

Charlotte County
Board of County Commissioners
Staff Report
July 2015

Budget & Administrative Services
Budget Department/Fiscal Services Division

- Grants Support:
- Human Services Grants:
 - Reports were submitted to the Area Agency on Aging for reimbursement for the monthly Human Services Senior Reports. Community Care for the Elderly (CCE), Alzheimer's Disease Initiative (ADI), Older American's Act (OAA) IIIB and Title III E, and Home Care for the Elderly (HCE) totaling \$118,640.39.
 - Emergency Solutions Grant was submitted to Department of Children and Family Services in the amount of 3,434.72.
 - The Solicitation to Participate was received from the Florida Department of Law Enforcement. The Certificate to Participate was accepted and the County will serve as the coordinating unit of government in the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. The allocation is for \$65,859. The funds will be divided between the Charlotte County Sheriff's Office receiving 78% and Punta Gorda Police Department receiving 22%.
 - Staff is participating in a desk monitoring along with the Human Services Department being conducted by the Area Agency on Aging. The Fiscal portion of the monitoring has been submitted. The onsite visit is scheduled for August 26, 2015.
 - Low Income Home Energy Assistance and Community Services Block Grant funds were received in the amounts of \$42,597.40 and \$5,448.99 respectively from the May 2015 reports submitted.
 - Received \$14,075.94 for the FY14-15 Low Income Home Energy Assistance closeout report submitted.
 - Staff attended the quarterly Affordable Housing Advisory Committee (AHAC) meeting held on 7/23/2015. On the Agenda for this meeting was the State Housing Initiatives Partnership (SHIP) allocation for FY15-16. Charlotte County Habitat for Humanity presented their monthly report.
 - 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.
 - Staff processed payment to the Punta Gorda Housing Authority per Charlotte County Board of County Commissioners approval on 1/13/09. This payment represents local match from State Housing Initiatives Partnership (SHIP) funds for the development of The Verandas I – a senior housing development located in the City of Punta Gorda. A Groundbreaking Ceremony for this housing project took place on 7/28/2015.
 - Staff received notice of State Housing Initiatives Partnership (SHIP) funding for State FY15-16 in the amount of \$808,578.
- Transit Grants:
 - Received from FY14 5307 grant \$507,000 for operations reimbursement.
 - Completed financial sheets for the Transportation Development Plan (TDP) annual update.
- Public Safety Grants:
 - Prepared and submitted Quarterly Financial/Status Report and Detail of Claims Form to DEM for the EMPG (operating) grant agreement 15-FG-4D-09-18-01-075 for the period of April 1, 2015 through June 30, 2015. The reimbursement request for the quarter totaled \$43,937.27.
 - Prepared and submitted Quarterly Financial/Status Report and Detail of Claims Form to DEM for the EMPA (labor) grant agreement 15-BG-83-09-18-01-008 for the period of April 1, 2015 through June 30, 2015. The reimbursement request for the quarter totaled \$28,035.05.
 - Prepared and submitted Financial History and Quarterly Status Report Forms to DEM for the HSGP Emergency Management Local Planning grant agreement 15DS-P4-09-18-01-329 for the period of April 1, 2015 through June 30, 2015. There were no funds expended during the quarter for this grant.

- July 14, 2015, BCC approved the agreement with Florida Department of Emergency Management in the amount of \$105,806 for the FY 15/16 EMPA (labor) grant. Funding will be used to maintain and enhance County Emergency Management plans and programs.
- July 14, 2015, BCC approved the agreement with Florida Department of Emergency Management in the amount of \$76,690 for the FY 15/16 EMPG (operating) grant. Funding will be used to perform eligible activities identified in the U.S. Department of Homeland Security/FEMA program's scope of work to enhance its Emergency Management Program.
- July 14, 2015, BCC approved the application to Florida Department of Emergency Management in the amount of \$13,000 for the FY 15/16 Community Emergency Response Team (CERT) grant. This grant continues funding for the Charlotte County CERT program. The program will expand to train and equip team members for staffing a rehabilitation station for first responders.
- July 14, 2015, BCC approved the resolution adopting the 2015 Local Mitigation Strategy as the guide for the County's hazard mitigation activities. This Resolution is required to allow staff to continue to pursue mitigation funding and reimbursement which preserves the County's ability to receive FEMA grant funding for mitigation including post disaster reimbursement.
- Public Works Grants:
 - Mosquito Control Contractual Services Agreement with the Florida Department of Agriculture and Consumer Services for FY15/16 was approved by the Board of County Commissioners.
- Road Grants:
 - Received a total of \$ 811,201.24 as follows:
 - \$ 190,450.30 from FDOT for Highway Lighting Maintenance
 - \$ 543,360.98 from FDOT for Burnt Store Rd Phase 3 construction
 - \$ 7,500.44 from FDOT for US41 Right of Way maintenance
 - \$ 69,889.52 from FDOT Highway Signal Maintenance
 - Invoiced a total of \$ 581,810.17 as follows:
 - \$ 497,303.20 to FDOT for Burnt Store Phase 3 road construction
 - \$ 69,889.52 to FDOT for Highway Signal Maintenance
 - \$ 7,500.44 to FDOT for US 41 Right of Way maintenance
 - \$ 7,117.01 to the City of Punta Gorda Traffic Signal Maintenance
- WCIND Grants:
 - MAC Grants scrubbed projects older than 2 years to determine disposition. Investigated and closed 44 legacy MAC grants determined to be complete. On 2015 projects, submitted one check request for project #s391519 in the amount of \$1,194.04. For 2016 approved projects, entered 26 MAC grants into the Eden financial platform. 2016 projects were loaded into SharePoint and associated application, approval and contracts were uploaded. Benchmarked best practices from sister counties and drafted a new Grants Handbook to include Super Circular requirements (still in draft for review). New Grants Staff is in training on processes and MAC grant program fiscal management.
- MPO Grants:
 - The MPO grant PL112 was invoiced for reimbursements of \$148,348.36.
 - The 5305(d) grant was invoiced for reimbursements of \$32,140.51.
- Justice and Mental Health Collaboration Grant:
 - Completed semiannual progress report and quarterly financial report. Submitted the monthly draw down of \$7,750 for Charlotte Behavioral Health Care's services and completed the FFATA sub-recipient reporting for the month of July.
 - Attended Public Safety Council Meeting and Criminal Justice Behavioral Health Advisory Council Meeting. Updated the council on the status of our current grant and gave a brief presentation on *Stepping Up*, a national initiative to reduce the number of people with mental illness in the jails.
- Misc Grants:
 - Began gathering data for annual report requirements for Department of Economic Opportunity grant for Sports Park Sports Training Report.
 - Attended Charlotte Harbor CRA Advisory Board meeting. No quorum, but items of note that were discussed are:

- Debrah Forester noted that FDOT did a long-range estimating system review of the Harbor Walk project as a whole and determined the new cost to complete has risen from \$2.3 million to \$3.3 million. Debrah has requested additional funds from FDOT.
- Construction on Harbor Walk Phase 1A continues; submitted a reimbursement request #2 to FDOT for \$68,440.12, which is net of 10% retainage.
- Operating, Capital and Accounting Support:
- Accounting/Billing:
 - Invoiced a total of \$349.50 for Public Safety:
 - \$43.79 for Radio repairs
 - \$50.00 for CISM class materials
 - \$18,202.69 for Emergency Vehicle Maintenance repairs
 - Received a total of \$1,635.70 for Public Safety:
 - \$287.45 for Radio repairs
 - \$50.00 for CISM class materials
 - \$18,202.69 for Emergency Vehicle Maintenance repairs
 - EMS Refunds - processed 41 refunds for overpayments received by ADPI totaling \$8,684.71 for June.
 - EMS Collection payments – processed 29 payments totaling \$2,064.94 for July.
 - Prepared tax distribution spreadsheet for special assessment fees to Little Gasparilla Island Fire Unit for June in the amount of \$2,229.62.
 - EMS Refunds – processed 41 refunds for overpayments received by ADPI totaling \$8,684.71 for June.
 - EMS Collection payments – processed 30 payments totaling \$2,114.94 for July.
 - Invoiced a total of \$287.45 for Public Safety and received a
 - \$287.45 for Radio repairs.
- Budget Support:
 - Assisted with CIP related budget prep issues for Community Services and also current year amendment.
 - Research 'transfers in' for Community Services and approve for processing on current quarterly j/e's.
 - Prepared and sent quarterly budget to actual analysis for Community Services by division including encumbrances.
 - Continued work on creating the new Capital Improvements book sections to accept the new format for the project files in the 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.
 - Provided training within the Fiscal Services group on use of the CIP forms, New Project List workbook.
 - Worked with Fiscal staff to understand compilation of the CIP book sections, including Fund 3001 cash flow.
 - Re-linked the CIP Summary file to the book sections, identified problems and corrected as needed.
 - Attended 3 Public Hearings for MSBU rate increases.
 - Participated in meetings with IT regarding changes in the SharePoint Grants site and with Fiscal staff to identify changes we need to make the site more user friendly.
 - Created new CIP for Charlotte Harbor Water Quality Initiative Phase II and created amendment accelerating the Fixed Base Meter System to provide project cost savings.
 - Amended FY16 budget to provide for construction crews and equipment to complete the on-site construction for East West Spring Lakes MSBU.
 - Received certified valuations from the Property Appraiser. This will increase the ad valorem revenues by about 5%.
 - Held the July Tentative Budget Presentation. All millages remained the same except Greater Charlotte Street Lighting District, which increased to 0.3250 mills.

- All TRIM forms have been completed and certified back to the Property Appraiser. The Property Appraiser will mail out the TRIM Notices before August 24.
- Department Specific Support:
 - Attended Active.net trainings in preparation for software conversion from Class to Active.
 - Met with KPMG on operational audit and cost allocations.
 - Met with Finance to discuss a possible change in handling Utility write-offs with a lien over five years old.
 - Met with internal audit to discuss reviewing Community Services cash receipts.
 - Attended Peace River Water Authority Professional Staff Meeting.
 - Researched and set up Historical Society Donations project for tracking of anticipated donation.
 - Prepared financial information for 13 Administrative Approvals and 6 Novus items for Public Works.
 - Created the new Real Estate Services JE to provide for automated upload to Eden, and finalized the labor distribution journal entries for Real Estate Services for PPs 19-20.
 - Analyzed and prepared adjustments to the monthly projections report for Public Works.
 - Analyzed Eden project budgets for Transportation projects to ensure the module's budget ties to the CIP project.
 - Participated in a meeting with CCU Engineers and IT, on CIP project budget and reporting.
 - Attended meeting with EMS and Human Services regarding the Ambulance Fee Waiver Program. Reviewed drafted policy guidelines, application, and tracking spreadsheet. A final meeting with Human Services will be scheduled for mid-August prior to presenting program for Board approval.
 - Developed a process with Community Services for invoicing the American Red Cross for their funding of much of the cost for swim lessons for low income families.
 - Estimated the cost of a potentially large records request for the Legal Department.
- Financial Reporting:
 - Updated Research Projection Report discrepancies between report actuals and Eden related to department tab edits.
 - Updated SharePoint reports with June financial information (Projected Revenue & Expense, Fund Rollup, and Department Rollup).
 - Met with IT and Utilities staff to provide useful Capital Program Reporting.
 - Met with KPMG to discuss more user friendly reports relating to the operation of the Utility.
- Analytical Support:
 - Held conversations with Lee County's administrative staff to learn more about their infrastructure funding methodology, Growth Increment Funding. Obtained the growth valuation attributed to real estate activity and new construction from our Property Appraiser and have determined the amount of increase that could be dedicated to infrastructure funding using the growth increment funding model.
 - Provided the Sheriff with statistics on juveniles detained at the detention center for the past two years. Processed Division of Juvenile Justice July check request for \$32,086.
 - Submitted quarterly transmittals of \$29,983 to the State Attorney's Office and \$29,884 to the Public Defender's office.
 - Continued planning the transition in the Realignment of the Fiscal Services Division for Operations and CIP.
 - Maintained training plan for the Operations and CIP group as part of realignment efforts in Fiscal Services.
 - Continued work relating to the KPMG recommendations pertaining to the Capital Program. Including work on the indirect cost allocation plan, CIP prioritization and the wastewater expansion program.
 - Participated work relating to the KPMG Information Technology recommendation to identify solutions for asset management systems.
 - Distributed approximately 1,000 data requests to various departments for information for the annual Florida Bench Mark survey. The majority of requests have been received and the online survey has been filled out with the current information.

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- June Accomplishments:

- Office 365 – The Office 365 exchange deployment is on track with a completion of 96%. We have two departments left to migrate. We are waiting on acquiring additional licenses to complete Public Safety and Utilities. We still expect to complete in August. To date we have completed the following.

Department	Actual Start	Actual End
Public Works	6/30/2015	7/15/2015
County Commissioners, County Administration	6/18/2015	6/25/2015
County Attorney, Human Resources	6/10/15	6/16/15
Facilities, Construction Mgmt, Environmental Services, Growth Mgmt, MPO	6/2/15	6/10/2015
Community Services	5/28/15	6/2/15
Budget & Administration	5/19/15	5/27/15
Community Development, BCS	5/5/2015	5/18/2015
Department Directors	5/4/2015	5/15/2015

- Banner Upgrade – Project has resumed and work has begun on installation of software. Project charter and project plans have been finalized. Go live date has been set for end of May 2016. Weekly technical meetings are taking place with steering committee meetings, comprised of representatives from IT and CCU technical group and IT Sr. Division Manager and Interim Director of CCU, taking place monthly.
- SharePoint Update – IT has begun work on the Public Safety’s web pages. In addition, IT has also begun requirements gathering for Utilities’ web site. This phase was moved up in order to facilitate the implementation of operational audit recommendations surrounding the CCU web site.
- Staff Changes – IT is still searching for a Security Administrator. In addition, a member of Client Services, Debbie Hodges, has resigned. The search for her replacement has begun.
- CCU operational audit - IT has been involved in several recommendations as part of the Utilities operational audit; this includes an IT/CCU Strategic Plan & Partnership Agreement, several upgrades, enhancing technical support, mobility, training, change management, website redesign and phone system enhancements.
- Data Management – since several of the Utilities audit recommendations touched different aspects of data and data reporting, IT has initiated a data management project touching all aspects of CCU’s data needs. This is a comprehensive project that is already providing value to CCU staff.

