

Charlotte County
Board of County Commissioners
Staff Report
April 2015

Budget & Administrative Services
Budget Department/Fiscal Services Division

- Grants Support:
- Human Services Grants:
 - Staff attended webinars on working with two online programs for RESTORE funding; Automated Standard Applications for Payments (ASAP) and Grant Solutions.
 - Staff distributed the seven (7) project applications received for RESTORE funding to the Advisory Board for their review and ranking.
 - Staff developed scoring matrix to register project rankings from the RESTORE Act Advisory Board.
 - Staff developed tentative timeline for drawdown of RESTORE Act funds to Charlotte County.
 - An amendment was adopted into the Unified Work Plan which included \$147,157 in additional Federal Highway Administration Planning Funds to offset the shortfall of funds needed to complete the Long Range Transportation Planning document.
 - Approved Arthropod Control Budget Amendment for FY14/15 in the amount of \$257,304.
 - Low Income Home Energy Assistance and Community Services Block Grant funds were received in the amounts of \$33,760.31 and \$6,824.96 respectively from the February 2015 reports submitted.
 - Staff participated in a webinar sponsored by the Florida Housing Finance Corporation entitled SHIP Tracking & Reporting. The webinar focused on the 13/14 SHIP funding year deadlines along with a refresher on SHIP tracking and reporting.
 - Staff attended the quarterly Affordable Housing Advisory Committee (AHAC) meeting held on 4/23/2015. The status of Charlotte County's SHIP funding along with a brief video on Government in the Sunshine was on the Agenda this month. Charlotte County Habitat for Humanity presented their monthly report.
 - Staff attended the exit interview for the Neighborhood Stabilization Program 3 (NSP3) monitoring visit by the U.S. Department of Housing and Urban Development (HUD) on 4/10/2015. The final written report will be forthcoming.
 - A Housing Assistance Audit is ongoing by the Clerk of the Court's Audit Department. This audit encompasses all Housing funding and activities. A final written report will be forthcoming once the audit is complete.
 - FL Dept. of Law Enforcement (FDLE) performed an annual on-site monitoring of the Byrne Grants. This involved a four entity monitoring including Human Services, Court Administration, The Sheriff's Office and the Punta Gorda Police Department. Documentation from each department was gathered beforehand by Fiscal Services to give to the FDLE and then the monitor made a site visit to the departments.
 - Managers have been interviewing for a Sr. Financial Manager for the Grants Section to replace an employee that was recently promoted
- Transit Grants:
 - Transit completed an upgrade of the RouteMatch system. Training to increase efficiency is planned for May 2015.
 - Staff attended the Transportation Disadvantaged (TD) Regional Training in West Palm Beach, FL. Updates regarding grant submissions and future audits were the topics discussed.
 - The Rate Model Calculation Model that determines the Transportation Disadvantaged Rates was approved by the Transportation Disadvantaged Commission.

- Public Safety Grants:
 - Prepared and submitted Quarterly Financial/Status Report and Detail of Claims Form to DEM for the EMPG (operating) grant agreement 15-FG-4D-09-18-01-075 for the period of January 1, 2015 through March 31, 2015. The reimbursement request for the quarter totaled \$5,301.49.
 - Prepared and submitted Quarterly Financial/Status Report and Detail of Claims Form to DEM for the EMPA (labor) grant agreement 15-BG-83-09-18-01-008 for the period of January 1, 2015 through March 31, 2015. The reimbursement request for the quarter totaled \$26,113.33.
 - Prepared and submitted Detail of Claims Form and Reimbursement Request Form to DEM for the HSGP HazMat grant agreement 14DS-L5-09-18-01-466 for the period of January 1, 2015 through March 31, 2015. The reimbursement request for the quarter totaled \$3,734.41.
 - Prepared and submitted Financial History and Quarterly Status Report Forms to DEM for the HSGP Emergency Management Training grant agreement 14DS-L5-09-18-01-324 for the period of January 1, 2015 through March 31, 2015. There were no funds expended during the quarter for this grant.
 - Prepared and submitted Financial History and Quarterly Status Report Forms to DEM for the HSGP Emergency Management Local Planning grant agreement 15DS-P4-09-18-01-329 for the period of January 1, 2015 through March 31, 2015. There were no funds expended during the quarter for this grant.
 - Prepared and submitted Financial Invoice Form to DEM for the Hazardous Materials Hazards Analysis Update Grant agreement 15-CP-11-09-18-01-180 for deliverables 1,2,3,and 4. The reimbursement request totaled \$3,712.00.
- Road Grants:
 - Invoiced a total of \$956,015.97 as follows:
 - \$ 263,849.67 to FDOT for Burnt Store PH3 road construction
 - \$ 84,162.50 to FDOT for signal timing analysis
 - \$ 361,629.18 to FDOT for Winchester South construction
 - \$ 34,555.49 to WCIND for marine marker maintenance
 - \$ 200,000.00 to WCIND for Stump Pass management
 - \$ 11,819.13 to the City of Punta Gorda for traffic signal maintenance
 - Received a total of \$ 1,047,217.72 as follows:
 - \$ 337,811.53 from FDOT for Winchester South construction
 - \$ 217,350.26 from FDOT for Burnt Store PH3 road construction
 - \$ 250,000.00 from SWFWMD for Mid Charlotte storm water structure replacement SUN3.65.
 - \$ 34,555.49 from WCIND for marine marker maintenance
 - \$ 200,000.00 from WCIND for Stump Pass maintenance
 - \$ 7,500.44 from FDOY for US 41 median maintenance
- WCIND Grants:
 - The Marine Advisory Committee met this month and recommended 24 applications for a total of \$1,155,307 in new WCIND and Boaters' Fund grants for FY2016. The projects will improve the County's harbor, waterways, Gateway CRA and provide environmental and educational opportunities for the County's citizens.
 - The County has requested \$200,000 in WCIND reimbursements for money spent on projects over the past quarter.
- Library Grants:
 - Received \$100,752 FY15 State Aid to Libraries grant payment from Division of Library Services
- Historical Center Grants:
 - None
- Justice and Mental Health Collaboration Grant:
 - Completed the financial and the performance measure reports due for quarter 2 for this grant and processed the April drawdown for \$7,750.
 - Attended the Public Safety Council Meeting and the Criminal Justice Behavioral Health Advisory Committee (CJBHAC) to discuss the progress of this grant and the possibility of a veteran's court.

Court Administration has begun the process of diverting veterans from the criminal justice system into a separate track within the mental health court.

- MISC Grants:
 - Processed 6 nonprofit/non-human service grant requests and contracts for FY2016 totaling \$2,882,547.
 - Charlotte Behavioral
 - United Way
 - Charlotte Harbor Environmental Center
 - Arts and Humanities
 - Military Heritage Museum
 - Charlotte County Health Department
 - Received \$50,000 contribution from the Tampa Bay Rays towards Stadium Improvement Fund
- Operating, Capital and Accounting Support:
- Accounting/Billing:
 - Received \$50,000 contribution from the Tampa Bay Rays towards Stadium Improvement Fund
 - Continued planning the transition in the Realignment of the Fiscal Services Division for operations and CIP.
 - Met with KPMG on operational audit and new employee requests.
 - Provided Rate Consultant information with documentation in support of the 20 year long range capital plan.
 - Completed public records requests for MSBUs.
 - Completed and posted the Utilities Annual report on EMMA for bond disclosure purposes.
 - Attended incident command kick off for the upcoming hurricane season.
- Budget Support:
 - Proposed Performance Based Budget Summaries were completed. These summaries were passed out to the Commissioners for the Focus Area Workshops and posted on the Budget Transparency page.
 - 16 new full time positions were approved on April 14, 2015. These positions have been entered into EDEN. This brings the Full-time position count to 1,068.
 - Second Quarterly Budget Adjustments were approved at the April 14th BCC meeting. These have been entered into EDEN.
 - All line item reports were updated and uploaded to the Performance Based Budget packages on SharePoint.
 - A 5% Health Insurance increase has been entered into the budget for FY16 for all departments.
- Department Specific Support:
 - Participated in conference call with EMS billing vendor to discuss update on Senate Bill 516 and status of permanent Medicare Ambulance Relief, customer service call center, and Medicaid accounts coded to basic life support level of service instead of advanced life support.
 - Reviewed and validated unscheduled overtime salary and benefit rates, billable event detail hours and off duty staff hours for calculation of EMS standby charges for Charlotte Sports Park/Tampa Bay Rays home games.
 - Prepared 5 year Sports Park M&O funding source summary graph for Admin meeting.
 - Prepared Community Services variance explanations for 2nd Quarter Projections Meeting.
 - Prepared financial information for 6 Administrative Approvals and 3 Novus items for Public Works, including a budget adjustment needed to award the utility element for the Midway Widening project.
 - Created new Capital Improvements project files in the consistent format for Utilities, Facilities, Parks & Libraries in an effort to bring CIP format consistency to all departments per the goal of the CIP/MSBU Core Services Section. Public Safety, Public Works Roads & MSBU's and some General Government projects were already using the format
 - Finalized review of MSBU budgets for correctness and balancing in Eden
 - Analyzed Public Works Roads and MSBU CIP to provide for FY17 estimated carryover
 - Participated in a Public Works MSBU meeting with property owners of Neal Road impacted by a FY16 proposed rate increase for maintenance and paving. The rate increase recommendation has been withdrawn.

- Reviewed applications, participated in selection of candidates for interview, and participated in first and second interviews to fill two Financial Specialist positions.
- Finalized the labor distribution journal entries for Real Estate Services for PPs 13-14.
- Prepared grant information forms for identification of grants to transition to the Grants Section core service group.
- Financial Reporting:
 - Analyzed and prepared adjustments to the monthly projections report for Public Works.
- Analytical Support:
 - Division of Juvenile Justice – Presented summary information to management of county's obligation for the Board's Joint workshop with Sarasota. Last week the DOAH Judge ruled in favor of the counties on two of the three items. It is too early to learn how this will affect the county's overall costs.
 - Impact Fee – Met with Consultant and pulled data from neighboring counties to address Commissioner's questions from the prior board workshop. Attended the public hearing and updated the consultant's impact fee schedule to reflect the changes requested by the Commissioners for their approval. The Board voted to reduce all impact fee categories to 40% and left all land use codes in place. The new fees will go into effect on July 15, 2015.
 - Workers Compensation - working with IT staff on creating additional data mining tables for Workers Compensation Reporting.
 - Began evaluation of indirect costing pool for Engineering and Operations division in support of the Utilities Operational Audit.
 - Completed revenue evaluations on the Fixed Base Meters CIP project.
 - Updated SharePoint reports with March financial information (Projected Revenue & Expense, Fund Rollup, Department Rollup)
 - Prepared analysis of Public Works Admin costs for allocation to non-transportation trust divisions of Public Works, and prepared the FY15 allocation.

