

**Charlotte County
Board of County Commissioners
Staff Report
March 2016**

Budget & Administrative Services

Fiscal Services

- Staff participated in interviews and candidate selection to fill 2 Financial Specialist vacancies in the AP/AR Section, 1 Senior Financial Analyst vacancy in Analytics Section, and 1 Project Manager vacancy in Facilities.
- March 1, 2016 Staff attended “Strengthening Leadership Through Emotional Intelligence” class.
- Staff participated in 2 FGFOA webinars on Accounting and Financial Reporting.
- Grants Support
 - Reviewed and modified internal controls for the Program Point of Contact and Financial Point of Contact on the US Department of Justice, Mental Health and Justice Assistance Grants.
 - Reviewed and modified internal controls for the roles established for RESTORE funding within the two online portals for submitting applications, forms, and payment requests.
 - Public Safety Grants
 - Received State of Florida approval to apply the remaining \$40,564.04 of the 2015 Emergency Medical Services (EMS) Pre-Hospital Grant #3008 to the 2016 EMS Pre-Hospital Grant #4008. Revised 2016 budget to reflect the reallocation of funding.
 - Received a total of \$21,105.90 in grant reimbursement claims:
 - \$2,939.90 from State of Florida for Quarter 1, 2016 for Emergency Management Performance Grant (EMPG)
 - \$2,666.00 from State of Florida for Quarter 1, 2016 for Emergency Management Hazards Analysis Update Grant
 - \$15,500.00 from State of Florida for Quarter 1, 2016 for Homeland Security Grant Program-Local Planning.
 - Human Services Grants
 - Requested a total of \$156,465.65 in grant reimbursement claims:
 - \$34,968.32 to Area Agency on Aging for the Older Americans Act Grant (OAA)
 - \$49,176.99 to Area Agency on Aging for the Community Care for the Elderly Grant (CCE)
 - \$20,312.27 to Area Agency on Aging for the Alzheimer’s Disease Initiative Program (ADI)
 - \$828.45 to Area Agency on Aging for the Home Care for the Elderly Program (HCE)
 - \$4,588.44 to Department of Economic Opportunity for the Community Services Block Grant Program (CSBG)
 - \$31,355.38 to Department of Economic Opportunity for the Low Income Home Energy Assistance Program (LIHEAP)
 - \$2,408.70 to Florida Department of Juvenile Justice for Civil Citation Community Services
 - \$12,827.10 to Florida Department of Children and Family Services for the Emergency Services Grant (ESG)
 - Staff attended the Area Agency on Aging (AAA) meeting in North Fort Myers. AAA of Southwest Florida is designated as the Planning and Service Area 8 by the State of Florida Department of Elder Affairs, the agency administers federal and state funded programs.
 - March 28, 2016 received notification from Florida Housing Finance Corporation of estimated SHIP funding for 2016-2017 in the amount of \$1,067,904.00 for Charlotte County. Because the SHIP program revenue source is mortgage doc stamps, this amount is an estimate based on anticipated revenues. Funds will be distributed to Charlotte County in installments as funds become available.
 - MAC Grants
 - March 4, 2016 Staff attended the West Coast Inland Navigational District (WCIND) Liaison’s Meeting in Venice, FL to review the new application and tracking software being acquired by that

