

Charlotte County
Board of County Commissioners
Staff Report
March 2015

Budget & Administrative Services
Budget Department/Fiscal Services Division

- Grants Support:
- Human Services Grants:
 - Staff attended the Gulf Coast Consortium meeting in Tallahassee on 3/25/2015 where Commissioners from the 23 coastal counties approved a phased process of developing the State Implementation Plan (SIP) for the State's allocation of RESTORE funds.
 - Staff developed a FAQ in response to emails from potential applicants of RESTORE funds that will be posted on the Charlotte County website.
 - Low Income Home Energy Assistance and Community Services Block Grant funds were received in the amounts of \$31,980.75 and \$4,843.50 respectively from the January 2014 reports submitted.
 - Staff prepared Vendor Fiscal Monitoring Statement for use by Human Services Case Management Staff during vendor site visits. This statement identifies any issues that have been encountered by Fiscal Staff with Senior Services vendor invoices as well as outlining best practices for Senior Services vendors to follow.
 - Reports were submitted to the Area Agency on Aging for reimbursement for the monthly Human Services Senior Reports. Community Care for the Elderly (CCE), Alzheimer's Disease Initiative (ADI), Older American's Act (OAA) IIIB and Title III E, and Home Care for the Elderly (HCE) totaling \$62,708.
 - The Emergency Solutions Grant monthly reimbursement reports were prepared and submitted to the Department of Children and Family Services. The reimbursement request totaled \$4,787.
 - Staff participated in a webinar sponsored by the U.S. Dept. of Housing and Urban Development pertaining to Disaster Recovery Grant Reporting (DRGR) and Neighborhood Stabilization Program (NSP) Closeout. This webinar outlined the reporting requirements for the DRGR system which must be addressed, updated and submitted prior to closeout.
 - Staff tuned in to two State Housing Webinars sponsored by the Florida Housing Coalition to keep up-to-date on the happenings with Amendment One and the status of the funding of the SHIP program for next year.
 - Charlotte County's Housing and Urban Development (HUD) representative visited for a week in March for a NSP3 Site Visit. Fiscal Staff submitted various reports upon request and also attended the Pre-Exit Interview held at Human Services on March 27, 2015.
- Transit Grants:
 - Transit and MPO held three Public Workshops (Englewood, Mid County and Punta Gorda) for the Long Range Transportation Plan (LRTP). This is a federally mandated document that lays out the transportation plans for the next 20 years and is revised yearly.
 - The Transportation Disadvantaged grant amendment with new rates was executed. Total grant dollars remaining and available are \$148,584.
 - The 5307 grant amendment for \$313,000 for Maintenance Improvement Phase II at Fleet was executed.
- Public Safety Grants:
 - Received a total of \$37,558.05 in grant reimbursement claims:
 - \$ 26,027.56 from State of FL for EMPA (labor) grant
 - \$ 11,530.49 from State of FL for EMPG (operating) grant
- Road Grants:
 - Invoiced a total of \$2,043,394.55 as follows:
 - \$ 687,584.80 to FDOT for Burnt Store PH3 road construction
 - \$ 721,677.00 to FL Econ Dev Fund for Cheney Way

- \$ 337,811.53 to FDOT for Winchester South construction
 - \$ 250,000.00 to SWFWMD for Mid Charlotte Stormwater Structures
 - \$ 38,820.78 to SWFWMD for Charlotte Harbor Watershed Mgt Plan
 - \$ 7,500.44 to FDOT for US41 right of way maintenance
- Received a total of \$ 2,225,622.90 as follows:
 - \$ 904,942.06 from FDOT for Winchester South construction
 - \$ 599,003.84 from FDOT for Burnt Store PH3 road construction
 - \$ 721,677.00 from FL Econ Dev Fund for Cheney Way
- WCIND Grants:
 - FY2015/16 requests were presented to the Marine Advisory Committee.
 - The requests total \$1.7million dollars for next year.
 - Gateway Harbor Walk: WCIND, CNIF and State Boater funding recommended by the Marine Advisory Committee; total \$791,031 which will not have to be borrowed from the General Fund.
- Library Grants:
 - None
- Historical Center Grants:
 - None
- Justice and Mental Health Collaboration Grant:
 - Completed the Sub-award Reporting for the months January through March per the requirements of the Federal Funding Accountability and Transparency Act (FFATA). FFATA reporting is now required for new federal grants when the grant recipients disburses more than \$25,000 to another entity.
 - Grant team listened to Risks Needs and Responsivity webinar. The training provides a systematic approach to quality services from the treatment providers handling of the patients to the grant manager's reporting of outcomes.
- MISC Grants:
 - Charlotte County awarded Notice to Proceed Florida Department of Transportation (FDOT) Local Agency Program (LAP) Grant of \$1,200,001 to construct Phase 1A of the Charlotte Harbor Gateway project.
 - Submitted Payment request #1 for \$40.12 to FDOT LAP in reimbursement for Legal Advertising for Charlotte Harbor CRA Gateway Harborwalk project.
- Operating, Capital and Accounting Support:
- Accounting/Billing:
 - Invoiced a total of \$2,784.72 for Public Safety:
 - \$ 872.22 for radio repairs
 - \$1,912.50 for EMS standby charges
 - Received a total of \$64,552.50 for Public Safety:
 - \$62,640.00 for FY15 radio subscriber tower service (external customers)
 - \$ 1,912.50 for EMS standby charges
 - EMS Refunds - processed 43 refunds for overpayments received by ADPI totaling \$10,557.06 for February.
 - Prepared tax distribution spreadsheet for special assessment fees to Little Gasparilla Island Fire Unit for February in the amount of \$10,107.72.
 - Finalized the labor distribution journal entries for Real Estate Services for PPs 11-12.
 - Reviewed and approved: miscellaneous journal entries including PW Tool, Material & Labor, Fleet Fuel, Landfill, Sod and various check requests.
 - For WCIND, processed project costs through 3/10/15 for marine debris grant project s391414.
 - Continued planning the transition in the Realignment of the Fiscal Services Division for operations and CIP.
- Budget Support:
 - Compiled operating budget and packet materials for Quarterly Business Meeting budget reviews for each Department.
 - Compiled (new) HCP Fund and endowment budgets for FY16/17.

- Finalized Proposed Community Services CIP and provided updates to CIP presentation for C.S. section.
- Prepared Performance Based Budget pages Departments; including core functions, funding tables, pie charts and explanation of major variances.
- Calculated budget impacts on New Request Impact Forms for Fire and EMS divisions, identifying operating and capital costs relating to adding new staff; as well as, savings on overtime costs. Prepared and reviewed alternate staffing scenarios with Fire/EMS Administration to determine final staffing requests for submittal.
- Calculated multi-year loan amortization scenarios to fund rebuilding Station 10 from the Barrier Island Fire Service MSBU.
- Calculated rate increase scenarios for County Fire Rescue MSBU and Barrier Island Fire Service MSBU.
- Updated Public Works Capital Improvements project files with information provided by the department from January, 2015. The groups included Road Improvements (gas tax, sales, impact fees), Road Operations (Infrastructure and heavy equipment).
- Update the gas tax cash flows for operations and road improvements, balance & reconcile.
- Key budgets into Eden for Road Improvements Funds 3005 and 3008 and Road Infrastructure.
- Key budget into Eden for Native Tree fund.
- Prepared CIP/budget adjustment for the new Parkside project for sidewalks on West Tarpon & Ambrose Lane.
- Budget adjustments for the second quarter were collected. These will be going to the board on April 14, 2015 for approval.
- Departmental budget meetings were held to discuss department budgets and new requests for the next two year budget cycle. Data was collected for a total of 106 new full time positions.
- Information was collected for 16 new full time positions for FY2014/15. This will go to the board for approval on April 14, 2015 along with a budget adjustment to fund the new positions.
- Progress was made on the collection of data comparing the following counties: Sarasota, Lee, Citrus, Hernando, Indian River, and Martin County. These counties are compared to Charlotte based on Charlotte Counties focus areas.
- All organizational charts were reviewed and updated for the departmental and administrative budget meetings.
- Collected CIP information and prepared a proposed CIP book for the Administrative review.
- Department Specific Support:
 - Prepared financial information for Public Works MSBU meeting with property owners of Neal Road, impacted by a FY16 proposed rate increase for maintenance and paving.
 - Worked with departments on personnel requests for the next two year budget cycle.
 - Met with Utilities staff, Rate Consultant, and Legal on Line Cost Recovery as an alternative revenue source.
- Financial Reporting:
 - Updated SharePoint reports with February financial information (Projected Revenue & Expense, Fund Rollup, Department Rollup).
 - Analyzed and prepared adjustments to the monthly projections report for Public Works.
- Analytical Support:
 - Division of Juvenile Justice – Per Board decision the county has resumed paying DJJ at a partial rate of \$10,000 based on the Administrative Judge’s ruling that allocates 25% of detention costs to the counties. Staff is monitoring legislative that would increase the county’s allocation to 60%.
 - Impact Fee – Staff has met with administration and has updated the county comparison chart to reflect recent decisions made by Lee County and the City of North Port. At the request of administration, we have also adjusted the consultant’s impact fee model to reflect 50% reduction to transportation impact fee, 33% reduction to all other categories, and the roll up of several land use codes. A public hearing has been set for April 14th to consider these changes.
 - Fiscal staff has updated the Event Center and Sports Park General Fund Contribution’s Chart in preparation of the upcoming administrative reviews meetings.
 - Worked with Real Estate staff to create discounted cash flow models.
 - Participated in Moody’s rating agency call for the planned refinance of the Stadium bonds.

- Examined Peace River proposed budget for the upcoming cycle.

I.T.

- Office 365 – We have completed the migration of Economic Development and Tourism to Office 365 as well as a small number of Facilities staff.
- SharePoint Update - The configuration of the SharePoint 2013 environment was completed. IT staff worked with department staff to coordinate and complete the migration of all SharePoint sites except the HR employee record site which will be completed in early April.
- GIS Web Site – GIS staff worked with all major departments to demo and train on the new GIS website. So far the website has been well received and we are gathering valuable feedback from staff to make improvements prior to public release in early May.
- New IT Sr. Project Coordinator - IT has hired a Sr. Project Coordinator. An existing position was reclassified in order assist IT in coordinating and tracking all IT related projects. We are happy to announce the addition of Richard Naslund to the IT Division. Richard has 15 years' experience with Microsoft in various roles in the customer service area as well as the past couple of years in IT in the medical field.
- March Outage Statistics:
 - 9 Incidents
 - Total Down Time – 5 days 15 hrs. 9 mins.
 - Average time per Incident – 15 hrs. 1 min.
 - System availability was 81.835%
- March Call Statistics:
 - Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) = 231
 - Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 248
 - Incidents Opened Last Month – (hardware or software that is not functioning properly) = 420
 - Incidents Closed Last Month – (hardware or software that is not functioning properly) = 447
 - Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 460

Purchasing

- Quote due and received:
 - 15-217 Submersible Pumps Liftstation SD-0001
 - 15-210 Water Line Extension – Lyceum Drive
 - 15-204 ChemScan Process Analyzer
 - 15-224 Power Washing & Window Washing Building A
 - 15-226 Booking Engine – Tourism
 - 15-241 Printing of 2015 Program Guides
 - 15-221 Sanitation Pipe Repair – County Jail
 - 15-212 Hydro Flap Gate Maintenance – Manasota Key
 - 15-206 Phase I Cultural Resource Assessment at Charlotte Flatwoods Environmental Park
- Pre-bid meeting held:
 - 15-207 Water Main Extension – Chancellor Boulevard
 - 15-220 East & West Springlake Wastewater Expansion – C
 - 15-193 Stormwater Control Structures – Fordham 5.11 and Niagara 5.72
 - 15-205 Midway Boulevard Widening – Phase II
 - 15-197 Bunker Gear – Annual
- Bid openings held:
 - 15-149 Submersible Sewage Pumps
 - 15-207 Water Main Extension – Chancellor Blvd.
- Shortlisting meeting held:
 - 15-186 FEMA Grant Management Services

- 15-118 Burnt Store Brackish Groundwater – Well Field
- Negotiation meetings held:
 - 15-118 Burnt Store Brackish Groundwater – Well Field
- Work Orders due and received:
 - 15-214 Regulatory Compliance – Wastewater
 - 15-215 Parkside Force Main
 - 15-233 Design & Permit Stormwater Structure
 - 15-216 Facilities Master Space Plan
 - 15-230 Design – Veterans Memorial Park
 - 15-232 El Jobean Pond Feasibility Study

Real Estate Services

- Research for Thornton Key and Bayshore Park – We have prepared summary reports for Administration and the Director of Community Services regarding land purchase opportunities near Thornton Key Preserve and Bayshore Live Oaks Park. We are awaiting further instructions regarding possible acquisition. Any proposed acquisition would be subject to BCC approval.
- Piper Road North – We are reviewing the drawings and sketches. We will be bringing several resolutions of necessity to the BCC shortly.
- Olean Boulevard – We will work with Public Works as the planning and design for the roadway expansion gets underway. We anticipate the need to acquire portions of several improved commercial parcels adjacent to the existing roadway.
- Surplus Property Disposal – The BCC approved the list of surplus properties that will be offered for disposal in the next few months. Purchasing has the package and will be processing these properties shortly.
- Customer Satisfaction – Our surveys of internal/external customers continue to show that our Division has a high customer service rating. We continue to monitor the surveys to determine if any changes need to be implemented as we address our customer needs.
- Release and Occupation of Easement Program – This program continues to be very active with over 90 applications processed to date.
- 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. A new mailing to affected property owners will go out shortly.
- 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 – With the approval of the Florida Scrub Jay Habitat Conservation Plan by the U.S. Fish and Wildlife Service, we have scheduled a meeting with Natural Resources to plan the habitat land acquisition process. We will be bringing a resolution to the BCC at their March 24th meeting to seek authority to acquire habitat on the County's behalf.
- Flamingo/Edgewater – We have acquired over 80% 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 coming months.
- Midway Project – Temporary Rights of Entry – We have obtained the necessary rights of entry and this project will be going to bid shortly.
- Burnt Store Road Phase III – Mediation and settlement conferences continue.
- Gasparilla Road – Mediation and settlement conferences continue.
- 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) – The BCC approved the acquisition of easements on a voluntary basis. We have sent letters to the affected property owners seeking a voluntary donation of the required easements. We have received two favorable responses to date (2 out of 14) and we will follow up directly with the affected land owners.

