

Charlotte County
Board of County Commissioners
Staff Report
May 2015

Budget & Administrative Services
Budget Department/Fiscal Services Division

- Grants Support:
- Human Services Grants:
 - Senior Services Fiscal Reports were prepared and submitted to the Area Agency on Aging to request reimbursement for the Community Care for the Elderly Grant, Home Care for the Elderly Grant, Older Americans Act Grant Title IIIB, Title IIIE Grant and Alzheimer's disease Initiative Grant for a total monthly amount of \$66,788.18.
 - Worked on the research of the State Statutes of the Co-Payment policies allowed by the State to insure the proper language is incorporated into the County policy that is being developed. Met with Human Services staff on this matter.
 - Low Income Home Energy Assistance and Community Services Block Grant funds were received in the amounts of \$39,788.49 and \$3,841.67 respectively from the March 2015 reports submitted.
 - Staff attended a Charlotte County Habitat for Humanity (CCHFH) home dedication on 5/21/2015. This home was provided to CCHFH through funding from Neighborhood Stabilization Program 3.
 - Staff continues working with the Clerk of the Court's Audit Division as they work through the Housing Review Audit.
 - On 5/27/15, Staff met with Special Agents from the U.S. Dept. of Housing and Urban Development (HUD), Office of the Inspector General. The Agents were visiting various jurisdictions that receive Federal Funds to introduce themselves and their department and to get an idea of what sort of safeguards Charlotte County has in place to protect against fraud.
 - Staff continues to work with both the Grants and the AP/AR Core Services Groups as they meet to plan the reorganization of the Fiscal Department.
- Transit Grants:
 - On May 6th, Transit and MPO attended a quarterly meeting with SCAT to share operation updates and improvements.
 - Executed contract with Sr. Friendship Center to provide services to Charlotte County Elderly population.
 - Joint Participation Agreement with FDOT completed for the Section 5339 Bus Facilities grant. This will provide funding for improvements to the Fleet Maintenance building.
 - Closed the FY10 Section 5307 Federal Transit Administration (FTA) grant.
 - Provided quarterly Operation and Fiscal reports to the Local Coordinating Board (LCB).
 - Finalized the Rate Calculation Model which will determine the fare rates invoiced to the Transportation Disadvantaged Commission in the coming year.
- Public Safety Grants:
 - Received a total of \$4,566.19 in grant reimbursement claims:
 - \$ 4,566.19 from State of FL for HazMat grant
 - Participated in On-Site monitoring with Florida Department of Emergency Management for EMPG (operating) grant agreement 14-FG-1M-09-18-01-075 and EMPA (labor) grant agreement 14-BG-83-09-18-01-008.
 - Participated in On-Site monitoring with Florida Department of Emergency Management for SHSGP Training grant agreement 14-DS-L5-09-18-01-466.
 - Prepared and submitted Program Expenditure Report to Florida Department of Health for the EMS Grant agreement C3008 for the period of January 23, 2015 through April 30, 2015. There were no funds expended during this reporting period; however, interest was recorded in the amount of \$19.51.
 - Assisted Emergency Management staff with the application process for a new grant that will be coordinated with Fire Rescue.

- Public Works Grants:
 - Mosquito Control Reports are now posted on SharePoint
- Road Grants:
 - Received a total of \$ 748,462.13 as follows:
 - \$ 361,629.18 from FDOT for Winchester South construction
 - \$ 263,849.67 from FDOT for Burnt Store PH3 road construction
 - \$ 38,820.78 from SWFWMD for Charlotte Harbor Best Management Practices.
 - \$ 84,162.50 from FDOT for signal timing analysis
- WCIND Grants:
 - Prepared 14 new WCIND contracts for FY15/16 reimbursements of \$457,356 for next year's activity.
 - Payment requests were submitted to WCIND in May 2015 totaling \$370,268 for reimbursements.
 - Not for Profits – Received invoice from Charlotte Harbor Estuary Program in the amount of \$15,000. A check request was processed
- Library Grants:
 - Received \$33,584 FY15 State Aid to Libraries grant payment from State Division of Library Services
- MPO Grants:
 - Updated the Transportation Service Development Plan (TDSP) for Florida Department of Transportation.
 - On 5/14/15, the Local Coordinating Board held a meeting.
 - On 5/4/15, the MPO Board met to discuss project priorities and The Long Range Transportation Plan (LRTP) Needs Plan. The LRTP was presented by Jacobs Engineering. FDOT presented the Revenue Equity Study.
- Historical Center Grants:
 - None
- Justice and Mental Health Collaboration Grant:
 - BJA Technical Assistance Center held conference call with our Mental Health Court Team to discuss the progress of our mental health court expansion and best practices.
 - Chairman of the Criminal Justice Behavioral Health Advisory Council (CJBHAC) and I participated in the mental health initiative webinar sponsored by NACO called Stepping Up. Attended the Mental Health Awareness walk.
- MISC Grants:
 - Set up Eden for TMDL grants tracking on the East West Spring Lake MSBU
- Operating, Capital and Accounting Support:
- Accounting/Billing:
 - Invoiced a total of \$12,668.54 for Public Safety:
 - \$8,362.50 for EMS standby charges
 - \$4,306.04 for EMS charges for Tampa Bay Ray's Spring Training
 - Received a total of \$4,306.04 for Public Safety:
 - \$4,306.04 for EMS charges for Tampa Bay Ray's Spring Training
 - EMS Refunds - processed 66 refunds for overpayments received by ADPI totaling \$12,703.74 for April.
 - Prepared tax distribution spreadsheet for special assessment fees to Little Gasparilla Island Fire Unit for April in the amount of \$18,084.13.
 - Prepared City of Punta Gorda traffic signal maintenance agreement billing.
- Budget Support:
 - Finalized and proofed all Summary Sections of the FY16 CIP in preparation for the Infrastructure Focus Area Workshop.
 - Central and Indirect allocations have been received and entered into the budgets.
 - Received and entered budgets for the Sheriff, Clerk of Courts and Supervisor of Elections. We have received the Medical Examiner's budget, also. However, it will be changing due to revision of the contract which will be going to the board for approval later this summer.

- Worked on creating the new Capital Improvements book sections to create a consistent format for Utilities, Facilities, Parks & Libraries and Sheriff's Office 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.
- Department Specific Support:
 - Met with KPMG on operational audit and new employee requests.
 - Continued support of KPMG audit recommendations with weekly meetings.
 - Provided Rate Consultant information with documentation in support of the 20 year long range capital plan.
 - Continued discussion on Line Cost Recovery MSBU.
 - Attended meeting with Facilities to discuss proper reporting for Asset Management System expenditures
 - Economic Development reported on the current status of the Cheney LGDAM grant reimbursement:
 - No release of funds date has been issued as yet.
 - Reviewed Ambulance Fee Waiver Program with EMS, including policy guidelines, pre-screen checklist, appeal and grievance process, letter to patient, and preparing for future meetings with Human Services to administer the program. Identified challenges that will need to be addressed and incorporated into the policy guidelines.
 - Participated in conference call with EMS billing vendor to discuss update on Medicaid accounts coded to basic life support level of service instead of advanced life support and the timely filing limit for accounts refunded and resubmitted.
 - Assisted EMS staff in redesigning tracking spreadsheet for EMS Collection payments and defined procedures on follow-up letters for account suspensions and restarts.
- Financial Reporting:
 - Updated SharePoint reports with April financial information (Projected Revenue & Expense, Fund Rollup, Department Rollup)
- Analytical Support:
 - Continued planning the transition in the Realignment of the Fiscal Services Division for operations and CIP
 - Finished evaluation of indirect costing pool for Engineering division in support of the Utilities Operational Audit.
 - Completed Disclosure Councils request for information pertaining to the Peace River delayed delivery financing.
 - Reviewed Peace River water usage.
 - Division of Juvenile Justice – In response to the court's ruling in April, DJJ has released a new spreadsheet that assigns 57% of the detention costs to the counties for FY14/15 and the same for FY13/14 when the counties were billed 32% of costs. Also included in the spreadsheet are the balances owed by the counties that made partial payments and the revised credits due to the counties. We have reviewed the calculations and have noted our concerns with Charlotte County's credits to administration and the county attorney.
 - DOR Website Review – reviewed county web-site to ensure both the property appraisers and tax collectors approved budget were available per statute.
 - Workers Compensation – worked with IT to develop pivot tables to provide extensive detail of transaction activity.
 - Provided city and county millage rate and spending comparison report to fiscal management.
 - Met with Solid Waste management team to discuss the commercial landscape project and provide analytical support.
 - Compiled Fleet Work Order spreadsheet to compare daily input vs output data over multiple FY's
 - Analyzed the Central & Indirect charges proposed for Public Works MSBUs to ensure they do not exceed 5% of revenue; updated the Excel file for the new figures and relinked the workbooks.
 - Prepared Community Services mid-year budget to actual analysis and discussed with Director.
 - Prepared Sports Park Improvement Fund 3006 cash flow and projected year end balances.

I.T.

- No information to report.