- organization for county use. The Access-based platform will standardize forms, reduce time in populating repetitive data, produce trend analysis, and simplify reporting functions.
- March 10, 2016 Staff coordinated the voting session on 30 MAC grant applications totaling \$1,584,870 for FY2017 period.
 - Staff created a Charlotte County Sub-Recipient Grant Agreement for legal review that will better protect the county as a pass-through entity for WCIND grants.
 - Processed Boater Revolving Fund Sub-recipient reimbursement requests for the following projects:
 - Bay Scallops Restoration in Lemon Bay (s391503) for the period Feb 1 – 29, 2016. The reimbursement for the period totaled \$7,000.00.
 - Charlotte Harbor Boat Launch (s391561) for the period Feb 1 – 29, 2016. The reimbursement for the period totaled \$40,839.46.
 - Sundown Harbor Patrol Flights (s391602) for the period Feb 1 – 29, 2016. The reimbursement for the period totaled \$1,061.00
 - Peace River Sail & Power Squadron Safe Boating Course Material (s391611) for the period Feb 1 – 29, 2016. The reimbursement for the period totaled \$2,474.00.
 - Peace River Sail & Power Squadron Chart Plotter GPS and Life Vests (s391612) for the period Feb 1 – 29, 2016. The reimbursement for the period totaled \$1,328.45.
 - Safe Boating GPS Seminar Course (s391616) for the period Mar 1 - 31, 2016. The reimbursement for the period totaled \$3,116.30.
 - Stump Pass Realignment (s391625) for the period Feb 1 – 29, 2016. The reimbursement for the period totaled \$150,000.00.
 - Punta Gorda Police Dept GPS Chart Plotter (s391628) for the period Mar 1 – 31, 2016. The reimbursement for the period totaled \$4,303.12.
 - Punta Gorda Police Dept Dive Team Equipment Trailer (s391629) for the period Oct 2015 – Feb 2016. The reimbursement for the period totaled \$2,450.00.
 - Charlotte Harbor CRA - Gateway Harborwalk Phase 1A construction:
 - Phase 1A BIF Local Boater Improvement Fund billing in the amount of \$3,220.00.
 - Phase 1A WCIND revenue received in the amount of \$68,658.00.
 - Phase 1A BIF Local Boater Improvement Fund revenue transferred in the amount of \$45,504.00.
 - Public Works - Stump Pass dredge received \$50,000 from Boater Improvement funds and \$150,000 from WCIND funds.
 - Road Grants
 - Received a total of \$ 59,370.00:
 - \$59,370.00 from FDOT for Burnt Store Rd Phase 2 design
 - Invoiced a total of \$130,919.93:
 - \$123,419.49 to FDOT for Burnt Store Rd Phase 2 design
 - \$7,500.44 to FDOT for US41 right of way maintenance
 - Charlotte Harbor CRA FDOT LAP Grant:
 - Gateway Harborwalk Phase 1A construction:
 - Phase 1A billing in the amount of \$53,536.34.
 - Phase 1A revenue received in the amount of \$356,476.04.
 - Change Order #1 for 59 days extension (14 weather related, 45 delay claim) has been approved by FDOT, Public Works, and Purchasing. The revised substantial completion date is April 10, with final completion April 30, 2016.
 - Change Order #2 for changing out pervious concrete for pavers, plus final quantity and unforeseen adjustments, has been approved by FDOT. Public Works will submit to Purchasing.
 - Library Grants
 - Received award for State Aid to Libraries Grant Program #16-ST-05 from State of Florida in the amount of \$123,708.00. Processed revised grant value which increased the overall award by \$7.00.

- Fiscal staff coordinated with the department's project manager to review and amend the expenditure processing procedure.
- Tourism Grants
- Received award for 2016 Snowbird Baseball Classic from Florida Sports Foundation in the amount of \$5,000. Funding will be used for event scheduled for February 23 – March 23, 2016.
- Transit Grants
- March 2-3, 2016 Staff participated in the Triennial Audit Review for the Federal Transit Administration Grants.
- Received \$29,874 in grant reimbursement claims from Commission for the Transportation Disadvantaged for FY 16 Transportation Disadvantaged Trip and Equipment Grant. This was the first EFT payment for this grant.
- The Transportation Disadvantaged Rate Model Calculation for FY 17 was submitted to the Transportation Disadvantaged Commission for approval.
- The Urbanized Area Formula Grant 5307 grant application for \$1,381,877 was submitted to the Federal Transit Administration for review.
- The supplemental Joint Participation Agreement (JPA) in the amount of \$52,500 for the 5310 Mobility for Seniors and Persons with Disabilities Grant was signed and sent to Florida Department of Transportation.
- March 29, 2016 Received notification from The Florida Department of Transportation for 2016-2017 Section 5311 Rural funding in the amount of \$85,855.00 for Charlotte County.
- MPO Grants
- March 7, 2016 Staff attended the MPO quarterly meeting. The draft FY 2017-2018 Unified Planning Work Program (UPWP) was presented and 2016 Project Priorities were discussed.
- Received \$6,120.00 in grant reimbursement claims from Florida Department of Transportation for FY 16 5305(d) Contract G0601.
- Mosquito Grant
- Prepared and submitted Arthropod Control Monthly Report to Florida Department of Agriculture and Consumer Services for Mosquito Control Contractual Service Agreement #022278 for the period of Feb 1-29, 2016.
- Staff discussed options with Mosquito Control Manager relating to the State designation and correlating the designation with board authorization, by resolution, to assign signature authority for grant related reports and forms. Fiscal staff drafted a sample resolution for the department to submit for legal review.
- Justice & Mental Health Collaboration Grant
- Reviewed National crime statistics for comparison against Charlotte County jail statistics and assembled grant partnering agencies to discuss feasibility of applying for upcoming grants.
- Hosted meeting with Mental Health Court team, Technical Assistant Advisor, and BJA Grant Administrator to discuss providing motivational rewards while remaining in grant compliance. A budget amendment will be processed.
- Operating Support
 - Staff completed analysis for Tourism per Tourist Council request.
 - Staff participated in the Utilities twenty year financial plan with PRMG.
 - Staff attended Strategic Planning workshop with KPMG.
 - Staff met with Human Resources on the Memorandum of Understanding with the University of Florida to provide Extension Services.
 - Sent Florida Benchmarking Survey to Departments for submission in April.
 - Loan Application for SRF funding was completed for Drinking Water for Spring Lake Project.
 - Staff developed and updated operating procedures concerning the Utility.
 - Provided training for temporary staffing to assist with operational responsibilities.
 - Provided staff support for the monthly Charlotte-Desoto Building Industry Oversight Committee.
 - Staff met with Community Development to discuss possible revisions to Impact Fees.
 - Participated in training of new work order procedure for line extension with Utilities.
 - Updated and distributed Projections and Department Financial Reports with February actuals.
 - Prepared 5 year historical chart for Charlotte Sports Park M&O Fund.