- Vacant land next to Justice Center – We have been informed by Punta Gorda Housing Authority (PGHA) that the property will be made available for purchase through the competitive bid process. We are waiting for more information from the PGHA before seeking authorization from the BCC to bid on the property.
- FDOT Rest Area – Jones Loop Road and I-75 – We are prepared to assist in the acquisition of the property from the State of Florida.
- Murdock Village – We are continuing our monthly inspections.
- Stump Pass Dredging – We will be sending out easement documents shortly to the affected land owners seeking permission to allow for the placement of sand on beaches near private property.
- 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.
- Sheriff's District Office in Parkside – We are working with Facilities to determine if there is available land and/or buildings suitable for a new Sheriff's District Office in the Parkside CRA.

Community Development

- The Building Division:
 - Single Family home permits issued were up to 70 compared to 67 in February and significantly higher than 44 in March of 2014. Permitting revenue continued to be higher than both last month and the same period last year.

Item	Total FY2014	Mar-14	Mar-15	FY14YTD	FY15 YTD
Single Family Permits Issued	551	44	70	213	368
Multi Family Permits Issued	0	0	1	0	2
Commercial Permits Issued	40	7	10	27	46
All Other Permits Issued	17181	1464	2033	7869	9195
Customers Served	24045	2040	2258	11633	11946
Inspections	55832	4568	5657	26878	29709
Permitting Revenue	\$2,814,423.00	\$251,456.00	\$314,437.00	\$1,286,742.00	\$1,732,775.00
Permitting Expenditure	\$2,236,389.00	\$207,000.00	\$196,197.00	\$1,257,451.00	\$1,119,407.00
Code Enforcement Revenue	\$1,018,597.00	\$106,835.00	\$56,068.00	\$502,465.00	\$500,905.00
Code Enforcement Expenditure	\$1,652,671.00	\$118,755.00	\$107,803.00	\$878,924.00	\$694,646.00
New Complaints Received	1235	55	51	358	305
Code Cases Initiated	3079	269	348	1456	1648
CEB Cases Heard	574	89	23	275	169
Citations Issued \$ Amount	\$151,000.00	\$10,000.00	\$8,000.00	\$82,000.00	\$37,000.00
New Contractor Licenses Issued	16	0	0	7	9
Contractor Licenses Revoked	7	0	1	6	5

- The Planning and Zoning Division:
 - Parkside CRA
 - Public forums to discuss the draft Parkside Revitalization Plan and appropriate land development regulations to implement were held August 27, September 10, and September 30, 2014. 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. Roundtable meetings to develop appropriate land development regulations to implement the revitalization plan were held on January 26, and February 23, 2015 and the results are being used to refine the proposed LDRs. A visual preference survey is being prepared for further comment by the public on development styles, and will be completed for presentation and responses in May. The data

collected from this survey will be used in preparing the proposed LDRs. Both the Revitalization Plan and the LDRs will be taken forward for adoption at the same time, later in 2015.

Charlotte Harbor CRA:

- The Charlotte Harbor Community Revitalization Plan has been prepared and was approved for transmittal to the State at the February 24, 2015 BCC land use meeting. The plan amendments will be taken for final adoption at the May 26, 2015 BCC land use meeting. A first draft of the LDRs will be made available to the CRA Advisory Committee in April for their review and comment beginning in May.
- Manasota Sandpiper Key Architectural Review Committee:
- The Committee met on February 4th and February 18th. The following projects were presented to the ARC:
 - 4040C North Beach Road – pavers
 - Comments: Recommended approval
 - 24 Cielo Court – lanai
 - Comments: Recommended approval
 - 1685 Gulf Boulevard - fence
 - Comments: Request for more information
 - 1855 Gulf Boulevard – White Elephant – concrete pad
 - Comments: Request for more information
- Little Gasparilla Island Community Plan:
- No new updates at this time.
- Grove City Community Plan:
- No new updates at this time.
- Babcock Ranch:
- The revised Land Development Regulations for Babcock Ranch was adopted by the Board of County Commissioners 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 amendment to the Comprehensive Plan, which was adopted by the Board of County Commissioners on September 23, 2014, has been challenged by the Friends of Cape Haze, Deb Highsmith, and the Sierra Club.
- Revision of the Land Development Regulations:
- In order to thoroughly review and revise/update the existing Land Development Regulations (LDRs), staff has divided the project into three phases:
 - Phase I focused on revisions to the conventional zoning districts and some sections of Article I. In General and Article III. Special Regulations of Chapter 3-9. Zoning.
 - Phase II will focus on all overlay codes and the remaining sections of Article I., In General, and Article III., Special Regulations of Chapter 3-9. Zoning.
 - Phase III will focus on regulations found primarily in Chapter 3-5. Planning and Development, which may include topics such as wetlands, landscaping and buffers, and site and commercial design standards.
- Phase I was adopted by the Board of County Commissioners on November 25, 2014. In order to thoroughly review and revise the County's LDRs, staff divided Phase II into small groups and will bring them approximately every three months to the Board for consideration. Staff has been working with the public by hosting weekly LDR roundtable meetings to solicit comments and to discuss the proposed changes.
- The following revisions were presented to the BCC for adoption on February 24th and received approval:
 - Revise the Assisted Living Facility code to be consistent with the recently-adopted zoning districts and regulations such as Special Exception requirements.
 - Revise the Alcoholic Beverages code to be consistent with the recently-adopted regulations.

- Revise the Bridgeless Barrier Island code to be consistent with the date set forth in the Bridgeless Barrier Island zoning district.
- Revise the Essential Services code to be consistent with the recently-adopted zoning districts and regulations.
- Revise the Fences and Walls code to be consistent with the recently-adopted zoning districts and regulations and add development standards to deal with subdivision perimeter walls and height requirements
- Update the Sexually Oriented Businesses code to be consistent with Chapter I, Article V. Sexually Oriented Business.
- Site Plan Approval:
- The County received 2 petitions in March:
 - 1 Preliminary and Final
 - 1 Major Modification
- Board of Zoning Appeals:
- The Board of Zoning Appeals meeting for March was cancelled due to lack of petitions.
- Planning and Zoning Board:
- The Planning and Zoning Board heard the following petitions during the March 9 meeting:
- Unified Land Development Code Revisions, Phase II.2
 1. Table of Contents
An Ordinance amending the Code of Laws and Ordinances of Charlotte County, Florida, Chapter 3- 9, Zoning, by adding Article IV, Site Design Standards and Requirements; deleting Section 3-9-8, Establishment of Zoning Districts and Official Zoning Atlas; renumbering Section 3-9-9, Rules for Interpretation of District Boundaries to Section 3-9-8; renumbering Section 3-9-10, Legal Nonconformities to Section 3-9-9; and renumbering Section 3-9-11, Amendments to Section 3-9-10; 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
 2. Buffers, Landscaping, and Tree Requirements
An Ordinance of the Board of County Commissioners of Charlotte County, Florida, amending Part III Land Development and Growth Management, Chapter 3-5, Planning and Development, of the Code of Laws and Ordinances of Charlotte County, Florida, by deleting Article XVIII Landscaping and Buffers; amending Chapter 3-2, Buildings and Building Regulations, of the Code of Laws and Ordinances of Charlotte County, Florida, by deleting Article IX Tree Requirements; and amending Article IV. Site Design Standards and Requirements of Chapter 3-9, Zoning, by creating new Section 3-9- 91, Buffers, Landscaping and Tree Requirements, new Section 3-9-91.1, Buffers, new Section 3-9-91.2, Landscaping, and new Section 3-9-91.3, Tree Requirements; providing for revised buffers and landscaping requirements, standards, and maintenance; providing for revised tree requirements, standards, and maintenance; providing for conflict with other ordinances; providing for severability; and providing an effective date. Applicant: Charlotte County Board of County Commissioners.
Board Recommendation: Approval
 3. Section 3-9-11, Amendments
An Ordinance amending the Code of Laws and Ordinances of Charlotte County, Florida, Chapter 3- 9, Zoning, by revising Section 3-9-11, Amendments; providing for requirements and procedure that Land Development Regulations and the Office Zoning Atlas may be amended or repealed; providing for standards for approval; providing for conflict with other ordinances; providing for severability; and providing for an effective date. Applicant: Charlotte County Board of County Commissioners.
Board Recommendation: Request for additional discussion and postponed
 4. Revisions to Section 3-9-69, Conditional Uses and Structures
An Ordinance amending the Code of Laws and Ordinances of Charlotte County, Florida, Chapter 3- 9, Zoning, by revising Section 3-9-69, Conditional Uses and Structure; providing for revised conditions for boat, travel trailer and motor vehicle sales and rentals, including

recreational vehicles and campers; providing for revised conditions for boat, travel trailer and motor vehicle repair and services, including recreational vehicles and campers; providing for revised conditions for noncommercial vehicle rental; 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

5. Revisions to Section 3-9-77, Manufactured Homes and Recreational Vehicles

An Ordinance amending the Code of Laws and Ordinances of Charlotte County, Florida, Chapter 3- 9, Zoning, by revising Section 3-9-77, Manufactured Homes and Recreational Vehicles; 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

6. Revisions to Section 3-9-81, Patio Houses

An Ordinance amending the Code of Laws and Ordinances of Charlotte County, Florida, Chapter 3- 9, Zoning, by revising Section 3-9-81, Patio Houses; 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

7. Revisions to Section 3-9-86, Swimming Pools

An Ordinance amending the Code of Laws and Ordinances of Charlotte County, Florida, Chapter 3- 9, Zoning, by revising Section 3-9-86, Swimming Pools; providing for revised location requirements; 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

8. Revisions to Section 3-9-89, Visibility at Road Intersections

An Ordinance amending the Code of Laws and Ordinances of Charlotte County, Florida, Chapter 3- 9, Zoning, by revising Section 3-9-89, Visibility at Road Intersections; providing for revised requirements regarding clear sight triangles; 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

o Board of County Commissioners Land Use:

o The Board of County Commissioners heard the following petitions March 10, 2015:

o Petition No. FP-14-12-02:

Jack DeGagne has applied for a two-lot Minor Subdivision to be named, Red Lobster Port Charlotte, located at 1331 and 1341 Tamiami Trail, Port Charlotte, Florida. The site is 3.8 acres, more or less, and is located south and east of El Jobean Road, south and west of Tamiami Trail, and north of Murdock Circle, in Commission District IV.

o Board Decision: Approval

o Petition No. SV-14-12-03:

Michael Bossey is requesting to vacate all that portion of Winchester Avenue (platted, New Jersey Avenue) lying between Towhee Street and Placida Road, a total of 0.24 acres, more or less, as recorded in Plat Book 1, Page 4, of the Official Records of Charlotte County, Florida. The site is located south of Wyoming Avenue, north of Maryland Avenue, east of Holly Avenue, and west of Placida Road, in Section 17, Township 41, Range 20, in Commission District III.

o Board Decision: Approval

o Petition No. PA-14-11-16-LS:

Pursuant to Section 163.3184(3), Florida Statutes, transmit a Large Scale Plan Amendment to the Department of Economic Opportunity for review and comments; the amendment request is to change Charlotte County FLUM Series Map #1: 2030 Future Land Use, from High Intensity Industrial (HII) (355.05± acres) and Preservation (PR) (12.88± acres) to Low Density Residential (LDR) with an annotation to the 2030 Future Land Use Map to limit the overall density of the site to 950 units, and from High Intensity Industrial (HII) (2.65± acres) to Commercial (COM) for property located at the northwest portion of the interchange of I-75 and Tuckers Grade; in the

Punta Gorda area, containing 370.58± acres; Commission District II; Petition No. PA-14-11-16-LS; Applicant: Crimson Tamiami Trail Holdings LLC; providing an effective date.

