercial starting in October
 - Program Guide:
 - iHeart Media Campaign
 - distribution to schools
 - Bayshore Beer and Wine Fest iHeart Media

- Meetings:
 - Parkside Festival Committee
 - Hands Across the Harbor Committee
 - Employee Appreciation Committee
- Parks and Recreation Master Plan contract finalized
- Playgrounds – working to incorporate shade and poured in place surfacing
- Seasonal Concessions:
 - Englewood Beach
 - Hot Dog Cart – Yank’s Franks
 - Yoga – Loving Light Healing Center
 - Italian Ice – Plumberry Ice
 - Beach Chairs/Umbrellas/Scooter Rental – Englewood Florida Scooters
 - New Vendor starting soon – coconut water and fruit drinks
 - Port Charlotte Beach – Shaved Ice Vendor
- Libraries & Historical Monthly Report
 - 95,595 visitors for the month of October
 - 7,537 people used computers
 - 943 adults and teens attended 81 library programs in October, financed by the Friends of the Library
 - 810 children attended 28 programs also financed by the Friends of the Library.
 - 137 volunteers worked 1,575 hours at libraries
 - 754 patrons requested PC assistance
 - Circulation for October was 70,372
 - We partnered with more than 20 local businesses for our Halloween walk at Mid-County Library and a great time was had by all.
 - Programs:
 - Indian Spring Cemetery Tour went very well 235 people went through the tour. We have had 26 comments on the tour and all were excellent. Residents want to see more walking tour around the county.
 - Early voting brought 6,423 residents into vote for the early election.
- Charlotte Sports Park
 - In partnership with the Lee County Sports Authority, the Charlotte Sports Park hosted several games of the Perfect Game Tournament from 10/10 – 10/12. All playing fields along with the stadium were utilized and estimated attendance was 4000 for the three day event.
- Aquatics:
 - Port Charlotte Beach Pool:
 - 428 paid admissions
 - 172 Pass holder visits
 - 72 Water Aerobics participants
 - Staff spent an estimated 30 hours performing In-Service Training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 30 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
 - Oyster Creek Regional Park Pool:
 - 408 paid admissions
 - 413 pass holder visits
 - 547 water exercise participants
 - Charlotte County Blue Fins practiced 5 times per week resulting in approximately 440 “splashes” for the month.
 - The Lemon Bay High School Swim & Dive Team held 4 practices per week resulting in approximately 250 “splashes” for the month.
 - 6 students successfully completed the Lifeguard Training course held Oct. 8 through Oct. 31, 2014.
 - Staff spent an estimated 40 hours performing In-Service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.

- Staff spent an estimated 40 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- JM Berlin/Rotary Skate Park at Oyster Creek:
- Total Skaters: 399
- Total BMX Bikers: 61
- South County Regional Park Pool:
- 423 paid admissions
- 648 pass holder visits
- 153 water exercise participants
- South County Intersession camp visited the pool 5 times resulting in approximately 150 “splashes”.
- Charlotte County Special Olympics sent six swimmers to the state games on October 5, 2014.
- Charlotte High School Swim & Dive team held 7 practices per week resulting in approximately 1,120 “splashes” for the month.
- Charlotte High School Swim & Dive team hosted two meets including Districts with approximately 400 swimmers and their families attending.
- Charlotte High School ROTC had a pool party resulting in approximately 40 “splashes”.
- Charlotte County Blue Fins held 6 swim practices per week, resulting in approximately 1700 “splashes” for the month.
- The Punta Gorda Fire Department Dive Team held 1 training session with 8 officers attending.
- Staff spent an estimated 70 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 Program Supervisor Marc Solomon earned the certified Parks and Recreation Professional designation through the National Recreation and Park Association.
- Recreation:
 - The four Charlotte County Recreation Centers and two Charlotte County Skate Parks were open a combined 1,350 hours and served over 6,500 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 2,274 with 3,613 touches combined. Recreation facilities were rented 25 times achieving a rental attendance total of 1,860 people.
- Athletic Section:
 - Charlotte County athletic leagues and athletic special events used County facilities approximately 3,721 hours in the month of October. An estimated 2,815 local athletic participants visited County facilities. Activities included Adult Softball, Youth Baseball, Youth Swimming, Youth Soccer, Youth Softball, Youth Football, Inline Hockey, Adult Tennis and Adult Semi-Pro Football.
 - Carmalita and South County Regional Park Soccer concession stand projects are reportedly on schedule for completion.
 - North Charlotte Regional Park hosted a Nations Baseball Tournament October 4-5 with 32 participating teams.
 - North Charlotte Regional and Harold Parks hosted a Global Sports Alliance Baseball Tournament October 11-2 with 38 participating teams.
- Extension Services:
 - Administration:
 - Meetings/Reporting:
 - Managers Meeting – October 17th – 1 to 3 pm
 - 4th Qtr. Business Meeting – Mid-County Library – October 24th – 2:30 pm
 - Gateway Meeting - UF/IFAS Sarasota County Extension Office, 6700 Clark Road, Sarasota – October 16th - 9am to 1 pm
 - Extension Staff Meeting – October 30th – 3 pm
 - Completed Appraisal as External Reviewer for a WVU Extension Agent packet going from the rank of Extension Assistant Professor to Extension Associate Professor.
 - Website Hits: Website: 2,805 page views

- Facebook® Page - Charlotte County Extension data: Facebook: 1,059 likes, 698 Sessions (Mitchell, Schumaker)
- Sea Grant:
 - Publications:
 - Staugler, E.A. 2014. "In the Water". Water LIFE Magazine. October 2014, Pg. 8.
 - Websites:
 - Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/>
 - 10/7 - New Publications from Florida Sea Grant
 - Facebook:
 - UF/IFAS Charlotte County Extension, posts and photos about programs.
 - Field Work:
 - 10/22 - Monthly bay scallop recruitment monitoring
 - Outreach Programs:
 - 10/17 - FMNP Freshwater Wetlands class started, 18 students enrolled. Class runs every Friday thru 11/21
 - 10/17 - Offshore Barotrauma Media Trip on King Fisher Fleet, Part of Florida Sea Grant, West Marine grant to educate outdoor writers about barotrauma and descending gear in exchange for articles, videos and other outreach material geared towards the fishing community.
 - Site and Office Visits:
 - Natural Resources office
 - Several visits from Real Estate agents for Boaters Guides
 - Meetings:
 - 10/7 - CHNEP meeting regarding applying for a marine debris grant to conduct cleanups at artificial reefs, Punta Gorda
 - 10/8 - Envirothon Academic Team planning meeting, Ft. Myers
 - 10/9 - CHNEP TAC meeting, Punta Gorda
 - 10/9 - Charlotte County RESTORE meeting, Pt. Charlotte
 - 10/10 - Meeting with CCU staff
 - 10/13-15 - Gulf States Marine Fisheries Management Commission, Gulfport MS
 - 10/21 - Planning meeting for various Sea Grant fisheries projects, Pt. Charlotte
 - 10/27-30 - Florida Sea Grant Extension Planning Meeting, Ft. Peirce
 - Trainings:
 - 9/30-10/2 - Marine Resource Education Program, Science Workshop in Tampa
 - Other:
 - 9/1 & 15 Bay scallop cage volunteers conducted bi-monthly monitoring
 - Considerable time invested in preparing for FMNP class each week (Staugler)
- 4-H Youth Development:
 - "4-H Coconuts to Candy Bars"
 - Eighty-four (84) Charlotte County 3rd graders completed the "4-H Coconuts to Candy Bars" program. These students practiced math skills, communication skills and teamwork skills while completing this agricultural science program.
 - "Bella Ragazze"
 - A new 4-H program focusing on middle-school age girls began in October. Fourteen (14) young teen girls have completed six hours of the twenty-four hour Bella Ragazze course to date. Topics include developing better communication skills, improving their first impressions, etiquette, developing better consumer skills, and improving their food, nutrition and fitness choices.
 - Club Meetings:
 - Volunteer adults gave leadership to the following club meetings in October: Cows 'n Plows Market Animal 4-H Club, Fur 'n Feathers 4-H Club, 4-H Cloverbuds, Rockin' Paper & Scissors 4-H Club, Four Paws & a Tail 4-H Dog Club, Marine Ecology 4-H Club, Shutterbugs 4-H Club, Manes & Reins 4-H Club, and Just Kidding 4-H Goat Club. Over 175 youth participated in these club meetings and field trips (Phillippe, Cardwell)
- Horticulture:
 - Programming:
 - Limited Commercial Training – October 21st – 9 am to 3 pm – 15 participants