- July Outage Statistics:

- 9 Incidents
- Total Down Time – 17 hrs. 46 mins.
- Average time per Incident – 1 hr. 58 mins.
- System availability was 97.6112%

- July Call Statistics:

- Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) = 225
- Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 211
- Incidents Opened Last Month – (hardware or software that is not functioning properly) = 620
- Incidents Closed Last Month – (hardware or software that is not functioning properly) = 580
- Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 546

Purchasing

- Pre-bid meetings held:
 - 15-353 Rampart Boulevard Reclaimed Water Extension
 - 15-366 Road Grading – Annual
 - 15-356 Rotonda West Decorative Lighting
 - 15-291 Multi-Use Recreational Trail & Sidewalks
 - 15-368 Dredging and Bank Restoration
 - 15-379 Dredging South Gulf Cove Turn Basin
- Bid Openings held:
 - 15-316 East/West Springlake Wastewater Expansion – Contract B
 - 15-314 Ball Field Clay – Annual
 - 15-222 Stormwater Control Structure – Sunrise Waterway
 - 15-254 Harbour Heights Median Improvements
 - 15-321 Construction of Fire Training Building
 - 15-342 Oil Change & Lube Services – Annual
 - 15-366 Road Grading – Annual
 - 15-353 Rampart Boulevard Reclaimed Water Extension
- Pre-submittal meetings held:
 - 15-280 Public Safety Radio Communications Consultant
 - 15-354 Construction/Geotech Testing Services
 - 15-364 Tourism Creative Services
- Request for Letters of Interest due and received:
 - 15-371 Care Center Expansion
 - 15-365 Fire/EMS Station 2 HVAC Design
- Quotes due and received:
 - 15-348 Fire/EMS Gloves – Annual
 - 15-340 Activated Carbon – Annual
 - 15-327 Hand Removal of Chara – Sunshine Lake
- Request for Proposals due and received:
 - 15-359 Charlotte County Sheriff's Office – District 1 Headquarters – Construction Manager at Risk
 - 15-354 Construction/Geotech Testing Services
 - 15-280 Public Safety Radio Communications Consultant
- Shortlisting meetings held:
 - 15-317 Jail Infirmary – Design
 - 15-354 Construction/Geotech Testing Services
 - 15-280 Public Safety Radio Communications Consultant
 - 15-359 Charlotte County Sheriff's Office – District 1 Headquarters – Construction Manager at Risk
- Negotiation meetings held:
 - 15-262 Design South County Community Library & Archive
 - 15-256 Parallel Boat Lock
 - 15-287 Veteran's Memorial Park – Construction Manager at Risk
 - 15-251 Phase 1 Study – Olean Boulevard Widening

Real Estate Services

- Piper Road North – The BCC approved the 27 resolutions of necessity to the BCC at their July 14th regular meeting. We will now move forward with the right of way acquisition.
- Surplus Property Disposal – We continue the closing process on those bids that were accepted by the BCC at their May 26th meeting. The County will realize over \$174,000 from this sale.
- Customer Satisfaction – Our customer surveys continue to show that our Division has a high customer service rating.

- Release and Occupation of Easement Program – This program remains active with over 188 applications received to date this fiscal year.
- Edgewater Phase II – Mediations to reach final settlement continue.
- Placida Widening – Work continues to acquire additional right of way on a voluntary basis.
- Environmental Lands Acquisition Program – The BCC has approved the acquisition of scrub jay habitat on the County's behalf. Natural Resources will be providing us with direction on acquiring specific habitat parcels.
- Flamingo/Edgewater – We have acquired over 80% of the parcels needed for this project, all on a voluntary basis. This right of way acquisition program continues.
- Midway Project – Temporary Rights of Entry – We have obtained the necessary rights of entry for this project. This road widening project will commence shortly.
- Burnt Store Road Phase III – Mediation and settlement conferences continue.
- Gasparilla Road – Mediation and settlement conferences continue.
- Legal Research – We continue to assist staff in the County Attorney's Office in researching and reviewing historical records related to the defense of potential and/or ongoing lawsuits.
- Harbor Boulevard Improvements (Parkside) – The BCC approved the acquisition of easements on a voluntary basis. We have obtained several favorable responses to date (9 out of 12) and continue to follow up directly with the affected land owners.
- Vacant land next to Justice Center – The minimum bid set by the PGHA at \$1,425,000 resulted in no bids being received.
- Murdock Village – We are continuing our monthly inspections.
- Stump Pass Dredging – We continue to seek easements from affected land owners.
- 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 – Public Works is moving ahead with roadway redesign plans. We are prepared to assist right of way acquisition once the required parcels are identified.
- Sheriff's District Office in Parkside – The proposed 15 acre site for a new Sheriff's District Office located on Harborview Road does not meet the necessary criteria for a cost effective building to be constructed at that location. This item was pulled from the July 14th agenda and we will be seeking another site that will be suitable for the intended use.
- 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.
- Sheriff's Lease – Promenades Mall – We started negotiations with the landlord to renew the lease for a 3 year term with 2 one year options to renew. This will give us potential of 5 years at that location.
- Winchester Boulevard – RES staff is working with Public Works and other County staff to surplus a commercial parcel of land (7 acres +/-) to make it available for purchase through the competitive bid process. This parcel was part of a larger parcel of land that was purchased on a voluntary basis for the construction of Winchester Boulevard south. We will be bringing the surplus declaration to the BCC for approval in the coming weeks and we will be developing a disposal plan to ensure maximum return to the County.

Community Development

- The Building Division:
- On July 29, 2015, Claire Jubb and Ben Bailey met with several members of the Kitson & Partners development team at the site of Babcock Ranch. The team provided details and a tour of the site for Phase 1A of the development. Work is currently underway for the FPL Solar Array and substations that will be providing power to the development as well as the Town and Country Utility Water and Wastewater facilities. The completion of the utility plants and related infrastructure is scheduled to coincide with the completion of the initial development of model homes, clubhouse and town square. The construction of these buildings will start in the spring of 2016. The grand opening of Phase 1A is scheduled for January 2017 which will provide approximately 200 single family home parcels.

Item	Total FY2014	Jul-14	Jul-15	FY14YTD	FY15 YTD
Single Family Permits Issued	551	66	87	441	644
Multi Family Permits Issued	0	0	0	0	4
Commercial Permits Issued	40	3	3	38	83
All Other Permits Issued	17181	1571	1635	14153	15813
Customers Served	24045	2116	2123	19968	20337
Inspections	55832	4657	5118	46171	50240
Permitting Revenue	\$2,814,423.00	\$257,152.00	\$317,147.00	\$2,340,136.00	\$2,931,190.00
Permitting Expenditure	\$2,236,389.00	\$151,449.00	\$241,539.00	\$1,844,493.00	\$2,004,419.00
Code Enforcement Revenue	\$1,018,597.00	\$84,942.00	\$95,733.00	\$799,203.00	\$799,074.00
Code Enforcement Expenditure	\$1,652,671.00	\$106,859.00	\$130,246.00	\$1,369,582.00	\$1,201,580.00
New Complaints Received	1235	225	121	911	760
Code Cases Initiated	3079	295	275	2602	2848
CEB Cases Heard	574	60	8	523	287
Citations Issued \$ Amount	\$151,000.00	\$14,000.00	\$8,000.00	\$134,000.00	\$72,000.00
New Contractor Licenses Issued	16	4	1	13	14
Contractor Licenses Revoked	7	0	0	7	6

- Licensing
 - Three Lien Reductions were approved in July allowing the department to obtain a minimum of \$1000.00 per property, plus any abatement costs and administrative costs for lien recording. The department has also recorded a significant amount of Vacant Property Registrations for properties that have been in the program for multiple years. We have also issued 11 citations for unlicensed contracting with fines of either \$1000.00 or \$2000.00 per offense.
- Land Information
 - Land Information Section (LIS) is now the local map editors for HERE—the national mapping data compilers for ESRI, Google, On Star and most other GPS/GIS based companies. They are one of the few cooperative counties in Florida that are approved to edit their data. HERE records street view data, reads street signage, and gathers LIDAR...and is able to take clear pictures going 80 miles per hour.
 - LIS also launched three new interactive websites on the Land Information/ Community Development website. They are working closely with the Sheriff's Department and launched a Neighborhood Watch Interactive Map. This web application provides specific information to allow citizens to be aware and participate in their local law enforcement volunteer program. They've also compiled a web application that citizens can use to determine what impact fee zone they fall in based on the recent impact fee ordinance change. Lastly, LIS added Blueway Trails to their interactive map gallery. Citizens can use this to find the closest launch points for kayaking and recreational boating, where artificial reefs are located, and the boundaries of our aquatic preserves.
- The Planning and Zoning Division:
 - Parkside CRA
 - Public forums to discuss the draft Parkside Revitalization Plan and appropriate land development regulations to implement were held August 27, September 10, and September 30, 2014. These meetings produced valuable discussion on the draft Revitalization Plan, and the plan has been revised to reflect these comments and the discussion, producing a final draft. Roundtable meetings to develop appropriate land development regulations to implement the revitalization plan were held on January 26, and February 23, 2015 and the results are being used to refine the proposed LDRs. A visual preference survey is available for voting at four locations across Parkside through the end of August – at the Cultural Center, the Port Charlotte Library, the 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 were adopted on June 23, 2015. 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 and into the fall. Adoption of the LDRs will likely begin in late fall of 2015.
- Murdock Village
- There is no action on Murdock Village.
- Babcock Ranch
- The revised Land Development Regulations for Babcock Ranch was adopted by the Board of County Commissioners (Board) at the November 25th BCC Land Use Meeting. The Babcock Overlay Zoning District Pattern Book Phase 1A was approved by the Community Development Department on June 8, 2015.
- Little Gasparilla Island Community Plan
- No new updates at this time.
- Grove City Community Plan
- No new updates at this time.
- Revision of the Comprehensive Plan
- On September 23, 2014, the Board of County Commissioners (Board) adopted the following ordinances for revisions to the County's Comprehensive Plan:
 - Ordinance No. 2014-026, which related to revisions to the Future Land Use (FLU) Element;
 - Ordinance No. 2014-027, which related to revisions to FLU Appendix I: Land Use Guide;
 - Ordinance No. 2014-028, which related to revisions to FLU Appendix III, Definitions;
 - Ordinance No. 2014-029, which related to revisions to the Natural Resources (ENV) Element; and
 - Ordinance No. 2014-030, which related to revisions to the Coastal Planning (CST) Element.
- Subsequent to the adoption of these ordinances, the Friends of Cape Haze, the Sierra Club and Debra Highsmith (Petitioners) filed challenges to these revisions with the Division of Administrative Hearings (DOAH). Over the past several months, the County and the Petitioners had been working together in order to resolve any differences that were identified in the challenges. At this time, the County desired to move the process forward by rescinding the adopted ordinances and subsequently resubmitting plan amendments to revise the previously adopted revisions to the Compressive Plan. Therefore, on July 14, 2015, the Board approved ordinance number 2015-037 to rescind the adopted ordinances. Staff has been working on revisions to the Comprehensive Plan. In order to better address these revisions, staff is proposing to divide the changes into two parts. Part I of the revisions will be presented to the Board for the transmittal hearing in November 2015 and Part II of the revisions will be presented to the Board for transmittal hearing in December, 2015.
- The Board approved an Ordinance 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 which are all located in Article III, Special Regulations of Chapter 3-9, Zoning. These revisions were presented to the BCC for adoption on May 26th. Revisions to Section 3-9-79.1, Parking of boats, RVs, trucks and trailers were presented to the Board on July 28, 2015 and the Board approved these revisions. Staff sent the existing Commercial Design Standards to local firms in order to solicit comments for staff to make revisions in the near future. Staff has been gathering comments within the organization in order to revise the existing sign code.

- School Concurrency
- No new updates at this time.
- Planning and Zoning Board
- There was no Planning and Zoning Board meeting in July 2015. The Planning and Zoning Board scheduled on August 10, 2015 is canceled because there is not a quorum.
- Board of County Commissioners Land Use
- The Board of County Commissioners heard the following petitions on July 28, 2015:
- PP-15-04-01:
 - Babcock Property Holdings, LLC has requested Preliminary Plat approval for a subdivision to be named, Babcock Phase 1A, consisting of 198 mixed use lots The site is 183.97 acres, more or less, and is located south of Bermont Road, north of the border with Lee County, east of State Road 31, and west of the border with Glades County, in Sections 30 and 31, Township 42 S, Range 26 E, in Commission District I.
 - Board Decision: Approval
- Revisions to Sec. 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 Decision: Approval
- Site Plan Approval
- The County received 9 petitions in July:
 - 1 Preliminary
 - 1 Final
 - 1 Preliminary & Final
 - 1 PD for concept only
 - 2 DSRB finals
 - 1 Variance for the DSRB
 - 2 Project Conferences

Community Services

- Administration:
 - Responded to 140 phone calls, 21 web mails, 8 citizen concerns, 12 accident and 8 incident reports, and 1 damaged and missing item report.
 - Parking passes sold (mail and phone) - 18
 - Supported 1 Advisory Board, Safety Committee
 - Promotional and Marketing Activities
 - ½ page ad in the Parrot Magazine promoting activities
 - Facebook Page Current reach – 720 Page Likes
 - 748 Views of Sports Park alligator release
 - 1,128 views of post related to gator capture

- iHeart Media commercials Commemorative Brick Program
- Distributed (5) press releases
- Parking Meter Replacement
 - BCC Approval of budget amendment
 - Specs in development
- Parks and Recreation Master Plan
 - Consultant is pulling together information from public workshops
 - Online Survey continues – www.CCParksMasterPlan.com
- Playgrounds
 - Swing set for Englewood East install delayed due to weather
- Employee Appreciation Events
 - Olive Garden Lunch
- 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
- Charlotte Sports Park:
 - The Charlotte Sports Park hosted 16 home games for the Charlotte Stone Crabs on the following dates with a total attendance of 9594.