- Board Decision: Approval

Community Services

- Administration:
 - Administrative staff answered and fielded 161 telephone calls, responded to 32 webmail inquiries, processed 7 citizens action forms, 17 accident reports, 30 damaged and missing items reports, distributed 6 press releases
 - Supported 2 Advisory Boards, Safety Committee and held a joint meeting of Parks and Recreation Advisory Board, Marine Advisory Committee, and Beaches and Shores Advisory Committee
 - Promotional and Marketing Activities:
 - ½ page ad: Parrot Magazine
 - ¼ page ad: Florida Weekly
 - ¼ page ad: Let's Go
 - ¼ page ad: Parent and Child Magazine
 - Facebook Page Current reach (Parks and Recreation 615 Page Likes)
 - Distributed 6,371 graphics pieces (department wide)
 - Meetings
 - Employee Appreciation Committee
 - Team Parkside Board Meeting
 - Team Parkside Community Meeting
 - Parks and Recreation Master Plan:
 - Preparation of draft documents for review by Steering Committee in April
 - Playgrounds- Bissett and Englewood East Parks complete. Kiwanis and Higgs scheduled for installation in April.
 - Seasonal Concessions:
 - Englewood Beach:
 - Hot Dog Cart – Yank's Franks
 - Yoga – Loving Light Healing Center with over 400 participants at one time on Englewood Beach
 - Italian Ice – Plumberry Ice
 - Beach Chairs/Umbrellas/Scooter Rental – Englewood Florida Scooters
 - Yes Man – fresh fruit drinks
 - Port Charlotte Beach/Bayshore Park – Shaved Ice Vendor
- Libraries & Historical Monthly Report:
 - Libraries:
 - 64,826 visitors for the month of March (increase of 2,357 over Feb.)
 - 8,090 people used computers
 - 883 adults and teens attended 39 library programs in March, financed by the Friends of the Library
 - 1,155 children attended 57 programs also financed by the Friends of the Library.
 - 153 volunteers worked 1,711 hours at libraries
 - 809 patrons requested PC assistance
 - Circulation for March was 64,826
 - Daniel Bennett Jazz Concert had 134 people attend the program at MCR Library on March 12th
 - Historical:
 - 42 volunteers worked 261 hours
 - 739 people attended 7 outreach programs
 - Indian Cemetery Tour drew 141 people
 - History Fair drew 235 adults and 135 children for this outreach program

- Charlotte Sports Park:
 - The Charlotte Sports Park hosted the following Tampa Bay Rays Spring Training home games (attendance is noted in parenthesis):
 - Thursday, March 5 – Baltimore Orioles (4021)
 - Friday, March 6 – Minnesota Twins (3346)
 - Sunday, March 8 – Philadelphia Phillies (5047)
 - Tuesday, March 10 – Pittsburgh Pirates (3395)
 - Thursday, March 12 – Toronto Blue Jays (5107)
 - Sunday, March 15 – New York Mets (5215)
 - Thursday, March 19 – Minnesota Twins (3519)
 - Friday, March 20 – Toronto Blue Jays (4396)
 - Saturday, March 21 – Minnesota Twins (3471)
 - Monday, March 23 – Pittsburgh Pirates (3158)
 - Thursday, March 26 – New York Yankees (5149)
 - Saturday, March 28 – Boston Red Sox (6085)
 - Monday, March 30 – Baltimore Orioles (3137)
 - Tuesday, March 31 – Boston Red Sox (4290)
 - The home games for the Tampa Bay Rays minor league players began on Wednesday, March 18, and will continue until Saturday, April 4. All games are played on the back practice fields.
- Port Charlotte Beach Pool:
 - 1888 paid admissions
 - 371 Pass holder visits
 - 537 Water Aerobics participants
 - 2 Private Swim Lesson series
 - 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 30 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms
- Oyster Creek Regional Park Pool:
 - 2398 paid admissions
 - 938 pass holder visits
 - 856 water exercise participants
 - The pool was rented one time for SCUBA Training
 - Charlotte County Blue Fins practiced 5 times per week resulting in approximately 400 “splashes” for the month.
 - Staff spent an estimated 45 hours performing In-Service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 50 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- South County Regional Park Pool:
 - 1438 paid admissions
 - 876 pass holder visits
 - 293 water exercise participants
 - Spring Break Camp visited the pool 4 times resulting in approximately 160 “splashes”.
 - The Charlotte County Blue Fins held 8 swim practices resulting in approximately 1900 “splashes”.
 - Charlotte County Sherriff’s Office Dive Rescue Team held a training with 8 participants.
 - South County Pool hosted the 2015 Fit for Life Senior Games Swimming event with 13 participants, 10 spectators and 13 volunteers.
 - South County Pool held their Grand Reopening and Ribbon Cutting Ceremony on 3-7-15. Approximately 70 swimmers enjoyed free admission to the pool that day.
 - South County staff attended the Home Depot ‘Spring Extravaganza’ Community Event 3-21-15.
 - Staff spent an estimated 65 hours performing In-service Lifeguard training skills such as First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 70 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.

- Recreation:
 - The four Charlotte County Recreation Centers and two Charlotte County Skate Parks were open a combined 1,350 hours and served over 8,000 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 1,262 with 3,624 touches combined. Recreation facilities were rented 30 times achieving a rental attendance total of 2,311 people.
- Athletic Section:
 - Charlotte County athletic leagues and athletic special events used County facilities approximately 3,073 hours in the month of March. An estimated 2,470 local athletic participants visited County facilities. Activities included Youth Baseball, Youth Swimming, Youth Soccer, Youth Softball, Youth Inline Hockey, Youth Horsemanship, Youth Flag Football, Adult Soccer, Adult Tennis, Adult Flag Football and Adult Semi-pro Football.
 - Snowbird Classic Baseball Tournament began Feb 7. Sixty-two teams visited and 182 games/practices were held Charlotte County parks during the six week tournament.
 - Nations Youth Baseball hosted a tournament at Harold Avenue Park attracting 26 teams on March 7-8.
- Extension Services:
 - Administration:
 - Meetings/Reporting:
 - Managers Meeting - Mid-County Regional Library Administrative conference room – March 16th – 1 pm
 - Budget Walk-Thru - Mid County Library Administration Conference Room – March 23rd – 10 am
 - 2nd Qtr. Business Meeting - Community Services – Mid-County Library – 8:30 am – March 30th
 - Agent Evaluations – March 5th – 1 to 5 pm
 - 2015 Charlotte County Government Academy – March 11th – pm – Murdock
 - Parks and Recreation Comprehensive Master Plan – 12 noon to 3 pm – March 3rd
 - Extension Staff Meeting – 3 pm – March 26th
 - Dr. Rouse's Retirement – SWFREC – 11:30 am – March 27th
 - Website Hits: Website: 2,975 page views
 - Facebook® Page - Charlotte County Extension data: Facebook: 1,079 likes, Blog: Horticulture: 904 page views. Our blog has 414 views.
- Sea Grant:
 - Publications:
 - Staugler, E.A. 2015. "Swimming with fish and why you should fear toilets". Water LIFE Magazine. March 2015, pg. 14.
 - Staugler, E.A. 2015. "Your take on anchoring restrictions". Waterline Magazine, Charlotte Sun Herald Newspaper. March 12, 2015, pg. 14.
 - PowerPoint:
 - Staugler, E.A. 2015. "Sea Grant Projects in Charlotte Harbor" at Charlotte Harbor Fisheries Forum, 17 slides.
 - Staugler, E.A. 2015. "Bay Scallop Restoration in the Charlotte Harbor Estuary" at Gulf States Marine Fisheries Commission, Gulf Sea Grant Advisory Meeting, 19 slides.
 - Staugler, E.A. 2015. "Anchoring and Mooring: What's Happening?" for PGI Islanders, 22 slides.
 - Websites:
 - Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/>
 - Facebook:
 - UF/IFAS Charlotte County Extension, posts and photos about programs.
 - Outreach Programs:
 - 2/2 - Guest Speaker for PGI Islanders (Topic Anchoring in Florida) - 72 attendees
 - 2/13, 3/20, 2/27 - FMNP Upland Habitats class - 19 students enrolled in course which will run through 4/17
 - 3/26 - Charlotte Harbor Fisheries Forum - speaker and co-facilitator, 50 attendees
 - Site & Office Visits:
 - Fishin' Franks
 - Freedom Boat Club

- Laishley Marina
- Several realtors for Boaters Guides
- Meetings:
- 3/10 - Meeting with Josh Patterson, UF Aquaculture Specialist
- 3/12 - MAC meeting
- 3/16 - Fisheries WAG co-lead conference call
- 3/17 - 3/19 - Gulf States Marine Fisheries Commission Meeting, Point Clear, AL
- 3/23 - South Central District monthly CED Polycom (for Ralph)
- Trainings:
- 3/9 - Shellfish Lecture webinar by Sandra Shumway, Univ. of Connecticut
- Other:
- Considerable time invested in preparing for FMNP class
- 3/5 - Agent annual evaluation
- 4-H Youth Development:
 - Youth Development Preparation:
 - Eight (8) project clubs, with 109 members, met during March to work on life skills project areas. These clubs are under the leadership of seventeen (17) volunteer adult leaders.
 - 4-H Club Outreach:
 - The Charlotte County 4-H Marine Ecology Club partnered with Keep Charlotte Beautiful during the 2015 Harbor Cleanup. The club members, parents and volunteer leaders collected over 100 pounds of garbage from the shores of Peace River. This is an annual event in which the members do community service to help keep our county clean.
- Horticulture:
 - GI-BMP – 8 am to 3 pm – March 25th – 6 participants
 - 2015 MG Orientation – March 3rd – 9:30 am to 12:30 pm
 - 2015 MG Training – Soils and Plant Nutrition – 9:30 am to 12:30 pm – March 5th – Dr. Kelly Morgan
 - 2015 MG Training – Citrus I & II – 9:30 am to 5:00 pm – March 12th – Dr. Mongi Zekri
 - 2015 MG Training – “Woody Ornamentals” – 9:30 am to 12:30 pm – March 17th – Ralph Mitchell
 - 2015 MG Training – Botany – 9:30 am to 5:00 pm – March 19th – Stephen Brown
 - 2015 MG Training – Pesticide Safety – 9:30 am to 12:30 pm – March 26th - Ralph Mitchell
 - 2015 MG Training – MG Training – “Invasive Wildlife & Plants” – 9:30 am to 12:30 pm – March 31st - Ralph Mitchell
 - Limited Landscape Maintenance Training – March 13th – 8:30 am to 5:00 pm – 15 in attendance
 - Special Outreach:
 - GI-BMP – 8 am to 3 pm – March 25th – 6 participants
 - 2015 MG Orientation – March 3rd – 9:30 am to 12:30 pm
 - 2015 MG Training – Soils and Plant Nutrition – 9:30 am to 12:30 pm – March 5th – Dr. Kelly Morgan
 - 2015 MG Training – Citrus I & II – 9:30 am to 5:00 pm – March 12th – Dr. Mongi Zekri
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- Florida-Friendly Landscaping™
 - The Florida-Friendly Landscaping™ assistant provided solutions to homeowners on plant care and pest controls. Total clientele contacts in the month of March...
 - 783 including 14 teaching events attended by 416, 110 telephone consultations, 119 office visits, 9 field visits and 129 email consultations.
 - Topics Presented: 174 homeowners attended the FFL workshop series offered in February and March including selecting plants for rain gardens, installing a rain barrel and selecting alternative groundcovers to turf grass.

- Who Benefited? Eleven organizations benefited from interaction with the FFL™ assistant during March including the FGCU Renaissance Academy, Boca Grande Club –Village Home II HOA, Maple Leaf Estates HOA, Mangrove Chapter of the Florida Native Plant Society, Pt Charlotte Village, Parks that Teach volunteers, Charlotte County Master Gardeners and Parkside Tree and Waterway Committee, PGCIA, Charlotte Harbor Environmental Center and Keep Charlotte Beautiful.
- FFL™ Series a Success: A second series of three, FFL workshops were presented by the assistant. They were held at the extension office and at Cedar Point Environmental Park. As a result, 174 homeowners learned ways to keep storm water on their yards. Already, three attendees planned to install rain gardens. Another 25 planned to harvest and store rain water by using rain barrels.
- Florida-Friendly Landscaping™ benefits the counties' NPDES Outreach Program
- The FFL™ assistant's encourages new Florida residents to use low-maintenance plants and environmentally sustainable practices. This includes showing homeowners what native trees and shrubs to plant that conserve water. The National Pollutant Discharge Elimination System (NPDES) program is designed to reduce adverse impacts to water quality and aquatic habitats. Pesticides, soil and fertilizer nutrients coming off landscapes and lawns are managed to protect the environment. The FFL™ program teaches how to plan and simplify routine yard care. Practices adopted include routine soil analysis, appropriate plant selection, use of practical turf areas, water use efficiencies, uses of mulches and appropriate maintenance.
- Meetings:
 - Charlotte County Landscape Committee Meeting - Public Works Conference Room – 2 to 4 pm
- Charlotte Sun Newspaper Articles:
 - Potential Readership:
 - Charlotte Sun Herald – Average Circulation - 44,028
 - Newspaper Article for March 9th – “Madagascar periwinkles rule”
 - Newspaper Article for March 16th – “If we only had a time machine”
 - Newspaper Article for March 23rd – “Toxic plants aplenty”
 - Newspaper Article for March 30th – “Is there a persimmon in your future?”

Facilities, Construction and Management

- ADA Various Improvements: ADA Phases I and II are complete and final punch lists were compiled and are now complete to satisfaction. We are waiting on Letter of Warranty and Letter of Release of Lien from the contractor, One Source Construction Company, for approval of their final retainage billing.
- Capital Asset Management System: The condition assessment database is complete; staff is becoming familiar with navigating around the system and the reporting formats. An annual Facility Optimization Software maintenance agreement is also under review.
- Anger Fishing Pier & Parking Renovations: The construction of the parking lot is continuing.
- Port Charlotte Beach Fishing Pier & Boardwalk Renovation: The demo of the fishing pier is complete and new piling installation for the fishing pier is underway.
- Franz Ross Football Fields Renovation: Revised renovation strategy will begin following parking expansion bidding process; a meeting of stakeholders is set for April 17.
- Franz Ross Park Parking Expansion: The project is out for advertisements with bids due April 16.
- Cape Haze Pioneer Trail Connector: The next developer negotiation meeting scheduled in June. The project construction funding has been submitted for funding in FY16.
- Fire Training Facility: The storm water permit is being finalized by SWFWMD. The plans with documentation are being prepared for permit submission. The waste and domestic water plans were submitted to Punta Gorda Utilities for review.
- Bay Heights Boat Ramp: The Army Corps of Engineers (ACoE) requested additional information regarding Alternate Site Assessments which was submitted by the design team; response to a further request for mitigation funding guarantees is being prepared.
- Airport Annex Master Plan: Two of three agencies have returned the program data questionnaires. The data collection data will be compiled for the baseline of projected facilities.