- 2014 Gardening Symposium – October 18th – 9 am to 2 pm – 58 participants
- MG Radio – WCCF – 1580 - October 28th - 10 to 11 am
- Site Visits – October 7th – 10:30 am - Hong Kong Orchid Tree - 29 Caddy Road. Rotunda West, and Palm Problem - 1 Bunker Place, Rotunda.
- Pasture Management Seminar – October 30th – 5 pm featuring Multi-County Livestock Agent, Lindsey Wiggins and Dr. Brent Sellers, Associate Professor of Agronomy (Weed Science) and Associate Center Director from the Range Cattle Research & Education Center in Ona. Thirteen (13) people attended.
- Special Meetings:
- Sunshine Lake: Dr. Sanjay Shukla from the Immokalee Research and Education Center and UF Graduate Student Asmita Shukla met the Director and Joanne Vernon, County Engineer, on October 8th – 4:00 pm at Sunshine Lake to discuss future BMP's and research opportunities.
- High School Student interested in insects/Entomology – Shadowing Experience from Goodwill Program – 9 am to 12 noon, October 29th
- Florida-Friendly Landscaping™
 - The Florida-Friendly Landscaping™ Assistant provided solutions to homeowners and HOAs with tree, palm or shrub problems. Total clientele contacted in the month of October - 594 (11 group learning events w/274 attendees, 100 telephone consultations, 83 office consultations, 5 field visits and 132 email consultations).
 - Florida-Friendly Landscaping requires less water. Applied research conducted by the Florida-Friendly Landscaping™ program at the University of Florida found that residential landscapes designed to conserve water showed significant outdoor water savings (50% less irrigation water used) compared to conventional home landscapes. The recommended practices for water conservation include:
 - Irrigating turfgrass separately from ornamental plants
 - Grouping plants with similar water needs
 - Reducing irrigation in the rainy season
 - Having a rain shutoff device
 - http://ufifasirrigator.blogspot.com/2014_09_01_archive.html Innovation



- Meetings:
 - Parkside Tree Canopy Restoration Committee - Cultural Center President's Room – October 7th – 8:30 am
- 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 October 27th - “The root of the problem”
- Newspaper Article for October 20th - “White, green, purple and lavender – heirloom eggplants offer color and food”
- Newspaper Article for October 13th - “The popular pygmy date palm”
- Newspaper Article for October 6th - “Meet some native vines – spine and twine” (Mitchell, Bates, Becker)

Facilities, Construction and Management

- ADA Various Improvements: Chadwick Park is complete waiting on final inspection. Harbour Heights Meal Site ramp, sidewalks and parking’s cement work is finished just waiting on handrail to be installed on ramp and final inspections. South County Annex ramp is in progress and the curb ramps on the North Parking lot complete. PG Library ramp and sidewalks are complete waiting on handrail to be installed and finish work details to be provided.
- Energy Performance Contract: In the process of closing out this project and moving into the measurement and verification stage. This will give an indication of the savings being achieved as a result of the newly implemented building improvements.
- Capital Asset Management System: Cannon Design is in the process of finalizing a Preventative Maintenance plan for Charlotte County. Facilities staff is working together to provide input on various items to make the plan very useful for daily/weekly/monthly maintenance activities as well as budget forecasting for improvements.
- Anger Fishing Pier & Parking Renovations: The preconstruction meeting with Bayshore construction has been held. The Notice To Proceed will be dated Nov 17, 2014.
- Port Charlotte Beach Fishing Pier & Boardwalk Renovation: This project is “on the street” for construction bids.
- Franz Ross Football Fields Renovation: The apparent low bidder for the construction of this project is Wright Construction.
- Franz Ross Park Parking Expansion: The apparent low bidder for the construction of this project is Wright Construction.
- Cape Haze Pioneer Trail Connector: The permit documents were submitted to building department for plans review on October 1st. The plans have completed the utilities and zoning portion of the reviews.
- Carmalita Softball & Football Sports Lighting Retrofit: The lighting retrofit of 2 softball fields and 1 football field is underway. The retrofit will include a controls system upgrade.
- Carmalita Parking Lot Renovation: The parking lot paving and striping is complete. The curbing was installed around the islands with landscape project to be completed in November.
- Carmalita Park Concession Stand: FPL power was energized with remaining electrical items complete and ready for final inspection. The mechanical equipment and range hood are ready for startup and final inspections occurring in November. The restrooms are nearly complete with opening before the end of month.
- Fire Training Facility: The design team collected additional information from county staff. They are preparing a project layout master plan with optional configurations for county review and selection.
- Bay Heights Boat Ramp: The comments were received from the preliminary Site Plans Review. The consultants are compiling into the final package for submission. The Fish and Wildlife Commission buoy permit was received.
- South County Regional Park Soccer Concession Stand: The facility is being trimmed out by all trades with final inspections starting the first week of November.
- Airport Annex Master Plan: The submittals were received, evaluated, and ranked with the selection meeting the November 12th BCC meeting.
- Firing Range Safety Risk Analysis: The design charrette was held with the sheriff’s office and county staff on October 8th. The charrette results were compiled into a concept allowing the Risk Analysis phase to start November 4th.

- Justice Center Service Area: Project Complete and finalized by the City. Three new Cabbage Palms that were planted with this project will be relocated to satisfy the Court's Administration and Judge's concern for security risk.
- Murdock Service Area and VIP parking area: A meeting was held with the contract architects and they were provided with guidance to move forward with construction plans.
- Bayshore Live Oak Park Shoreline Restoration: Coastal Engineering Consultants, Inc. was selected to design and submit permit applications for shoreline improvements intended to preclude shoreline erosion and damage to the park's structural improvements from common storms. The site analysis and data gathering task has begun.

Human Resources

- Employee & Labor Relations:
 - Participated in Analytica Focus Group
 - Extended employment opportunities to 19 candidates.
 - Continue Performance Management Process
 - Attended HR Florida Annual Conference
 - 26 Employees Graduated from the Ambassador Program
 - Conducted Interviews for HR Specialist position
 - Executive Session was held with Commissioners
 - Presentation to Commissioners by Evergreen Solutions to discuss findings
 - Discussions held to brainstorm EDEN Queing Process
 - Held Labor Management meeting with Union
 - Served on the interview panel for Firefighter/EMT & Fire Captain Positions
 - Recruitment related activities and hiring processes
 - Employee related issues and investigations
 - 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
 - Monitor the community service program with Courts System
 - Accepted Volunteer applications and placed with Community Services
 - FMLA Processing & Reporting
 - Tasks associated with Employee of the Month
 - Legal Discussions
 - Miscellaneous advisement/investigations/coaching/development conversations
- Benefits Related:
 - Facilitated Orientations
 - Process Tuition Reimbursement Requests
 - Prepare orientation booklets
 - Provide Customer Service to employees
 - Produce Service Awards and letters to employees
 - Self- service assistance regarding on-line applications & Eden self-service system
- Learning & Organizational Development:
 - Halogen assistance for employees and Management
 - Final Ambassador Workshop was held for this class
 - Dr. Kelly presented "Getting Results with Coaching, Feedback, & Discipline
 - Generated monthly service awards
 - Miscellaneous coaching/development conversations
 - Professional Development to include webinar, reviewing industry journals, etc

Human Services

- All Human Services staff committed to attending the Mental Health First Aid course offered to community partner agencies through Charlotte Behavioral Health Care. Half of the Human Services' Department staff attended the 2 day training in October and the remaining staff will

attend the course in early November. This course is designed to teach lay people methods of assisting someone who may be in the early stages of developing a mental health problem or in a mental health crisis.