Purchasing

- Quotes due and received:
 - 15-286 Fire Sprinkler Installation Fire Station #10
- Pre-bid meetings held:
 - 15-268 Injection Well Mechanical Integrity Testing - CCU
 - 15-257 In-Home Elder Care and Support Services
 - 15-258 Construction Sunshine Lake Recharge Wells
 - 15-298 Transportation Wastewater Dewatered/ Liquid Residuals – Back-up Services
- Bid openings held:
 - 15-269 Insecticides and Herbicides – Annual
 - 15-257 In-Home Elder Care and Support Services
- Work Orders due and received:
 - 15-288 Design Parkside Multi-Use Path – Gertrude and Aaron Street
 - 15-283 Illustrative Concept Plans – Facilities
- Pre-submittal meetings held:
 - 15-262 Design South County Community Library and Archive
 - 15-294 Florida State Lobbyist Government Relations
 - 15-295 Florida State Lobbyist Appropriations
 - 15-287 Veterans Memorial Construction Manager at Risk
- Proposals due and received:
 - 15-239 Charlotte County Sheriff's District 1 Headquarters
 - 15-251 Olean Blvd Widening
 - 15-256 Parallel Boat Lock
 - 15-262 Design South County Community Library and Archive
- Shortlist meetings held:
 - 15-202 Don Pedro / Knights Island Construction Manager at Risk
 - 15-251 Olean Blvd Widening
 - 15-236 CMMS – Procurement and Implementation Consulting
 - 15-239 Charlotte County Sheriff's District 1 Headquarters
 - 15-256 Parallel Boat Lock
 - 15-255 Pre-Employment Background Checks
- Shortlist meetings held:
 - 15-234 McGuire Park Renovations

Real Estate Services

- Purchase Contract for Bayshore Park – The BCC approved the contract at their May 12th regular meeting. Staff will move forward with due diligence items and plan for a closing.
- Piper Road North – We will be bringing several resolutions of necessity to the BCC in the coming weeks.
- Surplus Property Disposal – Recommended bids will be brought to the BCC for approval at their May 26th meeting. The County will realize over \$190,000 if the recommended bids are accepted. Total funds secured for the County over the last few years now exceed \$3.3 million.
- 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 147 applications received to date this fiscal year.
- Edgewater Phase II – Mediations to reach final settlement continue.
- Placida Widening – With approximately 50% of the right of way parcels and easements

- acquired, work continues to acquire additional right of way on a voluntary basis only.
- Environmental Lands Acquisition Program – The BCC approved a resolution at their April 28th authorizing the acquisition of scrub jay habitat on the County's behalf. Flamingo/Edgewater – We have acquired over 80% of the parcels needed for this project, all on a voluntary basis. Additional parcels were acquired subsequent to offer letters that were sent last August. Another round of offers will be processed shortly.
- Midway Project – Temporary Rights of Entry – We have obtained the necessary rights of entry for this project.
- 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 obtained several favorable responses to date (8 out of 12) 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. The minimum bid set by the PGHA is \$1,425,000 and the bid date is June 25th.
- 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 looking to obtain a 15 acre site for a new Sheriff's District Office in the vicinity of the Parkside CRA. This proposed acquisition would be subject to BCC approval.
- 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.

Community Development

- The Building Division:
 - Claire Jubb attended the national Association of State Flood Plain Managers conference. The conference was attended by 1100 floodplain managers from across the nation and provided updates on all of the policy issues from FEMA representatives and the nation's experts in floodplain management.

Item	Total FY2014	May-14	May-15	FY14YTD	FY15 YTD
Single Family Permits Issued	551	53	62	319	483
Multi Family Permits Issued	0	0	0	0	2
Commercial Permits Issued	40	2	3	29	74
All Other Permits Issued	17181	1567	1517	11021	12510
Customers Served	24045	2140	1944	15786	16011
Inspections	55832	4987	4691	36775	39932
Permitting Revenue	\$2,814,423.00	\$263,082.00	\$277,041.00	\$1,794,021.00	\$2,354,481.00
Permitting Expenditure	\$2,236,389.00	\$203,552.00	\$242,589.00	\$1,538,574.00	\$1,571,814.00
Code Enforcement Revenue	\$1,018,597.00	\$70,423.00	\$57,428.00	\$641,953.00	\$637,351.00
Code Enforcement Expenditure	\$1,652,671.00	\$185,193.00	\$143,714.00	\$1,153,572.00	\$964,968.00
New Complaints Received	1235	84	66	561	450
Code Cases Initiated	3079	290	267	2000	2280
CEB Cases Heard	574	62	19	386	218
Citations Issued \$ Amount	\$151,000.00	\$11,000.00	\$11,000.00	\$100,000.00	\$57,000.00
New Contractor Licenses Issued	16	0	1	9	12
Contractor Licenses Revoked	7	1	0	7	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 was presented in May at the Parkside Community meeting, and will be made available for voting at four locations across Parkside through June and July. These locations are the Charlotte County Cultural Center, the Port Charlotte Library, the Charlotte County Family Services Center, and the Port Charlotte office of the Charlotte County Chamber of Commerce. 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 May 6th. The following project was presented to the ARC:

- 4086 North Beach Road – rear yard setback variance

- 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 (BCC) on September 23, 2014, has been challenged by the Friends of Cape Haze, Deb Highsmith, and the Sierra Club. Revisions to the Mineral Resource Extraction (MRE) Future Land Use Map category was adopted by the BCC on April 28, 2015, has been challenged by the City of Punta Gorda.
- 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 5 sufficient petitions in April:
 - 1 DSRB Preliminary & Final
 - 1 "regular" Preliminary and Final
 - 2 Final
 - 1 Major Modification
- Board of Zoning Appeals:
- The Board of Zoning Appeals heard the following petition on May 13, 2015:
- Petition No. VAR-15-003:
 - Stephen and Jody Norris are requesting a variance to reduce the required rear yard setback by ten feet, from 20 feet to ten feet, for a swimming pool at an existing single-family residence, in the Manasota Single-family-3.5 (MSF-3.5) zoning district. The property address is 4086 North Beach Road, Englewood, was approved with conditions with a 5-0 vote.
- Planning and Zoning Board:
- The Planning and Zoning Board heard the following petitions during the May 11th meeting:
- PA-15-02-01-LS
 - A Resolution pursuant to Section 380.06(19)(e)2, Florida Statutes, a text amendment to the Sandhill Development of Regional Impact (DRI) Development Order by adding some specific sign requirements to allow one additional pole sign between 40 feet and 80 feet in height to be located on either PA, PD or PE within Parcel 5-13 of Tract 5 of the Sandhill DRI; for property located south of the DeSoto County Line, north of Rampart Boulevard, east of Loveland Boulevard and west of the Deep Creek area; Section 7, Township 40 South, and Range 23 East, in the Port Charlotte area, currently containing a total of 713.12± acres; Commission District I; Petition No. NOPC-15-03-02; Applicant: Sandhill Kings, LLC; providing an effective date. This application does not require the filing of a Notice of Proposed Change. Board Recommendation: Approval

- SV-15-01-01
 - Pursuant to Section 163.3184(3), Florida Statutes, transmit a Large Scale Plan Amendment to the Department of Economic Opportunity for review and comments; this request is to amend the Potable Water and Sanitary Sewer (WSW) subelement of the Infrastructure Element to update the Water Supply Facilities Work Plan; to amend ICE Policy 1.1.11: Coordination with Water Management Districts, to reference the adopted Water Management District regional water supply plans; and to amend CIE Policy 1.1.8: Financially Feasible CIE Schedule, to remove a reference to deleted Chapter 9J-5, F.A.C.; Petition No. PA-14-10-14-LS; Applicant: Charlotte County Board of County Commissioners; providing an effective date.
 - Board Recommendation: Approval
- PP-09-01-01
 - 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 request is to amend the Transportation (TRA) Element by revising TRA Policy 1.3.4: Airport Ground Access, to ensure that all roadway work within the ECAP Overlay shall have no negative impact on access to the airport; Petition No. PA-15-04-04-LS; Applicant: Charlotte County Board of County Commissioners; providing an effective date.
 - Board Recommendation: Approval
- Board of County Commissioners Land Use:
- The Board of County Commissioners heard the following petitions May 26, 2015.
- SV-15-01-01, 8th Street:
 - Approve a Resolution granting a Street Vacation for Gregory and Linda Nelson for Petition #SV-15-01-01. Legislative.
 - Board Decision: Approval
- PA-15-02-01-LS.
 - 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 Decision: Approval
- Ordinance to Update the Capital Improvements Plan (CIP) and the School Board 5-Year Work Plan
 - Adopt an Ordinance to update the Capital Improvements Plan (CIP) and the School Board 5-Year Working Plan in the Capital Improvements Element (CIE) of the County's Comprehensive Plan. The updates are required on an annual basis as stated in the County's Comprehensive Plan and Section 163.3177 (3)(b), Florida Statutes.
 - Board Decision: Approval
- PA-14-10-14-LS – Large Scale Plan Amendment – EAR Based Amendment.
 - Transmit a Large Scale Plan Amendment the Department of Economic Opportunity for review and comments; this request is to amend the Potable Water and Sanitary Sewer (WSW) subelement of the Infrastructure Element to update the Water Supply Facilities Work Plan; to amend ICE Policy 1.1.11: Coordination with Water Management Districts to reference the adopted Water Management District regional water supply plans; and to amend CIE Policy 1.1.8: Financially Feasible CIE Schedule to remove a reference to deleted Chapter 9J-5, F.A.C.; Petition No. PA-14-10-14-LS; Applicant: Charlotte County Board of County Commissioners; providing an effective date.
- Unified Land Development Code Revisions, Phase II.3
 - Approve Ordinances to amend Chapter 3-9, Charlotte County Code of Laws and Ordinances, by revising Section 3-9-65: Boating Structures; Section 3-9-65.1: Boats Used for Living Purposes; Houseboats; Section 3-9-79: Off-street Parking and Loading Facilities; and Section

- 3-9-79.1: Parking of Boats, Recreational Vehicles, Trucks and Trailers; 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.
- 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: Further study requested, bring back at the June 23rd BCC Land Use Meeting

Community Services

- Administration:
 - Responded to 151 phone calls, 27 webmail's, 6 citizen concerns, 12 accident and 3 incident reports, and 1 damaged and missing item report.
 - Supported 2 Advisory Boards, Safety Committee
 - Promotional and Marketing Activities
 - Issued 8 News Releases
 - ½ page ad in the Parrot Magazine promoting activities
 - ½ page ads in Florida Weekly plus Best of...Place to Get Up, Get Out, Get Active and Parks and Rec Master Plan
 - Facebook Page Current reach
 - 692 Page Likes
 - 6,726 total post reach – Master Plan Meetings
 - iHeart Media commercials for Summer Camp, Commemorative Brick Program
 - Sun Herald – ¼ page ad for Master Plan Meetings, plus legal ads

- Handout post cards for Master Plan meetings at Stone Crabs games, library book checkout
- Distributed “The Guide” (activity and program guide) to Elementary Schools, Middle and High Schools, Chambers of Commerce.
- Total marketing pieces distributed – 19,138 (including “The Guide”)
- Meetings:
 - Parks Master Plan – (3) Public Workshops
 - Phone Conference with Sarasota County Parks and Rec Master Plan
 - Attended Public Meeting at City of North Port Parks and Rec Master Plan
- Parks and Recreation Master Plan:
 - Public workshops May 19-21
 - Website – www.ccparksmasterplan.com
- Playgrounds:
 - Higgs and Kiwanis Park under construction
- 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
 - Bayshore Live Oak Park – Shaved Ice Vendor

- Charlotte Sports Park:

- The Charlotte Sports Park hosted twelve (12) home games for the Charlotte Stone Crabs on the following dates with a total attendance of 11,609.