Saturday	7/4/2015	3248	4 th of July Fireworks
Sunday	7/5/2015	162	
Monday	7/6/2015	602	
Friday	7/10/2015	420	Poster Giveaway- 80's Night
Saturday	7/11/2015	613	Water Bottle Giveaway & Fitness Night
Sunday	7/12/2015	503	Doggie Day
Monday	7/13/2015	570	Summer Camp Day
Sunday	7/19/2015	223	
Monday	7/20/2015	373	
Tuesday	7/21/2015	1340	
Friday	7/24/2015	0	Rained Out
Saturday	7/25/2015	0	Rained Out
Sunday	7/26/2015	87	Rain Delay
Monday	7/27/2015	0	Rained Out
Tuesday	7/28/2015	1129	Doubleheader
Wednesday	7/29/2015	324	

- The Charlotte Sports Park hosted the Perfect Game Baseball Tournament on 7/12-7/13 with an attendance of 1,050.
- The Charlotte Sports Park hosted the Florida Burn Baseball Tournament on 7/17 – 7/20 with an attendance of 3,000.
- Port Charlotte Beach Pool:
 - 853 paid admissions
 - 153 Pass holder visits
 - 175 Water Aerobics participants
 - 1 Private Swim Lesson series, 2 individual private swim lessons

- Staff spent an estimated 48 hours performing In-Service Training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
- Staff spent an estimated 40 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms
- Oyster Creek Regional Park Pool:
 - 2836 paid admissions
 - 611 pass holder visits
 - 508 water exercise participants
 - 43 participants registered for Learn to Swim in July.
 - 3 Charlotte County Community Services/American Red Cross Centennial program scholarships awarded.
 - 7 summer camps visit the pool each week resulting in approximately 800 “splashes” for the month.
 - Charlotte County Blue Fins practiced 5 times per week resulting in approximately 400 “splashes” for the month.
 - The pool was rented twice for SCUBA Training.
 - Staff spent an estimated 60 hours performing In-Service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 72 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- South County Regional Park Pool:
 - 2052 paid admissions
 - 777 pass holder visits
 - 112 water exercise participants
 - The Charlotte County Blue Fins held 51 swim practices resulting in approximately 1020 “splashes” for the month.
 - 85 participants registered for Learn to Swim in July.
 - 23 Charlotte County Community Services/American Red Cross Centennial program scholarships awarded.
 - 2642 campers from 12 different camps visited the pool in June.
 - 72 people attended the Moonlight Movie July 18
 - 14 Special Olympics practiced per week.
 - The Special Olympics County Swim Meet was held July 25.
 - Staff spent an estimated 65 hours performing In-service Lifeguard training skills such as First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 70 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- Recreation:
 - The four Charlotte County Recreation Centers and two Charlotte County Skate Parks were open a combined 1,350 hours and served over 9,700 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 480 with 1,052 touches combined. Recreation facilities were rented 29 times achieving a rental attendance total of 925 people.
- Athletic Section:
 - Charlotte County Athletics League and Athletic Special Events used County Facilities approximately 873 hours. An estimated 1,110 local athletic participants visited County Facilities. Activities included Adult Kickball, Adult Flag Football, Special Needs Baseball, Youth Soccer, Youth Baseball, and Youth Softball.
 - No Tournaments were held in the month of July.
- Extension Services:
 - Administration:
 - Meetings/Reporting:
 - Managers Meeting - Charlotte Sports Park — 11 am – July 21st
 - Ambassador Training - Tringali Recreation Center – 8 am – July 22nd - 32 participants

- South Central Monthly CED Meeting – July 27th – 1 pm
- UF/IFAS Extension Town Hall Meeting-Live Stream – SWFREC – Immokalee – 1 pm – July 22nd
- Friends For Extension Meeting – July 14th – 11:30 am
- Managers Meeting – July 6th - Charlotte Sports Park – 1 pm
- Halogen Appraisal Review Meetings – July 9th – 10:30 to 11:30 am
- Program Meeting with new Associate Dean for Extension, Agricultural Programs, Dr. Saqib Mukhtar – Manatee County Extension – July 1st - 9 am – 12 noon
- Food Nutrition Program Meeting - Dr. Karla Shelnut, UF/IFAS Foods and Nutrition Assistant Professor – Working Lunch – 12 noon to 2 pm – July 2nd – Attendees include CED's from Desoto and Hardee Counties – Pam and I.
- Extension Staff Meeting – July 30th – 3pm
- 3rd Qtr. Business Mtg. - Community Services – July 31st -- 10:30 am
- Website Hits: Website: 2458 page views
- Facebook© Page - Charlotte County Extension data: Facebook: 637 visits 1,113 likes: Our Blog had 564 views. (Mitchell, Schumaker)
- Sea Grant:
 - Publications:
 - Staugler, E.A. 2015. "Getting by in July". Waterlife Magazine. July 2015, pg. 12.
 - Staugler, E.A. 2015. "Let's Count Scallops". Waterline Magazine, Charlotte Sun Herald. July 16, 2015, pg. 11.
 - Staugler, E.A. 2015. "Who's Sampling our Water?" UF/IFAS Extension, Charlotte County. EAS-070615-004, 2pp.
 - Websites:
 - Reviewing Factsheets posted online for updates
 - Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/>
 - 7/22 - Charlotte and Lee anglers: your knowledge can help local fisheries thrive!
 - 7/21 - Economic Impact of Independent Bait and Tackle Retailers.
 - Field Work
 - Offshore barotrauma with Capt. Josh Greer and Josh Olive
 - Outreach Programs:
 - 7/30 - Charlotte Harbor Fisheries Forum
 - Site & Office Visits:
 - Fishin' Franks Bait & Tackle Shop
 - Several relators
 - Coast Guard Aux. 87
 - A sailboat eco tour business by PC beach
 - Hooked on SUP
 - University Governess:
 - Continued planning of Annual Florida Sea Grant Extension Planning Meeting in Gainesville (Sept.)
 - Reviewed and voted on promotion and permanent status packets of agents in the Southcentral District
 - Meetings:
 - 7/9 - Fisheries Forum planning conf. call
 - 7/14 - Fisheries Work Action Group monthly leadership call
 - 7/14 - Joint conference call between Fisheries & Seafood work action group leaders
 - 7/14 - Participated in Friends for Extension meeting
 - 7/14 - Participated in SWFL Shellfish Association meeting
 - 7/16 - Chaired CHNEP TAC meeting
 - 7/31 - Represented TAC at CHNEP Mgmt. meeting
 - Trainings:
 - 7/1 & 7/2 - Conducting Oral Histories IST in Naples - Samuel Proctor Oral History Program UF
 - Other:
 - Considerable time preparing for Fisheries Forum (7/30)
 - Great Bay Scallop Search (8/1)

- Developing agenda for the For-Hire Fishing Workshop (9/9)
- Bay Scallop Working Group meeting (9/22).
- Submitted abstract for upcoming conference
- Submitted grant proposal to conduct bay scallop genetics work in conjunction with restoration
- Began working on Captains license renewal (every 5 years) (Staugler)
- 4-H Youth Development:
 - 4-H Camp Cloverleaf - June 29th – July 3rd - Lake Placid, FL
 - Thirty Five youth participants and five volunteer leaders attended residential camp, 4-H Camp Cloverleaf. The participants had five days and four nights of 4-H environmental education and outdoor skill activities with over seventy five hours of instruction. Teen leaders, who have had many hours in training to serve as counselors and counselors-in-training, assisted staff in teaching classes and supervised youth campers.
 - School Open Houses
 - Charlotte County 4-H staff and 4-H Association were welcomed into two Charlotte County Elementary School's for their annual open house. Over 100 families were reached and educated on the youth enrichment components that Charlotte County 4-H offers.
 - Horticulture Enrichment Course
 - Ten youth, ages 5-12 participated in a horticulture enrichment course at an educational day center. The participants made their own biodegradable pots and filled them with soil and seeds. They learned how to care for their newly planted seeds and had many questions about creating their own gardens at home.
 - Monthly Fundraising Event
 - Charlotte County 4-H had their monthly fundraising event at Bob Evans on July 22, 2015.
 - 4-H University in Gainesville, FL.
 - Charlotte County 4-H staff and two teen leaders participated in 4-H University in Gainesville, FL. They will be there for five days and four nights learning through educational workshops lead by University of Florida faculty, explore career opportunities, lead community service activities, interact with youth from all over the state, and have fun while developing critical life skills that will help them become productive and engaged citizens of the communities.
 - "Tops and Bottoms"
 - Charlotte County 4-H staff made contact with twenty third grade students at East Elementary School. The third graders participated in the "Tops and Bottoms" lesson plan which teaches youth the parts of a plant that we can eat. Such as, roots, stems, leaves, seeds, and flowers. They also participated in making foods using the fresh ingredients from the "Tops and Bottoms" of plants! (Phillippe, Cardwell)
- Horticulture:
 - Programming
 - Crazy About Caladiums Workshop – July 18th – 8:30 – 9:15 am & 11:00 – 11:45 am
 - Crazy About Caladiums Workshop – July 21st – 8:30 – 9:15 am, 9:45-10:30 am & 11:00 – 11:45 am
 - Total Program Attendance about 182 people – electronic survey to follow.
 - School Garden Workshop – 9 am to 3 pm – July 18th – 15 participants
 - Site Visit
 - Turf Site Visit – Deep Creek – July 8th – 10:30 am – Zoysia grass with Dollar Spot – met with homeowner and turf managers
 - Special Outreach
 - Spring Lakes Workshop – Beach Complex – 4:00 – 8:00 pm – June 30th - 57 people in attendance



182 people attended 'Crazy about Caladium' workshops.



Elaine DelGizzi and husband won the Spring Lake Project rain barrel. They installed and use it to conserve portable water,



2000 caladiums completely cover the ground in this Eastport Campus Courtyard bed.

- Florida-Friendly Landscaping™
 - Summary: The Florida-Friendly Landscaping™ assistant provided solutions to homeowners on 'right plant, right place' plant care, pest control and proper fertilization. Total clientele contacts this month 524 homeowners and new resident: 204 attending 8 teaching events, 128 telephone consultations, 73 visits made to the office, 10 field and HOA walk-about visits and 112 email consultations.
 - Who Benefited? These organizations benefited interacting with the FFL™ assistant in July. Harbor Heights Homeowner Association, The Hammocks (HOA) at Cape Haze, Boca Grande Club Village A and B, Residence in the Spring Lake Sewer area, Charlotte County Master Gardeners and many private homeowners.
 - Environmental Campus: Landscape enhancements continue on the entrance courtyard. Newly planted caladium display and trial bed is providing great curb appeal to visitors to the county facility. Re-landscaping will continue on all four circle beds and 8 triangular beds in the courtyard. Mature laurel oaks were properly pruned and thinned out by an arborist.
 - Florida-Friendly Caladiums: Four workshops showed the public ways to plant and care for this Florida-Friendly ornamental grown commercially in Florida. Each attendee (182 adults) received free bulbs donated by Happiness Farms, Inc. In addition, donated bulbs were used for a horticulture therapy session taught by a Master Gardener at a live-in, community treatment facility.
 - Spring Lake CCU Customer FFL Education: Extension staff members were teachers and problem-solvers for informational events attended by resident living in the construction zone. Residents were shown better ways to manage their own stormwater in their yards. One of these methods is by using a rain barrel. Thirteen were sold in July. 200 were made and sold over the last 12 months.
- Meetings:
 - Horticulture Team Meeting – July 13th – 2 pm Integrity
- Charlotte Sun Newspaper Articles:
 - Newspaper Article for July 6th – “Rise of the slime mold”
 - Newspaper Article for July 13th – “Got to love those heart-shaped leaves”
 - Newspaper Article for July 20th – “What, when and why”
 - Newspaper Article for July 27th – “When palms have bad hair days” (Mitchell, Bates, Becker)
- Parks:
 - Week of Monday 7/27
 - Detailed cleaning, preparation and staging of Harbour Heights park for reopening on August 1, 2015 after 6 month improvement project
 - Cleared underbrush and construction debris from newly purchased lots on Bayshore Road. Initial mowing, line cutting, edging and grading. Requested lots to be added to annual mowing contract.
 - Repaired multiple concrete cracks at South Gulf Cove Park restroom sidewalk & foyer

- Cleared vegetation from the fishing finger piers at Ainger Creek Park
- Week of Monday 7/20
- Supported YMCA Triathlon at Englewood Beach with 210 participants.
- Cleaned, ran, and repaired where necessary all small gas engine equipment to prepare for hurricane season (generators, chainsaws, pole cutters, line cutters, edges, blowers, etc.)
- Updated Purchasing asset inventory list
- Week of Monday 7/13
- Normal maintenance of parks
- Week of Monday 7/6
- Installed two new Historic Charlotte Harbor 'Perma-Signs' on light poles along multi- use path at Bayshore Live Oaks Park
- Installed two 'Aggressive birds may attack' signs at McGuire Park in relation to a citizen's concern that she was viciously attacked in the head by a bird of prey
- Removed invasive and dead trees/bushes from Clark Park, which jeopardized a property owners yard and fencing
- Provided extra, detailed park maintenance and equipment needed for July 4th BBQ Bash event at Bayshore Live Oaks Park. Event drew approximately 1,200 people and several vendors
- Addition of two horse shoe pits at Bayshore Live Oaks Park by Natural Resources equipment operator Dave Mathewson
- Installed two 'Keep Out - County Preserve - No Trespassing' signs at ends of fire break between Lister and Willow – preserve land and condo association
- Tree removed after Higgs Park shuffleboard club reported it interferes with their courts-cut by Natural Resources equipment operator Dave Mathewson
- Inspected Phase 3 of the PCB redecking project. Opened the boardwalk and recreation deck north of the fishing pier. All decks and pier are now open to public.