- Eighteen months ago, J.J., a severely disabled veteran came to see our Veteran Services Officer, David Donohew, about a VA Claim that was denied. David read the claim and saw that the VA had not used the proper law to adjudicate the claim. David did a notice of disagreement citing the applicable laws and the claim was overturned in favor of the veteran, and J.J. received \$30,000.00 in back pay. J.J. has not worked for the past thirty years and now receives his VA Disability in addition to his Social Security Disability.
- Veteran Services staff worked with the VA Compensation and Pension (C&P) Department and the VA Regional Office in Kentucky to reschedule a veteran's C & P exam to Ohio so that he didn't have to wait until January or fly to Florida for his appointment.
- The Human Services Department has recently revised its automated phone tree numbers listing. Now when calling the main number, an individual will have the first option of selecting 211 for information on health and human services and speak to a live operator.
- Housing received first installment of SHIP funds - \$426,040. Staff is beginning to sort through the current waiting list that consists of 58 households.
- On 10/22/2014 our National Family Caregiver Grandparents took full advantage of the annual caregiver's cruise out of Fisherman's Village aboard a boat owned by Kingfisher Fleet. Each year, OCEAN (Our Charlotte Elder Affairs Network) partners with area businesses to make this cruise happen. Area caregivers are encouraged to participate at no cost to them. Caregivers are provided lunch, enjoy music, take in the sights around Charlotte Harbor, and if they are really lucky, win door prizes. Additionally, caregivers are provided with respite service (also at no cost to them) to cover their absence from their daily duties if needed. Older caregivers are encouraged to participate to just get away if only for a short time. An added bonus to this outing of course is caregivers meet other caregivers, share ideas, exchange telephone numbers, and become a source of support to each other.
- David Donohew, David Rockow and Terry Keene attended the Florida Department of Veteran Affairs (FDVA) training conference.
- Staff attended the 10 Year Plan to Prevent and End Homelessness as presented to community partners by the Gulf Coast Partnership. The Plan is a community-wide initiative to understand homelessness, identify best practices and to forge a community consensus to implement goals and strategies to raise the quality of life for all Charlotte County residents. The Plan was also presented to the Board of County Commissioners.
- Transit Department staff provided an in-service information session on transit services to Human Services staff.
- Veteran Services received word from the FDVA that one of their clients was just awarded over \$54,000 for a claim that was submitted by staff in February. Along with the retroactive payment, the veteran will also receive over \$3,000 per month in disability benefits.
- The Boys & Girls Club which provide services to children at the Family Services Center received its Department of Children and Families Licensure to open a Voluntary Pre-K Program.
- Bill Jones from the Charlotte Sun visited the 211 Call Center to learn more about its operations and then published a nice article in the newspaper.
- 211 staff met with United Way to discuss the implementation and referral process for the Season of Sharing.
- 211 staff assisted a caller connect with local agencies to help get a bed for her husband when he was released from the hospital. Staff also assisted a caller with information and referral to the local substance abuse agency.
- Director & 211 Supervisor attend the weekly meetings at the Health Department regarding Ebola and community readiness.
- Housing staff participated in settlement for BCC action to have liens on Helen Ave. SHIP housing properties released from the bank.
- 211 Supervisor participated in the statewide dashboard mapping project webinar for all 211's. Charlotte County was the first 211 to create needs mapping based on caller zipcodes.

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 Website. Construction Contract: Ajax Paving, Construction Schedule: 02/03/14 – Late 2014
 - The Contractor has finished paving in the Peachland 3 area. Restoration of the Midway 8 and Peachland 3 areas has resumed and will continue until complete. The Contractor is moving back into the Road and Bridge District to resume paving on the Cooper Street Extension.
 - To date, approximately 83,254 tons of asphalt has been placed in the Road and Bridge, Greater Port Charlotte, and Punta Gorda Non-Urban MSBU Districts. The amount of contract time that has elapsed is approximately 56.56% and the Contractor has completed approximately 72.55% of the work.
 - Burnt Store Road (Phase III) Widening – 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, Construction Schedule: 03/10/14 – 09/10/2015
 - The excavation of 2 ponds and grading and sodding of swales continues.
 - Work is progressing on the box culverts at the Clark Canal. Work is on hold for the box culvert at the Bear Branch Creek until a traffic change takes place after the first of the year. Once traffic shifts, the west side of the box culvert will be completed.
 - Installation of four 54" drainage pipes is complete near the Zemel Road/Burnt Store Road intersection; approximately 69% of the utility pipe and 67% of the drainage pipework has been installed.
 - Over 40% of the sidewalk sub grade has been installed on the northbound side. Concrete installation for the sidewalk is 20% complete on the northbound and southbound sides.
 - The contractor completed 20% of the stabilizer/base on the northbound travel lanes and 7% on the southbound travel lanes.
 - Crews are installing street lighting and IT conduit on the east side of the project. FPL is relocating the poles on the east side of the project and has approximately 65% of the poles set and ready to receive new electrical wire.
 - PSA issued 10/22/2014 - *There will be intermittent lane closures on Burnt Store Road, from Zemel Road south to Vincent Street, in both directions beginning October 24, 2014 through late November 2014. Drainage and utility installation work will be conducted in conjunction with the Burnt Store Road (Phase III) Widening project. Flaggers and traffic control devices will be in place to direct traffic thru the construction zone. The Public Works Department reminds motorists to remain alert at all times and to exercise caution when traveling through construction zones.*
 - 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. 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). Construction Contract: Strickler Brothers, Construction Schedule: 10/30/2014 – 11/13/2014

- A pre-construction meeting was held with Strickler Brothers on October 28, 2014. A notice to proceed was issued for October 30, 2014 with an expected construction time of approximately two weeks.
- PSA issued 10/29/2014 - *The installation of stormwater structures will begin Thursday, October 30, 2014 along Central Avenue from Oakley Street to Main Street. This project is expected to be complete by November 10, 2014 and is being conducted in conjunction with the Watershed Management Plan for the Charlotte Harbor Community Redevelopment Agency. There will be intermittent lane closures throughout the duration of this project; flaggers will be on site to assist travelers through the construction zone. The Public Works Department reminds motorists to remain alert at all times and to exercise caution when traveling through construction zones.*
- CR 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: Construction Manager at Risk, Halfacre Construction, Woodruff and Sons, Inc. will be performing on-site construction, Construction Schedule: 07/07/14 – 09/04/16.
- Woodruff and Sons is currently on hold until CenturyLink completes the relocation of their facilities, which is expected to be completed by November 1, 2014. Crews are starting to mulch the vegetation that was previously cleared north of the Butterford Waterway to SR 776.
- Atlantic Directional Drilling is on site boring utility lines under the Butterford Waterway; this utility work is projected to be finished by October 31, 2014.
- 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 and consists of installing an Anchor Reinforced Vegetation System (ARVS) along the west bank of the DeSoto Canal. Construction Contract: Marine Contracting Group, Construction Schedule: November 10, 2014 – June 1, 2015
- The Construction Contract was approved by the Board of County Commissioners on October 28, 2014. Marine Contracting Group, Inc. received notice to proceed and will begin construction on November 10, 2014. This project will take approximately 180 days to complete.
- 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 has finished all maintenance dredging under this contract and has restored the site. This project is complete.
- 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. Construction Contract: Lovin Construction, Construction Schedule: 9/15/2014 – 12/31/2014
- Construction is underway. The box culverts are being formed and poured. The work on the headwalls and wingwalls began the week of October 20, 2014.
- 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, Construction Schedule: 05/19/2014 – 10/13/2014

- Construction is nearing completion; Forrest Nelson Boulevard is open to traffic. The Contractor received a punch list on October 15, 2014 and is working on completing the punch list items.
- 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 and a downstream weir will be installed (via separate contracts) in order to maintain active water flow and water levels 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 working with Atkins Engineering on 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. An interim report of the water quality data collected to date has been completed and is on the website under "hot topics" for review. Based on the information found, additional work has been proposed by Atkins which is also included in the report.
- 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.
- The Little Blue Herons have left the area; algae removal is underway. The contractor is working diligently to finish the project.
- 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 – 5/12/2015
- Elkcam Waterway: Zep Construction is preparing the waterway for rip rap foundations and construction of the concrete headwalls.
- Fordham Waterway: Huxted Tunneling completed the last microtunnel for this project. Zep Construction is installing the new concrete weir upstream of the northbound Access Road.
- 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
 - The contractor is in the process of placing the base material for the new northbound and southbound roadway lanes from Rifle Road north to Aloha Avenue. The Contractor has placed all the fill dirt in the northbound and southbound lanes from Rifle Road to CR 775.
 - Subgrade for sidewalks is being placed between Aloha Avenue and Fruitland Avenue and concrete is expected to be poured the first week of November 2014.
 - Trucks hauling imported material are using SR 776 to San Casa Drive, then to CR 775 (Placida Road) as the haul route to transport the material into the Winchester Boulevard South construction site. As the trucks enter and leave, the CR 775 right-hand northbound lane will be closed from north of the Buck Creek Bridge to the Winchester Boulevard

intersection. This allows trucks to exit the project onto CR 775 and accelerate to the posted speed limit while not impacting northbound traffic on CR 775.