- Firing Range Safety Risk Analysis: County staff is reviewing risk analysis and determining the proper direction for the Airport Road Master Plan.
- Murdock Service Area and VIP parking area: A PO has been issued to prepare bidding and construction documents for enhanced security improvements.
- Bayshore Live Oak Park Shoreline Restoration: Preliminary plans have been reviewed with permitting agencies. Final plans reflecting agency and staff comments are being completed.
- Harbor Heights Drainage, Parking and Sports Facilities Improvements: The demo of all the paving has been completed and the base for the new sports courts is being prepared; storm water management structures have been installed.
- Harbour Heights Boat Ramp: The design has begun.
- El Jobean Fishing Pier: The design layout drawings have been completed and the structural analysis has begun.
- Justice Center Expansion: A draft RFP is ready for review by the Justice Center stakeholders' committee; a meeting is scheduled for April 20.
- Sales Tax Project – Family Services Center Renovations: Phase I contract in negotiation to perform a facility and programming assessment of the Family Services Center and Cultural Center to understand if there are any opportunities for integration of services.
- Sales Tax Project – Veterans Memorial Park: The design Request for Letter of Interest (RLI) was issued to the consultant library. The RLI responses were received and ranked by the selection committee; negotiation is beginning.
- Sales Tax Project – McGuire Park: RFP for master planning and design is being advertised with submittals due April 16.
- Sales Tax Project – South County Community Library: draft RFP is undergoing final spec review by Purchasing before advertisement for professional design services.
- Sales Tax Project – CCSO District 1 Offices: RFP for master planning and design is being advertised with submittals due May 6.

Human Resources

- Employee & Labor Relations:
 - Held Union negotiations with IAFF
 - Extended employment opportunities to 17 candidates.
 - Staff Served as Spring Training Ambassadors for Rays Spring Training Games
 - Held Labor Management meeting with IUPAT
 - Attended Local SHRM Meeting
 - Recruitment related activities and hiring processes
 - Assisted Public Safety with Firemedic Interviews
 - 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
 - FMLA Processing & Reporting
 - Tasks associated with Employee of the Month
 - Employee of the Year Jie Shao was announced at the BCC Meeting on March 24, 2015.
 - 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
 - Scheduled learning opportunities for 2015-2016
 - Coordinated Powerful Presentations and Public Speaking workshop. 18 employees attended
 - Generated monthly service awards
 - Miscellaneous coaching/development conversations
 - Professional Development to include webinar, reviewing industry journals, etc.

Human Services

- The Human Services Department received notification from the Florida Department of Economic Opportunity of the 2015-2016 grant awarded for the federally funded Low Income Home Energy Assistance Program (LIHEAP) for Charlotte County. The County anticipates receiving \$379,774.00 for this year which will begin on April 1, 2015. It is expected that close to 1,000 low income households will benefit with assistance for their energy bills from this program during this new grant cycle. The 2014-2015 LIHEAP grant cycle ends March 31st.
- All veterans' staff attended the Tampa Rays Spring Training Opener. The theme was "A Salute to Veterans". Rays staff provided 500 free tickets to Veteran Services; all 500 tickets were taken by veteran groups (and individual veterans) in a matter of days. David Rockow was in the Honor Guard and carried the American Flag. Ivey Winkler represented women veterans and Terry Keene represented Air Force veterans on the field with Rays' players. David Donohew coordinated with Robbie Artz of the Rays for approximately two months to plan the successful event. Vikki Carpenter served as one of the County Ambassadors/ gate greeters. Our ball caps are off to the Rays for a great event.
- The Human Services Director and Division Managers met this month, in a workshop and brainstorming session, to discuss and develop the Department's Strategic Plan. Topics identified included; Department goals & alignment; funding needs and challenges; impact and evaluation of core services and programs; policy development and implementation; customer service, interdepartmental communication & professional relationships; community outreach & marketing, employee development and retention and strengthening community partnerships. Next steps will be to develop the Department's Action Plan and identify needed resources.
- 211 staff answered a caller who was concerned about his neighbor's wife who fell and broke her leg, leaving a 98 year old male alone. The wife is the caregiver for the elderly gentleman. The neighbor was concerned that no one had come to assist so 211 staff were able to help the caller in obtaining assistance from the Sheriff's Department and the Florida Department of Children and Families.
- Veteran Services and Family Services staffs were notified that the veteran they assisted last month in applying for a job with Social Security has been offered the position and will start at a higher rate of pay due to his military service.
- Senior Services Case Management Supervisor, Deedra Dowling, spoke at the AARP Chapter 80 general membership meeting at River Commons. Topic included grant funding, volunteering, and waiting lists of seniors in need of in home and community services. Approximately 50 people were in attendance. After the presentation Ms. Dowling received an invitation to speak with the Ombudsman group at a later date.
- Senior Services chaired the Communities for a Lifetime committee meeting. The group is hosting a 'Tech Boot Camp' on April 23 partnering with St. Charles Borromeo Catholic School. Students will be assisting seniors in learning to use cell phones, iPads, and various other technologies. Eleven (11) participants have committed to taking the class.
- Veteran Services completed a final claim for a widow that started as a service connected death and burial claim. After receiving a denial notification from the VA from the claim she had submitted herself, Veteran Services staff explained all the requirements in detail. The death certificate was submitted for correction and the VA claim resubmitted. Not only was the claim approved, the VA also awarded benefits back to the original claim date with a bank deposit around \$9,000. This final claim was for associated health benefits.

- Family Services staff provided outreach during the Early Head Start open house/registration and attended a policy council meeting at the Baker Center.
- Housing and Community Initiatives Manager attended a workshop on the Community Development Block Grant sponsored by the Department of Economic Opportunity.
- 211 staff coordinated Easter Baskets for Senior Services clients sponsored through the First Baptist Church Women in Mission.
- 211 Supervisor attended mental health committee meeting (CHIP). An evaluation tool was reviewed which can be utilized for Charlotte County schools to help bring awareness about signs and symptoms of depression and suicide.
- HUD (Miami Office) conducted site visit to closeout Neighborhood Stabilization Program III. Preliminary exit interview indicated there were some issues that needed clarification and addressing. Some additional documentation has already been submitted. Final exit interview and monitoring report are expected to be released in April and May.
- Community Resource Guide and 2014 Department's Year in Review reports have both been completed. Reports are in review and will be put forward to be printed and distributed.
- Director and FS staff participated in the site visit with the consultant hired by Facilities to review the programs and services at the Family Services Center and Cultural Center – per sales tax initiatives.
- Department staff and the United Way hosted and attended the Florida Prosperity Workshop which provided ideas to enhance the economic success of some of the county's lower income individuals and families.
- Director helped facilitate Forces of Change workshop for the Health Department's Community Needs Assessment.
- Interviews were conducted to replace the Department's vacant Family Services Manager position. New hire is scheduled to begin the end of April.

Public Safety

- Animal Control: No information to report.
- Emergency Management: No information to report.
- Fire and EMS:
 - The American Red Cross and Charlotte County Fire & EMS invite the media to attend a news conference on Monday, April 6, 2015 at 10:00 to announce a new campaign in Charlotte County and across the country to reduce deaths and injuries from home fires. The news conference will be held at the Charlotte County Public Safety Building, located at 26571 Airport Road, Punta Gorda, FL 33982.
 - The Red Cross invited Charlotte County Fire & EMS to participate and partner in the Charlotte campaign which focuses on increasing the use of smoke alarms and reducing injuries and deaths from residential structure fires. This campaign provides Charlotte County residents with 10 year battery operated smoke alarms, installation of the alarms and information on fire safety. Red Cross and Fire & EMS will work together to educate residents to not only create but practice fire escape plans. Three areas within Charlotte County are selected for the 2015 campaign. The first area in the 3 phase campaign is the El Jobean community in West County, the second area selected is Parkside area in central Charlotte County, and the third area is Tropical Gulf Acres in South County. Residents within the campaign target areas will be asked to contact Red Cross office in Charlotte County to register for a home safety visit which includes 10 year battery smoke alarms for their homes. Residents will be registered on a "first come, first serve" basis due to the limited amount of detector available. "Seven times a day someone in this country dies in a home fire." said Bonnie Jacobs, Charlotte County Office, External Relations Lead for Charlotte/DeSoto Counties. "There are simple steps every household can take to prevent home fires and save lives."
 - Residents in the Charlotte County Phase 1 area, El Jobean, can contact the Red Cross if they are interested in participating in the program by calling 941.629.4345, Monday – Friday, 8:30 – 4:30.

Public Works

- The Engineering Division
- Construction Projects:
- Active Construction Projects (may affect vehicular/boater/pedestrian traffic patterns)
 - 2015 County Paving Program – This program provides for the resurfacing of roads in Greater Port Charlotte, Parkside, Deep Creek, and the Road & Bridge Districts. Construction Contract: Ajax Paving, Construction Schedule: March 2015 – Late 2015
 - The 2015 Paving Program was awarded to Ajax Paving Industries on March 10, 2015. Notice to proceed was established as March 23, 2015 at the preconstruction meeting and the contractor will begin in the Peachland 4 area.
 - 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: 03/10/2014 – 09/10/2015
 - The excavation of all ponds is complete. 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 in late February or early March 2015. Once traffic shifts, the west side of the box culvert will be completed.
 - Installation of drainage pipes and utilities continues. Approximately 90% of the utility pipe and 80% of the drainage pipework has been installed.
 - Over 75% of the sidewalk sub grade has been installed on the northbound side. Concrete installation for the sidewalk is 49% complete on the northbound and southbound sides.
 - The contractor completed 41% of the stabilizer/base on the northbound travel lanes and 9% on the southbound travel lanes. The first course of asphalt has been paved (about 2,000 feet) on the northbound lanes - and another 1,500 feet have been paved on the southbound lanes.
 - Crews are installing street lighting and IT conduit on the east side of the project. FPL pole relocation and new electrical wire is complete. FPL crews are now removing the old poles.
 - *PSA issued 3/26/2015: Intermittent lane closures on Burnt Store Road and adjoining side streets, from Zemel Road south to Vincent Street, will continue through April 30, 2015 as intersections are tied into the new roadway traffic lanes. Drainage and utility work continues; flaggers and traffic control devices are in place to assist travelers through construction areas in conjunction with the Burnt Store Road (Phase III) Widening project. The Public Works Department reminds motorists to remain alert at all times and to exercise caution when traveling through construction zones.*
 - 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.
 - The County is utilizing Florida Department of Transportation (FDOT) Local Agency Program (LAP) Funds to construct this project. Notice to Proceed was issued by FDOT on Dec. 11, 2014. This project includes Construction, Engineering and Inspection (CEI) services to ensure compliance with federal rules and requirements. The Board of County Commissioners approved the CEI contract with CDM Smith on November 12, 2014. Construction Contract: Quality Enterprises, Construction Schedule: April 2015 – Jan 2016.
 - The Board of County Commissioners awarded the construction contract to Quality Enterprises on March 10, 2015. The County is setting up the pre-construction meeting with Florida Department of Transportation, Quality Enterprises, CDM Smith and County Staff, as required by the LAP agreement.
 - CR 771 (Gasparilla Road) Widening – The purpose of this project is to widen CR 771 (Gasparilla Road) to a four-lane divided roadway, from SR 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: 07/07/2014 – 09/04/2016.

- Zep Construction began Bridge construction on the east side of the new Bridge. This work will continue for a few months before traffic is switched to the new lanes.
- Woodruff and Sons continues with utility installations along the east side of the project north of the Butterford Waterway towards SR 776.
- Additional crews are on-site completing storm drain structures, stormwater retention ponds and sidewalks. Construction is approximately 27% complete
- 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: 11/10/2014 – 6/1/2015
- Fill and erosion control matting installation is 100% complete; sod placement is 100% complete. Preliminary punch list is approximately 100% complete. The job is in the final stages of closing permits and final paper work is being completed.
- 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.
- This project includes Construction, Engineering and Inspection (CEI) services to ensure compliance with federal rules and requirements. The Board of County Commissioners approved the CEI contract with Southwest Engineering & Design on November 12, 2014. Construction Contract: Owen-Ames-Kimball, Construction schedule: 01/05/2015 – 2/5/2017.
- Southwest Engineering & Design launched a Web site that provides construction updates, roadway information, boater information, and the status of the parks around the construction area. Citizens may also sign up to receive construction updates via email notifications. (See Related Link www.GoEP2.com)
- 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. Construction Contract: Gator Dredging, Construction Schedule: 12/22/2014 – 04/21/2015.
- Dredging is underway and is approximately 75% complete.
- Sidewalks - Rotonda Boulevard West – The Rotonda West MSBU Committee requested a sidewalk and bike path along the Boulevards. This project will design and construct approximately 1.4 miles of sidewalk and bike path along Rotonda Boulevard West from Parade Circle to Rotonda Circle. Construction Contract: General Contracting Services, Construction Schedule: 01/05/2015 – 07/31/2015.
- Construction began at Rotonda Circle and is moving east. Construction will continue east to Parade Circle before the contractor moves back to complete the bridge between Rotonda Circle and Boundary Boulevard. This project is approximately 50% complete.
- U.S. 41 Microtunnels / Weirs – This project involves engineering and permitting for the directional drilling of culverts under US 41 at the Fordham, Elkcarn, and Pompano Waterways, replacement of culverts at the North and South US 41 Access Roads within the Pompano Waterway, replacement of a stand-alone weir across the Elkcarn Waterway, north of the US 41 Access Road, and replacement of a stand-alone weir across the Fordham Waterway, north of the US 41 Access Road. Construction Contract: ZEP Construction, Construction Schedule: 11/18/2013 – 5/12/2015
 - Elkcarn Waterway: Zep Construction completed the concrete sheet installation and concrete cap on the new weir upstream of US 41. The contractor began the final

restoration in this area to complete this phase of construction; sodding, sidewalk and guardrail is currently being installed.