Friday	5/1/2015	1268	Half way to Halloween & Reading Club Night
Saturday	5/2/2015	1784	FIREWORKS
Thursday	5/7/2015	1250	
Friday	5/8/2011	1277	Avengers night & Reading club night
Saturday	5/9/2015	1371	FIREWORKS
Monday	5/18/2015	402	
Tuesday	5/19/2015	1332	
Wednesday	5/20/2015	230	Senior Day
Thursday	5/21/2015	769	Fat Point Brewery Themed Giveaway
Friday	5/22/2015	400	
Saturday	5/23/2015	1185	FIREWORKS
Sunday	5/24/2015	341	Brunch & Baseball

- The Charlotte Sports Park hosted the Prostyle Baseball Tryout on 5/2 with an attendance of 100. The Perfect Game Tournament was on 5/23 and 5/24 with an estimated attendance of 600. Upcoming we will be hosting the Sun Travel Ball Tournament on 5/30 – 5/31/15.
- Port Charlotte Beach Pool:
 - 1160 paid admissions
 - 216 Pass holder visits
 - 244 Water Aerobics participants
 - 5 Private Swim Lesson series
 - Staff spent an estimated 40 hours performing In-Service Training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 40 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms
- Oyster Creek Regional Park Pool:
 - 1658 paid admissions
 - 643 pass holder visits
 - 567 water exercise participants

- The pool was rented one time for SCUBA Training
- Nine students attended the Lifeguard Training course, one of them a scholarship recipient.
- Charlotte County Blue Fins practiced 5 times per week resulting in approximately 400 “splashes” for the month.
- Staff spent an estimated 47 hours performing In-Service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
- Staff spent an estimated 51 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- South County Regional Park Pool:
 - 1401 paid admissions
 - 947 pass holder visits
 - 112 water exercise participants
 - The Charlotte County Blue Fins held 8 swim practices resulting in approximately 480 “splashes” for the month.
 - The Charlotte County Blue Fins held a swim meet May 30 with approximately 150 swimmers and their families attending.
 - The Moonlight Movie event was held May 23 and had 61 attend despite poor weather.
 - Learn to Swim Spring Sessions 3 & 4 held 17 different classes with 57 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:
 - The four Charlotte County Recreation Centers and two Charlotte County Skate Parks were open a combined 1,350 hours and served over 9,880 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 1,072 with 2,973 touches combined. Recreation facilities were rented 53 times achieving a rental attendance total of 2,841 people.
- Athletic Section:
 - Charlotte County athletic leagues and athletic special events used County facilities approximately 1,841 hours on the month of May. An estimated 2,390 local athletic participants visited County facilities. Activities included Youth Baseball, Youth Swimming, Youth Soccer, Youth Softball, Youth In-Line Hockey, Youth Horsemanship, Youth Flag Football, Adult Soccer, Youth BMX and Adult Flag Football.
 - Nations Youth Baseball hosted a tournament at North Charlotte Regional Park attracting 26 teams May 2-3.
 - Prostyle Youth Baseball hosted a tournament at North Charlotte Regional Park attracting 32 teams May 16-17.
- Extension Services:
 - Administration:
 - Meetings/Reporting:
 - Managers Meeting - Charlotte Sports Park – 1 to 3 pm – May 27th
 - South Central Monthly CED Meeting – May 26th – 1 pm
 - County Program Review – 8 am to 5 pm – May 21st
 - County Program Review – Preliminary Report – 9:00 – 10:30 am – May 22nd
 - Extension Staff Meeting – 3 pm – May 28th
 - Spring Lakes Workshop preparation meeting – May 19th – 1pm – CCU
 - Managers Meeting – May 12th – 2 to 4 pm - Charlotte Sports Park
 - Mandatory Training – HR- Appraisals - May 13th - Mid-County Library - 9:00 - 10:00 AM
 - Agriculture and Natural Resources Advisory Committee – Murdock – May 14th – 9 to 11 am
 - Overall Advisory Committee Meeting - May 4th – 11:30 am
 - Website Hits: Website: 2699 page views
 - Facebook® Page - Charlotte County Extension data: Facebook: 1,088 likes: Our Blog had 541 views. (Mitchell, Schumaker)
- Sea Grant:

- Publications:
- Staugler, E.A. 2015. "Mastering Nature". Waterlife Magazine. May 2015, pg. 12.
- Staugler, E.A. 2015. "What's in a Latin Name?" Waterline Magazine, Charlotte Sun Herald. May 21, 2015, pg. 12.
- Staugler, E.A. 2015. "What's in a Fish's Name?" UF/IFAS Extension, Charlotte County. EAS-051815-003, 2pp.
- PowerPoint:
- Staugler, E.A. 2015 - "Sea Grant: For County Review" UF/IFAS PDEC 19 slides.
- Websites:
- Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/>
- 5/20 - Charlotte and Lee anglers: your knowledge can help local fisheries thrive!
- 5/15 - Deciphering Scientific Names
- 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:
- 5/7 - Stock Enhancement Workshop - 28 attendees
- 5/28 - Fisheries Forum
- Site & Office Visits:
- Kelly Beall, at Peace River Seafood
- Jynessa Dutka-Gianelli, UF FAS at office
- Capt. Billy Barton & Robert Lugiewicz on water
- Fishin' Franks Bait & Tackle Shop
- University Governness:
- Developed draft process agenda for Annual Florida Sea Grant Extension Planning Meeting in Gainesville (Sept.)
- Meetings:
- 5/4 - Overall Advisory Committee meeting
- 5/4 - FMNP Governing Board conf. Call
- 5/6 & 5/20 - RESTORE Advisory Board meeting
- 5/11 - Jamie Reynold to plan upcoming FMNP class
- 5/18 - For-Hire Fishing Workshop, 2015 planning conf. call
- 5/18 - 2015 Great Goliath Grouper County planning conf. call
- 5/27 - Fisheries Forum planning conf. call
- 5/27 - Fisheries WAG meeting planning conf. call
- 5/27 - Fisheries Forum pre-meeting
- Other:
- 5/21 & 5/22 - UF County Review
- Considerable time preparing for County Review and upcoming FMNP class (Staugler)
- 4-H Youth Development:
- 4-H In-school Programming:
- Gardening and Salsa Day - 100 5th grade Vineland Elementary students learned how to make fresh salsa with produce that can be grown in the school garden as part of a 4-H Nutrition and Food Preparation Program.
- Coconuts to Candy Bars - 112 3rd grade Liberty Elementary students completed the 4-H ag-awareness program exploring the different careers in agriculture.
- Sewing for Our Neighbors – 118 Imagine School 5th 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.
- Ag Literacy Reading Days – 110 Imagine Elementary school 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.

- 4-H Leadership and Organization:
- The Charlotte County 4-H Association arranged a fundraiser at Bob Evans Restaurant for May. This is one 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. These clubs are led by volunteers; with adult volunteers donating over 150 hours of service.
- Horticulture:
 - GI-BMP – 8 am to 3 pm – May 29th – 10 participants
 - 2015 MG Training – MG Training – “Vegetables II” – 9:30 am to 12:30 pm – May 5th – Gene McAvoy
 - 2015 MG Training – MG Training – “Composting” – 9:30 am to 12:30 pm – May 7th – Tom Becker
 - MG Training – “Ants” and “Weeds” – May 19th – 9:30 am to 12:30 pm – me
 - MG Training – “Plant (vegetable) Propagation” – Dr. Monica Ozores-Hampton, SWFREC, Immokalee – May 20th
 - MG Training – “Best Practices For Public Speaking” – May 26th – 9:30 am to 12:30 pm
 - MG Training - Wrap-Up, Evaluation and Post-test – May 28th - 9:30 am to 12:30 pm
 - “Limited Commercial Landscape Maintenance Training” – May 18th – 8:30 am to 5 pm – 7 in attendance
 - MG Association Meeting – May 6th – 10:00 am
 - Special Outreach:
 - MG Radio Show – WCCF-1580 – 10 am – May 26th – Tom Becker and Lynn Buth
 - Florida State Horticulture Society – May 31st – June 2nd - St. Augustine – Presenting a paper – “Parks That Teach”
 - Site Visit:
 - Janine Secord home visit - 825 Calvert Ave. NW PC – Snails
- 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 May... 356 including 9 teaching events attended by 142, 98 telephone consultations, 68 office visits, 5 field visits and 142 email consultations.
 - Who Benefited? Organizations and groups benefiting from interaction with the FFL™ assistant include: Punta Gorda Isles Community Association, Master Gardener trainees, Charlotte County Master Gardeners, Burnt Store Lakes, the Hammocks at Cape Haze, State Extension Review Team, Clear Channel Radio, Green Industry Representatives and four homeowners requesting site visits.
 - Florida-Friendly Landscaping™ Education:
 - The assistant administered a pre- and post-test to determine Master Gardener trainees understanding of the FFL™ concepts and applying Florida-Friendly landscaping™ practices. 18 Master Gardener trainees were tested. Pre-test scores averaged 73% and when re-tested one month later averaged 83%. The greatest gain in knowledge and understanding were in three areas: (1) selecting plants specific for their location, (2) properly applying fertilizer and (3) maintaining their landscapes in order to reduce stormwater runoff. As a tool for further applied learning, all the participants attended several yard tours demonstrating significantly reduced environmental impacts to nearby lakes.
 - Selecting Trees for Florida-Friendly Landscaping™:
 - Selecting the right trees for the right place often requires significant behavior change to demonstrate applied learning. Eighty participants attended last February’s Landscape Gardening Series on choosing trees. Five yard advisors facilitated discussion on choosing one of twenty different preferred urban street trees and bamboos. In a follow-up online survey, 95% of the attendees either agree or strongly agree to having adopted and put into practice at least one new technique or suggestion presented.