- 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: September 2014, Projected Start of Construction: December 2014.
- Staff submitted the required documents to FDOT to proceed with the construction contract; notice was received from FDOT that all documents have been submitted and we anticipate Notice to Proceed from FDOT on November 12, 2014.
- Staff will be utilizing Construction, Engineering and Inspection (CEI) services for this project to ensure compliance with federal rules and requirements. On October 7, 2014 the County tabulated submittals for the CEI contract and CDM Smith was selected to perform CEI. The CEI contract will be presented to the Board of County Commissioners on November 12, 2014 for approval. Negotiations for project scope and fees will begin once the contract is awarded.
- 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
- Staff is meeting with the design firm to review the 60% plans on November 7, 2014. County staff and the design team 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: June – October 28, 2014, Projected Start of Construction: Early 2015.
- Bids were received, opened and tallied for the construction contract, with Owen-Ames-Kimball being the lowest, responsive, responsible bidder. The construction contract will be presented to the Board of County Commissioners on October 28, 2014 for approval. A pre-construction meeting is scheduled on October 29, 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 – Fall 2014, Procurement Process: Fall 2014, Projected Start of Construction: Early 2015

- 100% design plans were received and are under review. CCU completed the watermain design to connect existing watermains on either side of the bridge. The proposed watermain will be supported on the Bridge.
- With the utility design complete, the bridge rehabilitation project 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. This project was selected for inclusion in the 2008 Sales Tax Referendum. Design Contract: Giffels-Webster Engineers, Design/Permitting Schedule: 05/08/2012 – Summer 2014, Procurement Process: Fall 2014, Projected Start of Construction: TBD
- Giffels-Webster Engineering submitted the 100% construction plans. County Public Works staff reviewed the final plans and returned all comments back to the design engineer. All roadway plans, Charlotte County School District plans, all Signing/Marking and Lighting Signalization plans are complete.
- At this time this project is on hold pending 100% utility plans. Charlotte County Utilities is scheduled to have their portion of the design completed by November 15, 2014.
- Parkside - Harbor Boulevard Improvements (U.S. 41 to Olean Boulevard) Phase 2 – Phase 2 design includes roadway improvements consisting of a four lane divided roadway with a 16' – 20' raised median that will provide for safer turning movements, 8' – 10' multi use paths on both sides, landscaping, decorative lighting, wayfinding and a gateway feature. Utility improvements are included in this project. Design Contract: Johnson Engineering, Design/Permitting Schedule: 11/12/2013 – Late 2014, Procurement Process: Early 2015, Projected Start of Construction: Spring 2015
- Research findings regarding the possibility of running FPL power lines underground along Harbor Boulevard as part of the Harbor Boulevard Enhancement project will be presented to the Board of County Commissioners on November 12, 2014.
- Notification was received from Southwest Florida Water Management District on October 7, 2014 that the permit exemption was approved. Charlotte County staff is currently reviewing the 60% design plans and is preparing comments.
- 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 February 2015, Procurement Process: Early 2015, Projected Start of Construction: Spring 2015
- Charlotte County Utilities will be adding a reclaimed water line to the project. Conducting utility work in conjunction with the construction of the new multi-use path and safety improvements will minimize disruption to residents and businesses within the project limits.
- The Board of County Commissioners approved a change order to incorporate the addition of the reclaimed water line on September 23, 2014. The timeline for this project was extended by 9 months to accommodate these changes. The 90% design plans are in production now and are due to the County for review pending completion of the newly authorized utility plans.
- Placida Road Safety Improvements Phase 2 (Cape Haze Dr. to Boca Grande Causeway) – This project provides for a continuous walkway along Placida Road from SR 776 to the Boca Grande Causeway. This multi-use path will run along the northwest side of Placida Road and will be 10' wide to accommodate both pedestrians and bicyclists. Design Contract: Giffels-Webster Engineers, Design/Permitting Schedule: through February 2015, Procurement Process: Early 2015, Projected Start of Construction: Spring 2015.
- Charlotte County Utilities will be adding a reclaimed water line to the project. Conducting utility work in conjunction with the construction of the new multi-use path and safety improvements will minimize disruption to residents and businesses within the project limits.

- The Board of County Commissioners approved a change order to incorporate the addition of the reclaimed water line on September 23, 2014. The timeline for this project was extended by 9 months to accommodate these changes. The 90% design plans are in production now and are due to the County for review pending completion of the newly authorized utility plans.
- 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
- Banks Engineering is working on the 90% design plans which are expected for review in mid-October 2014.
- 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 survey work for the project area is complete. County staff met with Charlotte Engineering & Surveying to discuss design options. 30% design plans have been received and are being reviewed by staff.
- 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 - Parade Circle Sidewalk Connections - The Rotonda West MSBU requested that sidewalks be installed along the feeder roads leading to Parade Circle. This design will be for approximately 950 feet of 6' sidewalk along Oakland Hills Road, Pebble Beach Road, Pinehurst Road, Broadmoor Road, Long Meadow Road and White Marsh Road. Design Contract: Johnson Engineering, Design/Permitting: through Spring 2015, Procurement: TBD, Construction: TBD
- The survey of the project area is complete. 30% plans are expected in early October 2014.
- 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: through 10/14/2014, Projected Start of Construction: Fall 2014
- This project is advertised for bid. A pre-bid conference was held on October 13, 2014 and bids are due by 2:00 p.m. on November 5, 2014.
- Sidewalks - Sheehan Boulevard – This sidewalk will be installed on Sheehan Boulevard from Noble Terrace to Peachland Boulevard and includes a connection to a recently constructed sidewalk on Alton Road. Design Contract: Giffels-Webster Engineers, Design/Permitting Schedule: 03/02/2011 – 05/10/2013, Procurement Process: TBD, Projected Start of Construction: TBD
- This project was expected to be advertised for bid in early February 2014 however outstanding utility issues have delayed advertisement. CCU is waiting for an FDEP permit for their portion of the project and they are working on technical specifications and bid items. More information will be provided upon receipt of additional information from CCU.
- 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 MSBU Committee met on September 11, 2014, and requested that the sidewalks be designed at a width of 10 feet. Johnson Engineering has been advised and will revise the plans accordingly. 90% plans have been received and are being reviewed by staff.
- South Gulf Cove Bridge Repairs – This project consists of Bridge repairs needed in South Gulf Cove based on the 2013 Florida Department of Transportation Bridge Inspection Report. The St. Paul Drive Bridge over the Zephyr Waterway has one (1) pile with delamination at each of the four corners with evidence of corrosion bleed-out on the northwest corner that needs to be repaired. The Ingraham Boulevard Bridge over the President's Waterway has two (2) piles that have experienced section loss within the wet/dry zone due to the corrosivity of the blackish water and are in need of repair. Design Contract: American Consulting Professionals, Design/Permitting Schedule: 05/01/2014 – 12/31/2014, Procurement Process: April 2015, Projected Start of Construction: May 2015
- Staff is currently reviewing 90% design plans and will provide comments to the design engineer by November 14, 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 – Summer 2014, Procurement Process: Late 2014, Projected Start of Construction: Early 2015
- Final design plans were received on July 11, 2014. All permit applications have been submitted to the permitting agencies and the final plans, project specifications and cost estimates have been reviewed. Bid documents are being prepared to submit to the Purchasing Department in preparation for bid solicitation.
- 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 – Spring 2015, Procurement Process: Spring 2015, Projected Start of Construction: Summer 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.