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- Office 365 – After vendor related technical difficulties, we resumed the migration to Office 365. The migration will be accelerating during the month of May, beginning with Human Services, then Directors/Administration, Community Development, Budget & Administrative Services and Community Services towards the end of the month.
- SharePoint Update – After some delays in April around our Microsoft "Cloud" tenant, which caused us to hold on our SharePoint 2013 upgrade, which in turn held up the work on our public web site migration, we are moving forward on the upgrade and completion of the Community Services web site and will be starting Public Safety in May. We expect our SharePoint public web sites to be published and hosted in the Microsoft SharePoint online "cloud" in May.
- GIS Web Site – The deployment of the new GIS web site is in beta and available to the general public through the county GIS web pages. There are still a few bugs to be worked out before an official release later in May.
- New Service Management Tools – Client Services spent 2 weeks with a BMC consultant to install and configure a new module for the Footprints system which will add significant functionality to the existing service management suite. In addition to logging and tracking incoming incidents, service requests and change controls, the new module - Asset Core - will provide enhanced asset tracking functions, a "My Apps" portal to allow for staff to receive content and software, tools to streamline troubleshooting and resolution of problems, as well as other features which will greatly change the way we provide support and services to county staff. More information will follow as we continue to implement these features in the coming months. We are very excited about the possibilities with this new tool set.
- Security related training in April – IT staff attended 2 separate cyber security related training events in April. Our IT Security Administrator, Kevin Mangels, received extensive and highly technical training for a week from the SANS institute, the internationally recognized leader in cyber security research and training. Also, Ray Desjardins and Kevin attended 4 days of cyber

security exercise planning sponsored by DHS/FEMA and hosted by Collier County Emergency Management.

- PublicStuff – We are completing the compilation of issues and contacts in PublicStuff in order to cutover the CallTracker replacement in May. After such time, we will publish the mobile app to the public as a means of citizens to be able to contact the county.
- April Outage Statistics:
 - 13 Incidents
 - Total Down Time – 2 days 21 hrs. 53 mins.
 - Average time per Incident – 5 hrs. 22 mins.
 - System availability was 90.294%
- April Call Statistics:
 - Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) = 246
 - Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 230
 - Incidents Opened Last Month – (hardware or software that is not functioning properly) = 464
 - Incidents Closed Last Month – (hardware or software that is not functioning properly) = 436
 - Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 487

Purchasing

- Pre-bid meetings held:
 - 15-203 Franz Ross Park Site Drainage Improvements and Parking Pods
 - 15-242 Bunker Gear and Accessories – Annual
 - 15-246 Sale of County Owned Properties
 - 15-264 Replacement Scale – County Landfill
 - 15-218 South Gulf Cove Pile Jacket Repairs
- Bid openings held:
 - 15-220 East/West Springlake Wastewater Expansion – Area C
 - 15-203 Franz Ross Park Site Drainage Improvements and Parking Pods
 - 15-242 Bunker Gear and Accessories – Annual
 - 15-246 Sale of County Owned Properties
 - 15-205 Midway Boulevard Widening – Phase II
 - 15-193 Stormwater Control Structures
- Work orders due and received:
 - 15-253 Work Order #125 Multi-Use Path Design Parkside
 - 15-263 Work Order #126 Beach Erosion Study – North End of Manasota Key
- Negotiation meetings held:
 - 15-173 Burnt Store Road Phase II Widening
 - 15-118 Burnt Store Brackish Groundwater Well Field Study
- Pre-submittal meetings held:
 - 15-202 Don Pedro / Knights Island Construction Manager at Risk
 - 15-236 Consultant for CMMS – Procurement & Implementation
 - 15-239 Charlotte County Sheriff's Office – District 1 Headquarters Design
 - 15-251 Olean Boulevard Widening Project
 - 15-256 Parallel Boat Lock
- Proposals due and received:
 - 15-234 McGuire Park Renovations
 - 15-202 Don Pedro Knight Island Construction Manager at Risk
 - 15-236 Consultant for CMMS – Procurement & Implementation
- Quotes due and received:
 - 15-265 Vehicle Wraps – Transit Buses
 - 15-267 Recycling Trash Cans – Parks

- 15-255 Pre-Employment Background Checks
- Shortlist meetings held:
 - 15-234 McGuire Park Renovations

Real Estate Services

- Purchase Contract for Bayshore Park – We have secured a contract for the available parcels adjacent to Bayshore Live Oaks Park currently listed for sale. This contract will be brought to the BCC at their May 12th regular meeting for approval.
- Piper Road North – Public Works is seeking approval to have the plans for Piper Road North reviewed and updated as needed. We are awaiting the results of this review before finalizing the drawings and sketches. We will be bringing several resolutions of necessity to the BCC in the coming weeks.
- 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 days. Purchasing has the package and will be obtaining bids on April 22nd. All recommended bids will be brought to the BCC for approval.
- 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 115 applications received to date this fiscal year.
- 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 – As directed by the BCC, we will be bringing a resolution the April 28th meeting to seek authority to acquire habitat on the County's behalf. We have met with the Prairie Creek Acres HOA to discuss ways of addressing HOA fees.
- 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 shortly.
- 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 three favorable responses to date (3 out of 14) and continue to 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 reviewing 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 have sent out several easement documents to the affected land owners seeking permission to allow for the placement of sand on beaches near private property. The returned executed easements are being recorded in the County's public records.
- 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. Public Works is moving ahead with roadway redesign plans.
- 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 vicinity of the Parkside CRA.

Community Development

- The Building Division:
 - Code Enforcement Officer, Rhonda Leonard, was a recipient of the CCSO's Community Service Award for her work with the Parkside Neighborhood Watch Zone 4 and her dedication in keeping watch over the 616 homes in the Parkside area. The event was well attended by many residents of the Parkside community who came out to honor Rhonda.
 - The number of Single Family home permits issued in April was down slightly from last month with 53 compared to 67 in March and equal to the number in April of 2014. Permitting revenue continued to be higher than both last month and the same period last year.

Item	Total FY2014	Apr-14	Apr-15	FY14YTD	FY15 YTD
Single Family Permits Issued	551	53	53	266	421
Multi Family Permits Issued	0	0	0	0	2
Commercial Permits Issued	40	0	25	27	71
All Other Permits Issued	17181	1585	1798	9454	10993
Customers Served	24045	2013	2121	13646	14067
Inspections	55832	4910	5532	31788	35241
Permitting Revenue	\$2,814,423.00	\$244,197.00	\$344,665.00	\$1,530,939.00	\$2,077,440.00
Permitting Expenditure	\$2,236,389.00	\$77,571.00	\$209,818.00	\$1,335,022.00	\$1,329,225.00
Code Enforcement Revenue	\$1,018,597.00	\$69,065.00	\$79,018.00	\$571,530.00	\$579,923.00
Code Enforcement Expenditure	\$1,652,671.00	\$89,455.00	\$126,608.00	\$968,379.00	\$821,254.00
New Complaints Received	1235	119	79	477	384
Code Cases Initiated	3079	254	365	1710	2013
CEB Cases Heard	574	49	30	324	199
Citations Issued \$ Amount	\$151,000.00	\$7,000.00	\$9,000.00	\$89,000.00	\$46,000.00
New Contractor Licenses Issued	16	2	2	9	11
Contractor Licenses Revoked	7	0	0	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 has been prepared for further comment by the public on development styles, and will be presented in May/June and be available for comment at least

through the end of July. 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.

- 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. They were returned in early April with only one comment from FDOT. After revisions to address the DOT comment, the plan amendments will be taken for final adoption at the June 23, 2015 BCC land use meeting. A first draft of the LDRs has been prepared and was presented to the CRA Advisory Committee. Discussions on the LDRs have begun, and are expected to continue through the summer. Adoption of the LDRs will likely begin in the fall of 2015.
- Manasota Sandpiper Key Architectural Review Committee:
- The Committee met on April 1st and April 15th. The following projects were presented to the ARC:
- 2585 North Beach Road – dock & lifts
 - Comments: Recommended approval
- 1760 Gulf Boulevard – paving
 - Comments: Recommended approval
- 3052 North Beach Road – fence
 - Comments: Recommended approval
- 1685 Gulf Boulevard – fence
 - Comments: Request for more information
- 1855 Gulf Boulevard – White Elephant – concrete pad
 - Comments: Request for more information
- 5151 The Pointe Drive – boat lift
 - Comments: Recommended approval
- 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 of the revisions was adopted by the Board of County Commissioners (BCC) on November 25, 2014. Phase II.1 of the revisions was adopted by the BCC on February 24, 2015. Phase II.2 of the revisions was adopted by the BCC of April 28, 2015. Revisions to the Manasota and Sandpiper Key Zoning District Overlay were also adopted by the BCC on April 28, 2015.