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. Staff is reviewing preliminary designs for comment and changes.
- Anger Fishing Pier & Parking Renovations: This Project is complete.
- Port Charlotte Beach Fishing Pier & Boardwalk Renovation: The fishing pier and entire boardwalk are open to the public. The contractor is completing his punch list.
- Franz Ross Football Fields Renovation: The change order for the investigations of field soil characteristics and re-design of the field has been sent to Purchasing.
- Franz Ross Park Parking Expansion: The construction survey layout and clearing has begun.
- Cape Haze Pioneer Trail Connector: Developer negotiations were completed and approved by the BCC in June. Project bidding is awaiting budget allocation in FY16.
- ARE Facility Expansion: The design RFI was advertised with two firms responding. The selection committee has ranked the firms with the recommendation form is being processed.
- Fire Training Facility: The construction bids were received with the low bid contractor scheduled for the September 8th BCC meeting for approval.
- Bay Heights Boat Ramp: The USCG channel marker permit is completed and waiting on Waterways Management Branch signatures for channel markers.
- Airport Annex Master Plan: The staff reviewed the firing range design proposal with comments. The firm is making adjustments per our comments before submitting the design contract change order. The project team is working on finalizing the programing specifics before moving into the site conceptual design phase.
- 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 were submitted to agencies. Corps RAI was received and response is being prepared.

- Harbor Heights Drainage, Parking and Sports Facilities Improvements: The punch list is being worked on by the contractor. Shuffleboard and pavilion shade structures are being readied for advertisement.
- Harbour Heights Boat Ramp: The design is continuing for a new, replacement boat ramp and docks.
- El Jobean Fishing Pier: The consultant is developing a repair plan in an attempt to lower the project cost over full replacement.
- Justice Center Expansion: The design RFP is out for submittals which are due Aug. 26
- 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. No Change since last month.
- Sales Tax Project – Veterans Memorial Park: The project team met finalizing the conceptual design layout. The construction manager received BCC approval on July 28th with negotiations starting shortly.
- 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. After first draft review and comment, consultant submitted second draft which is being reviewed by staff.
- Sales Tax Project – South County Community Library: Proposals received and ranked by committee; scheduled for BCC approval of ranking on June 23. City authorized staff to develop inter-local agreement for property. Boundary survey has been requested.
- Sales Tax Project – CCSO District 1 Offices: The design firm negotiations were completed with the contract completed and sent to firm for review and signatures. The construction manager was shortlisted and is scheduled for approval on the September 8th BCC meeting.
- Sales Tax Project – Jail Infirmary: The design firm shortlist was approved by the BCC on July 28th. The negotiations will start on August 4th. The Construction Manager request for proposal was submitted to Fiscal and Purchasing starting the process.
- Sales Tax Project – Ann Dever Regional Park New Recreation Center: The RFP for design services has been sent to Purchasing.
- Sales Tax Project – NCRP New Recreation Center: The RFP for design services has been sent to Purchasing.
- Fire Station # 10: The fire sprinklers design has been completed and advertised for construction bids. One construction bid has been received but it had exceptions. CC purchasing is attempting to secure this bid through negotiation to add the exceptions.
- Sales Tax Project – Recreation Centers Renovations: RFP for design services has been sent to Purchasing.
- Sales Tax Project – West County Annex Replacement: RFP for design services has been sent to Purchasing.

Human Resources

- Employee & Labor Relations:
 - Continued Union negotiations with IAFF
 - Held IUPAT Re-opener
 - Extended employment opportunities to 12 candidates.
 - Attended Local SHRM Meeting
 - Recruitment related activities and hiring processes
 - Served 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 "Life Balance, Stress, & Time Management" class, 17 employees attended
 - Generated monthly service awards
 - Held Ambassador Seminars
 - Miscellaneous coaching/development conversations
 - Professional Development to include webinar, reviewing industry journals, etc.

Human Services

- The new State Fiscal Year began July 1, 2015. Charlotte County was awarded a total of \$740,890 in grant funds for in-home elder care services under the Community Care for the Elderly, Alzheimer's disease Initiative and Home Care for the Elderly programs. Program participation referrals for frail seniors and their caregivers are received from the Area Agency on Aging (AAA) for Southwest Florida. For more information on these programs or other senior services please call Charlotte County 211 or the AAA Aging and Disability Resource Center at 1-866-413-5337.
- The County was also notified of its award of annual State Housing Initiative Partnership (SHIP) grant funds for FY 2016. The total amount expected to be received is \$808,578. Funds include parameters set for special needs and possible homeless prevention programs. Allocation of funding is based on the County's Local Housing Assistance Plan (LHAP) and recommendations of the Affordable Housing Advisory Committee (AHAC).
- Two years ago, Veteran Services submitted a VA claim for an 86 year old veteran who had severe damage to hearing in one ear due to a machine gun discharge during training in 1952. His records were burned in a fire at the National Archives in St. Louis and the injury could not be verified with paper records. This month the veteran was granted a 60% disability with a substantial retroactive payment.
- In 2011, a claim for an increase in a service connected disability was filed for a veteran with assistance from Veteran Services. In July 2012 the claim was denied. Veteran Services put together medical documentation and assisted in writing a Notice of Disagreement. The veteran was just notified that the disability claim was increased to 100% and made permanent. The veteran will receive a retroactive check of approximately \$52,000.
- Family Services has interviewed for a new Civil Citation/Neighborhood Accountability Board program specialist to assist our youth make wiser choices through these juvenile diversion programs. Other department staff, including the Director, are taking the required training courses to better serve the community. The new program specialist is expected to begin employment in early August.
- Veteran Services assisted the father of a US Navy Sea Bee, currently deployed to Afghanistan; obtain a VA Certificate of Eligibility for a home loan that his son had requested months before. The father was having difficulty acquiring the document himself so the Veteran Services Officer contacted the VA Home Loan Department and was able to obtain the requested document. The Veteran's family is now looking forward to purchasing their first home in Charlotte County.
- Veteran Services Officer, David Donohew is participating in the Veteran's Memorial Park design selection.

- Senior Services has provided the Area Agency on Aging (AAA) for Southwest Florida required client documentation for AAA's annual monitoring review with the Florida Department of Elder Affairs.
- Family Services conducted the Family Services Center quarterly tenant/non-profit organizations meeting. New collaborations were identified and the space/usage survey developed by the consultant for the Sales Tax Project were distributed. Responses were forwarded to the Facilities Department for analysis by the consultant.
- Budget's Fiscal staff provided training to Family Services program staff to facilitate better understanding of the budget process.
- The Board of County Commissioners approved both the Memorandum of Agreement with 211 & FLAIRS for the summer food program information and referrals and with Drug Free Charlotte for the Developmental Assets/Invest in Children project.
- 211 has mailed the hundred plus page documentation package to the Alliance of Information and Referral Systems (AIRS) for its National Accreditation review. Sections in the documentation include Service Delivery, Resource Database, Report and Measures, Cooperative Relationships, Disaster Preparedness and Organizational Effectiveness. This next Phase will culminate in AIRS validating 211's credentials to maintain its 211 status. Final Phase will be a site visit to 211 sometime in 2016. The re-accreditation process is due every 5 years. This is 211's 10 year of operations.
- Client satisfaction surveys are being distributed to clients served by each of the five divisions in the Human Services Department. Survey results will be tabulated and available in October.
- In preparation for a possible 2nd year Emergency Solutions Grant program renewal award for FY 2015-2016, staff participated in a SWOT analysis with suggested strategies to improve operations and community effectiveness.
- Family Services staff attended the regional CSBG and LIHEAP training workshop sponsored by Department of Economic Opportunity (DEO) to learn about new program changes and requirements.
- Formal co-payment policies have developed for Senior Services clientele per requirements of the Florida Statutes and Department of Elder Affairs requirements. It is expected that the policies will take effect in August.
- Human Services Director has begun meeting with the United Way, Health Department and the Community Foundation to explore the feasibility of developing a Health and Human Services Master Plan for Charlotte County.

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. Maps depicting the specific areas to be paved are available on the 2015 Paving Program webpage located at <http://www.charlottecountyfl.gov/projects/Pages/default.aspx> Construction Contract: Ajax Paving, Construction Schedule: March 2015 – Early 2016
 - Midway 9 Area: This area is substantially complete.
 - Peachland 4 Area: This area is substantially complete.
 - Midway 7 Area: Base repairs are complete on Orlando Boulevard; the Contractor will be placing the leveling course soon.

- Deep Creek Phase 1 Area: Base repairs on Deep Creek Blvd and Aysen are underway; paving in Phase 1 is underway.
- To date, approximately 27,090 tons of S-III asphalt has been placed in the Greater Port Charlotte and Deep Creek areas. The time complete is 64.6 percent and the work completed is 35.3 percent.
- *Traffic Advisory: PUNTA GORDA, Fla. (July 31, 2015) – Inclement weather delayed roadwork on Deep Creek Boulevard (from Sandhill Boulevard to Aysen Drive) and on Aysen Drive (from Deep Creek Boulevard to San Felix Street). Weather permitting, roadway base failure repairs will be conducted at this location Monday, August 3 through Tuesday, August 4 in advance of paving operations. Deep Creek Boulevard and Aysen Drive will remain open to traffic however periodic lane closures may cause intermittent traffic delays. This work is being conducted in conjunction with the 2015 Paving Program; for more information about the 2015 Paving Program, please visit www.CharlotteCountyFL.gov – click Project Status Updates in the Popular Links list on the left. The Public Works Department reminds motorists to remain alert and exercise extreme caution when traveling in the vicinity of construction zones.*
- Burnt Store Road (Phase 3) 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: 3/10/2014 – 11/18/2015
- The excavation of all ponds is complete. Grading and sodding of swales continues on the west side.
- Work is progressing on the box culverts; two of the three box culverts are complete and backfilled. Work is scheduled to begin on the final box culvert after the next traffic lane shift scheduled mid to late August.
- Installation of drainage pipes and utilities continues. Approximately 99% of the utility pipe and 89% of the drainage pipework has been installed. 80% of the old utility pipes have been removed.
- Over 96% of the sidewalk sub grade has been installed on the northbound side. Concrete installation for the sidewalk is 98% complete on the northbound side and 22% complete on the southbound side.
- The contractor completed the stabilizer/base on the northbound travel lanes and is now placing stabilized sub base 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 have installed street lighting and IT conduit on the east side of the project; this portion of the project is nearing completion.
- 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 71% complete.
- *Traffic Advisory: PUNTA GORDA, Fla. (July 29, 2015) – Please be advised that Cape Horn Boulevard, between Burnt Store Road and Trading Post Road, will be closed to traffic Monday, Aug. 3 through Saturday, Aug. 22, 2015. Construction includes a roadway re-alignment at the intersection of Burnt Store Road and Cape Horn Boulevard. Detour signs will be in place to direct traffic around the construction site. The Public Works Department reminds motorists to remain alert at all times and to exercise caution when traveling in the vicinity of construction zones.*
- Charlotte Harbor Gateway Harbor Walk, Phase 1 – This project is to design and construct pedestrian and boater access to Charlotte Harbor. Phase 1 includes replacement of the seawall, construction of a restroom facility, small boat launch, parking area, and pedestrian promenade. The project site is located at the foot of the north-bound US 41 Bridge.
- The project area has been used by many locals and tourists for fishing and recreation. Once completed, the new amenities will enhance the public's waterfront experience. During construction, the project area will be closed to the public however residents and tourists are encouraged to visit Bayshore Live Oak Park to continue to fish and enjoy recreational activities.

- 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: 5/18/2015 – February 2016.
- The contractor is currently working on setting the sheet piles for the new seawall on the east side of the project. Irrigation installation will begin the week of August 3.
- 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: 7/7/2014 – 9/4/2016.
- Woodruff and Sons' Crew #1 is concentrating on new utility installations from CR 771 east towards Cattle Dock Rd.
- Woodruff and Sons' Crew #2 is installing storm drain systems from Marathon Boulevard north to SR 776.
- Woodruff and Sons' Crew #3 is working on sidewalk construction south of Marathon Boulevard and is importing fill material for road construction from San Domingo Boulevard to Marathon Boulevard.
- Additional crews are on-site completing stormwater retention ponds.
- Overall construction is 46% complete.
- Edgewater Drive Widening Phase 2 – 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: 1/5/2015 – 2/5/2017.
- *Public Service Announcement: PORT CHARLOTTE, Fla. (July 28, 2015) – As part of the Edgewater Drive Phase 2 Improvements project, the overnight water main shutdown originally planned for July 28 to July 29 has been rescheduled. As a result, water service will be temporarily suspended to a portion of the Port Charlotte service area Tuesday, August 4 at 10 p.m. through Wednesday, August 5 at 6 a.m.*
- *In advance of the project, Charlotte County Utilities (CCU) personnel will place door hangers on 209 homes from Midway Boulevard to W. Tarpon Boulevard to notify them of the shutdown. When service is restored, due to reduced system pressure from the shut-off of the water supply and as a precautionary measure, CCU is requesting that all customers in the affected area(s) boil water intended for drinking or cooking at a rolling boil for a minimum of one minute. Customers should boil water until further notice.*
- *CCU will notify all affected Customers with a rescission notice as soon as the water quality is confirmed to be at safe consumption levels. As an alternative, bottled water could be used. We apologize for the inconvenience.*
- Please visit www.GoEP2.com for list of affected residences from Midway Boulevard to W. Tarpon Boulevard.
- Excerpt from www.GoEP2.com – July 29, 2015 LOCAL TRAFFIC will be shifted to a [temporary roadway](#) from Midway Boulevard to Lake View Boulevard. Edgewater Drive remains closed to thru traffic.
- Harbour Heights Median Improvements – This project consists of installing curbing, irrigation and landscaping within the existing medians on Sunnybrook Road and Broadpoint Drive. Construction Contract: Stage Door II, Inc. of Apopka, FL, Construction Schedule: 8/24/2015 – 11/22/2015