- The ACOE has determined that both this project and the maintenance project need to be reviewed for presence of the Smalltooth Sawfish.
- 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 through Fall 2014, Procurement Process: Fall 2014, Projected Start of Construction: Early 2015
- 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.
- The ACOE has determined that both this project and the -6 Feet dredging project need to be reviewed for presence of the Smalltooth Sawfish.
- 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
- The permit application was submitted to FDEP on July 23, 2014. FDEP issued their permit but had to send the application to the Army Corps of Engineers (ACOE.) Consultation with National Marine Fisheries Service (NMFS) is underway for the presence of the Smalltooth Sawfish.
- 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 2014 – Fall 2015, Procurement Process: Fall 2015, Projected Start of Construction: Late 2015
- Coastal Engineering has proposed an alternate path to improve the navigation project that will yield cost savings over time through reduction of maintenance dredging needs. The approach includes collecting additional data to identify/combine multiple canals into single channels extending to the river. The County is currently reviewing the alternative approach.
- 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 – Late 2014, Procurement Process: Early 2015, Projected Start of Construction: Early 2015
- 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. This project has been delayed due to permitting issues.
- 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: 4/22/2014 – Early 2016, Procurement: Summer 2016, Projected Start of Construction: Summer 2016

- A pre-application meeting was held Tuesday, Aug 12, 2014 to expedite the permit review process. The consultant met with the Pirate Harbor Waterway Committee on Sept. 25, 2014 and discussed possible mitigation and public interest strategies. The committee agreed on the direction the Coastal Engineering Consultants should pursue.
- Coastal Engineering Consultants completed the preliminary plan set and natural resource survey and presented them to the MSBU committee in late September 2014. The next step in the process is to conduct a UMAM assessment which includes a site visit and coordination with FDEP; the site visit was conducted the first week of November 2014 and the assessment is underway.
- 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: Fall 2014, Projected Start of Construction: Fall 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 submitted draft t-groin plans to DEP in response to the RAI and anticipates resubmitting by the first week of November 2014.
- 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:

- 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 – 9/9/2014, Projected Start of Construction: TBD
- A construction contract was presented to the BCC for award on February 11, 2014, however the Board of County Commissioners (BCC) 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 was presented to the BCC on July 22, 2014 and September 9, 2014 however the motion did not pass and the contract has not been awarded. More information will be provided as direction is received from the Board of County Commissioners.
- 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 – 8/30/2014, Procurement Process: September 2014, Projected Construction Schedule: December 2014 – March 2015 (during dry season)
- A consultant has been retained to perform the permitting, surveying, and relocation requirements to protect and relocate tortoises from the project site as required by law.
- As we are anticipating construction to start in December 2014 during the dry season, the gopher tortoise survey (which is only good for 90 days) will be completed and the relocation permit will be submitted by the end of October 2014.
- The pre-bid meeting is scheduled October 24, 2014. Bids will be due on November 12, 2014.
- Oyster Creek Flow Enhancement - This project provides for the removal of exotic vegetation including, but not limited to, Brazilian Pepper, Primrose Willow, Cattails, dead vegetation and trash from approximately 19 acres of land within the flow ways of Oyster Creek, Gondolier Waterway and Early Waterway. This project is funded by the West Charlotte Stormwater District. Design: Public Works Engineering, Procurement Process: 10/13/2014 – Late 2014, Projected Construction Schedule: Early 2015 – Summer 2015
- This project is currently advertised for bid for construction. The pre-bid conference is scheduled November 13, 2014 with bid opening scheduled December 3, 2014.
- 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 – August 2014, Procurement Process: Summer 2015, Projected Start of Construction: Fall 2015

- The survey is complete and the SWFWMD permit application has been submitted. 90% plans were received October 14, 2014 and are currently under review by staff.
- 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 – 9/1/2014, Procurement Process: Summer 2015, Projected Start of Construction: Fall 2015
- The design is complete and permits have been obtained. Due to funding and other ongoing projects, this structure is scheduled for construction in late 2015.
- Lighting Projects - Charlotte County CIP Projects:
 - Burnt Store Road Phase I – (Pedestrian features/preemption conflict with Seminole Gulf Railroad) Seminole Gulf Railroad is preparing a quote for work to be done at Acline Rd. Awaiting documentation.
 - Burnt Store Road Phase III – Monitored Contractors as they installed roadway lighting and future communication conduits. Construction continues; inspections are on-going and staff is attending progress meetings.
 - Edgewater Phase II Construction – Staff attended a preconstruction meeting on Oct. 29, 2014; awaiting 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; installation is complete. Lighting plans are in progress; 60% plans were reviewed and comments were provided to the project manager.
 - Winchester Boulevard Project – The 90% lighting plans were received from the design firm and are under review. Pull boxes have been installed for both lighting and communication conduits. Stub outs to the light pole bases were installed at all lighting boxes.
 - Lighting Projects – Departmental Projects:
 - Completed preventative annual traffic signal maintenance at the following locations:
 - US 41 at McKenzie St.
 - US 41 at the Grace St. emergency signal.
 - Veterans Blvd. at Atwater St.
 - Kings Hwy. at Rampart Blvd.
 - Belmont Rd. at SR 31
 - Stop sign beacons: Olympia Ave. at Shreve St. and Marion Ave. at Maude St.
 - Repaired several incident management cameras at various locations around the County.
 - Replaced the incident management cameras at US 41/SR 776, US 41/Cochran Blvd., and US 41/Gardner Dr.
 - In August 2014, school flashing beacon poles were removed and replacement signage was installed at four school locations. Locations: Southbound Spinnaker Blvd. for LA Ainger Middle School/Vineland Elementary and Eastbound Quasada Blvd. for Community Christian.

Coordination was conducted with FPL to disconnect power, power consumption removed from billings, and all associated components removed from the field at these locations (flasher cabinets, service disconnects, poles, wiring, etc.)

- With the school flashing beacon components removed from the four school locations, they were re-purposed by converting the electrical beacons to become powered by solar.
- Reinstalled the solar school flashing beacon assembly on Forrest Nelson Blvd. The beacon was removed as a result of the waterway crossing replacement and roadwork.
- Re-wired three field communication hub cabinets eliminating the air conditioner load from the battery backup system.
- Installed Florida Department of Transportation supplied pedestrian push button assemblies within the City of Punta Gorda signalized intersections.
- Replaced a pedestrian signal pole knocked down during a vehicle accident at US 41/Harbor Blvd.
- Replaced the electrical service disconnect for the traffic signal at Veterans Blvd. /Paulson Dr. After the new metered service was energized, crews transferred power over to the new device and removed all associated components after Florida Power and Light disconnected the old device.
- Performed routine street light maintenance in the mid and south areas of the County. A total of 26 lights were repaired.
- Installed a repaired an audible pedestrian push button at US 41/Airport Rd.
- Working on resolving issues with re-write by FDOT of Maintenance and Compensation Agreement for Traffic Signals; awaiting first draft from L.K. Nandam, Traffic Operations Engineer District I, via Tallahassee Central Office.
- Traffic Management Center:
 - Testing phase is in progress of new Bosch software displaying incident management cameras.
 - Staff attended the FDOT District 1, ITS Architecture Workshop in Sarasota.
 - Traffic signal re-timing negotiations are in progress.
 - Staff attended the Crash Report Signal 4 Analytics – Webinar
 - Staff attended the Future Cost of Gridlock and Why We Need Smarter Transportation Solutions Today webinar
 - Staff attended a Railroad Preemption webinar
 - Staff met with the City of Punta Gorda to discuss a potential preemption system.
 - Began FDOT re-timing efforts by Albeck Gerken on US 17.
- Locates Performed
 - 285 Requests for underground utility locates were received, generating 109 tickets for locates.
- Trouble Calls
 - 15 trouble calls received responded to and resolved.
- Maintenance & Operations:
 - October 1-7, 2014:
 - There were 66 new work requests for service during this time period. These calls were for Drainage work, Brush, Illegal Dumping and potholes.
 - 120 linear feet of small pipe road crossings (under 30”) were replaced as well as armor, cleanup, and stock more jobs with pipe in Greater Port Charlotte.
 - 80 linear feet of small pipe was replaced on Sweet Gum Dr. at Beech Rd. and Alder Rd in the Punta Gorda Nonurban District.
 - The flail mower cut 17,333 cubic yards in Greater Port Charlotte and 8,820 cubic yards in Peace River Shores, 10,700 cubic yards in Gulf Cove, and 11,800 cubic yards on Placida Rd.
 - 13,600 square feet of line and grade was completed in Greater Port Charlotte, 14,550 square feet of line and grade was completed in South Gulf Cove, and 6,800 square feet of line and grade was completed on Recife Dr. at Deep Creek Blvd.
 - 7000 pounds of debris was removed from the Northwest Port Charlotte area.
 - 62,500 square feet was mowed using the Menzi Muck Mower in primary drainage ditches throughout the County.
 - ADA pads were re-attached on Peachland Blvd. from Loveland Blvd. to Cochran Blvd. (over 250 tapcons used)