- Vermicomposting:
- Vermicomposting was discussed and demonstrated during two backyard composting workshops. Thirty-four attended. Vermicomposting is the process of using worms to produce rich compost from kitchen and food waste including fruits, vegetable peelings and coffee grounds. The instructor showed how to make a worm box, prepare the proper bedding and to house one pound of worms (500 to 2000 worms). These worms can often process one pound of food waste per week. After 110 days, 65 pounds of food waste is turned into useable compost, an ingredient greatly lacking in Charlotte County soils.
- Meetings:
 - Nursery BMP Meeting South Central District with Dr. Tom Yeager – May 1st – Manatee County Extension Office – 10 am to 12 noon
- Charlotte Sun Newspaper Articles:
 - Potential Readership: Charlotte Sun Herald – Average Circulation - 44,028
 - Charlotte Sun-Herald Newspaper Articles Website: An average of 25,000 hits per day
 - Newspaper Article for May 25th – “Black olives browning”
 - Newspaper Article for May 18th – “As orange as orange can get”
 - Newspaper Article for May 11th – “The garden of cast iron”
 - Newspaper Article for May 4th – “Yuccas – one spiny, one soft” (Mitchell, Bates, Becker)
- Natural Resources
 - Parks and Natural Resources Land Management staff participated in a variety of activities. The ongoing scrub management activities at Amberjack Environmental Park continue. This phase of the project involves the reduction of overstory and perch tree options for avian predators.
 - Land Management activities include the identification of a potential exotic grass on Oyster Creek Environmental Park. Staff contacted multiple outside sources as well as the Master Gardener’s folks at the Eastport campus location. The grass in question is likely Guineagrass, an exotic/invasive, and is part of the ongoing fight against exotic incursion we often face as land managers.
 - Land Management staff also assisted in an interdepartmental work assignment. An ongoing project required some ground trothing of a potential gopher tortoise burrow/culvert. It seems a gopher tortoise had taken up residence in a culvert located under a citizen’s driveway. Public Works is working on drainage in the area and didn’t want to impact the potential surrogate burrow. A request was made for some assistance from our department. Land Management staff utilized some specific equipment designed for the observation of gopher tortoises, a gopher tortoise camera. This equipment allows us an up close view of the burrow or potential burrow and to see if anyone is home so to speak. This time the tortoise seems to only utilize the culvert from time to time and has not taken advantage of the structure to use as an actual burrow.
 - In conjunction with these and other responsibilities Land Management staff also participated in ongoing training requirements as well as review of materials for certification as Natural Areas Applicator’s license requirements. This certification is essential to land managers as the preservation of our native species is paramount to the protection of our natural systems and resources.
 - In an effort to provide excellent service and stay proficient with the tools at our disposal county staff have taken the opportunity to complete some online review of tutorials for ArcMap. ArcMap is a valuable tool used by Natural Resources staff regularly. Using ArcMap land managers can create maps and aerial pictures that detail the density, location and treatment history of each property and management unit. Land managers also utilize this tool to create maps for mechanical treatment units and priorities as well as maps for fire management. Using ArcMap we can track the presence over time of listed species and easily create maps in coordination with grant reporting/monitoring responsibilities.
 - Exotic flora was treated on Amberjack, Oyster Creek, Rotunda, Tippecanoe II and Peace River Preserve. Exotics treated include Brazilian pepper and Lygodium. Staff treats these and other exotics regularly and often as part of permit compliance, management responsibilities and preservation of our native flora and fauna. Exotic/invasive flora and fauna are direct threats to our vulnerable native species as they often come to us without the natural controls found in their native habitats. Many of these exotics evolved in a climate very similar to our subtropical climate

but many thousands of miles away. In their native ranges these exotics are not impactful and can in some cases be endangered. One such species is the iguana. In central and south America the iguana is often endangered and has been hunted to dangerously low levels as a source of food. Here in SW Florida the iguana has almost no predators and only a very few adventurous people seeing it as a source of food. As a result of few predators the iguana has spread through much of the county. Many don't see a problem with that but few realize the iguana will readily take gopher tortoise burrows as shelter and are not amenable to sharing shelter as is the gopher tortoise.

- Land management staff treated Cesar Weed. This invader is fairly common and while most people may not recognize the plant they will almost certainly recognize the seed. Cesar Weed seeds come in the small "burr" that sticks to nearly everything. These are the less violent version of the "sand spur" type. They are small, about the size of a pencil eraser end and a little flattened. I think these seed pods may have been the inspiration for Velcro. The leaves of Cesar Weed resemble the leaves of the Muscadine Grape but don't grow in vines and the flowers are small and pink. This plant was up graded to a Category I exotic/invasive a few years ago. While it is invasive and spreads readily it is relatively easy to treat and recognize. Peace River Preserve was the site of the recent exotic control operations as part of an ongoing habitat restoration plan that will continue for the next 5-10 years.

Facilities, Construction and Management

- ADA Various Improvements: ADA Phase III is in engineering and design. Schematic designs and budget cost estimates are being prepared for all targeted site improvements. Proposed solutions to carry forward for final design will be prioritized based on need and available budget.
- Anger Fishing Pier & Parking Renovations: The phone cable that was cut by the contractor is being repaired. As soon as the additional rip rap is installed by community services the park and pier can be opened to the public.
- Port Charlotte Beach Fishing Pier & Boardwalk Renovation: The fishing pier is complete. Work is continuing on the boardwalk.
- Franz Ross Football Fields Renovation: Geotechnical investigations of field soil characteristics are being expanded to provide a clearer analysis of existing conditions.
- Franz Ross Park Parking Expansion: The pre-construction meeting has been scheduled with General Construction for this Friday.
- Cape Haze Pioneer Trail Connector: A developer negotiation meeting scheduled in June. Funding was requested in the CIP for next fiscal year.
- Fire Training Facility: The project bid documents were submitted to Purchasing for processing.
- Bay Heights Boat Ramp: The Army Corps of Engineers (ACoE) issued the permit. The consultants forwarded ACoE permit to US Coast Guard and awaiting channel marker permit approval.
- Airport Annex Master Plan: The consultant compiled and a review meeting held on May 29th. The users reviewed the data and programming questions were clarified. The consultant will start the building massing phasing of the master plan.
- Murdock Service Area and VIP parking area: Preliminary plans reviewed with staff. Final plans underway.
- 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: All drainage structures have been installed. Paving has begun.
- Harbour Heights Boat Ramp: Draft plans have been received.
- El Jobean Fishing Pier: The revised plans have been reviewed. We are considering adding a repair method instead of replacement of the pilings to save money
- Justice Center Expansion: No comments on draft RFP received from stakeholders. (All comments relayed at a pre-RFP workshop are sufficient.) The final RFP is in preparation for sending to Purchasing.

- Sales Tax Project – Family Services Center Renovations: Spatial and functional analysis of the Family Services Center and Cultural Center is underway. Final floor plans and deficiencies analysis are complete. Functional and program analysis is ongoing.
- Sales Tax Project – Veterans Memorial Park: The design kick-off meeting was held on May 27th with the consultant and county staff. The firm collected the programming data and will start three conceptual layouts of the park. The construction manager RFP was submitted to Purchasing with the pre-submittal meeting held on May 28th.
- Sales Tax Project – McGuire Park: Negotiations kick-off meeting was held on June 9 and included all stakeholders to give consultant a broad perspective on context and possible scope of work. Consultant working on first proposal for scope, fees and schedule.
- Sales Tax Project – South County Community Library: Proposals received and ranked by committee; scheduled for BCC approval of ranking on June 23. City will consider authorization to develop inter-local agreement for property on June 17.
- Sales Tax Project – CCSO District 1 Offices: The design RFP shortlisting was completed on May 21st. The shortlist will be presented to the Board of County Commissioners for approval in June. The construction manager RFP was assigned to the purchasing agent for compiling the advertisement.
- Sales Tax Project – Jail Infirmary: The design RFP was assigned a purchasing agent. The agent completed the draft advertisement. The documents need to meet spec review before advertising the RFP.
- Fire Station # 10: The fire sprinklers design has been completed and advertised for construction bids.

Human Resources

- Employee & Labor Relations:
 - Held Union negotiations with IAFF
 - Extended employment opportunities to 22 candidates.
 - Attended Local SHRM Meeting
 - Recruitment related activities and hiring processes
 - Assisted Public Safety with Firemedic Interviews
 - Participated on Interview Panels
 - Employee related issues and investigations
 - Continue to partner with Charlotte Technical Center by offering job shadowing opportunities and Water & Wastewater Operator Training with Utilities department
 - Discipline related conversations and activities
 - Monitor the community service program with Courts System
 - FMLA Processing & Reporting
 - Tasks associated with Employee of the Month
 - 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
 - Held “Resolving Conflict” workshop - 13 employees attended
 - Halogen Training sessions held – 14 meetings, 130 employees
 - Generated monthly service awards
 - Miscellaneous coaching/development conversations

- Applications for the Ambassador Program were extended to interested employees
- Professional Development to include webinar, reviewing industry journals, etc.