- Fordham Waterway: Zep Construction completed the west side headwall and is currently installing new riprap in this area. Final restoration on the north side is complete and restoration on the south side will begin shortly to complete this phase of construction.
- Elmira Blvd: Zep Construction is currently constructing the south headwall and will start the north headwall the week of April 6, 2015.
- Construction is approximately 89% complete.
- Winchester Boulevard South Extension – This project includes the construction of a new four-lane connector from Placida Road to the Charlotte/Sarasota County line, with a direct connection to I-75 via River Road within Sarasota County. The Florida Department of Transportation approved the final plans for intersection improvements at SR 776/Winchester Boulevard North. Intersection improvements include a right turn lane and traffic signalization improvements; this work has been added to the project. Construction Contract: ZEP Construction, Construction Schedule: 11/25/2013 – Summer 2015
- The Contractor is in the process of finish grading the base material for the new southbound lanes from CR 775 north to Apple Valley.
- All of the fill dirt has been completed from CR 775 to SR 776.
- Sidewalk subgrade is being placed and concrete is being poured; 90% of the sidewalk is complete.
- Median curb has been poured and is 95% complete; crews are preparing the median separators for pouring of concrete.
- Storm drainage and utility installations are 99% complete. The remaining 1% is within the SR 776 intersection.
- Street Lights and poles are 70% complete.
- The SR 776 intersection gravity wall is complete.
- Asphalt paving of the first structural lift began on the northbound lanes from CR 775; within 3 days, crews installed over 46,000 square yards of the northbound roadway - equivalent to over 3,000 tons of asphalt. Crews are scheduled to return to continue paving the week of March 30 - April 3, 2015.
- Construction Projects In Design or Negotiation:
 - Burnt Store Road Phase II Widening – This project is to design and permit a new four-lane divided roadway to include sidewalks and bike facilities between the existing two (2) four-lane projects to the north and south. This section is from the southern end of Burnt Store Road (near Notre Dame Boulevard) to the northern four-lane section of Burnt Store Road, north of Zemel Road. Design Contract: TBD, Design/Permitting schedule: Procurement Process: (Construction) TBD, Projected start of Construction: TBD
 - 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 – 05/17/2015, Procurement Process: July 2015, Projected Start of Construction: November 2015
 - Meetings with the design firm continue; the County should receive 60% design plans in March 2015. The design firm continues with document preparation for permit applications. County staff and the design team are working with the Florida Department of Transportation to discuss the plans and secure the land lease agreement.
 - 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 – Late 2014, Procurement Process: Late 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: Jan - May 2015, Projected Start of Construction: June 2015
- This construction project is currently advertised for competitive bid. The Pre-bid Conference was held March 18, 2015 at 11:00 a.m. in Room 106B, Building B - Administration Center. Bid Opening is scheduled April 15, 2015 at 2:00 p.m. in the Purchasing Division Conference Room.
- 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 – 04/25/2015, Procurement Process: Late Summer 2015, Projected Start of Construction: Fall 2015
- The Engineering Division received the 90% landscape plans and is currently reviewing 90% utility and stormwater plans.
- Placida Road Safety Improvements Phase 1 (Rotonda Blvd. West to Cape Haze Drive) – Safety improvements include: a 2.9 mile bicycle-pedestrian path from Rotonda Boulevard West to Cape Haze Drive, intersection improvements at Lemon Bay Golf Course, Bantry Bay, Cape Haze Drive and Panama Drive and resurfacing of Placida Road from Rotonda Boulevard West to the Boca Grande Causeway. Design Contract: Giffels-Webster Engineers, Design/Permitting Schedule: through Summer 2015, Procurement Process: Summer 2015, Projected Start of Construction: Fall 2015
- Utility design should be complete in the late spring of 2015. Construction plans are on hold at 80% pending receipt of utility plans. Survey for utility work is currently underway and about 30% complete.
- 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 Summer 2015, Procurement Process: Summer 2015, Projected Start of Construction: Fall 2015.
- Utility design should be complete in the late spring of 2015. Construction plans are on hold at 80% pending receipt of utility plans. Survey for utility work is currently underway and about 50% complete.
- 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 – Late 2014, Procurement Process: Spring 2015, Projected Start of Construction: Summer 2015

- 100% design plans were submitted to the MSBU Committee on January 29, 2015. The Committee voted to move forward with construction of the sidewalk on Rio Togas this year. Construction plans and bid specifications are being finalized by staff. This project is expected to go out for bid late spring/early summer 2015.
- ****NEW**Sidewalks – Cape Haze Drive** – Design and construction of approximately 3,400 linear feet of sidewalk along Cape Haze Drive, from Arlington Drive north to approximately 450' north of Links Lane, where Cape Haze Drive becomes a four lane road. Design Contract: Johnson Engineering, Design/Permitting: March 2015 – Fall 2015, Procurement: Fall 2015, Construction: Early 2016
- Johnson Engineering was selected to design this sidewalk project. Staff met with the Engineering firm to confirm the scope and fee for the project.
- ****NEW**Sidewalks – Gulfstream Boulevard** – This project will consist of an 8' sidewalk installed from an existing sidewalk on Gulfstream Boulevard at Snow Drive continuing to Rosemont Drive. Design includes a connection to an existing sidewalk on Sunnybrook Boulevard. Design Contract: Giffels-Webster Engineers, Design/Permitting: 3/20/2011 – 6/25/2013, Procurement: April 2015, Construction: TBD
- Design is complete and the bid package is being prepared to send to the Purchasing Department for bid advertisement.
- **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 – April 2015, Procurement: TBD, Construction: TBD
- The 100% design plans were reviewed and returned to the Design Engineer; the bid set of design plans are in progress. Contract documents are assembled and under review.
- **Sidewalks – Oceanspray Boulevard** – A sidewalk may be installed on Oceanspray Boulevard from Sunnybrook Boulevard to Gulfstream Boulevard. Design includes a crossing at Spinnaker Boulevard and is an integral part of a network of sidewalks planned for the Englewood East / Rotonda Area. Design Contract: Johnson Engineering, Design/Permitting Schedule: 01/03/2012 – 05/14/2013, Procurement Process: TBD, Projected Start of Construction: TBD
- The original allocation of \$10,000,000.00 from sales tax funding is close to being spent. A determination is forthcoming on which sidewalks will be constructed with the remaining funds. More information will be provided as it becomes available.
- **Sidewalks - 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: thru Spring 2015, Procurement: TBD, Construction: TBD
- Johnson Engineering submitted the 60% design plans which have been reviewed by staff. The 90% design plans are expected the first week of April 2015.
- **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 as well as utility improvements. Design Contract: Giffels-Webster Engineers, Design/Permitting Schedule (Sidewalk only): 03/02/2011 – 05/10/2013, Procurement Process: TBD, Projected Start of Construction: TBD
- CCU is waiting for an FDEP permit for the utility portion of the project and is working on technical specifications and bid items. This sidewalk project has been incorporated into the "GPC Bridge Rehabilitation - Sheehan Boulevard over Yale Waterway" project and has been re-assigned from Roy Benjamin to James Layport.
- **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: Spring 2015, Projected Start of Construction: Fall 2015

- The MSBU Committee met on December 4, 2014, and requested that the pathway be constructed of concrete instead of asphalt. Johnson Engineering has been advised and will revise the plans accordingly. Final construction plans and specifications were received on February 3, 2015, 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 – 01/31/2015, Procurement Process: thru May 2015, Projected Start of Construction: May 2015
- Plans and construction bid documents are in the Fiscal and Purchasing Departments undergoing review in preparation for bid solicitation.
- 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: Spring 2015, Projected Start of Construction: Summer 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 Dredging – 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 Army Corps of Engineers (ACOE) combined the -5' MLW Maintenance Dredging project with the proposed -6' MLW project even though they are different in their scope.
 - The FL Department of Environmental Protection (FDEP) permit was received for the -6ft MLW project which includes public interest in the form of purchasing and donating an YSI Water Quality Monitor to the "Friends of CHAP."
 - The ACOE issued their public notice and received one request for additional information from National Marine Fisheries specific to Essential Fish Habitat. Coastal Engineering Consultants

- responded to the ACOE, supplying them with the requested data; a letter of informal consultation was sent by the ACOE to the National Marine Fisheries for review in February 2015.
- 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 – Summer 2015, Procurement Process: Summer 2015, Projected Start of Construction: Late 2015
 - 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. A request for additional information was received from NMFS on Jan. 12, 2015 regarding the seagrass in the areas adjacent to the channel. Johnson Engineering is preparing a response to provide the requested data.
 - The 80% construction plans have been reviewed by staff with minor edits to the plans.
 - 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. The amount of material to be removed will be determined as engineering and design progresses. The project includes the removal of the existing silt to the previous dredge depth of -4ft MLW within the lateral/access channels and 100 feet into the interior canals. Design Contract: TBD, Design/Permitting Schedule: thru Sept. 2015, Procurement Process: Fall 2015, Projected Start of Construction: Fall 2015
 - Coastal Engineering Consultants (CEC) proposed an alternate approach that will improve navigation and yield cost savings over time through reduction of maintenance dredging needs. The approach includes identifying/combining multiple canals into single channels extending to the river.
 - The County reviewed the preliminary plan set and issued a revised task order to Coastal Engineering Consultants to proceed with the additional survey and design work. CEC completed the additional survey and alternate design alignments depicting the proposed connector channels.
 - The design has been reviewed and approved by the MSBU Committee; a second change order has been submitted to change the scope of work to facilitate the new design.
 - Harbor Heights Waterway Maintenance Dredging – This project consists of maintenance dredging existing man-made canals and access channels to their permitted conditions to restore safe navigation within the waterway system. Design Contract: Stantec, Design/Permitting Schedule: 12/17/2013 – Spring 2015, Procurement Process: Spring 2015, Projected Start of Construction: Summer 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 is tied to the Countywide Dredge Permit and the permit renewal is still pending from Army Corps of Engineers (ACOE) therefore this project has been delayed.
 - Staff has been in constant communication with the ACOE and has been advised that this project may fit under the programmatic biological opinion that is being completed by National Marines Fishery Service which may facilitate permitting.
 - Manasota Key North Beach Erosion Study – Public Works Engineering requested Letters of Interest (RLI) from the Library of Engineering Firms to complete a Regional Beach Erosion Study (BES) on the north end of Manasota Key, from R monument 1 to R monument 15, upon the request of citizens affected by critical beach erosion. Upon completion of the study, this information could be used to develop funding strategies and further the project into permitting.
 - The erosion study shall include the following:
 - a. Beach Profile Surveys
 - b. Erosion Analysis
 - c. Sand Volume Analysis
 - d. Conceptual Restoration Plans
 - e. Natural Resource Surveys

- f. Develop Funding Approaches and Strategies to Mitigate Total Cost
- g. Participate in Stakeholder Meetings
- h. Provide Potential Cost Estimates
- i. Provide Permit Feasibility Analysis
- o Public Works Engineering submitted a Request for Letters of Interest through the Purchasing Department to retain a consultant to initiate the study.
- o 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 the Florida Department of Environmental Protection (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. Design Contract: Coastal Engineering, Design/Permitting Schedule: 4/22/2014 – Early 2016, Procurement: Summer 2016, Projected Start of Construction: Summer 2016
- o The Environmental Resource Permit (ERP) application is nearing completion. The site visit to gather data for the Unified Mitigation Assessment Method (UMAM) analysis and the search for possible mitigation sites was conducted by Coastal Engineering Consultants (CEC) and the FDEP on Oct. 29, 2014. The search for potential mitigation sites did not find enough suitable areas within the vicinity of the project area, thus a wider search area will be examined by CEC using aerial photography.
- o FDEP completed the UMAM ranking on the seagrass impacts for the proposed dredging. CEC is currently investigating alternative sites for creating a seagrass mitigation project (e.g., fill blow-holes / prop-scars).
- o Additional discussions with FDEP on the mitigation options will ensue once CEC identifies alternative sites after which the UMAM analysis can be completed by the County and FDEP.
- o Coastal Engineering will complete the seagrass survey in early summer during growing season; the ERP application will then be complete and submitted to the permitting agencies.
- o South Gulf Cove Parallel Lock – The South Gulf Cove Waterway Benefit Unit Advisory Committee is concerned about the congestion of the existing lock and boating restrictions imposed when the existing lock is in under maintenance/repair. The MSBU recommends an additional lock parallel to the existing one.
- o This project provides for engineering, permitting and construction management services for the creation of a new parallel lock located next to the existing South Gulf Cove lock. The design of this project is funded by assessments in the South Gulf Cove Waterway MSBU. Design Contract: TBD, Design/Permitting Schedule: TBD, Procurement Process: TBD, Projected Start of Construction: TBD
- o Public Works Engineering submitted a Request for Proposal (RFP) through the Library of Engineering Firms to conduct engineering, permitting and construction management services to construct a new parallel lock located next to the existing South Gulf Cove Lock.
- o 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 – Early 2015, Procurement Process: Spring 2015, Projected Start of Construction: Summer 2015
- o The Florida Department of Environmental Protection (FDEP) permit was previously issued and the ACOE Permit was issued on March 26, 2015.
- o Johnson Engineering is in the process of reviewing billing and conducting a pre-construction update survey to insure the dredge quantities are still accurate prior to bid solicitation.
- o 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