- Phase II.3 of the revisions focus on revisions to the boating structures, houseboats, off-street parking and parking and loading facilities as well as Parking of boats, RVs, trucks and trailers, which are all located in Article III, Special Regulations of Chapter 3-9, Zoning. These revisions will be presented to the BCC for adoption on May 26th.
- Site Plan Approval:
- The County received 9 sufficient petitions in April:
 - 1 Project Conference
 - 1 Preliminary and Final
 - 2 Final
 - 5 Preliminary
- Board of Zoning Appeals:
- The Board of Zoning Appeals heard the following petition on April 8, 2015:
- SE-15-002
 - Lynn Brewer, agent for Exotica Compound, Inc., is requesting a Special Exception to allow exotic animal boarding for Class I and Class II animals, consisting of Tigers, Panthers, and Wolves, in the Agriculture (AG) zoning district. The property address is 41420 Horseshoe Road, Punta Gorda, and is described as Lots 17 and 19 of Horseshoe Acres Subdivision, located in Section 25, Township 42 South, Range 25 East, was approved with conditions with a 5-0 vote.
- Planning and Zoning Board:
- The Planning and Zoning Board heard the following petitions during the April 13 meeting:
- PA-15-02-01-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) (357.7± acres), Preservation (PR) (12.87± acres), and Commercial (COM) (45.36± 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 999 units; for property located at the northwest portion of the interchange of I-75 and Tuckers Grade, in the Punta Gorda area, containing 415.93± acres; Commission District II; Petition No. PA-15- 02-01-LS; Applicant: Crimson Tamiami Trail Holdings LLC; providing an effective date.
 - Board Recommendation: Approval
- SV-15-01-01
 - Gregory and Linda Nelson are requesting to vacate a portion of E. 8th Street lying between Pine Street and Manor Road, a total of 0.13 acres, more or less, as recorded in Plat Book 6, Page 1, of the Public Records of Charlotte County, Florida. The segment is located south of the Sarasota County line, north of 7th Street, east of Pine Street, and west of Manor Road, in Section 5, Township 41 South, Range 20 East, in Commission District III.
 - Board Recommendation: Approval
- PP-09-01-01
 - Jimmy Philman and Handy Phil, Inc. are requesting a two-year extension of the Preliminary Plat approval granted to them by the Charlotte County Board of County Commissioners on April 21, 2009, for Winchester Lake Subdivision, consisting of 169 residential lots, on 176 acres, more or less, located southeast of San Casa Drive, west of Sesame Road West, and south of Avenue of the Americas, in Section 16, Township 40 South, Range 20 East, in Commission District III.
 - Board Recommendation: Approval
- PP-13-01-01
 - Banks Engineering, on behalf of their client, Placida Commons, LLC, is requesting a two-year extension to the Preliminary Plat approval granted to them by the Board of County Commissioners on April 23, 2013, for a 95-lot residential subdivision to be named, Placida Commons. The property is 35.20 acres, more or less, and is located east of Placida Road, west of Cape Haze Drive, south of Dixon Lane, and north of Blue Heron Cove, in Sections 33 and 34, Township 41S, Range 20E, in Commission District III.
 - Board Recommendation: Approval

- Unified Land Development Code Revisions, Phase II.2
- Section 3-9-65.1: Boats Used for Living Purposes; Houseboats
 - An Ordinance amending Charlotte County Code Chapter 3-9, Zoning, by revising Section 3-9-65.1, Boats Used for Living Purposes; Houseboats; providing for general requirements for living aboard boats and houseboats; providing for revised approval procedure; 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
- Section 3-9-65: Boating Structures
 - An Ordinance amending Charlotte County Code Chapter 3-9, Zoning, by revising Section 3-9-65, Boating Structures; providing for general requirements; providing for development standards for boating structures on waterbodies; providing for development standards for boat ramps; 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
- Section 3-9-79: Off-Street Parking and Loading Facilities
 - An Ordinance amending Charlotte County Code Chapter 3-9, Zoning, by revising Section 3-9-79. Off-street Parking and Loading Facilities; providing for the revised intent; providing for revised applicability; providing for definitions; providing for calculation; providing for general requirements; providing for revised parking requirements for drive-up facilities; providing for revised development standards; providing for revised requirements for off-street parking facilities; providing for revised requirements for off-street loading; 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
- Section 3-9-79.1: Parking of Boats, Recreational Vehicles, Trucks, and Trailers
 - An Ordinance amending Charlotte County Code Chapter 3-9, Zoning, by revising Section 3-9-79.1, Parking of Trucks, Trailers Travel Trailers and renaming this Section to Parking of Boats, Recreational Vehicles, Trucks and Trailers; providing for the revised intent; providing for revised parking standards and restrictions for trucks and trailers; providing for parking standards for boats, RVs and trailers on private developed property; providing for revised violations and enforcement; providing for conflict with other ordinances; providing for severability; and providing for an effective date. Applicant: Charlotte County Board of County Commissioners.
 - Board Recommendation: Approval
- Board of County Commissioners Land Use:
- The Board of County Commissioners heard the following petitions April 28, 2014.
- PA-14-09-14-LS Amendments to FLU Appendix I: Mineral Resource Extraction & FLUM Series Map #24:
 - Pursuant to Section 163.3184(3), Florida Statutes, adopt a Large Scale Plan Amendment to 1) amend FLU Appendix I: Land Use Guide by revising the Mineral Resource Extraction (MRE) Future Land Use Map (FLUM) category, amending the “Requirements of the Plan Amendment” and the “Special Provisions” subsections of the MRE FLUM category; 2) replace the term “Group III excavation(s)” with “Commercial Excavation(s)” in the County’s Comprehensive Plan; 3) amend FLUM Series Map #24: MRE Prohibited Locations to correct scrivener’s errors; Petition No. PA-14-09-14-LS; Applicant: Charlotte County Board of County Commissioners; providing an effective date.
 - Board Decision: Approval
- Revisions to the Manasota and Sandpiper Key Zoning District Overlay.
- Approve an Ordinance to amend Charlotte County Code Chapter 3-9, by revising Section 3-9-50, Manasota Key Zoning District Overlay, and renaming this Section to Manasota and Sandpiper Key Zoning District Overlay; clarifying the intent and requirements of the code; adding back in provisions that were omitted in 2013 revisions; adding new provisions to address issues that have arisen during implementation of the code; making minor corrections and editorial changes;

providing for conflict with other ordinances; providing for severability; and providing for an effective date. The applicant is the Charlotte County Board of County Commissioners.

- Board Decision: Approval
- Unified Land Development Code Revisions, Phase II.2
- 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 Decision: Approval
- 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 Decision: Approval
- 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 Decision: Approval
- 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 Decision: Approval
- 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 Decision: Approval
- 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 Decision: Approval
- 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 Decision: Approval

Community Services

- Administration:
 - Responded to 201 phone calls, 31 webmail's, 9 citizen concerns, 6 accident and 3 incident reports, and 1 damaged and missing item report.
 - Supported 2 Advisory Boards, Safety Committee
 - Promotional and Marketing Activities
 - 8 Press Releases
 - ½ page ad in the Parrot Magazine promoting activities
 - ¼ page ads in Florida Weekly
 - Facebook Page Current reach – 624 Page Likes
 - iHeart Media commercials for Summer Camp, Program Guide, Easter Egg Hunt, April Pools Day
 - Meetings
 - Parks Master Plan Steering Committee
 - Employee Appreciation Committee
 - Charlotte Harbor CRA at Bayshore Live Oak Park
 - Sarasota County Parks and Recreation Master Plan – City of North Port
 - Parks and Recreation Master Plan
 - Draft review with the steering committee
 - Public meetings scheduled for May 19-21
 - Playgrounds
 - Bissett and Englewood East Park complete
 - Higgs and Kiwanis Park under construction
 - Adding swing set to Englewood East
 - Employee Appreciation Events
 - Stone Crabs baseball games / boardwalk picnics
 - Seasonal Concessions
 - Englewood Beach
 - Hot Dog Cart – Yank's Franks
 - Yoga – Loving Light Healing Center
 - Italian Ice – Plumberry Ice
 - Beach Chairs/Umbrellas/Scooter Rental – Englewood Florida Scooters
 - Yes Man – fresh fruit drinks
 - Nice Creams – Prepackaged Ice Cream. Also at JM Berlin Rotary Skatepark / Oyster Creek Pool
 - Bayshore Live Oak Park – Shaved Ice Vendor
- Libraries & Historical Monthly Report:
 - Libraries:
 - 53,553 visitors for the month
 - 7,035 people used computers
 - 407 adults and teens attended 29 library programs financed by the Friends of the Library
 - 519 children attended 13 programs also financed by the Friends of the Library.

- 169 volunteers worked 1,553 hours at libraries
- 704 patrons requested PC assistance
- Circulation for April was 65,327
- Historical:
- 28 volunteers worked 88 hours
- Shakespeare in the Park program drew 143 people that attended

- Charlotte Sports Park:

- The Charlotte Sports Park hosted ten (10) home games for the Charlotte Stone Crabs on the following dates with a total attendance of 9,692.

Thursday	4/9/2015	2048	
Sunday	4/12/2015	294	
Monday	4/13/2015	674	
Tuesday	4/14/2015	744	
Thursday	4/23/2015	1011	
Friday	4/24/2015	1938	
Saturday	4/25/2015	1304	Fireworks
Sunday	4/26/2015	261	
Monday	4/27/2015	363	
Tuesday	4/28/2015	1055	

- The Charlotte Sports Park hosted the Stone Crabs Easter Egg Hunt on 4/04. There were approximately 100 youths participating in the event and an estimated 150 people in attendance.

- Port Charlotte Beach Pool:

- 1405 paid admissions
- 293 Pass holder visits
- 345 Water Aerobics participants
- 3 Private Swim Lesson series
- 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 40 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms

- Oyster Creek Regional Park Pool:

- 2228 paid admissions
- 834 pass holder visits
- 466 water exercise participants
- The pool was rented one time for SCUBA Training
- Five students attended the Lifeguard Training course.
- Charlotte County Blue Fins practiced 5 times per week resulting in approximately 400 “splashes” for the month.
- Staff spent an estimated 48 hours performing In-Service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
- Staff spent an estimated 45 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.