- Prepared salary analysis and backup documentation for North Shore journal entry.
- Compiled weekly ActiveNet receivable reports and sent to Clerk Finance.
- Staff prepared analysis and budget documentation for new position requests for Facilities and Community Services.
- Accounts Payable/Receivable Support
- Invoiced a total of \$675.00 for Public Safety:
 - \$675.00 for EMS Standby charges
- Received a total of \$1,192.98 for Public Safety:
 - \$232.00 for Radio repair
 - \$960.98 for Emergency Vehicle Maintenance repairs
- Processed 30 EMS Collection payments totaling \$4,199.82 for March.
- Processed 49 EMS refunds for overpayments received by ADPI totaling \$9,335.11 for February.
- Received payment in the amount of \$14,600.00 from CBI-Rays, LLC:
 - \$10,000.00 for 2nd quarter 2016 rent payment
 - \$4,600.00 for the Scoreboard Upgrades - final installment
- Murdock Village CRA:
 - Real Estate Services charges: \$259.60
 - Interest and fees: \$5,318.56
- Parkside CRA - Harbor Blvd Amenities project billing:
 - Design: \$3,350.50
 - Real Estate Services: \$103.84
 - ROW Acquisitions: \$8,903.97
- Multi-use Trails & Greenway billing:
 - Design (West Tarpon to Ambrose): \$5,000.00
- Capital Support
 - Staff attended the following meetings:
 - Harbor Walk Phase 1A CEI bi-weekly construction progress meetings
 - Charlotte Harbor CRA Advisory Committee Meeting
 - Murdock Village CRA Advisory Committee Meeting
 - FDOT/City/County project coordination meeting
 - South Gulf Cove Beautification MSBU meeting
 - CIP Restructure meeting
 - MSBU FY17 Prep meeting
 - Utility MSBU progress meetings
 - Utilities Future MSBU rate creation and green sheet review meetings
 - FDOT/City/County project coordination meeting
 - Trained with MSBU department during database update
 - Processed monthly payment for Little Gasparilla Island Fire and Rescue MSBU.
 - Staff participated in conference call with Utilities financial consultant.
 - Staff attended Board Workshop for Utilities financial forecast and future MSBU's.
 - Began finalizing Road CIP, cashflow and Fund 3005 line item budget files for FY17 to determine changes needed.
 - Finalized the Infrastructure Expansion long range plan for Board Workshop discussion.
 - Prepared analysis of project funding for Edgewater Phase 2 in response to External Auditor questions.
 - Prepared and presented impact fee summary highlighting each impact fee type, currently expiring impact fees, details of projects where impact fees are budgeted in order to identify needed future action to avoid returning collected fees.
 - Held training session with Fiscal staff on the uploadable journal entry process.
 - Received the second payment due from the Settlement Agreement for the Cape Haze Pioneer Trail project.
- Analytical Support
 - Staff provided reports and assembled documents requested by the cost allocation consultant to be utilized for the Central/Indirect process.