- A recommendation to award the construction contract to Stage Door II, Inc. of Apopka, FL was approved by the Board of County Commissioners on July 28, 2015.
- A pre-construction meeting was held July 29; Notice to Proceed is August 24, 2015. All work shall be completed within 90 calendar days from the Notice to Proceed.
- Midway Boulevard Widening Phase 2 – This project will complete the widening of Midway Boulevard from Sharpe Street (just east of Harbor Drive) to the intersection of Kings Highway (about 2.25 miles). Design includes four lanes of traffic with center turn lanes, new sidewalks on both sides, a closed drainage system, new traffic signals at Beacon Drive, new pedestrian crossings at the schools, new lighting, and a new water and sewer system along the corridor. Temporary sidewalks, meeting the ADA requirement, will be installed during construction to maintain all pedestrian access. Midway Boulevard may be closed to through traffic at times however mail delivery, emergency services and access to local residences will be maintained during construction. This project was selected for inclusion in the 2008 Sales Tax Referendum. Construction Contract: Forsberg Construction, Construction Schedule: 6/30/2015 – Summer 2018
- Forsberg Construction is working on material submittals for County staff to review. Temporary construction office trailers will be installed across from Port Charlotte Middle School, next to the tennis courts, this week. There will be no impact to the traveling public during this operation.
- From: <http://midwayupdate.com/> (June 23, 2015) - The Contractor will be mobilizing and setting up the construction yard during the month of July. Contractors Planned Schedule: Construction Activities for the rest of this year will be focused on the east end of the project from the Niagara waterway (Achilles Street) to Kings Highway. Storm Drainage work to begin mid-August and continue through mid-November along Midway Boulevard in the area between Achilles to Shilo Street.
- 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: 1/5/2015 – 7/31/2015.
- Construction is complete and final inspections are scheduled the week of Aug. 4, 2015
- 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. Construction Contract: Underwater Engineering Services, Construction Schedule: 7/27/2015 – Early 2016
- The contractor intends to mobilize equipment to the site by Aug. 14 to begin construction. County staff is currently reviewing material submittals and preparing responses to requests for information.
- 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: 8/3/2015 – 3/10/2016.
- The construction contract was awarded to Quality Enterprises at the BCC meeting on May 26, 2015. The pre-construction meeting was held June 9, 2015. Work is scheduled to begin on August 3, 2015.
- *Traffic Advisory: PORT CHARLOTTE, Fla. (July 24, 2015) – Construction is scheduled to begin on Peachland Boulevard, between Torrington Street and Beacon Drive, on Monday, Aug. 3, 2015 to replace the water control structure at the Fordham Waterway. Peachland Boulevard will remain open to vehicular traffic during construction however pedestrian traffic will be closed at the canal crossing. This project is being conducted to increase stormwater flow capacity as part of an overall plan to upgrade Charlotte County's stormwater infrastructure system. Construction is projected to be complete by April 2016.*

- 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: 8/3/2015 – 3/10/2016.
- The construction contract was awarded to Quality Enterprises at the BCC meeting on May 26, 2015. The pre-construction meeting was held June 9, 2015 and work is scheduled to begin August 3, 2015.
- *Traffic Advisory: PORT CHARLOTTE, Fla. (July 24, 2015) – Construction is scheduled to begin on Peachland Boulevard, between Aberdeen Avenue and Hallcrest Terrace, on Monday, Aug. 3, 2015 to replace the water control structure at the Niagara Waterway. Peachland Boulevard will remain open to vehicular traffic during construction however pedestrian traffic will be closed at the canal crossing. This project is being conducted to increase stormwater flow capacity as part of an overall plan to upgrade Charlotte County's stormwater infrastructure system. Construction is projected to be complete by April 2016.*
- 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. Construction Contract: Lee Dean & Sons, Inc. of Fort Myers, FL, Construction Schedule: TBD
- The construction contract was awarded to Lee Dean & Sons, Inc. of Fort Myers, FL on July 28, 2015. A pre-construction meeting is scheduled August 4; Notice to Proceed will be established at the pre-construction meeting. Construction time is 90 calendar days.
- 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 – 7/30/2015
- All contractual construction items are 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 – August 2015
 - The new sidewalk and curbing on SR 776 is complete.
 - Storm drainage and utility installations are complete.
 - The installation of street lights and poles are complete; street lights will be energized in early August.
 - The SR 776 intersection gravity wall is complete.
 - The final lift of asphalt is complete throughout the entire project.
 - ADA sidewalk mats are 100% complete.
 - Roadway signing and striping is 100% complete.
- Signalization at CR 775 and SR 776 is in the final stages of completion.
- Substantial completion was issued to the Contractor and final punch list items are underway.
- Construction Projects In Design or Negotiation:
 - Burnt Store Road Phase 2 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: through 3/3/2017, Procurement Process: Spring 2017, Projected start of Construction: TBD

- Negotiations with Johnson Engineering are complete and the Notice to Proceed was issued on July 13 to begin design. Production Schedule:
- 30% plans due March 11, 2016
- 60% plans due August 12, 2016
- 90% plans due December 2, 2016
- 100% plans due February 3, 2017
- Final bid contract documents due March 3, 2017
- Charlotte Harbor Gateway Harbor Walk, Phase 2 – 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 – 7/17/2015, Procurement Process: October 2015, Projected Start of Construction: Early 2016
- Meetings with the design firm continue; 90% design plans were submitted to FDOT in June and are under review. The design team submitted project documents to the permitting agencies and is awaiting response.
- 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-November 2015, Projected Start of Construction: Late 2015
- CES/American Engineering is currently designing wall rehabilitation; design plans are at 30% completion.
- NWPC Bridge Inspections and Design Improvements - This project includes an engineering evaluation of seven bridge structures within the Northwest Port Charlotte MSBU and development of a detailed rehabilitation plan to extend the structure's useful life. A consultant will inspect the bridge piles and collect the necessary field data to design structural jackets and supply a report with estimated costs before designing the jackets. The improvements and repairs shall correct deficiencies identified by FDOT consultants to the extent that is practicable. Design Contract: CES/American, Design/Permitting Schedule: TBD, Procurement Process: TBD, Projected Start of Construction: TBD
- | <u>BRIDGE #</u> | <u>ON</u> | <u>AT</u> |
|-----------------|-------------------|-------------------|
| ○ 014041 | McPearson Dr. | Hastings Waterway |
| ○ 014045 | Chamberlain Blvd. | Apollo Waterway |
| ○ 014047 | Chamberlain Blvd. | Markham Waterway |
| ○ 014048 | Jacobs St. | Jupiter Waterway |
| ○ 014050 | Biscayne Blvd. | Apollo Waterway |
| ○ 014051 | Eisenhower Dr. | Venus Waterway |
| ○ 014052 | Eisenhower Dr. | Cheshire Waterway |
- CES/American has been selected as the design firm; the contract is currently being negotiated.
- 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 – Summer 2015, Procurement Process: September-November 2015, Projected Start of Construction: Late 2015
- The Board of County Commissioners approved Charlotte County Utilities' change order for additional utility design on May 12, 2015 pertaining to Aaron Street infrastructure. The Engineering Division received the 90% landscape plans and is currently reviewing 90% utility and stormwater plans.

- Parkside - Gertrude Avenue/Aaron Street Multi-Use Path - This project will provide for a 10' multi-use path, landscaping, decorative lighting, a pocket park and signage along Gertrude Avenue, from Caring Way to Aaron Street, and along Aaron Street from Gertrude Avenue to Harbor Boulevard. Design Contract: Johnson Engineering, Design/Permitting Schedule: June 2015 – Fall 2015, Procurement Process: TBD, Projected Start of Construction: TBD
- A Parkside Community meeting is scheduled July 30, 2015 to review the conceptual plan. Johnson Engineering is expected to have 30% plans submitted for staff review by Aug. 1, 2015.
- Parkside - West Tarpon Boulevard/Ambrose Lane Multi-Use Path - This project includes a 10' multi-use path, landscaping and decorative lighting along West Tarpon Boulevard from US 41 to Ambrose Lane and on Ambrose Lane from West Tarpon Boulevard to Elkcarn Boulevard. Design Contract: Johnson Engineering, Design/Permitting Schedule: June – Late 2015, Procurement Process: TBD, Projected Start of Construction: TBD
- This project was approved by the Parkside Community Development Committee on March 3 and adopted into the County's Capital Improvements Program on March 24, 2015. A Parkside Community Meeting is scheduled July 30, 2015 to review the conceptual project plan. Johnson Engineering is expected to have 30% plans submitted for staff review by Sept. 1, 2015.
- 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 Fall 2015, Procurement Process: Late 2015, Projected Start of Construction: TBD
- Charlotte County Utilities is adding a reclaimed water line to this project, which was approved by the Board of County Commissioners on Sept. 23, 2014. Conducting utility work in conjunction with construction of the multi-use path and safety improvements will minimize disruption to residents and businesses within the project limits.
- Construction plans are on hold at approximately 80% pending completion of utility plans. 60% utility plans have been reviewed by CCU and comments returned to the design engineer; 90% utility plans are in progress. Utility design is expected to be complete in the fall of 2015.
- 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 Fall 2015, Procurement Process: Late 2015, Projected Start of Construction: TBD
- Charlotte County Utilities is adding a reclaimed water line to this project, which was approved by the Board of County Commissioners on Sept. 23, 2014. Conducting utility work in conjunction with construction of the multi-use path and safety improvements will minimize disruption to residents and businesses within the project limits.
- Utility design should be complete in the fall of 2015. Construction plans are on hold at approximately 80% pending completion of utility plans. 60% utility plans have been reviewed by CCU and comments returned to the design engineer; 90% utility plans are in progress.
- Sheehan Boulevard Bridge Repair at 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: 9/10/2012 – Late 2014, Procurement Process: Summer - Fall 2015, Projected Start of Construction: Fall 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.

- 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: Vincent Avenue from Boca Vista Road to Burnt Store Road, Saragossa Lane from Cape Horn Boulevard to Burnt Store Road, and Rio Togas Road from Cape Horn Boulevard to Burnt Store Road. Design Contract: Banks Engineering, Design/Permitting Schedule: 1/6/2014 – Late 2014, Procurement Process: Summer 2015, Projected Start of Construction: Late Summer 2015
- Budget adjustments have been made allowing for construction to begin on Vincent Avenue, Saragossa Lane, and Rio Togas Road this year. Bid specifications are being finalized by staff. This project is expected to go out for bid in August 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
- Staff met with the Engineering firm to confirm the scope and fee for the project. 30% design plans are expected to be received in July 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 – Sept. 2015, Construction: TBD
- Design is complete and the bid package is in the Purchasing Department undergoing review in preparation for bid advertisement. Engineering staff anticipates that this project will be advertised for bid in August 2015.
- 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 – May 2015, Procurement: TBD, Construction: TBD
- The 100% sidewalk design plans were reviewed and returned to the Design Engineer in May 2015. Utilities were added to the contract so this project is on hold pending receipt of utility plans. Once utility plans are complete, the 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 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 Summer 2015, Procurement: TBD, Construction: TBD
- Johnson Engineering submitted the 100% design plans and bid specifications 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): 3/2/2011 – 5/10/2013, 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: thru Summer 2015, Projected Start of Construction: Fall 2015
- Final construction plans and specifications were received Feb. 3, 2015. The bid package is in the Purchasing Department undergoing specification review prior to bid solicitation.
- Tom Adam's Bridge Rehabilitation – This project consists of replacing 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: 7/2/2012 – Summer 2014, Procurement Process: Completed 7/14/2015, Projected Start of Construction: Early 2016
- Bids were opened June 24. A recommendation to award the construction contract to Quinn Construction, Inc. was presented to the Board of County Commissioners July 14 for approval. Contractor requested, and was granted, 200 days prior to Notice to Proceed therefore construction is scheduled to begin in early 2016. Completion time is 415 calendar days with liquidated damages of \$3,226 per calendar day.
- 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: 1/6/2013 – 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. The review, conducted by the NMFS, included a request for additional information which was answered by Coastal Engineering Consultants; the ACOE permit is still pending.

- 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: 2/1/2014 – Late Summer 2015, Procurement Process: Fall; 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 areas adjacent to the channel. Johnson Engineering provided the requested data.
- The NMFS has moved the draft Letter of Compliance to Stage 3 of 4.
- 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 permit application and drawings are complete and were submitted to State and Federal permitting agencies; correspondence between the County and ACOE confirmed that the review is underway. The Marine Marker Plan is also under review by the permitting agencies.
- 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. Limited vegetation trimming, for line of sight/navigation, was added to the contract. Design Contract: Stantec, Design/Permitting Schedule: 12/17/2013 – Summer 2015, Procurement Process: Fall 2015, Projected Construction: Late 2015
- 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 to Phase 4 (of 4) on Aug 3, 2015 which indicates that the ACOE Permit may be issued very soon.
- 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 completed the initial surveys and will continue to refine the data and conduct additional survey work as needed. A substantial "hard bottom" area was discovered and is being surveyed to determine the extent of the area and potential impact to the project.
- A meeting was held at the Englewood Chamber of Commerce; stakeholders discussed this project in detail and the study appears to be on track for completion this winter.
- 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 – Late Summer 2015
- The bathymetric survey is underway and is approximately 70% complete; staff is awaiting the results of the survey to present to the Manchester Waterway MSBU Advisory Committee for further guidance.
- 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 Uniform Mitigation Assessment Method (UMAM) ranking on the seagrass impacts for the proposed dredging. Coastal Engineering Consultants (CEC) investigated sites for a seagrass mitigation project (e.g., fill blow-holes / prop-scars). The initial search for potential mitigation sites did not find enough suitable areas within the vicinity of the project area therefore a wider search area was examined using aerial photography.
- CEC, working in partnership with FDEP and County Staff, completed the field survey of potential seagrass mitigation project areas. The seagrass mitigation plan is currently under review by the FDEP and FWC.
- 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: DMK Associates, Design/Permitting Schedule: TBD, Procurement Process: TBD, Projected Start of Construction: TBD
- The Board of County Commissioners approved the commencement of negotiations with DMK Associates of Englewood on June 23, 2015. The first negotiation meeting was held on June 24 and a follow-up meeting was held July 20, 2015.