- South County Regional Park Pool:

- 1457 paid admissions
- 826 pass holder visits
- 236 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 High School held their end of school year splash party with approximately 300 in attendance.
- Learn to Swim Spring Session 2 had 8 different classes with 30 participants.
- Staff spent an estimated 60 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:
 - Charlotte County athletic leagues and athletic special events used County facilities approximately 2,387 hours in the month of April. An estimated 2,450 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 Flag Football and Adult Semi-pro Football.
 - Prostyle Youth Baseball hosted a tournament at North Charlotte Regional Park attracting 29 teams on April 18-19.
 - International Softball Association hosted a tournament at Carmalita Park attracting 16 teams on April 25-26.
- Athletic Section:
 - Charlotte County athletic leagues and athletic special events used County facilities approximately 2,387 hours in the month of April. An estimated 2,450 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 Flag Football and Adult Semi-pro Football.
 - Prostyle Youth Baseball hosted a tournament at North Charlotte Regional Park attracting 29 teams on April 18-19.
 - International Softball Association hosted a tournament at Carmalita Park attracting 16 teams on April 25-26.
- Extension Services:
 - Administration:
 - Meetings/Reporting:
 - Budget Review with Administration – April 8th – 3:30 to 5:00 pm - Admin Conference Room
 - Soil and Water Board Meeting – 9:00 to 10:30 am – April 13th
 - Managers Meeting - Charlotte Sports Park – 1 to 3 pm – April 15th
 - Judge FACAA/NACAA Posters – April 20th
 - South Central Monthly CED – Face To Face Meeting – Manatee County Extension – April 27th
 - Extension Staff Meeting – 3 pm – April 30th
 - Website Hits: Website: 2,775 page views
 - Facebook® Page - Charlotte County Extension data: Facebook: 1,081 likes, 782 page views. Our blog has 261 views. (Michell, Schumaker)
- Sea Grant:
 - Publications:
 - Staugler, E.A. 2015. "Peace River Blue Crab Migration Underway". Waterlife Magazine. February 2014, pg. 13.
 - PowerPoint:
 - Staugler, E.A. 2015. "Sea Grant in Charlotte Harbor". UF/IFAS Extension Charlotte County. 21 slides.
 - Websites:
 - Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/> Big Female Fish - the future of our fishery
 - Facebook:
 - UF/IFAS Charlotte County Extension, posts and photos about programs.
 - Field Work
 - 4/30 - Smalltooth sawfish research with FWC in Peace River
 - Outreach Programs:
 - 4/6 - Guest Speaker for Windmill Village Boat Club - 37 attendees
 - 4/10, 4/17 & 4/24- Last three weeks of FMNP Upland Habitats class - 18 students completed 6 week course
 - 4/11 - Hook Kids on Fishing event at Fishermen's Village - 120 attendees
 - 4/23 - Fisheries Forum - Laishley Marina - 28 attendees
 - Site & Office Visits:
 - Fishin' Franks

- University Governess:
- 4/13 - Planning conference call for Annual Florida Sea Grant Extension Planning Meeting
- Meetings:
- 4/2 - All Faculty Meeting in Manatee County
- 4/13 - Barotrauma media tour conference call
- 4/13 - Meeting with Josh Olive, Waterline Magazine
- 4/14 - Sea Grant Advisory Committee meeting
- 4/28 - Meeting with two Advisory Committee members at Peace River Seafood
- Other:
- Considerable time invested in preparing a grant application and for FMNP class, as well as planning the Florida Sea Grant Fisheries Work Action Group meeting in Naples in June. (Staugler)
- 4-H Youth Development:
 - Youth Development Preparation:
 - 4-H Stop-Motion Animation Class – Five Charlotte County teens completed 12 hours on the technology of film making, specifically stop-motion animation. The teens learned how to make animated characters, wrote script, created scenery and filmed a short film with stop-motion.
 - Sewing the Classroom – 120 Sallie Jones Elementary 3rd graders learned the basic skills of sewing on a button and making a running stitch as part of a 4-H Basic Sewing class. All students made two felt tissue holders. They made one tissue holder to give to residents of nursing homes, and one to keep for themselves.
 - Area F Horse Show – Four Charlotte County 4-H horse club members competed in the area horse in Palm Beach County. Three members qualified to compete in state show in July in Tampa.
 - AgVentures – 300 third graders from Peace River, East and Sallie Jones Elementary Schools participated in an AgVentures program at the Charlotte County High School. During the event, these youth visited 4-H stations of: making recycled pots and planting of seeds, 4-H info and poultry.
 - Ag Literacy Reading Days – 240 Liberty and Neil Armstrong Elementary youth completed the 2015 Ag Literacy Reading day sponsored by the Florida Department of Agriculture and presented by Charlotte County 4-H staff. Students learned how important Florida livestock and poultry are to our state’s economy.
 - The Charlotte County 4-H Association arranged a fundraiser at Beef O’Brady’s in April. This is the first of many fundraisers for the overall county 4-H program involving local restaurants. Seeking outside financial support is essential for the program to continue and prosper.
 - 4-H Club Meetings – Nine project clubs held meetings during April, reaching over 200 youth members. This club is volunteer led, with adult volunteers donating over 150 hours of service.
- Horticulture:
 - GI-BMP – 8 am to 3 pm – April 29th – 7 participants
 - 2015 MG Training – MG Training – “Florida-Friendly Landscaping” – 9:30 am to 12:30 pm – April 14th - Tom Becker
 - 2015 MG Training – MG Training – “Venomous Creatures” – 9:30 am to 12:30 pm – April 16th – Ralph Mitchell
 - 2015 MG Training – MG Training – “Basic Entomology & IPM” – 9:30 am to 12:30 pm – April 7th – Dr. Doug Caldwell
 - 2015 MG Training – MG Training – “Vegetables” – 9:30 am to 12:30 pm – April 9th – Gene McAvoy
 - 2015 MG Training – MG Training – “Termites” – 9:30 am to 12:30 pm – April 21st – Ralph Mitchell
 - 2015 MG Training – MG Training – “Africanized Bees” and “Home Turf” – 9:30 am to 12:30 pm – April 23rd – Ralph Mitchell
 - 2015 MG Training – MG Training – “Tropical Fruit” – 9:30 am to 12:30 pm – April 28th – Dr. Jonathan Crane, TREC
 - 2015 MG Training – MG Training – “Plant Pathology” – 9:30 am to 12:30 pm – April 30th – Dr. Pam Roberts, SWFREC
 - Inverts for Uplands Habitat FMNP class – 10 am – April 10th – 21 participants

- Special Outreach:
- Peace River Engineering Society – “The impact of landscaping in relation to infrastructure and for improving stormwater quality” – 6 pm – April 14th – 13 in attendance
- Arbor Day Program – April 24th – Tree Sale and Demo Garden Tree Tour – 9 am to 1 pm
- Home and Garden Show Booth – Event Center – April 25th and 26th – The Theme is “Vines”
- MG Radio Show – WCCF-1580 – 10 am – April 28th – Tom Becker and Lynn Buth
- “Venomous Creatures” Presentation - Rotary Club Of Murdock – 7:00 am – Perkin’s Restaurant – April 30th - 20 in attendance
- MG Radio – WCCF – 1580 – March 24th – 10 am – Donna Worthley and Lynn Buth
- Site Visit:
- Ganoderma butt rot – Pirate Harbor – 10:30 am – April 17th
- Florida-Friendly Landscaping™
 - The Florida-Friendly Landscaping™ assistant provided solutions to homeowners on plant care and pest control. Total clientele contacts in the month of April...463 including 12 teaching events attended by 189, 105 telephone consultations, 60 office visits, 12 field visits and 97 email consultations.
 - Who Benefited? Twelve organizations and groups benefited from interaction with the FFL™ assistant during April. They include Boca Grande Club –Village Home I & II HOAs, Maple Leaf Estates HOA, Punta Gorda Garden Club, Punta Gorda Lions Club, Master Gardener trainees, Charlotte County Master Gardeners, Parkside Tree and Waterway Committee, Keep Charlotte Beautiful, Team Punta Gorda, Gasparilla Island Water Assoc., and three homeowners requesting yard recognition visits.
 - Training Attended: FFL™ Legally Speaking: FFL in the Planned Community. This state training had an attorney present who interpreted the state FFL rules and regulations created in 2009. She also shared case studies, legal strategies towards allowing Florida yards and ways to help homeowners with ongoing disputes with their homeowner association. In addition, land development, energy and water conservation was discussed as it applies to planning new residential and commercial developments.
 - Florida-Friendly Landscaping™: Educating Master Gardener Trainees
 - After conducting FFL™ on-site training in a recognized Florida yard, 19 Master Gardener trainees increased their knowledge and could now apply the sustainable home horticulture practices they observed. One individual said, “This training was exactly what I needed to move forward with installing my own Florida yard.” Examples of how others applied what they learned: (1) purchase and set up rain barrels after earth day program, (2) purchase and plant native/drought tolerant trees after arbor day tree sale, (3) conserve water by relocating pop-up spray heads or capping off sprinklers in mature shrub beds.
 - Planned Community Irrigation Assistance
 - Two planned communities with older irrigation systems were given assistance on-site with irrigation, stormwater and water source related technical problems. Both communities (Maple Leaf, Boca Grande Club) were challenged to more efficiently use and apply irrigation water. In both cases, irrigation sprinklers were not being adequately monitored and repaired. Lawn and landscape areas were receiving too little or too much water. Causes included missing/broken sprinkler heads, missing nozzles, clogged nozzles, spray deflected or blocked or titled heads not properly aligned to the plants needing the additional water. In addition, rain sensor control technologies and special planting areas using drought resistant plants were discussed and planned for future installation.
- Meetings:
 - Parkside Tree Canopy Restoration Committee – 8:30 am – President’s Room – Cultural Center – Tom Becker attended – April 7th
- Charlotte Sun Newspaper Articles:
 - Potential Readership:
 - Charlotte Sun Herald – Average Circulation - 44,028
 - Charlotte Sun-Herald Newspaper Articles Website: An average of 25,000 hits per day
 - Newspaper Article for April 6th – “Nothing odder than a dodder”
 - Newspaper Article for April 13th – “Stinging caterpillars in our midst”