- Staff arranged and attended 5 Not-For-Profit site visits.
- Prepared spreadsheet compiling new position information for Human Resources.
- Staff reviewed funds and prepared second quarter budget adjustments requiring board approval. Staff reviewed summary descriptions and prepared agenda item, Public Hearing advertisement and legal request.
- Revised organizational charts for Public Safety and Purchasing.
- Staff prepared and attended Administration's Quarterly Business Meeting.
- Developed FY17 July Workshop calendar and budget tracking spreadsheet.
- Senate Bill SB1322 which provides a 50/50 split DJJ detention costs was signed into law by the Governor.
- Balanced the E911 fund restricted reserves and revised the E911 state report to agree with financial records. Coordinated meeting with the E911 Coordinator, Finance and Legal to discuss policy and processes moving forward.
- Assisted Fleet with the implementation of the new vehicle and equipment class codes. Produced master list reports for vehicle and equipment replacements.
- Provided county millage rate and taxing information to Manatee County.
- Completed the FPL energy consumption and billing study on comparable Event Center facilities to assist legal in their billing dispute with FPL.
- FY16/17 Budget in EDEN was rolled to level 2, the prior level was locked, and the budget document template was created for budget entries.

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- Banner CIS Upgrade (Hansen Technologies) - 68 % complete - estimated main project completion date – 8/29/2016
- Public Website: Public Works - 90 % complete - estimated completion date – 4/8/2016
- ActiveNet (Class Replacement) - 98 % complete - estimated completion date – 4/1/2016
- Soft Go Live completed 3-1-2016. Full go live scheduled 4/1/2016.
- PCI Compliance review - 60 % complete - estimated completion date – 3/31/2016
- BMC Footprints Service Core - 25 % complete - estimated completion date – On hold pending ActiveNet project completion
- Utilities Department Data Management - 5 % complete - estimated completion date – 7/30/2017
- MSBU Application Upgrade - 12 % complete - estimated completion date – 3/1/2017
- Accela 8.0 Upgrade – 10% complete – estimated completion date – 8/31/2016
- Purchasing Vendor Management System (SharePoint) - 5% complete – estimated completion date – 4/27/2017
- Public Website: Human Resources - 10% complete – estimated completion date – 4/15/2016
- Public Website: County Attorney - 15% complete – estimated completion date – 4/28/2016
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- COMPLETED – Public web site development for Fiscal, Purchasing and Real Estate Services was completed in March and has been turned over to the PIO office for content migration and training (content migration for Purchasing was completed by dedicated IT staff).
- County wide knowledgebase was completed in March. The Knowledge Database provides county employees with an easily accessible and searchable source for answering citizen inquiries. This is an extension of the already completed knowledgebase developed for the Utilities Department
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- IT positions being re-organized and filled – Information Technology has been working to fill recent and upcoming retirements while consolidating and clarifying job descriptions within Client Services resulting in a Business Analysts group which will help us better address county system and project needs. We have advertised and filled a Senior Business Analyst position as well as 2 Business Analysts. Joining us will be Paul Marcuzzo, an experienced IT professional who spent many years within the Microsoft world heading up a SQL support team. Courtney Mead will be

one of the Business Analysts who most recently has served as the IT Manager for iHeart Radio in Fort Myers. Stephen Zawacki, who has worked within IT for the past couple of years as a Computer Support Specialist has been selected for the other Business Analyst position. They will be starting their new roles within the next several weeks.

- March Call Statistics:
- Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) = 248 +/- +34
- Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 182 +/- +74
- Incidents Opened Last Month – (hardware or software that is not functioning properly) = 501 +/- +78
- Incidents Closed Last Month – (hardware or software that is not functioning properly) = 577 +/- +102
- Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 839 +/- +124