Human Services

- Human Services Director, Vikki Carpenter; Family Services Manager, Lori North; and Dr. Faezeh Andrews, 211 Supervisor met with Dr. Carol Sundberg, Director Unified Clinics and Center for Disability Services and Dr. Earlie Washington, Dean of the College of Health and Human Services from Western Michigan University. Discussion focused on the health and human services needs specific to Charlotte County. The University faculty representatives were provided with demographic and statistical data and information on the community partnership initiatives in the Charlotte community.
- The Charlotte County Veteran Services officers attended the annual certification training provided by the Veteran's Administration. All of the Department's Officers passed their required testing.
- Human Services published its first annual 2014 a Year in Review report. *Real People, Real Stories, Real Investment* provides information on the services provided by the Department and also provides testimony from real people receiving services and the impact on their lives and the community. The report can be accessed through a link on the Human Services home page.
- David Donohew and Vikki Carpenter visited the Sarasota VA National Cemetery to view all the solemn memorials and dedications to our fallen soldiers and their loved ones.
- 211 Supervisor, Faezeh Andrews, revised a departmental orientation checklist for new employees.
- Senior Services have completed all the annual In-Home Elder Care monitoring visits/reports and recommendations forwarded to the appropriate agencies.
- Family Services Division staff participated in the annual Postal Carriers food drive collecting dry goods for the Department's food pantry.
- Housing Division received the fully executed closeout letter and the Neighborhood Stabilization Program I (NSP 1). Grant is now closed.
- Designated staff attended the EOC web training in preparation of Hurricane Season. Department contact lists and SOP's updated.
- Ivey Winkler processed a Florence Ryan Fund request for a veteran who was the victim of domestic violence and financial obligations. Right after the assault, the veteran was notified by the VA that his claim was approved at the 90% level and that they had been trying to pay the veteran for the last 2 months but they had the wrong direct deposit information for him. Ivey was able to update his direct deposit information and she also set him up with Vet Center counseling services.
- Department Quarterly Employee meeting covered the following topics: employee recognition & success stories; Sunshine Law presentation/training; Abuse Registry and Mandatory Reporting training; 2015 HR/County Evaluation process; 211 & County Disaster Plan update; 2014 Year in Review; Department Strategic Plan process; and Department activities.
- Family Services' Case Manager, Jessica Ralston and Program Specialist III, Althea Connor attended the Florida Prosperity Partnership Conference. Topics included how to help empower low income individuals and families by teaching skills such as financial literacy and healthy eating on a budget. Future implementation techniques will be considered for Charlotte County.
- Housing and Community Initiatives Manager, Bob Hebert and Charlotte County Habitat for Humanity Executive Director, Mike Mansfield visited Lee County Habitat to review rental operations project to glean any possible best practices considerations for Charlotte County.
- 211 Supervisor and CCHS Director attended the Department of Health / Community Health Assessment to identify the strategic issues and gap in services. Attendees participated in the community needs exercises provided by the Health Department staff to determine Charlotte County community needs. Related data were discussed and include the following; availability of resources, families' needs, chronic disease prevention, mental health, access to health care, transportation, and a comprehensive health and human services master plan. Further data are being compiled by the Health Department to complete the 2015 Community Health Assessment.

- 211 Supervisor provided Mr. Bill Jones from the Charlotte Sun Newspaper with aging resources for Charlotte County residents as requested.
- Human Services Director participated in the Metropolitan Planning Organization's (MPO) consensus building workshop with other community stakeholders to gather input on the County's Long Range Transportation Plan.
- Director and Senior Services Case Manager Supervisor, Deedra Dowling hosted pre-bid conference with Purchasing Dept. to provide questions and answers for RFP In-Home Elder Care Services. New bids/vendors will be effective July 1, 2015.

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 – Early 2016
 - Midway 9 Area: The Contractor completed paving and restoration continues.
 - Peachland 4 Area: The sodding operation is underway.
 - To date, approximately 24,986 tons of S-III asphalt has been placed in the Greater Port Charlotte area. The time complete is 39.7 percent and the work completed is 43.0 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 – 11/18/2015
 - 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 scheduled to begin at the box culvert at the Bear Branch Creek now that traffic has been shifted to the new east side lanes. The west side of the box culverts will be constructed in the upcoming months.
 - 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 75% of the stabilizer/base on the northbound travel lanes and 9% on the southbound travel lanes. The first and second course of asphalt has been paved on the northbound lanes - and another 1,500 feet of asphalt has 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 traffic has shifted to the east side of new roadway and the speed limit is reduced to 35 miles per hour. The entire project length is a NO PASSING zone; extreme caution should be used when traveling in this area.
 - Construction is approximately 64% complete.
 - 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 began construction on May 18, 2015. The area will be closed to the public during construction. A project map indicating the specific project location is available on the project status website. Public service announcements and on-site signage will be utilized to inform local residents about the 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 is currently installing new deck slabs on the east side of the Bridge.
 - Woodruff and Sons crew #1 is concentrating on new utility installation from Marathon Boulevard to SR 776. A directional bore is being installed under SR 776, just east of CR 771, to provide for a new water main on the north side of SR 776.
 - Woodruff and Sons' Crew #2 is removing the old utility system, from Marathon Boulevard south to Rotonda Boulevard East, to prepare for the construction of the new northbound lanes.
 - Woodruff and Sons' Crew #3 is working on sidewalk construction from Keystone Boulevard northward and is importing fill material to begin road construction from San Domingo to Marathon Boulevard.
 - 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.
 - Thomas Marine Construction is currently driving production piles and will begin replacing and widening three bridges along the Edgewater Driver Corridor in Port Charlotte across the East Spring Lake, West Spring Lake and Sunrise Waterway. The contractor anticipates leaving one of the spans open at all times for marine traffic. Any channel restrictions or temporary closures will be coordinated with the Coast Guard and published in the [Local Notice to Mariners](#). See Chart 11416.

- Midway Boulevard Widening Phase Two – This project will complete the widening of Midway Boulevard between Sharpe Street and Kings Highway. Downstream stormwater improvements have been completed which allows the widening of this section of the corridor to begin. This project was selected for inclusion in the 2008 Sales Tax Referendum. Construction Contract: Forsberg Construction, Construction Schedule: June 30, 2015 – Summer 2018
- The Board of County Commissioners approved the construction contract with Forsberg Construction on May 12, 2015. A pre-construction meeting was held May 20; construction will begin June 30, 2015 from Achilles Boulevard to Kings Highway.
- 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.
- 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. The new structure will replace two 48" culverts and a 50' weir with one 8'x10' box culvert with a 5' weir. Construction Contract: Quality Enterprises, Construction Schedule: 06/05/2015 – October 2015
- The construction contract was awarded to Quality Enterprises at the BCC meeting on May 26, 2015. The pre-construction meeting, originally scheduled June 4, has been rescheduled to June 9, 2015.
- 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. The new structure will replace a 48" reinforced concrete pipe and a 22' weir with two 36" reinforced concrete pipes with a 6' weir. Construction Contract: Quality Enterprises, Construction Schedule: 06/05/2015 – October 2015
- The construction contract was awarded to Quality Enterprises at the BCC meeting on May 26, 2015. The pre-construction meeting, originally scheduled June 4, has been rescheduled to June 9, 2015.
- U.S. 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 – 6/30/2015
- Elkcam Waterway: Zep Construction is currently working on the new weir and will continue installing riprap along the east side of the project. Final restoration is in progress.
- Fordham Waterway: Zep Construction is waiting for TECO Gas Company to relocate an existing gas line that was previously relocated to the wrong location.
- Elmira Blvd: Zep Construction completed construction in this area and reopened the roadway to traffic; punchlist items remain to be completed.
- Overall construction is approximately 96% 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 new sidewalk and curbing on SR 776 is complete.
- Storm drainage and utility installations are 100% complete.
- The installation of street lights and poles is 100% complete.

- The SR 776 intersection gravity wall is complete.
- The final lift of asphalt is complete throughout the entire project.
- ADA mats for the sidewalk is nearing completion.
- Roadway signing and striping is 99% complete.
- Signalization at CR 775 and SR 776 is in the final stages of completion.
- A ribbon cutting ceremony is scheduled June 15, 2015; upon completion of the ceremony, Winchester Boulevard South will be open to traffic.
- 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: Johnson Engineering, 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 June 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.
 - 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: CES/American Engineering, Design/Permitting Schedule: through 8/27/2015, Procurement Process: September 2015, Projected Start of Construction: Late 2015
 - The design firm submitted a Wall Rehabilitation Report to the County on April 24, 2015; staff is currently reviewing the report.
 - 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.
 - 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.
- The Board of County Commissioners approved Charlotte County Utilities' change order for additional utility design on May 12, 2015 pertaining to 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 – July 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.
- Utilities are now being added to the contract. Upon receipt of utility plans, this project package will be submitted to the Purchasing Department.
- 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: Aug-Sept 2015, Projected Start of Construction: TBD
- CCU received the 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.
- 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
- On May 20, 2015 construction bids were opened and are under review for compliance. Once the lowest, responsive, responsible bidder has been determined Engineering Staff will make a recommendation to the Purchasing Department.
- 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-Summer 2015, Projected Start of Construction: Summer 2015

- This project is currently advertised for bid.