- Call tracker completed regarding oak trees obscuring a traffic light on SR 775 at Merchants Crossing.
- October 8-14, 2014:
- There were 59 new work requests for service during this time period. The calls were for drainage work, brush cutting, illegal dumping and potholes.
- A Drainage Crew completed 14,340 square feet of line and grade in Deep Creek on Recife Dr. and on Guapore Dr.
- The Quick Response Crew completed 1,337 square feet of standard cut in the Punta Gorda Non-Urban District on Larkspur Dr.
- An Outfall Crew installed 48' of 12"x18" reinforced concrete pipe in the Punta Gorda Non-Urban District on Alder Rd.
- A Drainage Crew completed 4,450 square feet of line and grade and shot some elevations on a new job in the Greater Port Charlotte District.
- An Outfall Crew installed 108 feet of 14"x23" pipe and 95 feet of 24"x38" pipe and poured 3 crossings, in the Greater Port Charlotte District.
- The Flail mower cut 11,775 cubic yards of vegetation in Greater Port Charlotte and 17,600 cubic yards in the north Road & Bridge District.
- 72 linear feet of small pipe was installed on Allworthy in Greater Port Charlotte.
- 36 linear feet of guardrail was installed due to two accidents (1 in Greater Port Charlotte, 1 in West County)
- 5000 pounds of debris was removed from rights-of-ways in Greater Port Charlotte.
- 155,500 square feet of vegetation was mowed with the Menzi Muck in the Mid County Stormwater District.
- A Drainage Crew completed 10,300 square feet of line and grade in South Gulf Cove.
- An Outfall Crew grubbed out, shelled, and paved a turnaround at the dead end of Brookwood Dr. in Grove City.
- October 15-21, 2014:
- There were 51 new work requests for service during this time period. The calls were for drainage work, brush trimming, edge of pavement repair, and potholes.
- Drainage line & grade:
- 11,425 SF in Greater Port Charlotte
- 2,350 SF in Deep Creek, and 15,030 SF re-graded in Deep Creek
- 6,586 SF in Rotonda Lakes
- Small pipe install:
- 464 LF in Greater Port Charlotte
- 43 LF in Burnt Store Lakes
- Menzi ditch cleaning: 7,000 SF in South County stormwater ditches on Taylor Rd.
- Menzi ditch cutting: 60,000 SF in Mid County stormwater ditches.
- Side lot outfalls: Cleanout 521 SY in Greater Port Charlotte on Torrington St.
- Grapple Truck: Removed 6,040 lbs. of debris in Greater Port Charlotte
- Boom Mower:
- Cut 27,127 CY in Greater Port Charlotte
- Cut 11,200 CY in South Punta Gorda Heights
- Cut 7,040 CY in the Punta Gorda Non-Urban District
- Asphalt Crew: Installed 4 tons of asphalt in Greater Port Charlotte repairing pot holes.
- October 22-28, 2014:
- There were 46 new work requests for service during this time period. The calls were for drainage work, brush trimming, edge of pavement repair, and shoulder repair.
- Drainage line & grade: 23,535 SF and 6,800 SF re-graded for sod in Greater Port Charlotte
- 16,000 SF in Deep Creek
- 8,500 SF in Rotonda Lakes
- 8,000 SF in Grove City
- Small pipe install: 192 LF in Greater Port Charlotte

- 56 LF in Manasota Key on Shoreview; removed 1 catch basin, extended the pipe so it would be in line with the sewer lateral, installed a new catch basin along with 56 LF of pipe. The area is back filled, compacted, and dressed up.
- Menzi ditch cutting: 136,000 SF in mid-county stormwater ditches.
- Grapple Truck: Removed 15,440 Lbs. from the rights-of-ways in Greater Port Charlotte
- Boom Mower: Cut 7,800 CY in South Punta Gorda Heights West
- Cut 17,111 CY in Cook & Brown
- Cut 14,882 CY in the Punta Gorda Non-Urban District
- Cut 10,155 CY in Greater Port Charlotte
- Cut 15,200 CY in Boca Grande
- Cut 6,000 CY in Road & Bridge West
- Asphalt Crew: Installed .4 ton of asphalt in Greater Port Charlotte repairing potholes
- Installed 5.96 ton of asphalt in the Punta Gorda Non-Urban district repairing potholes
- Installed 3.48 ton of asphalt in Burnt Store Lakes repairing potholes
- Installed 1 ton of asphalt in Northwest Port Charlotte filling potholes
- Culvert Cleaning:
- Cleaned 25 culverts in Deep Creek
- Cleaned 2 culverts in Greater Port Charlotte
- Cleaned 4 culverts in Gulf Cove
- Cleaned 4 culverts in Road & Bridge North
- Cleaned 2 culverts in Rotonda West
- Cleaned 1 culvert in Northwest Port Charlotte
- Cleaned 3 culverts in the Englewood East Non-Urban District
- October 29- November 4, 2014:
- There were 58 new work requests for service during this time period. The calls were for drainage work, brush cutting, right of way clearing, and repairs to broken sidewalks.
- Drainage line & grade:
- 8,350 SF in Greater Port Charlotte
- 9,960 SF in Deep Creek
- 5,500 SF in Road & Bridge West
- 12,000 SF in Grove City
- Small pipe installs:
- 248 LF in Greater Port Charlotte
- 40 LF in Punta Gorda Non-Urban
- 144 LF in Manasota Key on Shoreview
- Additional information regarding the small pile installation on Manasota Key on Shoreview: We installed 144 L.F. of pipe, 2 full catch basins, 1 mini catch basin, dressed and cleaned the area. We experienced a delay on Thursday while working with the Englewood Water District trying to locate their water line. Our pipe crew came across a copper line; Englewood Water District said that it was not their water line however they were wrong. The excavator pulled the copper line which was attached to the water main. It took a while for Englewood Water District to shut down and complete the repair, but the M&O crew prevailed. They successfully installed a complete basin and 40 L.F of pipe, while digging out for the contractor to pour a section of driveway, and they dressed up and backfilled the area.
- Menzie ditch cutting: 6,000 SF in Road & Bridge South on Taylor Road.
- Boom Mower:
- Cut 24,500 CY in South Punta Gorda Heights West
- Cut 8,989 CY in Punta Gorda Non-Urban
- Cut 5,500 CY in Boca Grande
- Asphalt Crew:
- Installed 1.01 ton of asphalt in Greater Port Charlotte pot holes.
- Installed 4.66 ton of asphalt in Punta Gorda Non-Urban pot holes.
- Culvert Cleaning:
- Cleaned 67 culverts in GPC
- Cleaned 3 culverts in NWPC