- Newspaper Article for April 20th – “The best roses for Florida are low-maintenance”
- Newspaper Article for April 27th – “Ornamental asparagus – not a fern” (Mitchell, Bates, Becker)
- Natural Resources
 - Land management staff participated in a community outreach opportunity at Vineland Elementary. The annual Earth Day event marks the 4th year Parks and Natural Resources staff has participated. Every year staff takes this opportunity to reach out to youngsters and teach them the value of our native wildlife, specifically the gopher tortoise. Staff visits the school and for about 20 minutes per class talks tortoises with children four years and up. This year Matt Bondi, Environmental Specialist, did most of the talking, teaching children about the habits of the gopher tortoise. Matt told the children of the gopher tortoise diet, living habits and the names of shell parts. Matt also explained the importance of the gopher tortoise as a “keystone” species and that by protecting the tortoise we also protect many other species dependent on the gopher tortoise and the habitat the tortoise lives in. Matt utilized some technical gear to “scope” a tortoise burrow and show the children a tortoise-eye view from underground. In the three hours Matt was on-site he spoke to approximately 100-150 children and they really appreciated his knowledge and patience.
 - County staff completed the large scale task of mapping exotic/invasive flora and mechanical management needs for all properties managed by Parks and Natural Resources properties. We were instructed to map these properties as efficiencies moving forward to meet the needs of environmental management in the coming years.
- Parks and Maintenance
 - Supported Harbour Heights 5k & ½ Marathon run, with 631 entrants.
 - Procured two 10x10 ft. and two 10x20 ft. pop-up canopies with county logo to add to special events assets.
 - Completed installation of new playground, providing swings now, in Bissett Park.
 - Hosted evening CRA meeting in Bayshore Live Oak Park, with approximately 50+ attendees.
 - Relocated the water meters at NCRP
 - Took down and stored all the equipment from Snowbird baseball, wind screens, tents, chairs, tables
 - Applied Top-Choice insecticide on all fields
 - Supported the Easter egg hunt
 - Hosted a couple of weekend baseball tournaments
 - Supported the pickle ball event at SCRP

Facilities, Construction and Management

- ADA Various Improvements: ADA Phase III is in engineering and design. Scope has been identified and contract documents are being worked on.
- Anger Fishing Pier & Parking Renovations: The construction of the parking lot is complete.
- Port Charlotte Beach Fishing Pier & Boardwalk Renovation: The fishing pier is complete except reinforced connection to land; work has begun on the boardwalk.
- Franz Ross Football Fields Renovation: The revised renovation strategy has been determined. Engineer is developing a scope of work and fee proposal.
- Franz Ross Park Parking Expansion: Bids for construction received; BCC award is scheduled
- Cape Haze Pioneer Trail Connector: The updated plans were submitted to building department in response to the reviewer’s comments. The floodplain comments were accepted. The project bid document will be processed to Purchasing upon receipt of funding. The next developer negotiation meeting scheduled in June.
- Fire Training Facility: The building plans were submitted for permit review with minor comments received. The consultant will compile responses to the comments. All other permits and external reviews were completed and received.
- Bay Heights Boat Ramp: The Army Corps of Engineers (ACoE) issued the draft permit. The County signed and returned draft, awaiting final permit issuance. The draft permit was forwarded to US Coast Guard for channel marker permit approval. The consultant is completing all County permit documents.

- Airport Annex Master Plan: All programing questionnaires were completed and returned to the consultant. The consultant will compile and review program and site data information by late May.
- 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 complete and submitted for final County review prior to permit application.
- Harbor Heights Drainage, Parking and Sports Facilities Improvements: Most drainage structures have been installed. Paving has begun.
- Harbour Heights Boat Ramp: The design has begun.
- El Jobean Fishing Pier: The revised plans have been received for further review.
- Justice Center Expansion: Comments on a draft RFP are coming in from stakeholders.
- Sales Tax Project – Family Services Center Renovations: Phase I contract to evaluate opportunities for integration of services between the Family Services Center and Cultural Center has begun.
- Sales Tax Project – Veterans Memorial Park: The design negotiations are complete with purchasing processing the contract. The construction manager RFP was submitted to Purchasing for advertising.
- Sales Tax Project – McGuire Park: The Professional Services Committee for the RFP master planning and design made their selection for the design firm for this project. The recommended firm that was selected will go to Board for approval in May.
- Sales Tax Project – South County Community Library: RFP is being advertised. A pre-submittal meeting was held on May 11.
- Sales Tax Project – CCSO District 1 Offices: The design RFP pre-submittal meeting was held on April 22nd. The submittals are due on May 6th with committee ranking on May 21st. The construction manager RFP was submitted to Purchasing for advertising.
- Sales Tax Project – Jail Infirmary: The design RFP was submitted to Purchasing for advertising.

Human Resources

- Employee & Labor Relations:
 - Held Union negotiations with IAFF
 - Extended employment opportunities to 13 candidates.
 - Held Labor Management meeting with IUPAT
 - Attended Local SHRM Meeting
 - Recruitment related activities and hiring processes
 - Assisted Public Safety with Firemedic and Firefighter EMT Interviews
 - Employee related issues and investigations
 - Participated in Capital Project Engineer Interviews
 - 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
 - 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
 - Generated monthly service awards
 - Held Coaching and Mentoring as Management Tools Class
 - Miscellaneous coaching/development conversations
 - Professional Development to include webinar, reviewing industry journals, etc.

Human Services

- Case Management staff received 10 new senior services client referrals for the Alzheimer's Disease Initiative program from the Area Agency on Aging for Southwest Florida. Additional State grant funds in the amount of \$48,000 are available to provide in-home respite care for caregivers of Alzheimer patients.
- Senior Services staff has also completed the first of several required on-site vendor monitoring visits for in-home care services. Annual site monitoring is required for all elder care grant-funded services. Monitoring visits and reports will be completed by June 30, 2015 which is the end of the State Fiscal Year.
- Housing and Family Services staff met with a representative from 5th Third Bank whose bank is potentially interested in providing housing loans, credit counseling and financial education to some of our low to moderate income clientele who may qualify for some of their programs. Programs may be able to help offset poor financial choices, eliminate potential barriers and provide new economic opportunities.
- Veteran Services staff worked with a family out of state to complete an Aid and Attendance benefit claim for a widow residing at Sterling House Assisted Living facility in Charlotte County. Documents were completed using phone, email and fax, and the paperwork was taken to the widow's residence for signatures. The appropriate paperwork was then scanned to our files and mailed to Veteran's Administration (VA) for processing.
- Veteran Services staff also assisted a veteran who received notice that he had a debt with the VA from his estate because he had passed away. The Veteran assured staff that he was very much alive and still intended to keep his appointment concerning a compensation claim. Veteran Services staff called the VA to report the discrepancy and filed paperwork during the appointment to reinstate all benefits.
- Also this month Veteran Services staff assisted Kays Ponger in translating a recently deceased Veteran's Discharge paperwork for the family; processed VA healthcare enrollment hardship claim forms for a Veteran who recently lost both his wife and his job; and won an appeal for a local veteran after a year's struggle with the VA. Back-pay award was \$32,282 and yearly compensation amounts to \$15,748.
- Dr. Faezeh Andrews, PhD, the 211 Information and Referral Supervisor completed the Community Emergency Response Team (CERTS) training program conducted by the Office of Emergency Management. These Team members provide voluntary assistance to our Charlotte County Emergency Management Office and the community during disasters and emergencies.
- Staff from Human Services participated in the Try Transit Day activities on April 22, 2015 coordinated by the Community Health Improvement Partnership and Access to Care subcommittee. Commissioner Christopher Constance was the keynote luncheon speaker at the Virginia B. Andes Clinic.
- 211 Staff completed the Family Resource Guide which will be published later this summer. Funding for the Guide comes from State and Federal grants.
- Training for the senior services case management staff was provided by representatives from the Charlotte County Health Department. Topic covered was Immunizations for Older Adults.
- The Low-Income Home Energy Assistance Program began the new benefit program year on April 1st and will run through March 31, 2016 or until all funds are exhausted. Initial grant funds will provide assistance to approximately 1,000 households.
- Attorney David Simon provided training to Department staff on FAQ for SSD and SSI.

- The Department submitted its proposal to the State Office on Homelessness for 2015/2016 grant funds for the Homeless Prevention and Rapid Rehousing Program. If awarded, the County will receive \$78,750.
- Lori North has been hired as the new Family Services Manager in the Human Services Department. Lori comes to us from the Charlotte County Health Department where she served as the Health Promotion Program Manager. The Family Services Division administers the grant-funded Low Income Home Energy Assistance Program (LIHEAP); Self-Sufficiency Program; Homeless Prevention/Rapid Rehousing Program; Civil Citation Program for youth offenders; and State mandated human services.

Public Safety

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

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 Contractor is still paving in the Peachland 4 Area of the Greater Port Charlotte District. The reclaim base work in the Midway 9 Area has been completed and the paving operations will begin the week of May 4, 2015.
 - To date, approximately 12,102 tons of S-III asphalt has been placed in the Greater Port Charlotte area. The time complete is 24.9 percent and the work completed is 31.1 percent.
 - 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 May 2015. Once traffic shifts, the west side of the box culverts will be constructed.
 - Installation of drainage pipes and utilities continues. Approximately 97% of the utility pipe and 83% of the drainage pipework has been installed.
 - Over 85% of the sidewalk sub grade has been installed on the northbound side. Concrete installation for the sidewalk is 80% complete on the northbound side and 20% complete on the southbound side.
 - The contractor completed 53% 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 5,000 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 have removed the old poles.
 - Please note that a traffic shift to the east side of new roadway will take place within the first two weeks of May 2015; extreme caution should be used when traveling in this area.
 - 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: 05/18/2015 – Feb 2016.
- Quality Enterprises will begin construction on May 18, 2015. The area will be closed to the public during construction; please refer to the Project Map to view the specific project location.
- Public service announcements and on-site signage will be utilized to inform local residents about the upcoming construction activities and the necessary area closure.
- 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 completed the pile driving for the new northbound bridge. The installation of bents and deck slabs will be the main construction activity through June 2015.
- Woodruff and Sons' Crew #1 is concentrating on utility tie-ins from SR 776 south to Rotonda Boulevard East.
- Woodruff and Sons' Crew #2 is removing the old utility system from Marathon Blvd south to Rotonda Boulevard East.
- Woodruff and Sons' Crew #3 began sidewalk construction from Keystone Boulevard, moving northward, importing fill material to start the road construction from San Domingo to Marathon Blvd.
- Additional crews are on-site completing storm drain structures and stormwater retention ponds.
- 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 website that provides construction updates, roadway information, boater information, and the status of the parks around the construction area. Citizens may sign up to receive future construction updates via email notification at www.GoEP2.com
- From the GoEP2.com website:
- Lauzon Street is closed from Sheeley Street to Lakeview Avenue for the duration of project.
- Edgewater Drive is closed to thru traffic. Local traffic only, including resident access, mail, school buses, resident deliveries and emergency services. Please check [detour map](#) for access routes. West Spring Lake Bridge, East Spring Lake Bridge and Sunrise Waterway Bridge closed to vehicle, pedestrian and bicycle traffic.
- April 30, 2015
- The intersection of Edgewater Drive and Harbor Boulevard will be transitioned from a traffic signal to a four-way stop effective Thursday morning, April 30, 2015. Motorists are asked to use caution and obey signage while traveling through the area. The final build-out will include new mast arms, traffic signals and pedestrian facilities. The Edgewater Drive Phase 2 Improvements Project is scheduled for completion in February 2017.