- After reviewing the proposed alternatives, the Florida Park Service prefers a rock terminal groin sited as far south as practicable. Coastal Engineering Consultants (CEC) completed a project modeling study to determine how far south it can be placed to minimize impacts. The results were provided to the State agencies responsible for review and comment.
- 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.
- CEC submitted draft t-groin plans to FDEP in response to a Request for Additional Information (RAI.) The FDEP issued a second RAI to which the CEC and County staff have prepared a response including: minor drawing edits, minor changes to the biological monitoring program, formal public noticing, erosion control line process for sand placement, and terminal groin installation on the Stump Pass Beach State Park.
- Coordination with ACOE is ongoing; the ACOE engineering division will begin their technical review of the terminal groin design. Coastal Engineering Consultants expects this review to go smoothly.
- The ACOE submitted permit documents to the State Historic Preservation Office for their review of potential impacts to historical and cultural resources. It is noted that the consulting team included a marine archaeologist who assisted with the design elements to avoid such impacts.
- The US Fish and Wildlife Service is actively working on a new Biological Opinion (BO) for this Project. It is noted that the Red Knot was recently listed on the threatened and endangered species list, thus a new BO will have to review the project for migratory birds including Piping Plover and Red Knot as well as sea turtles.
- The County is actively working to renew the original project easements, specific to beach front property owners, for temporary construction and related access needs. Further, the County is seeking additional temporary construction easements from beachfront property owners outside of the original project limits from the State Park Beach to the County Park Beach on Manasota Key.
- The 2015 scope of services has been approved to continue the program.
- Projected Permitting Schedule:
 - May 2014 through June 2015 - Permit processing with FDEP & USACE
 - June 2015 – Permit processing with FDEP
 - July 2015 – Permit Processing with USACE
- Drainage Projects:
 - 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: Early 2015, Projected Start of Construction: Spring 2015
 - This project is currently advertised for competitive bid. The pre-bid meeting was held March 18, 2015 and bids are due April 22, 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: Late 2015
- 100% design plans have been received. This structure is not scheduled for construction until late 2015.
- Stormwater Control Structure Replacement – Lion Heart Waterway at Peachland LIO 4.03 – This project provides for the design, permitting and construction of a stormwater control structure under Peachland Blvd. at the Lion Heart 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 replace two 60" metal pipes with two 10'x10' box culverts. Design Contract: TBD, Design/Permitting Schedule: TBD, Procurement Process: BD, Projected Start of Construction: TBD
- The Letters of Interest have been submitted and ranked. Negotiations will commence with the top ranked firm.
- 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: Early 2015, Projected Start of Construction: Spring 2015
- This project is currently advertised for competitive bid. The pre-bid meeting was held March 18, 2015 and bids are due April 22, 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.
- Landscaping Projects:
 - Mowing was completed at all County owned fenced retention ponds.
 - Low volume irrigation systems were installed to support landscaping at both Public Works facilities.
 - A consulting/design firm was selected to plan the SR 776/US 41 “gateway” grant project.
 - Basic landscape maintenance was performed at: Manasota Key; South Gulf Cove; Grove City Park; US 17 medians in Cleveland; US 41 Revitalization phase I; Charlotte Harbor Gateway and Melbourne Street Bridge.
 - Installation of stationary exercise equipment was completed at San Domingo Park.
- Lighting Projects - Charlotte County CIP Projects:
 - Burnt Store Road Phase I – (Pedestrian features/preemption conflict with Seminole Gulf Railroad) Seminole Gulf Railroad submitted a quote for work to be done at the Acline Road crossing; the quote is under review by Public Works staff. Met with County Attorney to work on draft quotation for Seminole Gulf Railroad; draft received from Attorney's office to give to Seminole Gulf Railroad.

Seminole Gulf was delivered draft agreement, reviewed, and responded with a counter agreement that is currently under review.

- Burnt Store Road Phase III – Monitoring contract work as roadway lighting, pull boxes, and communication conduits are installed; several light poles have been installed to date. Inspections are on-going and staff is attending progress meetings. Conduit and pull box installation continues.
- Edgewater Phase II Construction – Staff attended the preconstruction meeting on Oct. 29, 2014. Construction is underway; addressing signal timing complaints as a result of Edgewater Dr. road closure.
- Electric Runs to Rotonda West Bridges – Installation of conduits and directional bores is complete. Lighting plans are in progress; 60% plans were reviewed and comments were provided to the project manager.
- CR 771 (Gasparilla Rd) Widening Project – Reviewed and commented on roadway lighting and traffic signal material submittals. Conduit for lighting is being installed.
- Midway Boulevard Widening Project – Final lighting plans were received and reviewed. This project is currently advertised for bid.
- US 41 Microtunnel Project – Lighting and fiber optic communication conduits had to be relocated a second time at the Elkcam Waterway due to conflicts with the guardrail location along US 41 southbound.
- Winchester Boulevard Project – Pull boxes have been installed for both traffic lighting and communication conduits. Pull boxes, conduit, street light bases and poles are now being installed for street lights. Roadway light poles are being assembled and poles erected. Both drill shafts on south side of SR 776 have been installed.
- Lighting Projects – Departmental Projects:
 - Completed preventative traffic signal maintenance at the following locations:
 - Emergency Signal at US 17 and Disston Ave.
 - US 17 at Bermont Rd.
 - US 17 at Regent Rd.
 - US 17 at I-75 NB Ramps
 - US 17 at I-75 SB Ramps
 - US 17 at Marlympia Ave.
 - Placida Rd. at Lemon Bay High School
 - Placida Rd. at East Access to Merchants Crossing Plaza
 - SR 776 at Bay Heights
 - A delivery truck transporting a bridge piling to the Edgewater Drive project knocked a light pole into the power lines at US 41 and W. Tarpon Blvd. The pole became hung up in the power lines causing high voltage to surge thru the roadway lighting system. As a result of the pole getting hung up on the power lines, light pole lighting arrestors and fuse holders holder were blown apart in every pole along south bound US 41 from the Morningstar Waterway to Port Charlotte Boulevard. Damage, limited to fuses only, continued past Port Charlotte Boulevard all the way to the load center located across from the Port Charlotte McDonalds south of Olean Blvd. Additional damage found and within conductor insulation showing signs of it being heated up.
 - One street light pole on Kings Highway was repaired at US 41.
 - Replaced the batteries in two traffic signal UPS systems.
 - Installed one video detection camera on the NB approach at SR 776 and north access to Merchants Crossing Plaza.
 - Crews replaced the lighting conductors under Gasparilla Rd. which was discovered to be shorted.
 - Responded to a complaint of roadway lighting system outages on Veterans Blvd. in the vicinity of Atwater Dr. around Murdock Cir. Crews investigated the complaint and found 4 photocells and sockets had been vandalized. Components were replaced, all system functional.
 - Replaced a broken signal mounting attachment bracket at the intersection of US 41 and Cornelius/Cranberry.
 - Crews responded to SR 31 at Bermont Road where a motor vehicle accident struck a concrete signal support pole. The impact of the motor vehicle accident caused the signal display to lean off in one direction. Crews leveled all displays.

- Lighting District Technician, Richard Van Acker, attended IMSA Level II training and certification testing.
- Removed the electrical service poles which powered the flashing warning beacon poles on Florida St. at Bailey Ave. and Henry St.
- Working on resolving issues with re-write by FDOT of Maintenance and Compensation Agreement for Traffic Signals. Second revision was received and is under review.
- Traffic Management Center:
 - Coordination with FDOT consultants, Albeck & Gerken for inventory of traffic signal intersections.
 - Finalizing the setup of new computer equipment for TMC.
 - Finalized signal timing changes with FDOT - Coordinating efforts to minimize delays on US 41 at Midway Blvd. Working on new timing plans.
 - Traffic Incident Management team meeting at SunGuide SWIFT Center.
 - Webinar - Roles of Transportation Management Centers in Incident Management on Managed Lanes
 - Webinar - DMA-ATDM Analysis, Modeling, and Simulation (AMS) Testbed Project
 - Continuation of FDOT retiming efforts by Albeck & Gerken on US 17.
 - Continue efforts promoting the TMC's Twitter account for traffic incidents.
 - Locates Performed:
 - 345 requests for underground utility locates were received generating 149 tickets for locates.
 - Trouble Calls:
 - 12 trouble calls received, responded to and problems of various natures resolved.
 - Maintenance & Operations:
 - March 4 - 10, 2015
 - A total of 24 new requests were received related to drainage, brush, and asphalt repair.
 - Drainage line & grade:
 - 9,000 SF in Greater Port Charlotte
 - 16,550 SF in Northwest Port Charlotte
 - 7,135 SF in Englewood East
 - 1,400 SF in Punta Gorda Non-Urban
 - Small pipe install:
 - 104 LF in Greater Port Charlotte
 - Menzie ditch cutting:
 - 80,940 SF in Road & Bridge South
 - 78,400 SF in South County Stormwater
 - 140,000 SF in West County Stormwater
 - 91,530 SF in Mid County Stormwater
 - Menzie ditch digging:
 - 10,875 SF in Mid County Stormwater
 - Boom Mower:
 - Cut 92,086 CY in Greater Port Charlotte
 - Cut 19,080 CY in Englewood East
 - Shoulder repair:
 - Maintained .7 miles on Golf Course Boulevard in Road & Bridge South
 - Culvert Cleaning:
 - Cleaned 27 culverts in Greater Port Charlotte
 - Cleaned 30 culverts in Englewood East
 - Cleaned 2 culverts in Northwest Port Charlotte
 - Cleaned 6 culverts in Road and Bridge North
 - Trash / Debris Removal:
 - Removed 4,080 lbs. from Englewood East
 - Major Outfall:
 - 13,000 SY in Northwest Port Charlotte
 - Right-of-way Clearing:
 - 1 load in Englewood East
 - Asphalt Repair:

- 4.02 tons of material used to repair various locations and potholes throughout the County
- March 11 - 18, 2015:
- A total of 23 new requests were received related to drainage, brush, and illegal dumping.
- Drainage line & grade:
 - 7,300 SF in Greater Port Charlotte
 - 15,700 SF in Northwest Port Charlotte
 - 10,800 SF in Punta Gorda Non-Urban
- Small pipe install:
 - 72 LF in Greater Port Charlotte
- Large pipe install:
 - 128 LF in Burnt Store Village
- Menzie ditch cutting:
 - 59,000 SF in South County Stormwater
 - 196,330 SF in Mid-County Stormwater
- Menzie ditch digging:
 - 10,875 SF in Mid County Stormwater
- Boom Mower:
 - Cut 72,587 CY in Greater Port Charlotte
- Shoulder repair:
 - Maintained 2.5 miles of shoulder on Cornelius in Road & Bridge South
- Culvert Cleaning:
 - Cleaned 37 culverts in Greater Port Charlotte
 - Cleaned 36 culverts in Englewood East
- Trash / Debris Removal:
 - Removed 5,280 lbs. from Englewood East
- Major Outfall:
 - 6,600 SY in Northwest Port Charlotte
- Asphalt Repair:
 - 12.02 tons of material used to repair locations in PG Non-Urban
- Contracted Services:
- Specialty mowing in South County has been completed for the month of March; specialty mowing continues in North and West County.
- ROW mulching in northwest Charlotte has been completed and the contractor is currently power shearing in South Gulf Cove.
- The pipe lining Contractor is currently working in Deep Creek in eight locations.
- March 25 - 31, 2015
- A total of 40 new requests were received related to drainage, brush, asphalt repair and illegal dumping.
- Drainage line & grade:
 - 9,100 SF in Greater Port Charlotte
 - 2,000 SF in Northwest Port Charlotte
 - 3,800 SF in Punta Gorda Non-Urban
 - 10,540 SF in Englewood East
- Small pipe install:
 - 24 LF in Punta Gorda Non-Urban
 - 84 LF in Greater Port Charlotte
- Menzie ditch cutting:
 - 61,000 SF in South Charlotte Stormwater
 - 41,000 SF in Mid Charlotte Stormwater
 - 160,000 SF in West Charlotte Stormwater
- Boom mower:
 - Cut 8,848CY in Road & Bridge South
 - Cut 24,650 CY in Rotonda Heights
 - Cut 33,527 CY in Punta Gorda Non-Urban
 - Cut 51,400 CY in Greater Port Charlotte

- Shoulder repair:
- Maintained 1.7 miles on Jones Loop Road in Road & Bridge South
- Culvert cleaning:
- Cleaned 38 culverts in Greater Port Charlotte
- Cleaned 25 culverts in Englewood East
- Cleaned 3 culverts in Northwest Port Charlotte
- Cleaned 1 culvert in Rotonda Lakes
- Cleaned 3 culverts in Gulf Cove
- Cleaned 7 culverts in Grove City
- Trash / debris removal:
- Removed 10,540 lbs. from Englewood East
- Asphalt Repair:
- 4 tons of material used to repair locations within Greater Port Charlotte
- 7.95 tons of material used to repair locations in Punta Gorda Non-Urban
- Outfall:
- 1,920 SF in Englewood East
- Major outfall:
- 677 SF in Northwest Port Charlotte
- Contracted Services:
- Vertical hedging (power shearing) in South Gulf Cove has been completed with 510,204 LF cut.
- The contractor moved to the Englewood East area to begin cutting; the estimated LF to be cut is 1,020,408 LF.
- Pipe lining continues in the Deep Creek subdivision with the largest pipe on Nadir Road being lined on March 31, 2015.
- Mosquito & Aquatic Vegetation Control:
 - Number of acres treated with Adulticide: 14,178
 - Number of acres treated with Larvicide: 8
 - Tire collection/source reduction: 3.1 tons
 - Number of sites inspected: 44
 - Number of sites treated: 45
 - Wetland mitigation sites maintained: 6
- 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 – Early 2015, Procurement: Spring 2015, Construction: TBD
 - The 100% design plans were received and reviewed by County staff and returned to the Design Engineer. Contract documents are 100% complete and have been sent to the Purchasing Department for review in preparation for bid solicitation.
 - 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
 - Weiler Engineering met with the MSBU Committee on Sept. 10, 2014 and reviewed the preliminary 30% design plans for the sidewalk along Gulf Blvd. The MSBU Committee agreed that five feet wide sidewalks were a better option with the limited right-of-way.
 - The 60% design plans for the Gulf Blvd. sidewalk were received on Dec. 31, 2014. A Community Meeting was held at the Tringali Community Center on Wed., Feb. 4, 2015 to present the 60% sidewalk plans. County Staff gathered input and will be presenting the plans to the Board of County Commissioners for direction.
 - Rotonda West Bridge Lighting – The Rotonda West Street and Drainage MSBU requested the installation of decorative lighting to the five bridges over the Rotonda River. Bridge Locations: Rotonda Boulevard East, Rotonda Boulevard West, Rotonda Boulevard North, Cape Haze Drive,