- Other Projects:
- 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 design team is surveying the area. 30% design plans have been received and are being reviewed by staff.
- 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: Weiler Engineering, Design/Permitting Schedule: July 2014 – Early 2015, Construction: N/A (Design Only)
- Weiler Engineering met with the MSBU Committee on September 10, 2014 and reviewed the preliminary 30% design plans. The MSBU Committee agreed that 5 feet wide sidewalks were a better option with the limited right of way. 30% design plans have been received and are being reviewed by staff.
- 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
- 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.)
- Mosquito Control:
 - Number of acres treated: Adulcide Treatment/ 56,320 (Aerial), 194,600 (Ground)
 - Larvicide Treatment/ 0 (Aerial), 181 (Ground)
 - Landing rate counts: 908
 - Trap counts: 14,617
 - Citizen requests:74

- Tire collection/source reduction: .85 tons of tires collected In October 2014
- Aquatic Vegetation Control:
 - Number of sites treated: 67
 - Wetland mitigation sites maintained: 5 sites treated
 - Number of sites inspected: 47
- Solid Waste Division:
 - Keep Charlotte Beautiful held its 7th Annual Think Green Golf Tournament on October 18, 2014 at the Port Charlotte Golf Club. The teams enjoyed a beautiful day of golf, breakfast and lunch. Proceeds from the event will fund Keep Charlotte Beautiful programs such as the student art calendar contest, the Great American Cleanup, the Coastal Cleanup, beautification and educational projects, the Little Free Libraries, litter abatement and cigarette litter prevention.
 - Keep Charlotte Beautiful is sponsoring the annual Recycle-Bowl Competition from October 20 to November 14, 2014 in local schools. The Recycle-Bowl Competition is a program of Keep America Beautiful and this is the third year they have sponsored the event. Last year five local schools participated and this year 11 local schools have signed up to increase recycling efforts in their schools and to have a chance to win local, state and national awards. Last year Port Charlotte Middle School won the State of Florida award and received \$1,000 from Keep America Beautiful in addition to local awards. The competition ends right before America Recycles Day which is Nov. 15, 2014.
- Traffic Signing & Marking
 - Herbicide: 5,930 objects
 - Marine Signs Replaced: 66
 - New Signs Installed: 2
 - Road Scraping: 12,112 feet (2.29 miles)
 - Signs Inspected: 8,227
 - Signs Manufactured: 334
 - Sign Maintenance: 1,347
 - Speed Studies: 1
 - Striping: 58,696 feet (11 miles)
 - Traffic Counts: 34 stations
 - Trouble Calls (after hours): 5
 - The Traffic Signing and Marking Division began capturing the reflectivity levels for all regulatory and warning signs as of October 1, 2014 to make sure they meet the minimum levels of sign retro-reflectivity mandate by the FHWA.

Tourism

- Tourism revenue was up more than 34% in September over the same month last year. The VCB has moved a large percentage of its advertising dollars into the summer months targeting our primary Florida feeder markets.
- In preparation for the upcoming visitor season, Fishermen's Village, the Charlotte Harbor Event & Conference Center, and the Charlotte Harbor Visitor & Convention Bureau sponsored a guest services training seminar in partnership with the monthly Charlotte County Hospitality Association meeting last week (Oct. 22). More than 60 members of Charlotte County's tourism industry attended the event led by customer service expert Anne Schroeder. The program discussed how attendees can discover their host and hostess skills and learn secrets of body language.
- Charlotte Harbor Visitor & Convention Bureau staff attended the Annual Southeastern Outdoor Press Association Conference in Fontana Dam, N.C., earlier in the month (October 8-11). Charlotte County continues to be a popular destination for outdoor enthusiasts. The conference helps us keep our destination in front of journalists who write about outdoor activities.
- The VCB hosted Susan Cocking, Outdoor Editor of the Miami Herald for a familiarization tour October 2-4. Ms. Cocking's itinerary included a sailing trip. Due to inclement weather her fishing trip had to be cancelled.
- Progress continues on the development of the new VCB website which will launch in early 2015. The new site will have a robust tourism partner portal which will allow the VCB to track our benefit

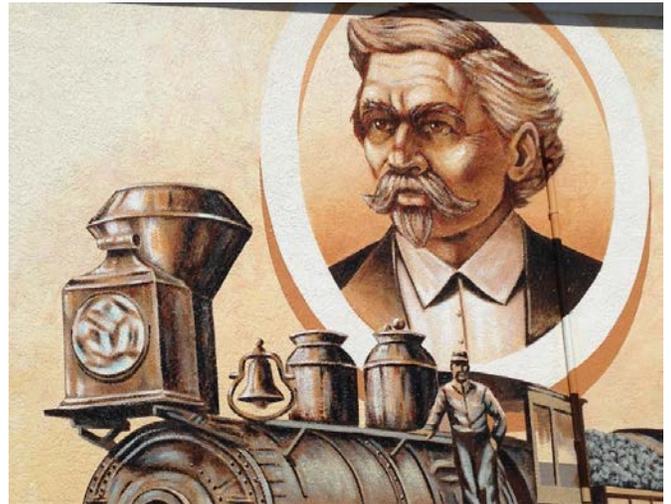
to and interaction with every tourism partner in the County. The site will also have some unique and new features which will enable the VCB to deliver specific content, through the site, to potential visitors.

- Charlotte County was awarded the 2015 Sunshine State Nationals for February 13-15, 2015. Sean Doherty worked closely with Amanda Carr on the development of the bid.

- Film and Digital Media:

- Scouting:

- Photographed Punta Gorda murals, per request from Jenn Huber. Allegiant's in flight publication needed them for a story, and they will function as location photos on Reel Scout as well.



- Video:

- Pre-scouted several locations for on-line videos. Met with Agnes and Dan Long on their boat, Smoke and Roses, to plan video shoot about their charter business in particular and sailing in Charlotte Harbor in general. Also began meeting with consignment shop owners to schedule shoots for video about consignment/thrift shopping.

- Projects:

- Acted as intermediary between Mike Slattery and Jason South and the Visitors Bureau/County to complete a sponsorship agreement on a television series, Charlotte Harbor Chronicles, which will be filmed entirely in the county and on waters off the county's islands/coast. Six half-hour episodes will be devoted to angling for a different species of fish in our waters. The program is guaranteed to air multiple times in a six-month window on the World Fishing Network, a cable/satellite outlet airing in the U.S. and Canada, with a viewership exceeding 1.1 million . . . Fox Business from California filmed a documentary at Octagon Wildlife Sanctuary, and indicated they would like to come back and perhaps do a series.

- Extras:

- Helped spread the word about *America's Got Talent* auditions held Nov. 2 in Tampa.
- Initiated contact with video instructors Debra Garlick, Bryan Bouton and Darrell Roach regarding establishment of a student video competition in the county.
- Spoke with several area industry members about attending a possible meet-up function in the near future in the county.
- Began project with Sean to obtain photos of area golf courses for upcoming county golf guidebook.
- Scheduled a tour of CTN 10 studios in rural Charlotte County for second week of November.
- Miami-based producer Eddie Del Carmen, who oversaw the University of Florida Public Service Announcements filmed in part in Punta Gorda in September, provided a link (<http://www.youtube.com/watch?v=5OHbYzzM3os>) to the first 30-second spot. There is footage here from all over the state, but a couple of brief clips are from Punta Gorda. He said a second spot featuring footage from here will be completed shortly. He was also very complimentary. He

said, "I was speaking with my production partner . . . about doing more filming in Punta Gorda because it's such a beautiful place".

- Participated in presentation by Waterline for a proposed television fishing show.

- Inquiries:

- A horror movie to be directed by Michael Baumgarten was looking for a Friday the 13th-ish camp by a lake with multiple cabins. Babcock, Red Neck Yacht Club and Camp Mills (right) all presented possibilities, but apparently none had the necessary number of cabins



- An indie feature, *Island Time*, was looking for several beach-related locations, including a Sandals-style resort, plus a specific request for financial incentives.

- A Nestea Commercial was in search of a medium to tall waterfall; I could find nothing higher than a couple of feet.

- Battle Beat productions was seeking "stunning locations" and "incredible settings" for an extreme race type of show. We submitted photos of Babcock. Request was at the very end of October, so awaiting a response.