- 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 complete. Restoration of the lots that were used as spoil sites is underway. The as-built plan set has been submitted to the County and is under review by the County Engineer.
- 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 is complete from Rotonda Circle to Parade Circle.
- The Contractor is now working at the bridge between Rotonda Circle and Boundary Boulevard.
- US 41 Microtunnels/Weirs – This project involves engineering and permitting for the directional drilling of culverts under US 41 at the Fordham, Elkcam, 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 Elkcam 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
- Elkcam Waterway: Zep Construction is currently installing riprap along the new weir on the east side of the project. Final restoration is in progress.
- Fordham Waterway: Zep construction is currently waiting for TECO Gas Company to relocate an existing gas line that was previously relocated to the wrong location.
- Elmira Blvd: Zep Construction has completed all of the underground work and will be installing the new water and sewer lines across the canal. The contractor will begin roadway and sidewalk construction the week of May 4, 2015.
- Construction is approximately 94% 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 finished grading the base material for the new northbound and southbound lanes from Aloha Avenue to SR 776 and CR 775.
- All of the fill dirt has been completed from CR 775 to SR 776.
- The old sidewalk and curbing on SR 776 has been removed. Storm drainage is being installed at the new curb line location of the new right turn lane.
- Sidewalk subgrade is being placed and concrete is being poured; 99% of the sidewalk is complete.
- Median curbing has been poured and is complete.
- Storm drainage and utility installations are 99% complete; the remaining 1% is within the SR 776 intersection.
- The installation of street lights and poles is 96% complete.
- The SR 776 intersection gravity wall is complete.
- The first two lifts of structural asphalt are complete on the northbound and southbound lanes and expect to star the final lift of S-3 asphalt around May 6, 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 – 07/17/2015, Procurement Process: October 2015, Projected Start of Construction: Early 2016
- Meetings with the design firm continue; submission of permit applications and 90% design plans are expected in May 2015. County staff and the design team are working with the Florida Department of Transportation to discuss the plans and secure the land lease agreement.
- ***NEW***Edgewater Drive Bridge Repair at Elkcam Waterway - This project includes engineering services to inspect and evaluate the current condition of each wall at the Edgewater Drive Bridge (014074) over the Elkcam Waterway near Cousley Drive and determine the most cost effective method of repair. Design Contract: Charlotte Engineering & Surveying, Design/Permitting Schedule: TBD, Procurement Process: TBD, Projected Start of Construction: TBD
- 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
- Bid opening was held on April 22, 2015; Submittals were reviewed and ranked. A recommendation to award the construction contract to Forsberg Construction will be presented to the Board of County Commissioners for approval on May 12, 2015.
- 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: August 2015, Projected Start of Construction: Late 2015

- The Engineering Division received the 90% landscape plans and is currently reviewing 90% utility and stormwater plans. Charlotte County Utilities will present a changer order to the Board of County Commissioners on May 12, 2015 to include additional utility design for the Aaron Street infrastructure.
- 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 approximately 80% pending completion of utility plans. Utility plans are currently at 60% and have been submitted to CCU for review.
- 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 approximately 90% pending completion of utility plans. Utility plans are currently at 60% and have been submitted to CCU for review.
- 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.
- 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. 30% design plans are expected to be received by June 2015.
- 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 – June 2015, Construction: TBD
- Design is complete and the bid package is in the Purchasing Department undergoing review in preparation 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 90% design plans which are under review by County staff.
- 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
- Final construction plans and specifications were received on February 3, 2015. The bid package is in the Purchasing Department undergoing specification review.
- 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 June 2015, Projected Start of Construction: June 2015
- This project is currently advertised for competitive bid. The pre-bid conference was held April 30, 2015 at 10:00 a.m. in the Administration Complex, Building B, Room 106-B. Bid opening is scheduled May 20, 2015 at 2:00 p.m.
- 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 are complete and all permit applications have been submitted to the permitting agencies. The bid documents have been submitted 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 – Summer 2015, Procurement Process: Summer 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.
 - On April 9, 2015 staff requested that the Sea Edge ACOE permit be extended which is under review.
 - 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: May 2014 - Late 2015, Procurement Process: Spring 2016, Projected Start of Construction: Spring 2016
 - 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 was reviewed and approved by the MSBU Committee; a second change order was submitted to facilitate the new design.

- A pre-application meeting was conducted with the FDEP and ACOE to determine project feasibility. Both agencies view the project as favorable. FDEP commented that the FWC Department of Aquaculture will need to comment on the shellfish habitat designation and the ACOE stated that NMF will need to do the same in regards to the Smalltooth Sawfish habitat.
- 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 (NMFS) which may facilitate permitting.
- The ACOE informed the County that the NMFS review is underway however, according to the NOAA Web site, the project has been under review since Sept of 2014. Staff contacted the NMFS reviewer who stated they are working on the backlog from June of 2014.
- Requests for Letters of Interest are due to the Purchasing Department from the Engineering Firms on April 16, 2015.
- 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. Design Contract: Coastal Engineering, Design/Permitting Schedule: Summer 2015 – Late 2015
- The erosion study shall include the following:
- 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
- Coastal Engineering Consultants of Naples, FL will provide services to complete the erosion study which is scheduled to commence in the summer of 2015.
- *****NEW***** Manchester Waterway Bathymetric Survey – The Manchester Waterway MSBU Advisory Committee requested that a bathymetric survey be conducted within the canals of the Manchester Waterway MSBU. The results of the bathymetric survey will be used to determine the scope of work needed to dredge the canal system to a depth of -4ft measured at MLW landward of the Bridge and -5ft MLW elsewhere. Design Contract: DMK Associates, Design/Permitting Schedule: May - July 2015
- Public Works Engineering staff is working with the Purchasing Department to secure survey services through a work assignment with DMK Associates of Englewood, FL.
- 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

- 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) as the initial 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 using aerial photography.
- Additional discussions with FDEP regarding the mitigation options will ensue once CEC identifies alternative sites after which the UMAM analysis can be completed by the County and FDEP. These are currently under review and have been provided to the Pirate Harbor Waterway Advisory Committee.
- Coastal Engineering Consultants will complete the seagrass survey in May – June 2015 during growing season; the ERP application will then be complete and submitted to the permitting agencies.
- 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. 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
- 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. A Pre-Submittal Conference is scheduled April 29, 2015 at 10:00 a.m. at the Administration Complex, Building B, Room 106-B. The Proposals are due to the Purchasing Department by 5:00 p.m. on May 12, 2015.
- 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
- The Florida Department of Environmental Protection (FDEP) and the Army Corps of Engineers (ACOE) permits have been issued.
- Johnson Engineering is reviewing the cost estimate and is conducting a pre-construction update survey to insure the dredge quantities are still accurate prior to bid solicitation which should be complete in May 2015.
- 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.
- The ACOE submitted permit documents to the State Historic Preservation Office for 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 agency is 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.
- County Staff and CEC held a telephone application conference with the ACOE; the project may change slightly to allow additional fill to be placed behind the structure. This will provide for quicker impoundment of the groin. The 2015 scope of services has been approved to continue the program.
- Projected Permitting Schedule:
 - May 2014 - June 2015: Permit processing with FDEP & USACE
 - June 2015: FDEP permit
 - July 2015: USACE Permit
- 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 were opened April 22, 2015. The contract recommendation has been placed on the BCC agenda of May 26, 2015 for approval of award. Once the contract has been officially awarded, the pre-construction meeting will be scheduled with the contractor.
 - 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 – 10/01/2014, Procurement Process: July 2015, Projected Start of Construction: October 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: Johnson Engineering, Design/Permitting Schedule: through Oct. 2015, Procurement Process: BD, Projected Start of Construction: TBD
- Johnson Engineering was selected as the design firm; they have begun the survey work.
- 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 were opened April 22, 2015. The contract recommendation has been placed on the BCC agenda of May 26, 2015 for approval of award. Once the contract has been officially awarded, the pre-construction meeting will be scheduled with the contractor.
- 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:
 - April 1-7, 2015: 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.
 - April 8-14, 2015
 - 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.
 - Flowering trees were planted and mulch was applied at Charlotte Harbor Gateway Phase I.
 - Vegetation, which was blocking the view of the Charlotte Harbor Gateway, was removed from around the base of the Gilchrist Bridge.
 - April 22-28, 2015
 - 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 approaches.
 - April 29-May 5, 2015
 - Basic landscape maintenance was performed at: Manasota Key; South Gulf Cove; Grove City Park; US 17 medians in Cleveland; US 41 Revitalization Phase One; Charlotte Harbor Gateway and Melbourne Street Bridge.

- 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:
 - Airport Rd. at Taylor Rd.
 - Toledo Blade Blvd. at Hillsborough Blvd.
 - Cochran Blvd. at Peachland Blvd.
 - Cochran Blvd. at Kohl's Plaza
 - Cochran Blvd. at Quesada Blvd.
 - Cochran Blvd. at Publix Plaza
 - Quesada Blvd. at Forrest Nelson Blvd.
 - SR 776 at Beach Rd.
 - SR 776 at N. Access to Merchants Crossing Plaza
 - 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 southbound 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 within conductor insulation showing signs of overheating. All wiring repairs have been made and the light pole has been replaced.
 - As a result of a vehicle accident, replaced the supplemental, near side, signal pole for eastbound traffic at SR 776 and Beach Rd.
 - Replaced the battery in the solar school flasher at Carmalita St. at Education Ave.
 - Replaced all signal mounting hardware at SR 776 and Beach Rd., working in partnership with FDOT, who supplied the materials and the County installed.
 - Repaired to security lights at the South Gulf Cove Boat lock.
 - Responded to a complaint of roadway lighting system outages on SR 776 between Gillot Blvd. and Gasparilla Rd; crews found a tripped main circuit breaker as the cause of the outage.