- The scope and fees are under review by County staff. A meeting with the South Gulf Cove Waterway Benefit Unit Advisory Committee is scheduled Aug. 18, 2015 to discuss the potential consultant fees and construction costs.
- 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: 6/1/2013 – Spring 2015, Procurement Process: Summer 2015, Projected Start of Construction: Fall 2015
- The Florida Department of Environmental Protection (FDEP) and Army Corps of Engineers (ACOE) permits have been issued. This project is currently advertised for competitive bid. The pre-bid conference was held July 29 with good contractor attendance. Bid opening is scheduled Aug. 19, 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: 4/16/2012 – Summer 2015, Procurement Process: Fall 2015, Projected Start of Construction: Late 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 relocated marine markers to better delineate the channel.
- Senate Bill 2500-A passed which provides funding for beach management projects and could provide Charlotte County with \$2.5 million for the Stump Pass project. A presentation was held at the Englewood Chamber of Commerce which included this project and future programs; discussions followed. A congressional visit is scheduled as a follow-up to the presentation and discussions.
- 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: September 2015, Projected Start of Construction: Late 2015
 - 100% design plans have been received. This structure is not scheduled for construction until late 2015.
 - Stormwater Control Structure Replacement – Lion Heart Waterway at Peachland LIO 4.03 – This project provides for the design, permitting and construction of a stormwater control structure under Peachland Blvd. at the Lion Heart Waterway. The new structure will replace two 60" metal pipes with two 10'x10' box culverts. Design Contract: Johnson Engineering, Design/Permitting Schedule: through January 2016, Procurement Process: Feb – April 2016, Projected Start of Construction: May 2016
 - Survey work is underway.
 - 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: Fall 2015, Projected Start of Construction: Late 2015
 - The design is complete and permits have been obtained. Due to funding and other ongoing projects, this structure is scheduled for construction in late 2015.
- Lighting Projects - Charlotte County CIP Projects:
 - Burnt Store Road Phase 1 – (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. The agreement is fully executed and the first installment of \$50k has been forwarded to Seminole Gulf Railroad; equipment has been ordered to begin construction.
 - Burnt Store Road Phase 3 – Monitoring contract work as roadway lighting, pull boxes, and communication conduits are installed; load center cabinets have been built and installed on service poles. Inspections continue.
 - Edgewater Phase 2 Construction – The contractor de-energized the traffic signal and removed overhead signal displays at Edgewater Dr. and Harbor Blvd. to reconstruct the intersection; the intersection is temporarily a four-way stop during reconstruction.
 - New mast arm foundations have been installed at the intersection of Edgewater Drive and Harbor Boulevard to prepare for the new intersection roadway design.
 - Electric Runs to Rotonda West Bridges – Project package is advertised for bid.
 - 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 – Construction began June 30. Traffic signal work with coincide with contractor's construction schedule.
- Lighting Projects – Departmental Projects:
 - Replaced the aging signal controller cabinet and components at the intersection of US 41 at Grace St. FDOT furnished the materials and County staff installed it.

- Replaced the aging signal controller cabinet and components at the intersection of Marion Ave. at Bal Harbor Blvd. While performing this work, crews installed a radar vehicle detection system replacing failing inductive vehicle loops in the roadway.
- Repaired a damaged pedestrian signal display knocked off its support pole in the southeast corner of US 41 at Taylor Rd.
- As a result of 2 motor vehicle accidents, replaced light pole assemblies on Kings Highway at Midway Blvd., and on Veterans Blvd. near Theresa Blvd.
- As a result of a motor vehicle accident, a light pole on Veterans Highway near Harbor Blvd. was knocked down. The pole and debris was picked up, conductors replaced, conductors re-spliced, and the area was made safe until a replacement pole is obtained.
- Investigate a complaint that the traffic signal at the intersection of US 41 at Aqui Esta Dr. was not communicating with the Traffic Management Center. Crews discovered tripped circuit breakers, a burnt door switch, and two blown surge arrestors on the vehicle detection panel. It appears that lightning was the cause of the damage.
- Replaced one blue confirmation light mounted under the traffic signal display at Marion Ave. at Bal Harbor Blvd.
- Replaced a roadway lighting door and ballast assembly on a light pole along US 17. It appeared that this pole was struck by lightning. Crews were able to follow the path of electricity from the top of the pole all the way down to where it exited the concrete bridge support.
- Met with representatives from the US 41 Gateway Project regarding relocating an electrical service pole in conflict with a proposed driveway.
- Lighting District employees, Andrew Amendola and Gary Colicchio, received I.M.S.A. Traffic Signal Inspector Certifications.
- As a result of an evening thunderstorm, crews repaired damage at the intersection of US 41 at Airport Rd. The cabinet's vehicle detector wiring harness, malfunction management unit, three BLU's, vehicle detector panel, and one audible pedestrian push button had to be repaired/replaced.
- Began routine street light maintenance in South County; 13 lights were repaired in July.
- Programmed the traditional school calendar schedule into school flasher time clocks in preparation of the upcoming 2015/16 school year.
- Completed traffic signal preventative maintenance at the following locations:
 - SR 776 at Oriole Blvd.
 - SR 776 at Gulfstream Blvd.
 - SR 776 at Spinnaker Blvd.
 - SR 776 at Sunnybrook Blvd.
 - Cochran Blvd. at Lakeview Blvd.
 - Cochran Blvd. at Pellam Blvd.
 - Cochran Blvd. at Education Way
 - Murdock Cir. at Education Way
 - Midway Blvd. at Lakeview Blvd.
- Attended weekly progress meetings and participated in underground signal conduit inspections for the US 41 road widening project.
- Attended bi-weekly progress meetings and participated in signal construction inspections on the SR 776 re-surfacing project.
- Traffic Management Center:
 - Begin implementation of clearance intervals for countywide traffic signals.
 - Continue with review and coordination of countywide signal re-timing efforts.
 - Institute new timing plan for Kings Highway from Village Dr. to Sandhill Blvd.
 - Attend two day course for *Tru-Traffic* signal timing software.
 - Continue monitoring US 41 traffic signals due to the Edgewater Drive roadway closure.
 - Continue efforts promoting the TMC's Twitter account for traffic incidents.
 - Locates Performed:
 - 294 requests for underground utility locates were received generating 98 tickets for locates.
 - Trouble Calls:
 - 26 trouble calls received, responded to and problems of various natures resolved.

- Maintenance & Operations:
 - A total of 28 new requests were received related to brush, drainage, asphalt repair, and debris.
 - Drainage line & grade:
 - 7500 SF in South Gulf Cove
 - 6,590 SF in Harbour Heights
 - Small pipe install:
 - 96 LF in Greater Port Charlotte
 - 36 LF in Northwest Port Charlotte
 - Menzie ditch cutting:
 - 52,250 SF in South Charlotte Stormwater
 - 120,000 SF in Englewood East
 - Boom mower:
 - Cut 14,400 CY in Rotonda Lakes
 - Cut 24,700 CY in Road & Bridge South
 - Cut 21,088 CY in Greater Port Charlotte
 - Cut 8,195 CY in Harbour Heights
 - Cut 4,786 CY in Cook & Brown
 - Culvert cleaning:
 - Cleaned 32 culverts in Greater Port Charlotte
 - Shoulder repair:
 - Maintained 0.1 miles of shoulder in Road & Bridge North
 - Contracted Services:
 - Safety mowing for South County has been completed in all areas for the month of June.
 - Specialty mowing continues in North County; they are currently applying mulch in various locations on Veterans Boulevard
 - Landscaping Services:
 - 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.
 - July 8-14, 2015
 - A total of 43 new requests received related to brush, drainage, asphalt repair, guardrail repair, and debris.
 - Drainage line & grade:
 - 5,000 SF in South Gulf Cove
 - 17,350 SF in Harbour Heights
 - 7,765 SF in Greater Port Charlotte
 - 7,650 SF in Northwest Port Charlotte
 - Small pipe install:
 - 172 LF in Greater Port Charlotte
 - 36 LF in Northwest Port Charlotte
 - 24 LF in Deep Creek
 - Menzie ditch cutting:
 - 80,000 SF in West Charlotte Stormwater
 - 80,000 SF in Englewood East
 - 71,680 SF in Mid Charlotte Stormwater
 - Boom mower:
 - Cut 4,600 CY in Rotonda Lakes
 - Cut 28,600 CY in Road & Bridge South
 - Cut 53,091 CY in Greater Port Charlotte
 - Cut 7,571 CY in Harbour Heights
 - Cut 16,912 CY in Cook & Brown
 - Culvert cleaning:
 - Cleaned 24 culverts in Greater Port Charlotte
 - Cleaned 11 culverts in Road & Bridge South
 - Cleaned 5 culverts in Punta Gorda Non-Urban

- Shoulder repair:
- Maintained miles of shoulder in Road & Bridge North
- Asphalt repair:
- Utilized 9.19 tons of material to repair locations throughout the County
- Trash/Debris removal:
- Removed 5,520 pounds of debris throughout the County
- Contracted Services:
- ROW mowing in West County has been completed in Englewood East, Grove City, Lemon Bay, Placida, Rotonda West, and Road & Bridge for the Month of July.
- Street sweeping has begun, with primary focus on Road & Bridge roads, and along the major intersections in North, West, and South County for the month of July.
- Specialty mowing is currently working in West county and North county in various locations.
- Landscaping Services
- 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; Melbourne Street Bridge and all county-owned fenced retention ponds.
- July 15-21, 2015:
- A total of 31 new requests were received related to brush, drainage, asphalt repair, and debris.
- Drainage line & grade:
- 8,750 SF in South Gulf Cove
- 750 SF in Englewood East
- 12,400 SF in Harbour Heights
- 7,500 SF in Greater Port Charlotte
- 2,475 SF in Northwest Port Charlotte
- Small pipe install:
- .56 LF in Greater Port Charlotte
- 112 LF in Northwest Port Charlotte
- 24 LF in South Gulf Cove
- 24 LF in Englewood East
- 48 LF in Road & Bridge South
- Menzie ditch cutting:
- 160,000 SF in West Charlotte Stormwater
- 86,680 SF in Mid Charlotte Stormwater
- Boom mower:
- Cut 23,950 CY in Rotonda West
- Cut 24,500 CY in Road & Bridge South
- Cut 48,802 CY in Greater Port Charlotte
- Cut 12,388 CY in Harbour Heights
- Cut 5,338 CY in Cook & Brown
- Culvert cleaning:
- Cleaned 24 culverts in Greater Port Charlotte
- Cleaned 13 culverts in South Gulf Cove
- Asphalt repair:
- Utilized 5.27 tons of material to repair locations throughout the County
- Trash/Debris removal:
- Removed 10,740 pounds of debris throughout the County
- Landscaping Services
- 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; Melbourne Street Bridge and all county-owned fenced retention ponds.
- July 22-28, 2015
- A total of 57 requests received related to brush, debris, drainage, guardrail repair, and asphalt repair.
- Drainage line & grade:
- 3,400 SF in Gulf Cove

- 4,370 SF in Englewood East
- 11,910 SF in Harbour Heights
- 16,100 SF in Greater Port Charlotte
- 8,225 SF in Northwest Port Charlotte
- Small pipe install:
- 216 LF in Greater Port Charlotte
- 24 LF in Deep Creek
- Menzie ditch cutting:
- 140,000 SF in West Charlotte Stormwater
- 125,200 SF in Mid Charlotte Stormwater
- Boom mower:
- Cut 25,950 CY in Rotonda West
- Cut 15,800 CY in Road & Bridge South
- Cut 63,529 CY in Greater Port Charlotte
- Cut 15,838 CY in Harbour Heights
- Cut 6,270 CY in Cook & Brown
- Culvert cleaning:
- Cleaned 39 culverts in Greater Port Charlotte
- Cleaned 13 culverts in Deep Creek
- Asphalt repair:
- Utilized 2.03 tons of material throughout the County
- Utilized 5.08 tons of material in Punta Gorda Non-Urban
- Shoulder repair:
- Maintained 0.3 miles of shoulder in Road & Bridge North
- Trash/Debris removal:
- Removed 8,360 pounds of debris throughout the County
- Landscaping Services:
- 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; Melbourne Street Bridge and all county-owned fenced retention ponds.
- July 29-Aug 4, 2015
- A total of 68 new requests were received related to brush, debris, drainage, guardrail repair, and asphalt repair.
- Drainage line & grade:
- 6,655 SF in Gulf Cove
- 2,500 SF in South Gulf Cove
- 8,700 SF in Deep Creek
- 15,056 SF in Greater Port Charlotte
- 3,000 SF in Northwest Port Charlotte
- Small pipe install:
- 76 LF in Greater Port Charlotte
- 24 LF in Gardens of Gulf Cove
- Menzie ditch cutting:
- 64,000 SF in West Charlotte Stormwater
- Boom mower:
- Cut 11,400 CY in Rotonda West
- Cut 22,200 CY in Road & Bridge South
- Cut 72,196 CY in Greater Port Charlotte
- Cut 5,077 CY in Harbour Heights
- Cut 13,531 CY in Northwest Port Charlotte
- Culvert cleaning:
- Cleaned 25 culverts in Greater Port Charlotte
- Cleaned 6 culverts in Punta Gorda Non-Urban
- Asphalt repair:
- Utilized 4.31 tons of material to repair locations in Punta Gorda Non-Urban

- Road grading:
- Graded 5,720 SY on Don Pedro / Knights Island
- Trash/Debris removal:
- Removed 10,120 pounds of debris throughout the County
- Landscaping Services
- 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; Melbourne Street Bridge and all County-owned fenced retention ponds.
- Street trees were planted as part of the Elkcam Boulevard Improvements project.
- Mosquito & Aquatic Weed Control:
 - July 1 - 7, 2015
 - Mosquito Control
 - Acres treated: 45,982
 - Landing rate counts taken: 60
 - Traps set: 40
 - Service requests: 33
 - Aquatic Weed Control
 - Sites treated: 4
 - Sites inspected: 18
 - Mitigation sites maintained: 3
 - July 8 - 14, 2015
 - Mosquito Control
 - Acres treated: 74,406
 - Landing rate counts taken: 79
 - Traps set: 37
 - Service requests: 13
 - Aquatic Weed Control
 - Sites treated: 18
 - Sites inspected: 1
 - Mitigation sites maintained: 2
 - July 15-21, 2015
 - Mosquito Control
 - Acres treated: 92,203
 - Landing rate counts taken: 66
 - Traps set: 36
 - Service requests: 43
 - Aquatic Weed Control
 - Sites treated: 17
 - Sites inspected: 25
 - Mitigation sites maintained: 1
 - July 22-28, 2015
 - Mosquito Control
 - Acres treated: 127,772
 - Landing rate counts taken: 80
 - Traps set: 39
 - Service requests: 61
 - Aquatic Weed Control
 - Sites treated: 16
 - Sites inspected: 23
 - Mitigation sites maintained: 1
 - July 29-Aug 4, 2015
 - Mosquito Control
 - Acres treated: 87,016
 - Landing rate counts taken: 60
 - Traps set: 27