- 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 - Winter 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.
- The spoil site has been identified for temporary use for permitting.
- 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 Construction: Summer 2015 through late 2015
- Staff reviewed the bid specifications and the Consultant made final revisions; limited vegetation trimming, for line of sight/navigation, was 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.
- County and ACOE staff answered a Request for Additional Information from the National Marines Fishery Service which indicates that this project is now under active review by NMFS. According to the NMFS website, the draft Letter of Consent advanced from phase 1 to phase 2 on May 11, 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:
 - a. Beach Profile Surveys
 - b. Erosion Analysis
 - c. Sand Volume Analysis
 - d. Conceptual Restoration Plans
 - e. Natural Resource Surveys
 - f. Develop Funding Approaches and Strategies to Mitigate Total Cost
 - g. Participate in Stakeholder Meetings
 - h. Provide Potential Cost Estimates
 - i. Provide Permit Feasibility Analysis
- Coastal Engineering Consultants of Naples, FL will provide services to complete the erosion study which is scheduled to commence in the summer of 2015. Staff met with County Legal Services to review options for funding this project through a Municipal Services Benefit Unit.
- 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
- The bathymetric survey is underway.
- 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, working in partnership with FDEP and County Staff, completed the field survey of potential sea grass mitigation areas. The field survey will be used to finalize the permitting process.
- 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.
- The ranking of firms is complete. County staff plans to seek approval from the BCC to begin negotiations with DMK of Englewood on June 23, 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.
- Johnson Engineering completed the pre-construction survey and supplied the County with 100% plans and revised bid specifications. This project is expected to be in the Purchasing Department by June 30, 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; approximately 80% of the easements have been obtained.
- 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 to provide for quicker impoundment of the groin. To date, the changes are viewed as favorable by the Army Corps of Engineers.
- A marine marker survey has been completed and the results were shared with Staff. The Signing and Marking Crew is in the process of relocating marine markers to better delineate the channel.
- 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 Quasar FOR 4.60 - This project provides for the construction of a stormwater control structure under Quasar Boulevard at the Fordham Waterway. The new structure will replace two 60" reinforced concrete pipes and a 50' weir with one 8'x10' box culvert and 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. The new 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 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. The new structure will replace two 48" metal pipes and a 44' weir with two 48" concrete pipes and 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 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.
 - May 6 – 12, 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.
 - Irrigation system improvements were made to support new landscaping at US 41 Revitalization Phase I.
 - Mulch beds and rings were rendered around palms, along the US 41 access road medians, through Port Charlotte
 - May 13 – 19, 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.
 - New palms, ornamental plants, and mulch were installed at the US 41 Revitalization Phase I project.
 - May 20 – 26, 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.
 - May 26 – June 2, 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.
 - Landscape fertilization was completed 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.
 - Mowing of all County owned fenced retention pond sites was completed.
- Lighting Projects - Charlotte County CIP Projects:
 - Burnt Store Road Phase I – (Pedestrian features/preemption conflict with Seminole Gulf Railroad) An agreement with Seminole Gulf Railroad was approved by the Board of County Commissioners on May 26, 2015.
 - 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 – Construction is underway; addressing signal timing complaints as a result of Edgewater Dr. road closure. Maintenance of the traffic signal at Edgewater Dr. and Harbor Blvd. was transferred over to the projects signal contractor. The intersection was changed to a four-way stop with flashing red signal displays.
 - Electric Runs to Rotonda West Bridges – Installation of conduits and directional bores is complete. Contract documents have been reviewed and comments 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 – Pre-construction meeting with Forsberg Construction was held May 20, 2015.
- 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. Light poles have been reinstalled and damaged pull-boxes replaced. Punchlist items are complete.
- Winchester Boulevard Project – All roadway light poles and electrical service poles have been installed. Remaining two traffic signal foundations have been installed, structures placed, underground conduits, pull boxes, signal cabinet base and cables installed. All remaining street light poles have been leveled/plumbed.
- Lighting Projects – Departmental Projects:
 - Replaced the intersection control cabinet at Placida Road and Rotonda West Boulevard as a result of a vehicle accident.
 - Permanently mounted the remaining signal displays and video detection cameras on Placida Road at Winchester Boulevard. In order to properly align the signal displays with the roadway, lane lines had to be established before mounting the displays.
 - As a result of a vehicle accident, replaced a pedestrian signal pole in the west median at Taylor Road and Jones Loop Road.
 - As a result of a vehicle accident, crews made necessary repairs to the wiring and replaced a light pole on SR 776 at Wilmington Boulevard.
 - Replaced batteries in the uninterruptable power supply (UPS) unit at SR 776/Murdock Circle.
 - Replaced one inductive vehicle loop assembly and added an additional inductive loop assembly on SR 776 at Sunnybrook Blvd. The inductive vehicle loop had to be replaced due to age.
 - Investigated and repaired non-functioning parking lot lights at Harold Ave. Recreation Center.
 - As a result of a construction vehicle accident, replaced one light pole on US 41 southbound near Elkcam Waterway.
 - Repaired the traffic signal battery backup system at US 41 at Easy Street.
 - Lighting District employees Hung Do and Richard Van Acker attended fork lift training at Charlotte County Utilities.
 - Replaced one (1) two way signal display and one (1) signal disconnect hanger on SR 31 at Bermont Rd. It appears that an oversize vehicle struck the displays and disconnect causing the display to fall to the ground and the disconnect hanger to become cracked.
 - Continued working on routine street light maintenance in mid and West County. A total of 152 lights have been repaired.
 - 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.
- Traffic Management Center:
 - Traffic Signal Timing on US 17: a travel time study was reviewed to evaluate signal coordination.
 - Finalize traffic signal preempt programming of fire station controller and Malfunction Management Unit (MMU) for new cabinet at US 17 and Disston.
 - Continue monitoring of US 41 traffic signals due to Edgewater Road closure.
 - Assist Albeck & Gerken with inventory of traffic signal intersections.
 - Webinar - A Quick Guide to Understanding Signal Timing
 - Update of software programs for Bosch PTZ cameras.
 - Continue efforts promoting the TMC's Twitter account for traffic incidents.
 - Locates Performed:
 - 332 requests for underground utility locates were received generating 98 tickets for locates.
 - Trouble Calls:
 - 15 trouble calls received, responded to and problems of various natures resolved.
- Maintenance & Operations:
 - 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.
- May 6 - 12, 2015
- A total of 42 new requests were received related to brush, drainage, asphalt repair, and debris.
- Drainage line & grade: 6,140 SF in Northwest Port Charlotte
- 2,900 SF in Road & Bridge South
- 12,800 SF in Peace River Shores
- 3,108 SF in Rotonda West
- 8,400 SF in Greater Port Charlotte
- Small pipe install: 168 LF in Greater Port Charlotte
- 64 LF in Northwest Port Charlotte
- 32 LF in Grove City
- 40 LF in Rotonda West
- Menzie ditch cutting: 179,800 SF in South Charlotte Stormwater
- 140,000 SF in West Charlotte Stormwater
- Menzie ditch digging: 4,000 SF in South Charlotte Stormwater
- Boom mower:
- Cut 47,014 CY in Greater Port Charlotte
- Cut 4,500 CY in Punta Gorda Non-Urban
- Culvert cleaning:
- Cleaned 26 culverts in Greater Port Charlotte
- Cleaned 7 culverts in Northwest Port Charlotte

- Trash / debris removal:
- Removed 6,820 pounds of debris in Greater Port Charlotte
- Shoulder repair:
- Maintained 3.27 miles of shoulder in Road & Bridge West
- Maintained 2.2 miles of shoulder in Road & Bridge North
- Asphalt repair:
- Utilized 7.05 tons of material to repair locations throughout the County
- Contracted Services
- ROW mowing for the West County May cycle is complete; they are currently working on North County.
- Specialty mowing May cycles have begun; May will have three cycles in areas considered high profile: US 41, Veterans Blvd, etc.
- Vertical hedging has begun in Gulf Cove where approximately 408,000 LF will be cut back from the ROW.
- May 13 - 19, 2015
- A total of 27 new requests were received related to brush, illegal dumping, and drainage.
- Drainage line & grade: 5,500 SF in Northwest Port Charlotte
- 4,899 SF in Grove City
- 8,500 SF in Greater Port Charlotte
- Small pipe install:
- 112 LF in Punta Gorda Non-Urban
- 52 LF in Northwest Port Charlotte
- Small pipe repair:
- 2 repairs in Lemon Bay
- 1 repair in Gulf Cove
- Menzie ditch cutting:
- 38,500 SF in South Charlotte Stormwater
- 150,000 SF in West Charlotte Stormwater
- 60,000 SF in Englewood East
- Menzie ditch digging:
- 1,500 SF in South Charlotte Stormwater
- Boom Mower:
- Cut 65,004 CY in Greater Port Charlotte
- Cut 7,100 CY in Punta Gorda Non-Urban
- Culvert cleaning:
- Cleaned 11 culverts in Greater Port Charlotte
- Cleaned 10 culverts in Englewood East
- Trash / debris removal:
- Removed 3,300 pounds of debris from the Charlotte Harbor Gateway
- Shoulder repair:
- Maintained 2 miles of shoulder in Road & Bridge West
- Maintained 0.2 miles of shoulder in Road & Bridge North
- Asphalt repair:
- Utilized 2.02 tons of material to repair locations throughout the County
- Contracted Services
- ROW mowing for the month of May is 75% complete in South County.
- ROW mowing is complete in Northwest Port Charlotte; 50% of Greater Port Charlotte is complete.
- Specialty mowing is conducting its 2nd cycle of landscape maintenance and median mowing for the month of May.
- Power shearing/brush cutting continues in Gulf Cove with approximately 50% of the budgeted area cut.
- May 20 - 26, 2015
- A total of 40 new requests were received related to brush, illegal dumping, drainage, and asphalt repair.