- Repaired the traffic signal battery backup system at SR 776 North Access to the Merchants Crossing Plaza.
- Replaced the illuminated street name sign faces on the mast arms at Placida Road and Boca Grande Causeway.
- Lighting District employees, Jody Mansell and Gary Colicchio, attended fork lift training at Charlotte County Utilities.
- Participated in the Leadership Charlotte Presentation; Lighting District staff demonstrated the operation of an aerial lift device.
- Working on resolving issues with re-write by FDOT of Maintenance and Compensation Agreement for Traffic Signals; second draft received and is under review.
- Began routine street light maintenance in South County; a total of 11 lights have been repaired.
- Lighting District employee, Steven Van Vliet, was presented with the National Safe Digging Month proclamation at the Charlotte County Board of County Commissioners meeting.
- Attended weekly progress meetings and participated in underground signal conduit inspections for the US 41 widening project.
- Attended bi-weekly progress meetings and participated in signal construction inspections on the SR 776 re-surfacing project.
- Verified tightness of pole-to-base attachment hardware on all light poles along Piper Rd. Found numerous pole hardware to be loose and poles leaning.
- Traffic Management Center:
 - Meeting attended with the Traffic Incident Management Team in Ft. Myers.
 - Continue monitoring US 41 traffic signals due to Edgewater Rd closure.
 - Progress meeting for countywide signal re-timing project.
 - Arterial Management Workshop Follow-Up Meeting
 - Ongoing - cooperation with FDOT consultants, Albeck & Gerken, for inventory of traffic signal intersections and retiming efforts on US 17.
 - Webinar - USDOT State of the Practice in Decision Support Systems (DSS) for Integrated Corridor Management (ICM)
 - Webinar - Post TRB Annual Meeting Research
 - Webinar - Securing Transportation Systems
 - Continue efforts promoting the TMC's Twitter account for traffic incidents.
 - Locates Performed:
 - 233 requests for underground utility locates were received generating 98 tickets for locates.
 - Trouble Calls:
 - 11 trouble calls received, responded to and problems of various natures resolved.
- Maintenance & Operations:
 - April 1-7, 2015:
 - A total of 52 new requests were received related to asphalt repairs, a sidewalk repair, a damaged handrail, drainage, brush, and right of way debris cleaning.
 - Drainage line & grade:
 - 9,500 SF in Greater Port Charlotte
 - 16,600 SF in Northwest Port Charlotte
 - 10,300 SF in Punta Gorda Non-Urban
 - 4,649 SF in Englewood East
 - Small pipe install:
 - 24 LF in Englewood East
 - 56 LF in Greater Port Charlotte
 - Menzie ditch cutting:
 - 106,910 SF in Mid Charlotte Stormwater
 - Boom mower:
 - Cut 5,000 CY in Rotonda Heights
 - Cut 8,200 CY in Punta Gorda Non-Urban
 - Cut 63,243 CY in Greater Port Charlotte
 - Cut 1,200 CY in Englewood East

- Shoulder repair:
- Maintained 1.1 miles on Cypress Street in Road & Bridge South
- Culvert cleaning:
- Cleaned 3 culverts in Greater Port Charlotte
- Cleaned 39 culverts in Englewood East
- Cleaned 1 culvert in Northwest Port Charlotte
- Cleaned 1 culvert in Rotonda West
- Cleaned 12 culverts in Gulf Cove
- Trash / debris removal:
- Removed 13,580 from Englewood East
- Outfall:
- 540 SF in Englewood East
- Major outfall:
- 2,600 SF in Englewood East
- Road grading:
- 11,000 SY in Don Pedro Knights Island
- Contracted Services
- Specialty mowing continues in North County locations.
- Vertical hedging continues in Englewood East with approximately ¼ of the area completed.
- The vacant lot at the foot of the US 41 northbound bridge has had all the evasive exotics mulched down and all the litter cleaned up.
- ROW (Safety Mowing) mowing in Northwest Charlotte for the Month of April has been completed and they are currently working thru Greater Port Charlotte.
- ROW Mowing for South Gulf Cove including litter pickup has been completed; as well as the West County Road and Bridge Roads.
- Pipe lining in the Deep Creek area has been completed in all eight locations.
- The largest Pipe at Nadir Rd was finished on Thurs. April 2, and cleanup and removal of the sheet pile will be completed this week.
- April 8-14, 2015:
- A total of 35 new requests were received related to asphalt repair, drainage, brush, and debris.
- Drainage line & grade:
- 14,975 SF in Northwest Port Charlotte
- 2,690 SF in Rotonda West
- 10,300 SF in Road & Bridge South
- Small pipe install:
- 280 LF in Greater Port Charlotte
- Menzie ditch cutting:
- 29,000 SF in South Charlotte Stormwater
- 150,000 SF in West Charlotte Stormwater
- Menzie ditch digging:
- 9,500 SF in South Charlotte Stormwater
- Boom mower:
- Cut 22,800 CY in Rotonda Heights
- Cut 16,000 CY in Punta Gorda Non-Urban
- Cut 44,477 CY in Greater Port Charlotte
- Cut 3,200 CY in Englewood East
- Shoulder repair:
- Maintained 1.5 miles on Florida Street in Road & Bridge South
- Culvert cleaning:
- Cleaned 17 culverts in Englewood East
- Cleaned 9 culverts in Northwest Port Charlotte
- Outfall:
- 625 SF in Englewood East
- Major outfall:
- 2,000 SF in Englewood East

- Asphalt repair:
- 6 tons of material used to repair locations in Punta Gorda Non-Urban
- April 15-21, 2015:
- A total of 26 new requests were received related to drainage, brush, and asphalt repairs.
- Drainage line & grade:
- 10,600 SF in Northwest Port Charlotte
- 600 SF in Punta Gorda Non-Urban
- 10,300 SF in Road & Bridge South
- Small pipe install:
- 16 LF in Greater Port Charlotte
- 24 LF in Peace River Shores
- 24 LF in Punta Gorda Non-Urban
- Menzie ditch cutting:
- 229,500 SF in South Charlotte Stormwater
- 100,000 SF in West Charlotte Stormwater
- Boom mower:
- Cut 17,200 CY in Rotonda Heights
- Cut 7,600 CY in Road & Bridge South
- Cut 36,166 CY in Greater Port Charlotte
- Culvert cleaning:
- Cleaned 31 culverts in Englewood East
- Cleaned 1 culvert in Rotonda West
- Cleaned 1 culvert in Road & Bridge West
- Cleaned 38 culverts in Greater Port Charlotte
- Major outfall:
- 1,557 SF in Englewood East
- Trash / debris removal:
- Removed 3,460 pounds of debris in Greater Port Charlotte
- April 22-28, 2015:
- A total of 42 new requests were received related to drainage, shoulder repair, and brush.
- Drainage line & grade:
- 5,600 SF in Northwest Port Charlotte
- 500 SF in Punta Gorda Non-Urban
- 16,500 SF in Road & Bridge South
- 6,300 SF in Englewood East
- 2,000 SF in Rotonda West
- 2,750 SF in Gulf Cove
- 7,800 SF in Greater Port Charlotte
- Small pipe install:
- 36 LF in Deep Creek
- 36 LF in Englewood East
- Menzie ditch cutting:
- 73,000 SF in South Charlotte Stormwater
- 80,000 SF in West Charlotte Stormwater
- Boom mower:
- Cut 82,550 CY in Greater Port Charlotte
- Cut 6,000 CY in Punta Gorda Non-Urban
- Culvert cleaning:
- Cleaned 11 culverts in Englewood East
- Cleaned culvert in Rotonda West
- Cleaned 1 culvert in Road & Bridge West
- Cleaned 21 culverts in Greater Port Charlotte
- Cleaned 3 culverts in Northwest Port Charlotte
- Outfall:
- 36 LF in Englewood East

- 88 LF in Greater Port Charlotte
- Major outfall:
- 73,184 SF in Englewood East
- Contracted Services
- ROW Mowing (Safety Mowing) for the following areas was completed: West County – Road & Bridge System, North County- Greater Port Charlotte, Road & Bridge System, North West Charlotte, Deep Creek, and South County- Road & Bridge System.
- Specialty Mowing is finishing up in West County for the Month of April.
- Vertical Hedging continues in Englewood East with approximately 50% of the area complete as of April 28, 2015.
- Mechanical Street Sweeping will be completed by April 30, 2015; this is a full sweep with all areas of the contract being addressed.
- April 29-May 5, 2015
- A total of 36 new requests were received related to asphalt repair, debris, brush, and drainage.
- Drainage line & grade:
- 8,550 SF in Northwest Port Charlotte
- 17,900 SF in Road & Bridge South
- 1,250 SF in Gulf Cove
- 9,600 SF in Greater Port Charlotte
- Small pipe install:
- 52 LF in Greater Port Charlotte
- 80 LF in Englewood East
- 152 LF in Rotonda West
- Menzie ditch cutting:
- 223,500 SF in South Charlotte Stormwater
- 130,000 SF in West Charlotte Stormwater
- Boom mower:
- Cut 36,203 CY in Greater Port Charlotte
- Cut 12,000 CY in Punta Gorda Non-Urban
- Cut 6,200 CY in Rotonda Lakes
- Culvert cleaning:
- Cleaned 6 culverts in Englewood East
- Cleaned 5 culverts in Lemon Bay
- Cleaned 44 culverts in Greater Port Charlotte
- Cleaned 4 culverts in Northwest Port Charlotte
- Outfall:
- 850 LF in Englewood East
- 88 LF in Greater Port Charlotte
- Trash / debris removal:
- Removed 4,500 pounds of debris in Greater Port Charlotte
- Shoulder repair:
- Maintained 3 miles of shoulder in Englewood East
- Asphalt repair:
- 3.51 tons of material used to repair locations throughout GPC
- Contracted Services
- Vertical hedging in Englewood East was completed May 1, 2015 with 1,428,571 LF being cut; the contractor has moved into the Gulf Cove area.
- ROW mowing in Englewood East and Gulf Cove are complete for the Month of May.
- Specialty mowing is gearing up and will begin in North County for May cycles.
- 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