- Service requests: 49
- Aquatic Weed Control
- Sites treated: 12
- Sites inspected: 27
- Mitigation sites maintained: 1
- Other Projects:
 - 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 – Summer 2015, Construction: N/A
 - 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. The MSTU is scheduled to meet July 29, 2015 to decide how they would like to move forward.
 - 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
 - This project is currently advertised for bid. A pre-bid meeting is scheduled July 15, 2015 and the bids are due on August 5, 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 July 28, 2015, Construction Contract: Quality Enterprises, Projected Start of Construction: October 2015.
 - 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.
 - 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 Board of County Commissioners awarded the construction contract to Quality Enterprises on July 28, 2015. A pre-construction meeting is scheduled August 5, 2015. The Contractor will begin construction within 60 days of the pre-construction meeting.
- Traffic Signing & Marking:
 - Traffic Signing & Marking
 - Herbicide: 2,395 items sprayed
 - Marine Signs Replaced: 79
 - New Signs Installed: 60
 - Road Legends Installed: 31
 - Signs Inspected: 8,650
 - Signs Manufactured: 267
 - Sign Maintenance: 2,054
 - Traffic Counts: 63 stations
 - Trouble Calls (after hours): 11

Tourism

- Public Relations
 - Last month, the Charlotte Harbor VCB hosted eight journalists during a media familiarization trip. Journalists were from Florida, Las Vegas, Brazil and Costa Rica including journalists from Azul airline's and Allegiant Air's inflight publications. These familiarization trips guide journalists in developing story to then share with their readers. Editorial content generated from these types of trips assist in promoting Charlotte County as a tourism destination.
 - Rogerio Almeida, one of the Brazilian writers, has published an article about Palm Island Resort in the publication Revista D&A (in English, Magazine D&A). It's a lifestyle publication focusing on architecture, design, trends, dining, events, art and luxury for the state of Paraiba, located on Brazil's East Coast, north of Rio de Janeiro (about a 33-hour drive). Circulation is about 50,000.
 - Rogerio is a well-respected writer, broadcaster and professor. During IPW in Orlando last month (the largest U.S.-based tour and travel trade show), he received one of the top travel journalist awards.
 - The article can be viewed at www.revistadea.com.br, under issue 36, page 112.
 - (A more direct link to the publication. <http://issuu.com/revistadea/docs/revistadea36>)
 - The Charlotte Harbor Visitor & Convention Bureau is proud to announce Chip Futch, Director of Marketing, has been appointed to Visit Florida's Advertising and Internet Committee for a one-year term beginning July 1. Visit Florida is the state's official tourism marketing corporation.
 - Mr. Futch joined the Charlotte Harbor VCB in 2013. Visit Florida's Advertising and Internet Committee provides the primary source of industry input, counsel and feedback on strategic matters related to Visit Florida's domestic and international cooperative and dedicated efforts in direct marketing and advertising, including digital and internet marketing. Visit Florida's Board of Directors established the Marketing Council Steering Committee to enhance industry involvement. It's made up of eight discipline-based committees – Advertising and Internet; Communications; Cultural, Heritage, Rural and Nature; Industry Relations; International; Meetings & Travel Trade; Promotions; and Visitor Services. Committee members are volunteers and represent Visit Florida board members and tourism industry partners who have an expertise or interest in the committee disciplines.
 - In the coming weeks, the Charlotte Harbor Visitor & Convention Bureau will be offering members of the Charlotte County tourism industry online hospitality training through Visit Florida and the Florida Restaurant and Lodging Association. From executives to front-line staff, all tourism hospitality workers will be invited to participate free of charge through a special code provided by the Bureau. This program is expected to continue to grow, however the first two modules are online now: "The Power of One: Creating Memorable Guest Experiences in the Sunshine State" and "Resolving Guest Conflict."
 - Each course takes employees approximately 30-45 minutes to complete, including training and exam with certificate of completion. The certificate of completion and training hours are also

recorded in the FRLA (Florida Restaurant and Lodging) system. Industry partners will soon receive communications on the training, but interested hospitality related organizations (hotels, restaurants, etc.) are welcome to email training@charlotteharbortravel.com for information before then.

- Under the leadership of the Englewood Florida Chamber of Commerce, the Englewood Chamber's Tourism Assembly, Charlotte Harbor Visitor & Convention Bureau and Visit Sarasota County have been working together to launch the inaugural restaurant week called Let's Eat, Englewood, a "culinary adventure without breaking the bank." Scheduled for Sept. 25 – Oct. 8, local restaurants will offer two-course lunches for \$12 and three-course (or more) dinners for \$23. It's an opportunity for locals to try area restaurants and encourage visitors to visit the destination during a traditionally an off season of the year. Visit LetsEatEnglewood.com for additional information.
- Charlotte Harbor & the Gulf Islands is recognized for world-class fishing and the tourism office consistently promotes angling opportunities. Earlier this month (July 17 – 20), the Charlotte Harbor Visitor & Convention Bureau hosted four outdoor writers who specialize in writing about fishing destinations. All four were from outside the state and members of the Southeastern Outdoor Press Association, in which the Bureau is a member. During their weekend visit, the group stayed at the Weston's wannaB inn and got on the water with Capt. Chris O'Neill and Capt. Leroy Bennett of Tail Chaser Charter Services and caught goliath grouper, considered to be a "monster fish" due to their massive size. Possessing and harvesting goliath grouper is prohibited and the visiting journalists each caught and released at least one with sizes ranging from 150 – 300 lbs. This was the first time each of these journalists have caught this species of fish.
- The next day was spent off shore fishing with Capt. Rick Paolillo and Capt. Chris Fanelli with King Fisher Fleet where the journalists caught grouper and variety of snapper in which they enjoyed at Lock 'N Key restaurant that night. One angler arrived a day early and fished with Capt. Mike Slattery of Palm Island Outfitters. These familiarization trips guide journalists in developing story to then share with their readers. Editorial content generated from these types of trips assist in promoting Charlotte County as a tourism destination.



- Media Releases
 - Wrote and distributed two press releases:
 - Charlotte Harbor Visitor & Convention Bureau's Chip Futch Appointed to Visit Florida Committee
 - Wheels and Wings VI Offers Five Rides for Bicyclists in Punta Gorda, Fla., on July 12, 2015
- Other
 - Provided a writer with Sunseeker, the inflight publication for Allegiant Air, with contacts for stories on nightlife and unique gifts.

- Provided what's new in ecotourism to a writer on assignment for Travel Guide to Florida.
- Worked with the Charlotte Harbor VCB marketing to create complimentary ad in the digital magazine called ODU Magazine for one of the guides who fished with a writer on assignment for the publication.
- Article of Note
 - As a direct result of the May media familiarization trip, another article (in addition to two articles published in May) about the destination appeared on the Brazilian website <http://www.rcvips.com.br/>. The article is about ecotourism in the Englewood area and mentions several Charlotte County businesses plus includes a recap of the Charlotte Harbor VCB tourism lunch. <http://www.rcvips.com.br/turismo-rogerio-almeida/englewood-charlotte-harbor-um-paraiso-no-lado-oeste-da-florida-nos-eua/>
- Media Relations
 - Fishing-centric Media Familiarization Trip, July 17 – 20, 2015
 - Each July, ICAST (the International Convention of Allied Sportfishing Trades) is held in Orlando and is produced by the American Sportfishing Association. Its primary purpose is to provide a positive business environment for manufacturers, distributors, retailers, media and others in the recreational fishing industry. It also attracts outdoor writers interested in learning in what's new in the industry. The Bureau hosted four outdoor writers, two of which attended ICAST, to experience the destination's fishing. All were members of the Southeastern Outdoor Press Association in which the Bureau is a member. They experienced two days of fishing Charlotte County's waters with the highlight being each catching a goliath grouper, a protected fish. The group stayed at the Weston's wannaB inn.
 - Immediate content generated from the trip include blog posts on the award-winning blog, Lowcountry Outdoors by Jeff Dennis: <http://sclowcountryoutdoors.blogspot.com/2015/07/sustainable-seafood-at-farlows-in.html>
<http://sclowcountryoutdoors.blogspot.com/2015/07/offshore-fishing-in-gulf-off-manasota.html>



- Media Planning
 - Thomas Berg, Freelance, July 30 – Aug. 3, 2015
 - Mr. Berg is an outdoor writer interested in fishing the destination. He'll spend two nights in Englewood and two nights in Punta Gorda, fishing both areas. Publications where he plans to have stories publish include Adventure Sports Outdoors (circ: 40,000), Open Road Outdoors, Indiana Outdoor News (Granger, IN) and Tri-State Outdoor News (Princeton, IN)
 - AllWays traveller, Ashley Gibbins, Sept. 15 – 18, 2015
 - AllWays traveller is the consumer travel features 'arm' of the International Travel Writers Alliance, which produces high profile, long-life and wide-reach travel features to destinations and travel pursuits worldwide. AllWays traveller combines a traditional travel feature with a detailed visitor

guide. In addition to sending each feature to AllWays subscribers, the Alliance uses its network of 10,250 professional travel journalists to ensure each feature reaches many thousands of potential visitors to a destination. Ashley Gibbins Chief Executive, The international Travel Writers Alliance and Managing Editor, AllWays traveller, will visit and the itinerary is being developed.

- Ron Stern, The Global Gumshoe, Sept. TBD
- As a direct result of receiving the Bureau's media releases from the PR agency of record, Mr. Stern has expressed interest in visiting the destination in September. He writes the travel column, the Global Gumshoe, in the San Diego area (readership 200,000), and contributes to 50+ Marketplace News (circ 200,000) and TheDailyMeal.com (14 million monthly views). Specifics are currently being worked out for a September visit.
- Dale Sanders and Scott Davis, Luxe Beat Magazine, Fall TBD
- Mr. Sanders and Mr. Davis are a photographer and writer team on assignment for Luxe Beat Magazine. Mr. Sanders visited in 2013 as part of a post-conference trip with the SATW Atlantic Chapter Conference and won an award for a photo essay about Palm Island Resort. They have connected with one of the local fishing guides and wish to cover the upscale aspects of the County in October.
- About Luxe Beat Magazine: audience is well-traveled and well-read. Luxe Beat readers are frequent travelers venturing throughout the year both in the US and abroad. They are always looking for undiscovered gems and plan their trips paying close attention to detail to ensure their travels are unforgettable.
- Demographics:
 - Main Demographic: 45-65, 55% Women 45% Men
 - Married. Avg. Household Income: \$250k-5 Million.
 - Total Net Worth: \$1-25 million.
 - College Educated. Employment: Executive and/or Self-Employed.
 - Website Traffic
 - Daily Unique Visitors: 2,363
 - Monthly Unique Visitors: 71,922
 - Yearly Unique Visitors: 862,495
 - Magazine Avg. View Duration: 9:27
- Social Media
 - Maintained Twitter account by sharing local events and articles about the destination in addition to engaging Twitter followers. Beginning of July had 4,167 followers and as of July 24 have 4,196. Twitter is a way to share items in 140 characters or less and people who follow the account are specifically interested in what the Charlotte Harbor VCB account is posting (<http://twitter.com/chgiflorida>)
- Industry Relations
 - Participated in the following meetings:
 - Kathy Grey, Editor of Florida Weekly, July 2
 - Majesty Outdoors – filming at the Weston's wannaB inn – July 10
 - Southwest Florida Travel Rally Day post-event conference call – July 10
 - Conference call with Felipe Correa regarding August photography collaboration – July 14
 - Englewood Tourism Assembly – July 15
 - Charlotte Harbor Environmental Center Board Meeting – July 15
- Sports and Meetings:
 - Participated in a conference call with American Junior Golf Association to discuss the potential option of bringing an AJGA tournament to Charlotte County in 2016.
 - Attended the Florida Society of Association Executives Annual Conference in St. Pete to attend a variety of educational sessions as well as participate in networking opportunities with meeting planners in the association meetings market.
 - Compiled the lodging pick-up report for the Wheels & Wings VI bicycle event which took place July 11-12 in Punta Gorda.
 - Coordinated lodging rates for the Pickleball on Charlotte Harbor Tournament and the Episcopal Diocese of Southwest Florida Annual Convention.

- Compiled and submitted a bid proposal to host the 2016/2017 Sun Conference Baseball & Softball Championships.
- Secured complimentary event staff hotel rooms for the F18 Americas Championship Regatta and the Florida Half Century Softball Tournament.
- Marketing/Advertising (Technical)
 - Continued optimization of new site
 - Schema for content linking has been corrected. You're welcome, Simpleview. (out of 300 DMOs, I'm the only one who noticed the issue?)
 - "Offer Link" code added to coupon/offer listing widget- polling CRM for link data- this should have been included in build.
 - Randomization implemented in Simpleview engine for slideshows and image boxes. (\$ from support hours—5 of 60 hours used for feature implementation)
 - Note-as we get close to end of CY, it's probably worthwhile to start looking at features we would like to have implemented-those cost+ features can come out of our support hours—which (at current rate) will be (extremely) under-utilized.
 - Improving integration/reporting:
 - ARes integration: New booking engine online.
 - Individual "Book now" widgets added to partner listings
 - Polls "Booking URL" data field from CRM
 - Initial glance at aRes booking analytics shows that (potential) visitors are, indeed, utilizing the booking engine. Awaiting initial booking reports—but should be strong. This is without ANY specific marketing efforts to push visitors to the booking engine, which is a no commission model. (hotel partners don't get charged any exorbitant commission fees that systems like Expedia charge). Currently partners need to be connected to GDS to participate OR can utilize a partner extranet (on aRes) to manage lodging inventory.
 - Landing Pages/Microsites
 - Identifying and building out landing pages
 - Following best practices and suggestions from Simpleview team (over-arching—webinar – not CHGI specific) – building out landing pages/microsites based on niche. In preliminary stages and will require a great deal of content- first out of the chute will be an "arts" centric landing page-
 - Other microsites- "Gymnastics" – easy landing for (3+) events coming up in the next 12 months. Preliminary build and links to housing booking engine (separate from aRes as they handle calls, pick-up reports, and collection (if any) of rebates/etc.)
 - <http://www.charlotteharbortravel.com/gymnastics>
 - mVix Information System:
 - Budgeted for building A lobby. Have 3 (new model) mVix xHibit+ systems customized to power 4k monitors for admin building. Will use off-the-shelf 4k monitors (better caliber- Samsung or Sharp). Initial work on spanning graphic (resolution: 11520x2160!!!) and layout tests. Will need at least 1 unit in house (with monitor) for programming and design. Have suggested to director to setup meeting with Ray Desjardins for discussion- this won't require any I.T. time, but they should be involved as a matter of politics and possible hard network connections (for security- as opposed to using public (wireless) network.
 - Budget adjustments / finalization
 - Built preliminary nav system for tourism budget database. Program continues to evolve.
 - Had fiscal services adjust allocations-in particular – re-aligning account streams to be more accurate; issues included:
 - Education – only about 15-25% of the current "Education" allocation is actually education. The account stream was being used for trade show registration (example: Florida Encounter— appointment based tradeshow for meetings market) – These costs have been moved to Promo-General (for lack of having a B2B specific tradeshow registration type account stream) – This will hopefully clarify for the TDC who (though not vocal) had raised eyebrows looking at an education allocation in previous budget periods-- though continuing education and certification remains a high priority.
 - Other Professional Services / Promo General / Contractual Services: These streams have been reorganized. Expenditures such as Advertising Agency, PR agency, Simpleview (website

hosting), Research, etc. – were currently spread out between Other Professional Services and Promo-General which were not accurate- these are contracts – the result is a fairly large allocation change from Other Professional Services to Other Contractual Services. Both Promo-General and Other Professional Services have had allocations lowered as a result.