Rebel Court. Wright Construction completed the installation of an electric power system to feed the decorative lighting planned under the first phase of this project. Design Contract: Florida Transportation Engineering, Design/Permitting Schedule: through Spring 2015, Procurement Process: Summer 2015, Projected Start of Construction: Fall 2015

- Florida Transportation Engineering (FTE) submitted the 90% design plans for staff to review.
- 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: 01/30/2015, Projected Start of Construction: TBD
- The bid documents are complete and have been submitted to the Purchasing Department for procurement.
- 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: Early 2015, Projected Start of Construction: Spring 2015.
- 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 bid documents for construction have been submitted to the Purchasing Department in preparation for bid solicitation.
- Solid Waste:
 - The Solid Waste Division received the Remaining Airspace and Site Life Report for the Charlotte County Landfill. Based on the projected population of the County, the amount of waste disposed of, and the estimated in-place waste density, the landfill capacity is estimated to provide site life until 2040. The estimated life of the landfill will vary depending on factors such as population growth, the types of material disposed, amount of daily and intermediate cover materials used, the settlement and decomposition of in-place wastes, and the in-place density achieved over the operational life of the facility.
 - Members of the Leadership Charlotte class toured the Zemel Road Landfill on March 12, 2015. The tour covered a detailed history of the landfill and waste disposal in the County. Lorenzo Daetz, Solid Waste Supervisor, and Wallace Skiles, Solid Waste Equipment Operator III, started the tour at the Landfill’s Scale House where all vehicles are required to be weighed and the materials brought into the landfill are identified in order to assess the appropriate tipping fees. The class was then taken throughout the landfill to show them firsthand how and why different materials from household garbage, tires, construction materials, metals and yard waste are segregated. The tour also demonstrated how the County is taking advantage of every opportunity to be green and cost effective by collecting methane gas and converting it into enough electricity to power up to 3,500 homes. The class also learned about the new composting facility that is converting dewatered sludge and yard waste into Class AA compost that is sold to farmers, golf

courses, nurseries, etc. The tour ended with Kirk Kettler, Utilities Chief Operator, who walked the class through the leachate treatment facility and its process.

- The Solid Waste Division attended the annual Heritage Oaks Park's Homeowners Association Meeting and gave a presentation regarding curbside services offered in Charlotte County as well as an update on the significant improvements and participation rates since the implementation of Single Stream Recycling and the replacement of bins with carts. Over 300 residents attended the meeting and we received nothing but praise for the level of service as well as many compliments on the improved aesthetics and ease of recycling in the community since the carts were delivered. Additionally the residents were given brochures on available services and information regarding the many beautification and cleanup programs that Keep Charlotte Beautiful organizes.
- More than 600 volunteers have registered to clean up Charlotte County during the Great American Cleanup held in March and April sponsored by Keep Charlotte Beautiful. Volunteers have cleaned areas from Punta Gorda to Englewood including public areas, waterways, parks and school grounds. Volunteers collected approximately 14,440 pounds of trash and recycled 5,689 pounds of material and horticulture during March. More cleanups are scheduled for April.
- Traffic Signing & Marking:
 - Herbicide: 2,478 items sprayed
 - Marine Signs Replaced: 26
 - New Signs Installed: 14
 - Raised Pavement Markers Installed: 0
 - Road Legends Installed: 689
 - Road Scraping: 0 feet
 - Signs Inspected: 3,746
 - Signs Manufactured: 142
 - Sign Maintenance: 1,056
 - Speed Studies: 8
 - Striping: 363,506 feet (68.8 miles)
 - Traffic Counts: 43 stations
 - Trouble Calls (after hours): 10
 - Video Turn Movement Counts: 0

Tourism

- The Charlotte Harbor Visitor & Convention Bureau partnered with Visit Sarasota County to produce a free, hand-held guide highlighting fishing in Charlotte and Sarasota Counties. In Charlotte County, pick up a guide at the Charlotte Harbor Visitor & Convention Bureau office located at 18500 Murdock Circle, Suite B104, Port Charlotte, FL 33948 or download a copy from www.CharlotteHarborTravel.com/fishing. The guide provides information on salt and fresh water fishing, the types of fish that can be caught both inshore and offshore, popular tackle and bait for this region and information on booking a charter and fishing rules and regulations. In addition to colorful images, a map and detailed chart on boat and kayak launches, the top spots to fish in both areas are also included.
- In an effort to promote the new nonstop service on Allegiant Air into Florida, Charlotte Harbor Visitor & Convention staff attended a tradeshow in Pittsburgh to educate travel agents about Charlotte County. Allegiant currently offers nonstop service between Pittsburgh International Airport and Punta Gorda Airport four times a week. The event was organized by Pittsburgh International Airport and held at PNC Park, home of the Pittsburgh Pirates. Other exhibitors included Florida tourism offices and hotels that partner with Allegiant. About 100 travel agents attended and were anxious to learn more about the destination, especially it snowed that evening. During the trip, staff also met with two members of the Pittsburgh media to educate them about the area.
- Posted 1st Annual Punta Gorda Film Festival release to PressSuite.com <http://www2.cleanpix.com/cleanpix/PressBriefEmail/0pZA-pee-F2y>
- Provided images to Fort Wayne Magazine

- Provided information and extensive communication to Sunseeker magazine, the inflight publication of Allegiant Air, on beaches, waterfront dining, and calendar of events for May – July.
- Provided images and content to CheapFlights.com in regards to a piece on spring training.
- Conducted research and provided a quote to Yahoo! Travel which resulted in an article about The World's Best Hidden Beaches. Stump Pass Beach State Park was the only U.S. beach included in the article. <https://www.yahoo.com/travel/the-world-s-hottest-hidden-c1424372618738/photo-stump-pass-photo-1424370285817.html>
- Provided VISIT FLORIDA with what's new in 2015 in response to a request for editorial content fitting the family fun theme.
- Articles of note:
- "Punta Gorda, the different Florida" – Direct result of the December media trip.
- <http://www.examiner.com/article/punta-gorda-the-different-florida>
- The new Sarasota and Charlotte Counties fishing guide included in a roundup article in the Palm Beach Post
- <http://www.palmbeachpost.com/news/travel/key-west-tuning-up-for-annual-conk-honk/nj9QP/>
- "The World's Best Hidden Beaches," – includes Stump Pass Beach State Park
- <https://www.yahoo.com/travel/the-world-s-hottest-hidden-c1424372618738/photo-stump-pass-photo-1424370285817.html>
- Media Relations:
 - Pittsburgh Media, Feb. 12 & 13
 - Met with the assistant travel editor with the Pittsburgh Post-Gazette and editor of AAA Motorist during the trip to Pittsburgh to promote the new Allegiant Air service. Although they were both familiar with Sarasota and Lee Counties, they were not familiar with Charlotte County.
 - Tampa Bay Rays Press Conference Lunch, Feb. 20, 2015
 - For the fifth year, the Charlotte Harbor VCB hosted lunch for members of the media attending the Tampa Bay Rays spring training opening press conference. Including Rays staff, about 50 people attended the event. Rather than the typical media kit, the cardboard suitcases were filled with Bureau promotional items, sports-themed collateral, story ideas, visitor guide and baseball-themed munchies including bubble gum and peanuts. The packages were well-received by the media and Rays organization.



- Media Planning:
 - TENTATIVE –Tom Schlichter, March 25 – 31
 - Tom Schlichter is a freelance outdoor columnist with outlets such as Newsday and Coastal Angler. He's on assignment for MapTech Embassy Cruising Guide to update the West Coast of Florida edition. He is requesting complimentary accommodations for the duration of his Florida visit with the idea of hub and spoking out for research. He is aware the Bureau is not able to provide complimentary/hosted accommodations for the duration of his stay. This visit is pending a letter of assignment and clips from his visit to Lee County two years ago.
 - Travel Media Meet up, Charlotte, NC – April 1
 - Space has been secured to attend the Travel Media Meet up, a program coordinated by the Southeast Tourism Society. Twenty Charlotte-area journalists will attend a format which includes

a mini-trade show and progressive lunch. Many national and regional publications are located in Charlotte.

- TENTATIVE – Heidi Fuller-Love, April 18 – 22
- Ms. Fuller-Love is a UK-based freelance journalist who has contributed to more than 60 publications including Britain magazine, ABTA, LA Times, and High50. She also has a monthly radio show for British Airways reporting LIVE from the airline's destinations around the world and writes a regular hotel/restaurant/travel news review column for Good Things magazine in the UK. She will be in Jamaica in April and this visit will tie into that visit.
- Englewood-Cape Haze-specific Media FAM, May 14 – 17, 2015
- Currently working with the PR agency to plan an Englewood-Cape Haze specific media trip in May. Journalists from within Florida and Allegiant markets will be invited to attend as well as journalists from overseas who attended Florida Huddle.
- Global Angler, May 25 & 26
- Peter Wahl and Benjamin Harr, editors of the German-based Global Angler publication have requested to stay on Gasparilla Island for two nights. They have made their own fishing guide arrangements and are seeking accommodation support. The magazine targets anglers and fishing enthusiasts/ families with the intention to travel to foreign countries for fishing (20,000 copies twice a year in April and October).
- Social Media
 - Maintained Twitter account by sharing local events and articles about the destination in addition to engaging Twitter followers. Beginning of February had 3,990 followers and at the end of February have 4,010. Twitter is a way to share items in 140 characters or less and people who follow the account are specifically interested in what the Charlotte Harbor VCB account is posting (<http://twitter.com/chgiflorida>)
 - Two Tweetups during a Rays spring training baseball games for followers of the Bureau were held on Thursday, March 5 and Sunday, March 8.
- International Marketing
 - Florida Huddle, Jan. 14 - 16
 - Continuing to follow up to leads generated from Florida Huddle.
- Industry Relations
 - Mini-tradeshow in Pittsburgh:



- Travel Rally Day, May 6, 2015
- As the Charlotte Harbor VCB's designated representative for the regional Travel Rally Day planning committee, will begin participating in Travel Rally day planning. The actual date of the event is May 6 in Lee County. It's been determined the event will remain in Lee County beyond 2015.
- Travel Rally Day is a concerted effort to demonstrate travel's positive impact on local workers, businesses and economies and, on personal lives of travelers. Individual events are staged in cities nationwide during National Travel and Tourism Week. The goal of Rally Day is to unite the

local travel community with its supporters and publicly represent the importance of travel to media and elected officials. Ref: U.S. Travel Association.

- Focus: Come Meet Tourism
- Title: Southwest Florida Travel Rally in support of National Travel & Tourism Week
- Annual Theme: TBD
- Date: Wednesday, May 6, 2016
- Location: Lakes Regional Park
- Time: 4 – 7 p.m.
- Ongoing liaison with Brandy Yanchyk regarding possible BBC filming
- Ongoing liaison with Heidi Fuller-Love, British writer about IMV in April
- Provided Erica Lamberg, Tripology – a division of USA TODAY, family vacation information
- Supplied “What’s New” release info to Margie Goldsmith/SATW member, for input in story on “new adventures” in the USA for 2015
- Provided Lucille Spann, Visit Florida, with family fun ideas
- Liaison with Southern Boating to secure reprints of Christine Carpenter article in Jan. issue on Punta Gorda
- Liaison with Michael Stewart about possible spring (now autumn) visit for he and co-host of Where to Play Golf Radio, TV, Articles, Internet & Golf School
- Coordination of information with Vince Paventa of LandRushNow.com, for article on Best Florida Fishing Destinations. We are included as the lead destination.
- Provided copy and photography to Sara Lieberman for article on Secretive Beaches on Yahoo! Travel. (see attached clip)
- Provided information to anonymous writer at a national woman’s magazine for article on Unique Spring Break Trips for Growups
- Follow-up with U.K.-based writer Ruth Brindle seeking a post-IPW IMV – pending airfare
- Supplied Sara Webber with Agent@Home and Vacation Agent with latest releases for a current destination piece – met at FL Huddle
- Corresponded with Paloma Villaverde de Rico with Recommend about future FAM dates and their travel agent education program – met at FL Huddle
- Sent Robin Soslow with AAA releases on Quirky, Yellow Bike, and Tracks and Trails – met at FL Huddle. She does IMV’s only and will contact us when she is looking at this area.
- Sent photos of Tracks and Trails to Graham McKenzie of Travel Mole (U.K.)- met at FL Huddle
- Sent Tony DeFino with Travelweek (Canada) the link to images and copied editor Pat Dineen – met at FL Huddle

The World's Best Hidden Beaches



Jennifer Huber

Sara Lieberman
Feb 20, 2015

When Leonardo DiCaprio stood on “The Beach” he’d discovered in the film version of Alex Garland’s novel of the same name, his blue eyes glistened against the turquoise Thai sea. Travelers and beach bums alike were taken by Leo’s big baby blues, but also by the unspoiled piece of heaven he’d happened upon after following a hand-drawn map over a cliff and through some unmarked brush.