Purchasing

- Request for Letters of Interest:
 - 16-192 Design South Gulf Cove Multi-Use Pathways – Phase 2
 - 16-193 Crest Plate Design and Permitting
 - 16-248 Alligator Creek Construction Management Services
 - 16-273 Landfill Gas Collection System – Well Field Monthly Monitoring & Balancing
 - 16-266 Design Elkcam Pathway & Lighting – Parkside Multi Use Path
- Pre-bid / Pre-quote meetings held:
 - 16-079 Fencing Installation, Maintenance & Repairs – Annual
 - 16-247 Sunshine Lake Circulation Pumps
 - 16-227 Sale of County Owned 7-Acre Commercial General Parcel
 - 16-201 Snapper Creek Flow Enhancement
 - 16-250 Reroofing and Roof Repairs – Annual
 - 16-231 Stormwater Control Structure – Niagara & Fordham Waterway
 - 16-255 South Gulf Cove Lock Repairs
 - 16-242 Burnt Store Village Buffer
 - 16-258 Reclaimed Water Line Extension – Linwood Road
 - 16-259 Remove & Re-paint Lines – Gulf Blvd. & Shoreline Drive
- Bid openings held:
 - 16-172 Truck Mounted Water Tanks
 - 16-220 South Gulf Cove Herbicide Program
 - 16-212 SR 776 and US 41 Gateway Landscape Project
 - 16-146 Dredging – Buena Vista Grassy Pointe
 - 16-180 County Paving Program – 2016
 - 16-227 Sale of County Owned 7-acre Commercial General Parcel
 - 16-190 Harbour Heights Retention Ponds
 - 16-201 Snapper Creek Flow Enhancement
 - 16-247 Sunshine Lake Circulation Pumps
 - 16-079 Fencing Installation, Maintenance and Repairs – Annual
 - 16-250 Reroofing and Roof Repairs – Annual
 - 16-231 Stormwater Control Structures – Niagara & Fordham Waterways
- Quotes due and received:
 - 16-105 Fire Sprinkler Inspections – Annual
 - 16-108 Generator Rental – Special Needs Shelter
 - 16-258 Reclaimed Water Line Extension – Linwood Road
 - 16-269 Remove & Repaint Lines – Gulf Blvd. and Shoreline Drive

- 16-255 South Gulf Cove Lock Repairs
- 16-252 Air Compressors with Trailers
- Negotiation meetings held:
 - 16-159 Construction Manager at Risk – South County Community Library and Archive
 - 15-400 Design West County Annex
 - 16-008 Wastewater Expansion – Phase II

Real Estate Services

- Proposed Land Exchange with the School Board – This matter is being held in abeyance.
- Piper Road North – The Order of Take hearing is scheduled at 11:00 am on March 30th.
- Customer Satisfaction – Our customer surveys continue to show that our Division maintains a high customer service rating.
- Release and Occupation of Easement Program – This program remains active with 115 applications received to date this fiscal year.
- Harbor Boulevard Improvements (Parkside) – We have concluded our involvement in this project. The project should move forward once staff finalizes an agreement with Dr. Khalidi.
- Murdock Village Inspections – We are continuing our monthly inspections and address any issues/items that need correcting.
- Stump Pass Dredging – We continue to assist Public Works staff as needed.
- 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 – We continue to assist Public Works Engineering staff with vetting information related to right of way costs and proposed roadway alignments. This information is being provided to the public for feedback.
- Mosquito Control Lease – We continue to assist Public Works staff by looking into the possibility of expanding the land leased for the Mosquito Control program. The helicopter site used for this program is located near Burnt Store Road and we are discussing a possible expansion with the land owner.
- Aquatic Weed Control – We are assisting Public Works staff in identifying access points to sixty (60) plus canals for aquatic weed control.
- Peace Lutheran Church – 21500 Gibraltar Drive – We have been instructed to obtain appraisals for the possible acquisition of this property located next to the Family Services Center.
- Olean Boulevard – We continue to prepare preliminary right of way cost estimates for our Engineering staff based on several alternative roadway designs.
- Winchester Boulevard (Surplus Parcel) – We moving forward with a disposal plan for this parcel to ensure a maximum return to the County. For sale signs have been placed on the property and we will be seeking purchase bids through the Purchasing Division this week.
- Edgewater Phase II – Mediations to reach final settlement continue.
- Placida Widening – Work continues to acquire additional right of way on a voluntary basis.
- Sheriff's Lease at the Town Center Mall – We are working with the Town Center Mall to renew the Sheriff's lease at that location for another year.
- Flamingo/Edgewater – We have acquired over 84% of the parcels needed for this project, all on a voluntary basis. This right of way acquisition program continues.
- 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 potential and/or ongoing lawsuits.
- Snapper Creek Project – We have obtained the necessary rights of entry documents to allow for the clean-out of Snapper Creek.
- East/West Spring Lake Sewer Project – We continue to assist our Utilities Department as this project moves forward.