- Drainage line & grade:
- 10,400 SF in Northwest Port Charlotte
- 3,888 SF in Grove City
- 14,000 SF in Greater Port Charlotte
- 5,000 SF in Rotonda West
- 1,976 SF in Punta Gorda Non-Urban
- 1,000 SF in Road & Bridge South
- Small pipe install:
- 100 LF in Greater Port Charlotte
- 148 LF in Northwest Port Charlotte
- 60 LF in Grove City
- 40 LF in Punta Gorda Non-Urban
- Large pipe install:
- 40 LF in Punta Gorda Non-Urban
- Menzie ditch cutting:
- 69,200 SF in South Charlotte Stormwater
- 80,000 SF in West Charlotte Stormwater
- 112,000 SF in Englewood East
- 12,500 SF in Road & Bridge South
- Boom mower:
- Cut 22,174 CY in Greater Port Charlotte
- Cut 57,582 CY in Northwest Port Charlotte
- Cut 12,450 CY in Rotonda Sands North
- Cut 12,450 CY in Rotonda Lakes
- Cut 2,433 CY in Road & Bridge South
- Cut 3,700 CY in Punta Gorda Non-Urban
- Culvert cleaning:
- Cleaned 3 culverts in Greater Port Charlotte
- Cleaned 14 culverts in Englewood East
- Trash / debris removal:
- Removed 8,660 pounds from various locations throughout the County
- Asphalt repair:
- Utilized 1.12 tons of material to repair locations throughout the County
- May 27 – June 2, 2015
- A total of 36 new requests were received related to brush, illegal dumping, drainage, asphalt repair, small pipe installation and repair, and a catch basin repair.
- Drainage line & grade:
- 9,750 SF in Northwest Port Charlotte
- 6,000 SF in Grove City
- 7,300 SF in Greater Port Charlotte
- 2,000 SF in Rotonda West
- 12,030 SF in Road & Bridge South
- Small pipe install: 24 LF in Greater Port Charlotte
- 72 LF in Northwest Port Charlotte
- 40 LF in Punta Gorda Non-Urban
- Menzie ditch cutting:
- 251,040 SF in South Charlotte Stormwater
- 65,000 SF in West Charlotte Stormwater
- 128,172 SF in Englewood East
- Boom mower:
- Cut 74,553 CY in Northwest Port Charlotte
- Cut 17, 550 CY in Rotonda Lakes
- Cut 3,446 CY in Punta Gorda Non-Urban
- Culvert cleaning:
- Cleaned 16 culverts in Greater Port Charlotte

- Cleaned 5 culverts in Road & Bridge South
- Asphalt repair:
- Utilized 7.58 tons of material to repair locations throughout the County
- Contracted Services
- Layne Inliner (pipe lining contractor) has returned to the area; they will be cleaning and preparing three locations for lining on Caring Way.
- Specialty mowing for the month of June has begun with all areas being addressed with three cycles of mowing and re-application of mulch in the plant beds.
- Mosquito & Aquatic Weed Control:
 - Mosquito Control
 - Acres treated: 19,891
 - Citizens Requests: 147
 - Landing rate counts taken: 54
 - Waste tires collected: .17 tons
 - Aquatic Weed Control
 - Number of inspections: 25
 - Number of treatments: 74
 - Number of mitigation sites maintained: 1
- 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 – Late Spring 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 have been received and are being reviewed by staff.
 - 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 100% design plans and bid specifications for staff to review.
 - Sunshine Lake Recharge Wells – This project consists of the installation of two recharge wells to maintain active water flow through the Sunshine 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: April - June 2015, Projected Start of Construction: TBD
 - This project is currently advertised for bid; the pre-bid meeting was held May 20, 2015; bid opening, which was originally scheduled May 27, has been rescheduled to June 24, 2015.
 - 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 America Beautiful and Waste Management recently awarded \$300,000 to 39 community-based affiliates and partners throughout the United States; Keep Charlotte Beautiful received a \$10,000 grant. The funds will be used to update the brand and logo, create a new brochure and create a more user friendly website. Funds will be used as incentives for local schools to promote the annual Recycle-Bowl held each fall. Funds will also be used for the Keep Charlotte Beautiful Youth Leadership Team for a community project this year.
 - Solid Waste Division had six employees attend a variety of educational and training classes. These classes covered items such as hazardous waste disposal and landfill operations.
 - The Public Works Solid Waste Division, in partnership with the Charlotte County Sheriff's office, conducted a cleanup of several vagrant camp areas. Vagrant camps are not only unsightly because of the garbage they generate but also pose a potential health hazard due to the lack of sanitary services. The areas in question were reported by concerned property owners as well as having been identified by Illegal Dumping Code Enforcement officers. The cleanup conducted in May resulted in the collection of 6,600 pounds of garbage and debris from four sites. Additional sites have been identified and will be addressed as manpower and resources become available.
- Traffic Signing & Marking:
 - Herbicide: 3,379 items sprayed
 - New Signs Installed: 12
 - Raised Pavement Markers Installed: 2,670
 - Road Legends Installed: 132
 - Signs Inspected: 6,540
 - Signs Manufactured: 170
 - Sign Maintenance: 694
 - Striping: 84,574 feet (16.02 miles)
 - Traffic Counts: 56 stations
 - Trouble Calls (after hours): 6
 - Video Turn Movement Counts: 2

Tourism

- Media Relations:

- Englewood-Cape Haze-specific Media FAM, May 14 – 17, 2015:
- The VCB hosted eight journalists during a media familiarization trip May 14 – 17, 2015. Since some journalists traveled from outside the country and across the country, they either arrived a day earlier or stayed a day later. Journalists were from Brazil, Costa Rica and the U.S. (two from Florida and one from Las Vegas). A journalist from Sunseeker, Allegiant airline's inflight publication, and Azul Airlines' inflight publication participated. The itinerary had an ecotourism focus and included a wading trip, guided walk through Stump Pass Beach State Park, glow in the dark standup paddle boarding, boat trip to Don Pedro Island State Park, an interactive ornament-making session at the Albritton Gallery and attending the Charlotte County Tourism Luncheon and Hall of Fame induction. The group stayed at the Weston's wannaB inn on Manasota Key.



- International Marketing

- Learning to Work with Tour Operators Meeting, May 13, 2015
Charlotte County accommodations members were invited to attend a lunch on May 13 with Joseph Walker of the Walker Travel Group who represents the destination in Brazil. He led the discussion and answered questions about working with Brazil Tour Operators and Tour Operators in general. The lunch was held at Donato's and 10 members of the industry attended.



- Travel Rally Day, May 6, 2015:

- Travel Rally Day is a concerted effort to demonstrate travel's positive impact on local workers, businesses and economies and, on personal lives of travelers. Individual events are staged in cities nationwide during National Travel and Tourism Week. The goal of Rally Day is to unite the

local travel community with its supporters and publicly represent the importance of travel to media and elected officials. Ref: U.S. Travel Association. Members of Charlotte County's tourism industry were invited to attend and several exhibited while two from the Charlotte Harbor Event & Conference Center participated with Bureau staff in the tourism races such as bed making, waiter races and bellman's bag pull. Travel Rally Day 2016 will be May 4 and will again be at Lakes Regional Park in Ft. Myers.

- Location Photography & Videos:
- While working with CBS: 12 shots of the beach and houses on Palm Island (right) . . . Also shot photos of Gasparilla Sound and old railroad bridge there . . . Also able to add to our portfolio of Babcock Wilderness photos (below) . . .
- Other locations photographed include Fat Point Brewing Company, the Wyvern Hotel and Cape Haze Marina.



- Inquiries:
 - At the very end of the month we received an inquiry about a feature film entitled *Old Soldiers* that would star Hugh O'Brien. The connection to our office was made by a county resident. Jerry Jones followed up, but the project has not been fully funded and as a result no timetable has been established for its production.
 - "Road Trippin" – CBS Palm Beach:
 - This pretty much took up my time for most of May. The CBS 12 crew was here for three days, doing five featurettes in each of Punta Gorda and Englewood. I did the scheduling for the entire shoot, plus followed up after they were here to shoot B roll at a couple of places where weather prevented getting complete coverage. I've attached a copy of the schedule. All of the participants were extremely cooperative and welcoming. Some I had not worked with before, but everything worked out. For example, I had not yet worked with Thomas Hecker at CHEC. For the shoot, we were going to use a CHEC wading tour as the "For Kids" segment in Englewood. The problem was that the shoot – and it was a pretty inflexible schedule – was slotted for a Thursday morning, when kids were still in school. We were prepared for just the host to do the wading tour, and I had B-roll from a previous wading trip with kids to insert, but Thomas instead scheduled a fourth grade field trip to wade for us that morning, complete with advance permission from all parents. Needless to say, it went impeccably well. You can link to all 10 segments by going to the CBS 12 web site.
 - (Right: Paige Bakhaus of Hooked on SUP being interviewed at Cape Haze Marina)
 - Production:
 - Cameron Reeve with Sirens Media, of Baltimore, Maryland, was in Punta Gorda on May 14 for a shoot. He had contacted me beforehand for names of production assistants (I provided six



names from North Port, Punta Gorda and Ft. Myers). I was unable to visit the set because it was the same day I was with CBS 12, but Sirens Media specializes in reality TV (one of their shows is Real Housewives of New Jersey).

- **Sports:**

- Excellent leads were generated from Sean Doherty's attendance at the NASC Sports Event Symposium including EVP Volleyball, Infosport Pro Soccer Combine, Sugar Bert Boxing, US Dog Agility Assoc., National Pastime Athletics, and Red Frog Events. Once leads are received the VCB goes through a process of developing proposals for the event which may include identifying sites, checking accommodations availability for the dates of the event, securing any meeting space needed and identifying local service/volunteer requirements.
- Sean also coordinated a site visit for Infosport Pro Soccer Combine.
- Sean attended the Capital Events Trade Show in Tallahassee in partnership with the Charlotte Harbor Event & Conference Center. He met with over two dozen meeting planners representing a variety of statewide associations and also served on a panel for one of the educational sessions.
- Sean attended the Florida Sports Foundation's annual Sport Summit Meeting in Ft. Lauderdale which provided the opportunity to learn about updates to the Florida Sports Foundation's programs including the grant program and Sunshine State Games/Senior Games. The meeting also featured several presentations from sport event organizers and a networking reception.
- Marketing
- Lorah Steiner and Chip Futch attended the Florida Association of Destination Marketing Organization's spring conference. Sessions covered topics such as: understanding the statute governing Tourist Development Councils; an industry update and insights from Smith Travel Research and Visitor Center technology.
- Chip Futch worked with IT to get training@charlotteharbortravel.com setup for industry training on the new website partner portal and for other future uses.
- SPRING / SUMMER Advertising kicking into high gear:
 - Madden Spring 2015 CEO Campaign – Florida centric SEM program to drive visitors to website. LAUNCHED- leads will begin to arrive first week of June.
 - Undiscovered Florida: Newsstands – Have begun to receive leads.
 - Florida Sports Fishing
 - Adventure and Outdoor Magazine
- Tampa Market (Greater Tampa Bay, also including Hillsborough, Polk, Pasco, Pinellas county)
 - Added visitor guide distribution to 20 area Publix supermarkets
 - Extensive July, Aug, Sep digital outdoor / billboard campaign. Will rotate key locations to cover larger audience.
 - Extensive July, Aug, Sep in-cinema 15s (full motion) pre-show advertising.
- Lexington Market
 - Test run for lift markets with VISIT FLORIDA co-op. Lexington is a strong lift market for Punta Gorda (4x/5x weekly)- VISIT FLORIDA has both digital billboard and in-cinema pre-feature advertising running over the summer, allowing the VCB to get into this market at an affordable level.
 - In Cinema – Extremely heavy coverage of July/August summer movies in nearly all major movie theaters in the Lexington Market
 - Digital Billboard – Multiple Digital billboards in Lexington.
- The Brazil market shopping/dining/recreation app for iPhone and Android went into the Apple Store and the Play Store on May 29.