Now, 15 years after that film’s release, that beach — on Ko Phi Phi Island off Thailand’s west coast — is as big a tourist trap as any, leaving many who visit struggling to relax in peace without someone shoving a selfie stick in their sightline. Thankfully, there are plenty of other unspoiled sandy shores ripe for toe-tingling. Here are 10 worth the trek:

10 / 10

Stump Pass

The jumping-off point: Englewood, Florida

How to get there: This being Florida, you’ll need a car to get to this unspoiled spot, which is a shell collector’s paradise. “I was amazed at the solitude I felt so relatively close to civilization,” says Floridian Mary Jane Kolassa, who found the beach just by “seeing where the road would lead.” That road, Beach Road, is found via Route 776 west from Englewood, which is located halfway between Tampa and Naples. From there you’ll proceed onto Manasota Key and take the second exit off the roundabout to go south on Gulf Boulevard. After driving through a residential area and past the Weston’s WannaB Inn Resort, you’ll reach the state park. From there you’ll choose one of two routes — the Gulf of Mexico side, along the beach; or the Lemon Bay side, 1.3 miles along a nature trail — “to view the mysterious white, skeletonlike tree stumps” that give the beach its name, says Kolassa.

Tip: If you go the beach route, you’ll “spot and scoop up fossilized shark’s teeth from prehistoric sharks and beaucoup seashells. Many people then adorn the trees with them, making wishes and hoping they’ll come true.”

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- Inquiries:
 - Zoo studios were trying to find the largest satellite dish in Florida. Sent pix of CTN but apparently not big enough.
 - Wendy Elizardo, with Dallas-based creative agency Harper House, was looking for beachfront homes with patio and pool areas for a catalog shoot. She followed up saying because of short prep time, they would do the shoot in Dallas, but the client wants to come to Florida in the future, and she appreciated our response and will be back in touch at the next opportunity.
 - Motion Art needed a winding road with minimal to no roadside vegetation. Looked in south part of county but found either too many buildings or trees.
 - Popkorn TV, a UK production company, was seeking locations for a TV series, Geek Vs. Wild. They wanted a beautiful beach where they could build a fire, with fish in the water they could spear, adjacent to a forest. Could not find all those elements in proximity to each other.
 - Brand USA
 - Working with Chip Futch and Candyce Beatty from Miles Partnership to create and execute an itinerary in April for promo videos to be shot in Spanish, German and Portuguese in Punta Gorda and Englewood. Trying to make schedule as efficient and cost-effective as possible.
- Production:
 - The feature film *Asarum* shot for two days in February on Manasota Key. Cast reportedly included Eric Roberts and a finalist from the TV series *The Voice*. Scenes were primarily shot for

a trailer to promote the film; the film itself will be shot at a later date. A principal location was the Lock N' Key restaurant on the island. Originally, the filmmakers planned to shoot on Englewood Beach, but their shoot coincided with coldest day of winter this year. As a result, they moved everything into the restaurant. The shot at right is Englewood Beach that Thursday afternoon, normally packed in the late afternoon in February. Cool temps and a strong north wind made it easy to find a spot on the beach.

- Sports:

- Coordinated photo shoot at North Charlotte Regional Park during the Snowbird Baseball Classic to get aerial shots of the event in progress for future marketing purposes.
- Solicited hotel rates, comp ratios, etc. for the Florida Half Century Softball Tournament which will be held at Carmalita Park on April 18-19, 2015.
- Participated in several training sessions with Simpleview to learn how to navigate both the CMS and CRM relating to our new website and database.
- Met with the organizers of the Action Craft Owner's Fishing Tournament and the Four Points by Sheraton to finalize several details for the May 16, 2015 event.
- Finalized an agreement with TJC Event Solutions to provide software solutions relating to volunteer recruitment, event registrations, and event housing services.
- Attended the FSAE Power Luncheon in Tallahassee which provided the opportunity to network with nearly 100 Tallahassee-based association market meeting planners.
- Met with Charlotte BMX to review and edit our bid proposal for a 2016 USA BMX National event.
- Conducted a site visit of the Charlotte Harbor Event & Conference Center for representatives of the World Series of Boxing.
- Partnered with Fishermen's Village and the wannaB inn as an exhibitor at the Travel Expo at The Villages in which over 400 Charlotte Harbor & the Gulf Islands Visitor Guides were distributed along with the new regional fishing guides and Charlotte County golf guides.

Utilities

- Engineering Services:

- 1,590 Locates Processed from Sunshine State One Call; 3 Developer Agreements Prepared; 52 Residential Service Availability Letters Prepared; 1 Commercial Service Availability Letters Prepared; 51 Residential Service Applications Processed; 425 CIP inspections; 162 Developer Inspections.

- Business Services:

- Web Services – VueBill (hosted by BillTrust). Currently 13,141 (32%) of our customers now receive their bill electronically. 57% of our customers pay electronically.
- Fixed Base meter installation - Installation of Phase IV meters began the middle of February. By the end of March, the entire infrastructure was installed and 280 (6%) of the phase IV meters have been installed
- Customer Service: total number of customers to the lobby was 2,321.
- Banner Upgrade Negotiations for additional costs associated with the upgrade to 4.4 have taken place and we are awaiting Hansen's response. Release of 4.4 expected the end of April with further migration efforts to begin after that date. Cost of migration to 4.4 is in dispute
- Delinquencies: total delinquency revenue for the month was \$35,572.14. FY 15 total: \$263,825.
- Accounts Receivable: the 90 day March accounts receivable days was 33.38% compared to the same time period last year of 43.89%. The 30 day March accounts receivable was 61.65% compared to the same period last year of 51.23%
- Telephone Activity: There were 9,100 calls presented in March vs 8,521 calls presented in February. The average handle time was 3.48 minutes which reflects a normal talk time. The grade of service was 90.8%. The average speed of answer is still improving from 6:08 minutes in February to 4.26 minutes in March.
- Customer Satisfaction: Over the last several months, we have had a third party contact (telephone calls) customers that we serviced in the previous month to obtain feedback on our performance. The key areas that we survey include: LPS installation, new meter installation, and move in customer. The results of February's Survey were: 21% of all customers were

extremely satisfied with service; 95.6% were either extremely satisfied or satisfied. Specifically, 96.3% of customers that had a move in were satisfied with services; 94.3% of Meter Installation customers were satisfied, and 92.9% of LPS installation customers were satisfied.

- Operations Division:

- Treatment Facilities:

- 221 preventative maintenance, 34 corrective, and 5 emergency work orders were completed.
- East Port WRF: Staff removed and stored all reusable electrical components from equipment that was replaced in the Phase I Expansion Project. Staff also removed 57 stone from parking areas near the old Operations building and reused it at the storage sheds and south belt press. Soil filled into the old parking areas to allow grass to grow.
- Pre-Treatment: 67 monthly inspections, 30 re-inspections. 7 groundwater wells sampled, 3 miscellaneous samplings and 1 new installation inspection for the new Five Guys was completed.
- Reclaimed/Backflow: 316 residential cross-connection inspections, 3 annual backflow tests on lift stations, and 5 reclaim site maintenance/repairs and 1 hydrant meter repairs were completed.
- Treatment Facilities is pleased to welcome Thomas Mauger to our staff. Thomas is our new Instrument and Control Technician.
- Please join us in congratulating Frank Muscato as Charlotte County's Employee of the Month. He is truly deserving of this recognition.
- Staff attending classes this month include; two to OSHA 10 Hour Safety Training Course, one to Defensive Driving and one to Public Speaking.
- Public tours were conducted at Rotonda and West Port and an outside engineering firm (CH2MHill) toured the Leachate plant.

- Water Distribution:

- We completed 36 new service line installations this month.
- 68 man hours expended in support of engineering projects.
- We had to shut down the Rotonda Booster for 8 hours to allow the contractor time to replace 2 16" valves and tie in the new water main on Parade Circle.
- We had a shutdown on Caring way to complete a diversion of the water main for a Public Works storm water pipe due to a road collapse.
- Met with the residents of Village of Holiday Lakes park to inform them of the overnight shutdown of the water system in their area scheduled for the 8th of April.
- Two new Service Techs started this month.
- One Instrumentation and Controls Tech started this month.
- Two employees attended short school for the level 3 Distribution Operator course.
- One employee received his level 2 Distribution Operator license.
- One employee is out due to a pending DUI and loss of license.
- One employee resigned and took another job for higher pay.
- Replaced faulty chemical feed line for Golf Course Booster station.
- Installed rebuilt rotating unit on #5 pump at Walenda Booster.
- Installed rebuilt motor for #4 pump at Walenda Booster.
- PLC failure at Walenda Booster. Replaced faulty card, power supply and fuses. Probable power surge damaged system.
- The chemical feed system at the Golf Course Booster has been placed back in service. The chemical tubing has been expanding within the containment piping. The system is functional until the new tubing arrives.
- The Walenda generator exhaust has a leak. The generator contractor and Facilities will be working on the issue once it is determined if the exterior wrapping on the exhaust system is asbestos or not. Risk has been advised.
- Completed the annual Consumer Confidence Reports for both systems. FDEP has approved the information and the documents have been forwarded to Utility Administration for completion.
- On Feb 14th we had to activate the Little Gasparilla Island connection to our system. Partial clearance from FDEP had been received. Their system had a catastrophic failure at the plant and they estimated only 24 hours of water were in reserve. The proper authorities were notified and approval was given to activate the system early to keep their customers supplied. They are now a consecutive system to CCU.

- We had a demonstration from Alpha Restraint on some new products that we have been testing. They installed a restrain cap on the ends of a PVC pipe and pressurized it until the pipe burst showing the restraint system will hold far past the expected pressure ranges. We have approved the units for use in the CCU system.
- All departmental employee operator licenses have been renewed through FDEP.
- Wastewater Collection:
 - Gravity/Force Mains: Repaired 2 manholes by raising or replacing the rings & covers; 8 customer called in backups were investigated and found to be on the customer's side of the service; 3 gravity service laterals were excavated and repaired; 1 leaking LPS service was excavated and repaired; televised 3 separate gravity mains to locate services for Engineering; Sources of 3 odor complaints were investigated; 3 force main breaks caused by contractors were repaired; an overnight tie in was completed for the new 20"FM as part of the Burnt Store Rd widening project; in cooperation with the Engineering Dept., 297 Feet LPS line extension was installed on Salyers Ave.; completed 28 new construction LPS taps; 6,740 feet of gravity main was cleaned and televised with 34 manholes being inspected in the process.
 - Lift Stations: completed 34 PM work orders; completed 114 CM work orders; Rehab crew completed repairs to Lift Station 815; began working on the valve assembly at master Lift Station #37 Quesada; gathered parts lists for five stations needing discharge line replacements; I & C Techs. began building new MCC for Lift Station #24; finished installation of power supplies for fixed meter project.
 - Low Pressure Sewer: 2 MNTK installs completed for the North Shore project; 4 MNTK installs completed; 12 standard upgrades completed; 4 check valves replaced at the street complete; responded to 260 LPS service calls; completed 28 LPS PMs; 3 LPS discharge line leaks repaired.
 - Two employees started their Sacramento correspondence courses; one Employee attended FW&PCOA Short School in Fort Pierce to obtain WWC "C" Certification; three Employees recertified their confined space requirements along with fit testing for respirators.
- Public Outreach:
 - Staffed booth at Heritage Oak Park: Topic - Safety and Emergency Planning - approximately 150 people in attendance.
 - Attended & Represented CCU: Charlotte County Spring Training Ambassador.
 - Organized Rotonda Wastewater Treatment Facility Tour - total of 5 attendees.
 - Organized West Port Wastewater Treatment Facility Tour - total of 11 attendees.
 - Three Press Releases distributed: Topics: Spring Facility Tours; CCU Meeting Notice; and Rotonda Water Pressure Notification.
 - Issued one "Service Alert" notification for water shut-off on Caring Way - total of 9 customers impacted by PW project.
 - CCU Facebook Page has 141 likers to date.
 - Attended & Presented to Government Academy Day.
 - Scheduled & Organized Presentation to Village of Holiday Lakes: Topic - Project 771.
 - Wellness Committee participation.
 - Chaired Hydration Committee Meeting.
 - Accepted Proclamation for April: Water Conservation Month.
 - Created two new displays for Water Conservation Month: County Administration Lobby & CCU Lobby
 - Drafted/created two letters to the public: Letter to Contractors for new SOP installing LPS systems; and Letter & Survey to community members along El Jobean.
- Human Resources:
 - Total positions: 200. Vacant positions: 6
 - Recruiting 6 positions: (1) Instrumentation & Control Tech – Treatment Facilities; and (2) Utilities Service Techs – WW Collections.
 - Interviewing for: (2) Meter Service Specialists; (1) Engineering Inspector
- PR/MRWSA Water Resources:
 - Water Demand in February averaged 26.66MGD and water quality was good. Seasonal water delivery from the regional system to the City of Punta Gorda through the Phase 1 pipeline was

ongoing. There was 11.10 BG of water in storage at the end of March, representing 436 days of demands.

- The Authority Board met on April 8 and approved the 2014 Financial Statements and Independent Audit Report, Classification and Pay Plan Amendment, the Piggy Back Contract for Water quality analysis, the Disbursements of funds to Authority Customers for FY 2014 debt service coverage payments, the renewal of property Insurance for authority facilities. They also adopted the Integrated Regional Water Supply Master Contract.
- East Port WRF Expansion:
 - Phase I construction nearing completion; anticipated mid-2015.
- North Shore & Harper WW MSBU:
 - Electrical contractor will continue to complete installation of panels as more property owners respond to questionnaire for siting systems.
 - LPS tanks are almost completed by in-house staff.
- East & West Spring Lake Wastewater MSBU:
 - Contract A, the Master Vacuum Station has been awarded with a notice to proceed date of 4/2/15; Contract C, which includes the western portions of the vacuum collection system, is currently advertised for bids. The bid opening is scheduled for April 8, 2015. The remaining portions will be re-bid within the coming months.
 - Draft Scope of Work for second TMDL grant agreement was sent to FDEP in January and is under review. Final agreement expected in April which will require BCC approval.
 - Bi-monthly sampling continues.
 - Scope of Work for Quality Assurance Project Plan (as required by the TMDL grant) and water quality report update with TetraTech was approved by the BCC in March.