Utilities

- Engineering Services:

- 1,303 Locates Processed from Sunshine State One Call; 4 Developer Agreements Prepared; 63 Residential Service Availability Letters Prepared; 2 Commercial Service Availability Letters Prepared; 59 Residential Service Applications Processed; 410 CIP inspections; 145 Developer Inspections.

- Business Services:

- Web Services – VueBill (hosted by BillTrust): 33.6% of our customers now pay through Bill Trust. This is up from 22% last month. Currently 15,297 (28%) of our customers now receive their bill electronically representing a monthly savings of \$5,813 and a potential annual savings of \$69,756.

- Fixed Base meter installation: Phase III infrastructure has been received. Over 8,643 (15% of total system) meters have been installed. Phase IV will begin December 1, 2014 when materials arrive.

- Customer Service: total number of customers to the lobby was 2,545.

- Delinquencies: total delinquency revenue for the month was \$43,524. FY 15 total: \$43,524.

- Electronic Bill Payment: 63% of all CCU bills.

- North Port: 3,986 bills were processed resulting in \$813.23 in revenue. Total revenue collected YTD \$813.23.

- Banner Upgrade: Migration has been put on hold until release of Version 4.4 which is to occur in January 2015. In the interim, staff is testing the new system to ensure that the changes will work properly.

- Accounts Receivable: the accounts receivable over 90 days went from 40.55% in September to 42.08% in October. The accounts receivable within 30 days went from 52.31% in September to 51.31% in October

- Telephone Activity: There were 13,257 calls presented in October vs 13,909 calls presented in September. The abandoned rate was 19% in October vs 29% in September. There is an enhancement to the call back feature that maintains the request for the call back in the current queue rather than waiting until all calls in queue have been taken. The average speed of answer was 9:40 minutes in October and 15.34 in September. Average call duration in Oct. was 9.45 minutes versus 12.35 minutes in September.

- Operations Division:

- Treatment Facilities:

- 223 preventative maintenance, 40 corrective and 13 emergency work orders were completed.
- 257 residential cross-connection inspections were completed. 5 annual backflow test and repairs were completed. 4 hydrant meter backflow test and repairs were completed and 3 reclaimed water site maintenance/repair work orders were completed.
- Burnt Store WTP: The plant experienced a lightning strike which damaged multiple electronic process control devices. Staff completed emergency repairs and kept the plant in compliance and operational throughout. A damaged motor pump #1 at the deep well pump station was also replaced.
- Burnt Store WRF: Replaced a damaged soft motor starter for aeration blower #1. Removed, repaired and reinstalled aeration blower #2 due to a bearing failure.
- East Port WRF: Removed high service pump #1 to replace bushings and seals on the pump and electric motor, it has been reinstalled and tested. Installed a catwalk for the #2 belt press. Reviewed 50% design plans for phase 5 expansion.
- Leachate Plant: Removed and replaced # 2 blower motor and #3 decant pump.
- Rotonda WRF: Removed high service pump # 1 due to moisture in the stator winding. It was repaired under warranty, reinstalled and tested. Replaced air compressor # 2 dryer.
- Personnel: William Waitt added to the Treatment Facilities division. William is an A licensed wastewater shift operator. We are currently recruiting for the Water Plant Operator vacancy at Burnt Store WTP.
- Industrial Pre-Treatment: 124 monthly inspections and 54 re-inspections were performed.
- *Water Distribution:*
 - The contractor completed the installation of the #4 pump and motor assembly for the Walenda water booster station.
 - Replaced the #2 high service pump motor at the Rotonda water booster station.
 - Installed the replacement chlorine monitor at the Englewood interconnect.
 - Worked with the contractors on the Winchester road widening project, the Elkcam road project and the 771 road widening project to ensure minimum impact to our customers during the water main replacement portions of the projects.
 - Completed the final service line installations for the Biltmore and Shaefer St. line extension projects.
 - One dump truck has been out for service for an extended period of time due to a faulty transmission.
 - Completed annual fit testing for respiratory protection for the Water Distribution staff.
- *Wastewater Collection:*
 - Gravity/Force Mains: 2 Reuse ARVs were repaired along with 1 Reuse main leak due to high pressures; 3 sewer odors were investigated and 2 odor blocks were installed at 2 of the sites and an Odor logger is currently installed at 1; 1 LPS force main was damaged by FPL installing a pole – billable repair; sewer valves exercised totaled 36; manholes repaired by raising, sealing or replacing the ring & cover equaled 18; 12 new construction service taps were installed; smoke tested a total of 54,593' of gravity sewer in the mid county area along with Burnt Store Village.
 - Lift Stations: Completed 65 Corrective maintenance work orders; completed 50 Preventative maintenance work orders.
 - Low Pressure Sewer: Total LPS calls 272; total PM's 23; failed tank replacements 2; 2 mandatory tank installs completed; 1 temporary holding tank installed at Flower's Bakery; 4 check valves at street completed; 5 I&I upgrades completed in the Oakley #72 Lift Station test basin by special projects team; 11 standard upgrades completed; repaired 2 service line leaks; repaired 1 LPS force main.
 - All employees within the Lift Station group attended a 'lunch and learn' courtesy of Barney's pumps.
- Public Outreach:
 - Press Releases issued on Educational Tours, Smoke Testing and East West Spring Lake Grant Funding award.

- Fall Educational Facility Tour held on 10/29/2014. Six community members attended.
- Provided Media Relations with the “Answer Man” reporter, Bill Jones who wrote about CCU’s smoke testing. As well as NBC 2/ABC 7 & CBS/WINK who produced a news segment featuring the FDEP grant funding.
- Finalized CCU water bottle order.
- Provided conservation and educational materials for 150 golfers at two separate Golf Tournament fundraisers.
- Provided conservation and fertilizer ordinance information to the “Welcome Wagon” group representing Deep Creek.
- Internal event: CCU employees collected \$911 for Breast Cancer Awareness donated to the American Cancer Society.
- Human Resources:
 - Total positions: 200. Vacant positions: 4
 - Recruiting all 4 positions: 2 Maintenance Mechanics, Design Technician and Water Plant Operator.
- PR/MRWSA Water Resources:
 - No change in water supplies.
 - Board Meeting on Oct 15th and Informal Negotiation Session on 1991 PRF Rebuild on Oct 29th. Administrators, Attorneys and staff discussed dispute and tried to resolve issues, but were unable to agree.
- Regional Reclaimed Water Expansion Phase 2:
 - *Pumping Station (Stage 2):* On October 28, 2014 an updated punch list was issued indicating what items remain outstanding. For clarification, a list of items that remain to be addressed on the SCADA screen by Data Flow Systems was attached. Once all punch list items are satisfactorily resolved and all required warranties and affidavits are submitted by the contractor final payment will be made and the contract will be closed out.
- East Port WRF Expansion:
 - Consultant submitted 50% plans for reclaimed water portion of East Port WRF expansion; meeting scheduled to provide comments back to consultant in October.
- North Shore & Harper WW MSBU:
 - Contractor completed the Low Pressure Sewer main and FDEP certification for operation submitted; storm water work completed October/early November.
 - CCU staff began installation of service lines in preparation for installation of LPS tanks. 11 taps, 1 long service and 2 tanks completed.
 - Over 50% of residents returned survey questionnaires for siting the LPS system, staff increasing outreach efforts to finalize for all properties; electrical contractor completed installation of over 15 panels, will continue to complete as more property owners respond to questionnaire for siting systems.
 - Letter sent to Harper residents with update on storm water improvements in relation to LPS tank installation.
- East & West Spring Lake Wastewater MSBU:
 - Staff re-analyzed total project cost estimates for MSBU based on updated engineering design, grant and loan information. Final engineering opinion of probable cost completed. Project was posted for bid; bids due in Nov/Dec.
 - TMDL Grant final agreement received and approved by BCC in October. The second TMDL Grant award letter was received for over \$2 million. Agreement in preparation phase to be submitted for BCC approval by December 2014.
 - Bi-monthly sampling cycle ended this month and next cycle to begin early November.
 - Request for letters of interest for Quality Assurance Project Plan and Water Quality Analysis were posted and one firm, TetraTech, responded; staff submitted ranking letter to Purchasing selecting TetraTech as the selected firm.