- Harbor Heights Sidewalk Project – We have obtained thirteen (13) required Temporary Rights of Entry have been obtained. The project can now move forward.
- Water Main Project – Pirate Harbor – We are assisting our Utilities Department in obtaining utility easements for the expansion of water mains in the Pirate Harbor area.
- Elkcam Waterway Bridge Repair – We have obtained approval from the BCC to acquire four bridge maintenance easements required for the implementation of this project. This is a health and safety repair project since the bridge walls are pulling away from the main structure. We are in the process of obtaining appraisals to determine proper compensation to the affected property owners.
- Paper and Electronic Records – We are working with our records specialist to determine the current and future disposition of our records.
- Midway Road Widening Project – The construction for this project will start shortly and we will address right of way related issues as they come up.
- Disposal of Surplus County owned Lots – We are preparing a list of surplus residential County owned lots for the bi-annual disposal/bid process.

Community Development

Item	Total FY15	Mar-15	Mar-16	FY15YTD	FY16 YTD
Single Family Permits Issued	824	70	85	368	499
Multi Family Permits Issued	9	1	0	2	6
Commercial Permits Issued	91	10	2	46	30
All Other Permits Issued	19254	2033	1952	9195	9977
Customers Served	24755	2258	2505	11946	12810
Inspections	60299	5657	6444	29709	34314
Permitting Revenue	\$3,566,544	\$314,437	\$415,789	\$1,732,775	\$1,993,909
Permitting Expenditure	\$2,441,620	\$196,197	\$308,646	\$1,119,407	\$1,748,322
Code Enforcement Revenue	\$1,090,865	\$56,068	\$59,824	\$500,905	\$392,636
Code Enforcement Expenditure	\$1,500,572	\$107,803	\$189,618	\$694,646	\$1,146,969
New Complaints Received	1218	51	109	305	425
Code Cases Initiated	3397	348	377	1648	1805
CEB Cases Heard	335	23	26	169	123
Citations Issued \$ Amount	\$93,000	\$8,000	\$14,000	\$37,000	\$53,000
New Contractor Licenses Issued	16	0	2	9	10
Contractor Licenses Revoked	8	1	0	5	4

- Babcock Ranch
- Babcock team has been working on the Notice of Proposed Changes to the existing Master Development Order and Increment 1 Development Order in order to consolidate Phase I and Phase 2 developments into a single phase with a buildout year of 2016. On April 5, 2016, a meeting was held between Charlotte County staff, Florida Department of Transportation staff, Southwest Florida Regional Planning Council and the Babcock team to discuss the Babcock Ranch Community Increment 1 – NOPC Transportation Methodology dated March 16, 2016.
- 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 January 26, 2016, the Board of County Commissioners adopted eight ordinances of revisions to the County's Comprehensive Plan (Prat 1, Petition Number is PA-07-08-LS). On February 24,

2016, the Friends of Cape Haze, Inc. filed challenges to these ordinances with the Division of Administrative Hearings(DOAH). In order to resolve this challenge, a settlement was drafted by and between Friends of Cape Haze, Inc., Charlotte County; Boca Norte LLC; and Caribbean Bay Mortgage Lender, LLC. The drafted settlement will be presented to the Board of County Commissioners for approval in the near future.