- Campaigns / Advertising
- Tampa Cinema & Outdoor campaigns
- Running
- Lexington Market
- Running (Visit Florida Co-Op)
- Test run for lift markets with VisitFlorida 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.
- Campaigns / ads coming up: (for production / pre-production)
- Visit Florida Magazine (pre-pro) (domestic)
- Discover America (Brand USA – 9 languages) (pre-pro) (international)
- Food Traveler (pro) (domestic / culinary)
- Adventure Outdoors magazine (pro) (domestic / outdoors)
- BoAT (flight) (international / Canada reinforcement)
- Marketing/Advertising (Graphics/Creative)
- Map for Visitor Center / Other visitor center
- Built and ran logistics for new (large) map for visitor center.
- Second monitor for Visitor Center- about 10% of the ads submitted are to specifications—this is extremely frustrating. There is huge opportunity for graphic designers in this market with technical training. Templates provided, spec sheet created, “how to” graphic created—to no avail. Will need to rework spec sheet and work with PG chamber to “enforce” specs.
- Monthly Happenings magazine
- Film and Digital Media
 - Location Photography & Videos
 - On July 4, took photos and video of Freedom Swim across Charlotte Harbor (right)
 - Did half day scout of Lemon Bay from Boca Grande Causeway to Manasota Key Beach Road bridge.
 - Shot stills and video, including video of kayaking and Wannabe Inn from Bay side.
 - Also shot stills of Gulf side of Wannabe.



- Gasparilla Island, including shot stills and video of Little Hideaway Bay Townhomes (below).
- Shot location stills of new Pickleball Courts in Gilchrist Park. Need to shoot more, with people playing, and on a sunny day.



- Inquiries
- An independent producer, Charlene Tan, contacted us about shooting in the Gulf and Lemon Bay for a documentary her team is producing. I responded and also hooked her up with Jeanne Corcoran of the Sarasota Film Office. They plan to begin production in early August. They're working with fishing guide Tom McLaughlin. They also would like to shoot at Cape Haze Marina, and I introduced them to Ken Stead
- Had a couple of inquiries from shows like the Canadian television show *Sportfishing Adventures*, and *Destination Paradise* from Tennessee, but they turned out to be pay for play.
- An indie producer based in Ft. Myers is planning an ultra-low budget feature film and inquired about possibly using the interior of the old Charlotte County Courthouse courtroom as a location. Scheduled a time to meet and scout the location together, but he cancelled and has not yet rescheduled. Nonetheless, Teri Salomon and David Milligan in facilities were both extremely helpful.



- Production

- Bill Blodgett's *Majesty Outdoors* (<http://www.majestyoutdoors.org>) filmed two episodes in an around Manasota Key in early July. The shows will eventually air on Destination America and the Pursuit channels. The five-person crew stayed at the wannaB inn; rooms were comped. There were four days of principal photography. They were fishing with Capt. Chris O'Neill of Tail Chaser Charters. The premise of the show is to take a kid who doesn't have a father out fishing to be the "star" and document the experience. The 14-year-old boy (left, with Chris and Bill Blodgett) in this episode was from Tampa. We assisted in finding someone with a scientific background who could appear on-camera to talk about the harbor, bay islands and Gulf in this



area. Thanks to Jennifer Huber, we were able to secure Betty Staugler from Sea Grant.

- HGTV's *Island Life* spent two weeks on Little Gasparilla Island shooting two episodes for season two of the popular series. Keith Neubauer (right), the producer, contacted me in late June for assistance in finding b-roll and aerial footage, and finding a local contact for the area. We've made available to them aerial footage we have, plus provided the name of a local drone operator who is licensed with the FAA.

- We found an island contact for them, and they're working with Realtor Sue Paskert, with Palermo Real Estate. She'll be the featured agent in the two episodes they're filming here. There is a crew of eight, from New York and Chicago. The production company is based in New York. They're lodging on the island at Hidden Bay Townhomes. Figure they're probably doubling up, but that's still eight people lodging for 15 nights. Also, it's not easy to get motor vehicles onto this island – almost exclusively golf carts there – but they paid a ferry to get two full-sized SUVs, packed with equipment, on the island. They also had a small fleet of golf carts, all of which indicates they're not on a shoestring budget. They also planned to do some filming off Little Gasparilla; probably at a mainland restaurant and also at Don Pedro State Park. For a little background, visit www.hgtv.com/shows/island-life.



Utilities

- Human Resources:
 - Total positions: 201
 - Vacant positions: 6
 - Selections with offer pending: (1) WD Distribution System Operator 2
 - Actively recruiting 5 positions: Director, Engineering Inspector, Laboratory Technician; WD Foreman, and Design Technician
- Public Outreach:
 - Public Meetings:
 - Organized three (3) public educational meetings on US 41 Utilities Expansion - total 32 in attendance
 - Assisted with coordination of Parkside Improvements project meeting
- Communications/Presentations:
 - Developed survey for property owners along the US 41 Corridor for Utilities Expansion
 - Development of PowerPoint presentations for the US 41 Expansion Project, Wastewater Expansion Program and Rate Resolution Enhancements for Board Workshop
 - 2 New Releases developed. Topic: East & West Spring Lake Water Notice & Edgewater Tie In Notification
 - Responded to four (4) Public Staff service requests; managed updates and resolution notices
 - Responded to four (4) public records requests from County Legal and Florida Department of Environmental Protection Agency
 - Reviewed and approved bill insert notifications to customers for September's rate resolution public hearing
 - Assisted with media relations for "Flooding" in Charlotte County (WINK TV) (referred to PWs)
 - Website: Published project site for the East and West Spring Lake Wastewater Expansion. There were 254 public views:
 - 52% from CharlotteCountyFL.gov
 - 36% from Google.com
 - 12% direct hit from www.SpringlakesProject.com
 - Community Outreach Efforts: CCU employees collected 32 pairs of sneakers and provided cash donation to Sunrise Kiwanis for "Shoes for Kids" program benefitting children attending Charlotte County Public Schools
 - Social Media: 182 Facebook Likers
- PR/MRWSA Water Resources:
 - Water Demand in June averaged 25.12 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 9.88 BG of water in storage at the end of June, representing 393 days of demands.
 - The Authority Board met on August 5, 2015 to address the 2016 Budget and to approve the Second Amendment to the Master Water Supply Contract.
- Business Services:
 - Web Services: VueBill (hosted by BillTrust) Currently 16,206 (31%) of our customers now receive their bill electronically. 55% of our customers pay electronically.
 - Fixed Base Meter Installation: Phase IV meters began the middle of February. As of 7/31/15, the entire infrastructure was installed and 1,715 (47%) of the phase IV meters have been installed. An addendum to the contract was approved by the Board on July 28 to accelerate the installation process using an outside vendor for the ¾ inch meter installs.
 - Customer Service: Total number of customers to the lobby was 1,998
 - Delinquencies: Total delinquency revenue for the month was \$38,348 FY15 total: \$417,927
 - Banner Upgrade: Installation of software has been complete. We are now concentrating on the data migration and developing training on 4.4
 - Accounts Receivable: the 90 day July accounts receivable days was 24.63% compared to the same time period last year of 44.7%. The 30 day June accounts receivable was 70.63% compared to the same period last year of 49.69%

- Telephone Activity: In order to facilitate faster phone service, we have added a payment only option to the customer options. There were 412 payment only calls and the average speed of answer was 1.14 minutes. For all other calls, there were 9,831 calls presented and average speed of answer was 8.32 minutes. Unfortunately, due to a change in the temporary services, we were without two temporary employees for four weeks; which negatively impacted our performance on telephone response times.
- 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 includes: LPS installation, new meter installation, and move in customer. Information was not available on the Move In survey as of this writing. The results of June Survey were: 95.6% of Meter Installation customers were satisfied and 97.12% of LPS installation customers were satisfied or extremely satisfied.
- Engineering Services:
 - 1,394 Locates Processed from Sunshine State One Call; 3 Developer Agreements Prepared; 110 Residential Service Availability Letters Prepared; 2 Commercial Service Availability Letters Prepared; 120 Residential Service Applications Processed; 452 CIP inspections; 166 Developer
- 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 100% 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 were received July 1st. The low bidder was below the engineers' estimate.
 - Final agreement for TMDL \$2 million grant was approved by the BCC at July 28th Board meeting.
 - Bi-monthly sampling continues.
 - TetraTech to provide draft Quality Assurance Project Plan expected by July.
- Operations Division:
 - Treatment Facilities:
 - Work Orders: 149 preventative maintenance, 19 corrective, and 8 emergency work orders were completed.
 - Reclaimed/Backflow: 196 residential cross-connection inspections, 68 annual backflow tests, and 4 reclaim site maintenance/repairs were completed.
 - Burnt Store WTP: ARV's were Removed and installed stainless steel saddles with plugs on the High Service Pumps intake manifold
 - Burnt Store WRF: Replaced #2 backwash pump and valve actuator on the Aqua-Aerobic filter.
 - East Port WRF: Replaced and programmed the electronics for #2 deep injection well flow meter. Installed a dedicated electrical circuit for the FPL enunciator due to problems with the existing GFCI circuit. Placed #1 filter train back on track after it was derailed by the torn UV cloth. Cleaned and adjusted pressure to 90 psi on the deep injection well dump valve at reject pond #1.
 - West Port WRF: Replaced and secured rubber insulators on Deep Well manifold pipe stands at the request of David Rhodes (FDEP). Replaced a failed HMI controller on Aqua-Aerobic filter #3.
 - Pre-Treatment: 102 monthly inspections, 61 re-inspections. 9 groundwater wells sampled and 2 groundwater resamples 2 Spill site samplings re-inspections were completed and 1 new installation inspection completed.
 - Personnel: Another selection has been made for the Laboratory Technician position vacancy.
 - Training: Our Instrument and Control Technicians completed FDEP required calibration/certification courses for GE Sensing flow meter testing. One staff member attended a Rockwell Automation course. One staff member attending training for CPR/First Aid.
 - Water Distribution:
 - Rescind offer made for the vacant Foreman position. Position was reposted. Interviews scheduled to be completed in August.

- Tampa Armature Works arrived on-site to troubleshoot Variable Frequency Drive (VFD) issues at Rotonda Water Booster Station. One drive had failed and the other is starting to exhibit the same symptoms. They identified incoming power imbalances that need to be monitored and corrected. The VFD is being repaired.
- Completed a water main extension and certification on Bamboo St.
- 10 staff members were recertified in CPR/ First Aid.
- The new 12" water main on Rotonda Blvd. West was placed into service.
- Completed 36 new water service line installations.
- Dedicated 210 man hours to support Engineering projects.
- 3 staff members completed the certifications to secure advanced Distribution Operator licensing.
- Wastewater Collection:
- Sewer Lines: Serviced 62 sewer ARVS; flushed / filled the LPS lines in the Springs & Villas; Repaired LPS main line leak in South Gulf Cove; Engineering was assisted by located and excavating 3 existing services for new construction; 4 laterals/ sinkholes were repaired; 1 CIPP Sectional liner was installed on Lakeshore Cir.; investigated 4 backups that were determined to be customer's responsibility; 7 manholes were located and raised in West County; 35 Valves were located, valve boxes cleaned, and valves exercised – LPS system in SGC; Engineering was assisted by connecting a 3" LPS line extension bore on Bracken Cir.; 3,458 feet of gravity sewer was cleaned and televised in West County – 25 manholes were inspected in the process; 15 new construction LPS service taps were completed.
- Lift Stations: completed 54 PM work orders; completed 104 CM work orders. The rehab crew replaced all the valves and discharge pipes at lift station SH-201 McRissor in mid county; replaced all the valves and brought them above ground at lift station #99 Oldsmoe in South Gulf Cove; replaced the discharge lines at lift station #317 Tierra Del Fuego in Deep Creek. The Instrumentation Technicians completed the conversion from magnetic starter to VFD on the odor control system at lift station #65 South Port Master. New pumps were installed - 2 at LS #81 in Maple leaf, 1 at lift station #821, and 2 at lift station #822. Spoke with Evoqua water solutions about Odor control options for Deep Creek area.
- Low Pressure Sewer: 5 MNTK installs completed; 15 standard upgrades completed; 5 check valves repaired at the street; responded to 265 LPS service calls; completed 36 LPS PMs; replaced 2 failed tanks; repaired one broken blow-off at Ingram and Arid Cir.
- Training: Cross trained 2 internal employees for lift station on-call.
- Personnel: Two new Utility Service Technicians started on 7/8/2015.