Utilities

- **Engineering Services:**

- 1,277 Locates Processed from Sunshine State One Call; 4 Developer Agreements Prepared; 176 Residential Service Availability Letters Prepared; 4 Commercial Service Availability Letters Prepared; 66 Residential Service Applications Processed; 436 CIP inspections; 174 Developer Inspections.

- Business Services:
 - Web Services – VueBill (hosted by BillTrust). Currently 13,952 (33%) of our customers now receive their bill electronically. 53% of our customers pay electronically.
 - Fixed Base meter installation - Installation of Phase IV meters began the middle of February. As of 5/27/15, the entire infrastructure was installed and 559 (15.3%) of the phase IV meters have been installed. An addendum to the contract and action plan will be submitted to the Board for approval to accelerate the installation of the system and maintain costs at current contract levels.
 - Customer Service: total number of customers to the lobby was 1,918.
 - Delinquencies: total delinquency revenue for the month was \$38,234.74. FY 15 total: \$337,980.00.
 - Banner Upgrade In May, the Board approved the addendum to the contract to migrate to version 4.4. First meeting to kick off the project will be June 3.
 - Accounts Receivable: the 90 day May accounts receivable days was 21.68% compared to the same time period last year of 44.03%. The 30 day May accounts receivable was 74.30% compared to the same period last year of 50.31%
 - Telephone Activity: In order to facilitate faster phone service, we have added a payment only option to the customer options. There were 515 payment only calls and the average speed of answer was .49 seconds. For all other calls, there were 8,197 calls presented and average speed of answer was 3.3 minutes
 - 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 May Survey were: 46.3% of all customers were extremely satisfied with service; 90.74% were either extremely satisfied or satisfied. Specifically, 92% of customers that had a move in were satisfied with services; 87.5% of Meter Installation customers were satisfied, and 80% of LPS installation customers were satisfied or extremely satisfied.
- Operations Division:
 - Treatment Facilities:
 - Work Orders: 230 preventative maintenance, 30 corrective, and 1 emergency work orders were completed.
 - Reclaimed/Backflow: 141 residential cross-connection inspections, 4 annual backflow tests, and 5 reclaim site maintenance/repairs were completed. Repainted Eagle and Walenda booster stations.
 - Burnt Store WRF: Replaced a defective hard drive and reloaded the Wonderware software. Replaced sodium hypochlorite piping and tubing. Installing secondary containment around entire slab.
 - East Port WRF: Replaced a leaking expansion joint and isolation valve on the sodium hypochlorite tank. Rebuilt two hydraulic cylinders on the #1 belt press and replaced the dual zone monitoring well purge pump.
 - Rotonda WRF: Replaced #1 drum screen VFD. Staff is working with GE Power & Water to replace MBR train HMI computers and licenses.
 - West Port WRF: Drum screens #3 & #4 were removed for coating and rehabilitation. Replaced soft starter on #3 aeration blower.
 - Pre-Treatment: 62 monthly inspections, 32 re-inspections. 0 groundwater wells sampled and 2 miscellaneous samplings were completed.
 - Personnel: A selection has been made for the Laboratory Technician position vacancy. Our chief operator at the Rotonda W.R.F. John McGinnis Jr. attended the Florida Water Resources Conference FWEA Awards Luncheon on May 5th. John won the 2014 Earle B. Phelps Award for 2014 for the Rotonda WRF. This award is given to recognize wastewater treatment facilities, which have maintained the highest removal of major pollution-causing constituents prior to discharge. John also received the 2015 Public Education Award – Thomas T. Jones Award for an individual for his work in promoting environmental awareness of the water reclamation process through video broadcast, informational notices, presentations and public tours.
 - Training: One staff member attended a short- school for Customer Service II, three staff members attended MOT Training, two staff members attended a FIPA Training/Seminar, three staff

members attended First Aid/CPR/AED recertification and four staff members attended a seminar on Industrial Paint Coatings.

○ Water Distribution:

- Completed 21 new water service line installations
- Replaced 10 galvanized service lines
- Completed a 6" line diversion for Public Works
- 48 man hours dedicated to projects with the Engineering dept.
- Replaced terminal board on influent flow meter at Golf Course Booster damaged by power surge
- #2 motor at Rotonda Booster shorted. Sent to rewind shop for estimate.
- Replaced CI2 containment piping from station to injection pit at Ingraham.
- Englewood interconnect pump station ran for 7 days on emergency generator while the Winchester contractor was working in the intersection with the power to the site disconnected. An agreement was made for the contractor to reimburse us for the diesel fuel during his construction effort. We will need to run on generator again when he is ready to install the new poles.
- One supervisor attended the FWRC conference.
- Elkcam Blvd water line was tied in and activated.
- The last 4 points of connection were tied in for the water system on Burnt Store Rd.
- Interviewed for the vacant Foreman position. The second offer was accepted. He should start by the end of June.

○ Wastewater Collection:

- Gravity/Force Mains: CCU investigated 4 backups that turned out to be customers' responsibilities; 5 backups investigated turned out to be CCU's responsibility and laterals were excavated and repaired; sewer odor complaints totaled 4 – solutions are currently being sought; 7 manholes were repaired by raising or replacing the ring & cover; 2 gravity sewer blockages were cleared with the VacCon; 6,321 feet of gravity sewer was cleaned and televised for evaluation with 39 manholes inspected during the process; an additional 3,900' of gravity sewer line was cleaned in Deep Creek; forcemain/ LPS leaks repaired numbered 3; 37 valves were exercised in South Gulf Cove and 2 cement valve pads were installed; 4 sewer ARVs were replaced; new construction LPS taps totaled 13; Engineering was assisted locating and then raising a sewer service in Rotonda.

- Lift Stations: completed 81 PM work orders; completed 68 CM work orders; Rehab crew: repaired discharge lines at LS #113 Wiltshire; replaced all the valves at lift station #9 Church; installed and started up the odor control polishing unit at LS #321 Angol; prepared all the materials needed to shut down LS #37 Quesada for maintenance; permanently mounted all the equipment for the odor control polishing unit at LS #309; installed new control panel and conduits at LS #827. I&C Techs: installed new transformers at LS 309 and 321 to isolate the odor control units from the main control panels; identified two locations in need of emergency generator receptacles and began process of installation; rewired four MCC panels in the Deep Creek area.

- Low Pressure Sewer: 3 MNTK installs completed for the North Shore project; 2 MNTK installs completed; 8 standard upgrades completed; 5 check valves replaced at the street complete; responded to 214 LPS service calls; completed 26 LPS PMs; flushed Kerrigan Circle force main with 27,000 gallons of reuse water.

- Cross training one employee from gravity sewer group.

● Public Outreach:

- Media Relations coordination, Charlotte Sun Herald-Gary Roberts, Interview with Interim Utilities Director & Engineering Services Manager.
- Coordinated finalization of Power Point Presentations for Charlotte County BCC Goals Presentations (4 total).
- Presentation 5/5/2015-Hydration Program-Volunteers of America Veterans Village-Punta Gorda.
- Created two DRAFT Letters for upcoming Public Outreach meetings and scheduled meeting dates: East and West Spring Lake-6/30/2015 and US 41 Utilities Expansion-7/29 & 7/30/2015
- Pirate Harbor Public Outreach for Shut Off event 6/3/2015
- Press Release Issue: Low Pressure Notification-Rotonda/West County Area
- "What not to flush" FAQ distributed and Lobby Display set up.
- 161 Facebook Likers now connected to CCU's page.

- Hydration Committee Chair.
- Human Resources:
 - Total positions: 201
 - Vacant positions: 10
 - Approved with June start dates on 4 positions: Locate Tech, (3) WWC Utility Service Techs.
 - Actively recruiting 6 positions: Director, Engineering Technician, CIP Analyst, Laboratory Technician; WD Foreman, and Utilities Service Technicians – WW Collections.
- PR/MRWSA Water Resources:
 - Water Demand in April averaged 27.74 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 11.00 BG of water in storage at the end of May, representing 396 days of demands.
 - The Authority Board will meet on June 10, 2015 to address One Year Extension Financial Advisory Services with First Southwest Company, One Year Extension on Agreement for Investment Banking with Citigroup Global Marketing, Inc. and to Approve work order for Lake Suzy Meter Station Improvement.
- East Port WRF Expansion:
 - Phase I construction nearing completion; anticipated mid-2015.
- North Shore & Harper WW MSBU:
 - Electrical contractor is finalizing installation of panels.
 - In-house staff have completed approximately 90% of LPS tank installations
- East & West Spring Lake Wastewater MSBU:
 - Contract A, the Master Vacuum Station is under construction; 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. Pre-construction meeting scheduled for June 2. Contract B was posted for bid at the end of May and bids are due in July. The remaining portion will be re-bid within the coming weeks and months.
 - Final agreement for TMDL \$2 million grant expected for BCC approval at July 28 meeting.
 - Bi-monthly sampling continues.
 - TetraTech to provide draft Quality Assurance Project Plan expected by July.