- Revision of the Land Development Regulations
- Staff has been working on the revisions to the County's Land Development Regulations (LDRs) specifically related to the wetlands. On February, 24, 2016, the Community Development Department hosted a roundtable meeting to solicit the public comments related to the proposed revisions to the wetlands - related policies set forth in the County's Comprehensive Plan and the LDRs related to wetlands.
- School Concurrency
- No new updates at this time.
- Planning and Zoning Board
- The following petitions were heard by the Planning and Zoning Board on March 8, 2016:
- Revisions to Chapter 3-9, Zoning, by creating new Section 3-9-85.1 Billboards:
 - An Ordinance of the Board of County Commissioners of Charlotte County, Florida, amending Chapter 3-9, Zoning, by creating new Section 3-9-85.1, Billboards; providing for definition; providing for requirements of repair, refurbishment and replacement; providing for conflict with other ordinances; providing for severability; and providing an effective date. Applicant: Charlotte County Board of County Commissioners.
 - Community Development Department Recommendation: Approval
- Board of County Commissioners Land Use
- The following petitions were heard by the Board of County Commissioners (Board) on March 22, 2016:
- Revisions to Chapter 3-9, Zoning, by creating new Section 3-9-85.1 Billboards:
- An Ordinance of the Board of County Commissioners of Charlotte County, Florida, amending Chapter 3-9, Zoning, by creating new Section 3-9-85.1, Billboards; providing for definition; providing for requirements of repair, refurbishment and replacement; providing for conflict with other ordinances; providing for severability; and providing an effective date. Applicant: Charlotte County Board of County Commissioners.
- Community Development Department Recommendation: Approval
- SV-15-12-03:
- Lighthouse Baptist Church of North Port Florida, Inc., is requesting to vacate a portion of Palmer Avenue, a total of 0.30 acres, more or less, part of Port Charlotte Subdivision Section 24, as recorded in Plat Book 5, Page 16-A, of the Public Records of Charlotte County, Florida. The segment is located south of Chancellor Boulevard, north of Marlin Avenue, east of Juper Street, and west of Heather Street, in Section 4, Township 40, Range 21, in Commission District IV.
- Community Development Department Recommendation: Approval
- Parkside CRA
- Public forums to discuss the draft Parkside Revitalization and roundtable meetings to develop appropriate land development regulations to implement the revitalization plan were held to refine proposed LDRs for Parkside. The visual preference survey to further determine the public's preferences of various architectural features was completed on August 28. The results of that survey, along with conclusions drawn from it, were presented to the Team Parkside Executive Committee and at a Team Parkside Community meeting. The data collected from this survey is being used to prepare 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 was adopted on June 23, 2015. A draft of the LDRs has been finalized. Adoption of the LDRs, including public input, will begin in May, 2016.
- Murdock Village
- There is no action on Murdock Village.

- Board of Zoning Appeals
- On March 9, 2016, the Board of Zoning Appeals took the following actions regarding the variance, special exception or appeal applications listed below.
- Petition SE-16-001: Attorney Mary Solik, agent for Vertex Development, LLC, requested a special exception to allow a 150-foot communications tower in the Residential Single-family-3.5 (RSF-3.5) zoning district, located at 22455 Minerva Avenue, Port Charlotte.
- The Board of Zoning Appeals voted 2-1 to approve a special exception to allow the proposed communications tower.
- Manasota Key
- The committee met on March 2nd and March 16th. The following projects were presented to ARC.
- 2985 N. Beach Road – beach revetment repair
 - Comments: recommend approval
- 1855 Gulf Blvd – White Elephant – fence
 - Comments: request for more information
- 120 Stanford Drive – shed
 - Comments: recommend approval
- 3020-C N. Beach Road – fence
 - Comments: recommend approval
- 2100 N. Beach Road – fence
 - Comments: recommend approval
- 2835 N. Beach Road – new house
 - Comments: recommend approval
- 2835 N. Beach Road – garage addition
 - Comments: recommend approval
- Site Plan Review
- Community Development received 5 petitions in March:
- One Preliminary
- One Preliminary in DSRB (Design standard review board) Murdock DRI
- One Preliminary and Final
- One PD Final Detail Plan
- One project conference

Community Services

- Administration
 - Responded to 157 phone calls, 24 web mails, 30 citizen action requests, 15 incident reports
 - Parking passes sold 27 (mail and phone)
 - Supported 2 Advisory Boards, Safety Committee
 - Promotional and Marketing Activities
 - ½ page ad in the Parrot Magazine promoting activities
 - Facebook Page Current reach – 1,088 Page Likes
 - iHeart Media commercials – Moonlight Movies, Easter Egg Hunts
 - FanBrick promotion – Sun Herald and Florida Weekly
 - Seasonal Concessions
 - Englewood Beach
 - Hot Dog Cart – Yank’s Franks
 - Yoga – Loving Light Healing Center
 - Italian Ice – Plumberry Ice
 - Beach Chairs/Umbrellas/Scooter Rental – Englewood Florida Scooters
 - Yes Man – fresh fruit drinks
 - Bayshore Live Oak Park – The Hot Dog Cart
 - Active Net project – Staff Live on March 1.
 - Public Meetings
 - Bicycle and Pedestrian Advisory Committee