- Design plans and 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
- 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. At this time the Gulf Blvd. sidewalk project is on hold until a survey is mailed to all property owners and input is gathered.
- The 60% design plans for the North Beach Road commercial section are expected to be received by May 15, 2015.
- 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: through June 2015, Projected Start of Construction: Summer 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:
 - Keep Charlotte Beautiful, the Solid Waste Division, Goodwill of SWFL, and the Unitarian Universalist Fellowship of Charlotte County partnered together for an Earth Day Celebration on April 18, 2015. More than 15 environmental businesses and organizations provided information or offered environmental information to the public. Goodwill collected clothing and household items and provided a free document shredding service for the public. The Unitarian Universalist Fellowship of Charlotte County displayed the winning entries of the Keep Charlotte Beautiful 2015 student calendar art contest as their monthly art exhibit.
 - Keep Charlotte Beautiful and the Solid Waste Division participated in an educational Earth Day event at Vineland Elementary School. Five classrooms participated in environmental activities including: learning about converting waste to energy, composting, recycling, hazardous waste and other Keep Charlotte Beautiful programs.
 - Keep Charlotte Beautiful talked to seven second grade classes at East Elementary School prior to Earth Day to discuss litter prevention. The students learned about ways to prevent litter and participated in a cleanup of the school campus.
 - Keep Charlotte Beautiful recognized eleven schools at a recent Charlotte County School Board meeting for their participation in the 2014 Recycle-Bowl. Recycle-Bowl was conducted during the four weeks leading up to America Recycles Day on Nov. 15, 2014. The schools recycled 26,880 pounds, or 13.44 tons, of recyclable materials during the four-week period.
 - East Elementary School was the second place winner in the State of Florida and the first place winner in Charlotte County. Other schools participating were: Port Charlotte Middle School, Murdock Middle School, Vineland Elementary School, Myakka River Elementary School, L.A. Ainger Middle School, The Academy School, Kingsway Elementary School, Liberty Elementary School, Punta Gorda Middle School and Lemon Bay High School
- Traffic Signing & Marking:
 - Herbicide:1,755 items sprayed
 - Marine Signs Replaced: 11
 - New Signs Installed:178
 - Raised Pavement Markers Installed: 0 reported
 - Road Legends Installed: 429
 - Road Scraping: 0 feet reported
 - Signs Inspected: 5,609
 - Signs Manufactured:165
 - Sign Maintenance:1,008
 - Speed Studies: 3
 - Striping: 57,375 feet (10.9 miles)
 - Traffic Counts: 31 stations
 - Trouble Calls (after hours): 2
 - Video Turn Movement Counts: 4

Tourism

- The VCB participated in the Southwest Florida Travel Rally held at Lakes Regional Park in Fort Myers. The Rally celebrated the impact of tourism. The event featured exhibitors from various aspects of the industry along with games for industry attendees. The public was invited to attend and media covered the event. The Rally was the cooperative effort of Lee County, Collier County and Charlotte County VCB's.



- Staff met with Tim Lewis of Ripken Baseball to discuss promotion of the Stone Crabs as well as Spring Training. A second meeting was held with the Stone Crabs' staff to discuss specific ideas for area promotion. Denise Dull of the Hospitality Association also attended the meeting.
- Jennifer Huber provided assistance the management staff of the Tampa Bay Rays in regard to developing Tweet-ups, similar to those held in Charlotte County during Spring Training.
- The VCB launched our new website on April 6. This was a “soft” launch (no promotion) to allow us to assess the functionality and content and solve any problems related to each. We will begin a Search Engine Optimization (a variety of strategies and techniques to increase the amount of visitors to a website) and Search Engine Marketing program (gaining traffic and increasing visibility through both paid and unpaid efforts) in early June.
- Last year, the VCB coordinated a Brand USA film shoot in Englewood for the German visitor market. In April, the VCB coordinated the filming of five additional films: Spanish, Portuguese and German for Punta Gorda and Spanish and Portuguese for Englewood. You can view the promo for Charlotte Harbor & the Gulf Islands here: <http://www.discoveramerica.com/usa/states/florida/cities/charlotte-harbor-and-the-gulf-islands.aspx>
- The films will be shown on the consumer-facing site for the international market: www.DestinationUSA.com and can be pushed out through other channels such as Facebook, Pinterest and YouTube.
- Sean Doherty earned his Certified Sports Event Executive certification in April. Certification requires completion of 8 core modules in the areas of Sales and Marketing, Strategic Planning, Event Management, Technology, Revenue Generation and The Bid Process. Those who wish to obtain their certification must have a minimum of ten years in the sports tourism industry at the time of program registration.
- Sean Doherty Is following up on five leads generated from his attendance at the 2015 conference of the National Association of Sports Commissions.
- Chip Futch presented to the Charlotte County Hospitality Association on understanding website analytics and how to use analytics to target business.
- The VCB participated in another Brand USA initiative: A USA Culinary Guide. Punta Gorda is featured as is the Wine and Jazz Festival. The guide will be distributed in Milan and will be printed in several different languages.

Utilities

- Engineering Services:
 - 1,372 Locates Processed from Sunshine State One Call; 7 Developer Agreements Prepared; 161 Residential Service Availability Letters Prepared; 22 Commercial Service Availability Letters Prepared; 48 Residential Service Applications Processed; 447 CIP inspections; 169 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: 7 Manholes were repaired by raising and/or replacing the ring & cover; investigated 3 backups that were determined to be the customer's responsibility; 2 backups were investigated and determined to be CCU's responsibility (excavated and repaired); one gravity blockage was cleared with the VacCon; Assisted Engineering with lift station shut down and monitoring for 2 new force main tie-ins; 3 force main breaks were repaired; (5) existing LPS services were discovered leaking and repaired; Assisted Engineering with locating a service lateral for new construction; 17 taps were installed for new construction homes; 7,774 feet of gravity sewer main was cleaned and televised with 37 manholes getting inspected in the process.
- Lift Stations: Completed 57 PM work orders; completed 135 CM work orders; Rehab crew installed new single pump and discharge line at Lift Station 815 and new connection with diesel 6" pump as lag; installed new discharge lines at lift station 56 Home Depot; installed new odor control polishing unit at lift station 321; replaced all bolts in valve assembly at lift station 37 to get ready for shut down for maintenance in May. Instrument & Control Techs assisted new Instrument & Control technician in Water Distribution with DFS issues; built new MCC for lift station 827; repaired issue with DFS server; began replacing and rewiring motor.
- Low Pressure Sewer: 3 MNTK installs completed for the North Shore project; 4 MNTK installs completed; 12 standard upgrades completed; 2 check valves replaced at the street completed; responded to 294 LPS service calls; completed 42 LPS PMs; passed compaction test on Harper Ave – North Shore Sewer Expansion Project.
- Personnel: One employee started in the LPS section; one employee passed probation; cross training one employee from gravity sewer group.
- Public Outreach:
 - Staffed booth at Earth Day at Unitarian Universal Fellowship Center: Topic – Conservation/Hydration & What Not to Flush - approximately 100-150 people in attendance.
 - Organized Rotonda Wastewater Treatment Facility Tour - total of 5 attendees.
 - Organized West Port Wastewater Treatment Facility Tour - total of 9 attendees.

- Three Press Releases distributed: Topics: Interim Director Appointed; Vacuum Collection Lift; Access Road Temporary Closure
- CCU Facebook Page has 157 likers to date.
- Assisted County PIO with revising press release/joint press release with Public Works: Topic – Wastewater Main Damage
- Wellness Committee participation.
- Chaired Hydration Committee Meeting.
- Accepted Proclamation for May: Drinking Water Awareness Week.
- Assisted with hosting onsite Government Day 4/30/15.
- Drafted/created three letters to the public: Citizens about LPS Connections and decorative plantings; Educate/inform customers who pay by international check; Charlotte Harbor Meter Reading impact.
- Human Resources:
 - Total positions: 201 – Increase of 1 full-time position. Board approval for new Locate Technician.
 - Vacant positions: 12
 - Offers pending on 4 positions: Engineering Construction Inspector, (2) Meter Service Specialists, and Distribution System Operator
 - Actively recruiting 8 positions: Director, Engineering Technician, Locate Technician, Laboratory Technician; WD Foreman, and (3) Utilities Service Technicians – WW Collections.
- PR/MRWSA Water Resources:
 - Water Demand in March averaged 26.84 MGD 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 11.06 BG of water in storage at the end of March, representing 412 days of demands.
 - The Authority Board met on April 8th and approved a tentative budget for FY16 which reflected a change in cost allocations based upon the 1991 Rebuild Project Dispute Resolution and the refinancing of Bond Series 2014A, 2014B and 2015. New Water Rates established were retroactive to October 1, 2014.
- East Port WRF Expansion:
 - Phase I construction nearing completion; anticipated mid-2015.
- North Shore & Harper WW MSBU:
 - Electrical contractor continues to complete installation of panels; arrangements have been made with approximately 90% of the property owners.
 - In-house staff have completed approximately 70% of LPS tank installations.
- East & West Spring Lake Wastewater MSBU:
 - Contract A, the Master Vacuum Station is scheduled to begin construction in early May; Contract C, which includes the western portions of the vacuum collection system, was awarded by the BCC on 4/28/2015 to Stevens & Layton, Inc. The remaining portions will be re-bid within the coming weeks and months.
 - Draft Scope of Work for second TMDL grant agreement was sent to FDEP in January and is under review. Received an update from FDEP and final agreement expected in by mid-June which will require BCC approval.
 - Bi-monthly sampling continues.
 - Staff met with TetraTech to begin work on the Quality Assurance Project Plan (as required by the TMDL grant). Draft QAPP expected by July.