- Team Parkside Community Meeting
- Charlotte Sports Park
- The Charlotte Sports Park hosted the following Tampa Bay Rays Spring Training home games (attendance is noted in parenthesis):
 - Wednesday, March 2 – Baltimore Washington Nationals (4,432)
 - Thursday, March 3 – Baltimore Orioles (3,158)
 - Sunday, March 6 – Minnesota Twins (5,614)
 - Wednesday, March 9 – Toronto Blue Jays (5,735)
 - Thursday, March 10 – Pittsburgh Pirates (4,115)
 - Saturday, March 12 – New York Yankees (6,872) SELL OUT
 - Sunday, March 13 – Boston Red Sox (5,925)
 - Tuesday, March 15 – Philadelphia Phillies (6,382)
 - Friday, March 18 – Boston Red Sox (6,876) SELL OUT
 - Saturday, March 19 – Baltimore Orioles (0) RAIN OUT
 - Friday, March 25 – Minnesota Twins (5,524)
 - Sunday, March 27 – Toronto Blue Jays (5,835)
 - Wednesday, March 30 – Boston Red Sox (4,381)
 - Thursday, March 31 – Pittsburgh Pirates (3,717)
- The home games for the Tampa Bay Rays minor league players began on Wednesday, March 16, and will continue until Saturday, April 1. All games are played on the back practice fields.
- Recreation Division/Aquatics Section
 - Port Charlotte Beach Pool
 - 1602 paid admissions
 - 386 Pass holder visits
 - 478 Water Aerobics participants
 - Staff spent an estimated 34 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
 - 2229 paid admissions
 - 657 pass holder visits
 - 598 water exercise participants
 - Charlotte County Blue Fins practiced 4 times per week resulting in approximately 360 “splashes” for the month
 - Four students registered for Lifeguard Training course, three scholarships.
 - Staff spent an estimated 40 hours performing In-Service training Lifeguard skills such as conditioning swimming, rescues, First Aid/CPR/AED and Administering Emergency Oxygen.
 - Staff spent an estimated 35 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
 - South County Regional Park Pool
 - 1353 paid admissions
 - 1092 pass holder visits
 - 268 water exercise participants
 - The Charlotte County Blue Fins held 34 swim practices resulting in approximately 1520 “splashes” for the month.
 - The Charlotte County “Fit for Life” Senior Games swimming event was held March 14, with 14 athletes participating in 15 events.
 - Reservations for summer camps to utilize the pool are filling quickly. Currently, 9 camps, bringing approximately 560 campers are reserved per week.
 - Spring Learn to Swim classes have begun with 9 students, 3 of which were scholarships.
 - Spring break camp visited the pool twice resulting in approximately 240 “splashes”.
 - Staff spent an estimated 68 hours performing In-service Lifeguard training skills such as conditioning swimming, rescue skills, First Aid/CPR/AED and Administering Emergency Oxygen.

- Staff spent an estimated 76 hours performing facility maintenance such as pool maintenance, pulling trash and cleaning restrooms.
- Recreational swim hours have extended to 6pm due to daylight savings time.
- Recreation:
 - The four Charlotte County Recreation Centers and two Charlotte County Skate Parks were open a combined 1,350 hours and served over 13,000 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 1,798 with 4,859 touches combined. Recreation facilities were rented 31 times achieving a rental attendance total of 2,320 people.
- Athletics:
 - The total number of local athletic facility users (not including gymnasium use) for the month of March 2016 was approximately 3,571 and facilities were booked 3,449 hours. Activities included Adult Cricket, Adult Baseball, Adult Soccer, Adult Softball, Youth Tackle Football, Youth Flag Football, Youth Soccer, Youth Baseball, Youth Softball, Youth Hockey, Youth Lacrosse, and Equestrian events.
 - Snowbird Classic College Baseball held at North Charlotte Regional Park and South County Regional Park ran February 13th through March 23rd.
 - Miss Charlotte Fastpitch Softball held a tournament at Harold Avenue Regional Park Softball Fields on March 5th and 6th.
- Extension Services
 - Administration:
 - Meetings/Reporting/Training/Governance:
 - McGuire House Meeting – Cultural Center – March 17th – 5:30 pm
 - Managers Meeting - MCRL - Administration Conference Room- March 16th – 1:00pm
 - Ag Venture – Desoto County – 300 + youth – 7 am to 3 pm – March 4th
 - Family Nutrition Program Interview for Program Assistant– 9:30 am – March 29th
 - KMPG Strategic Planning - Port Charlotte Beach Complex – 8 am to 5 pm – March 3rd
 - Agent Evaluations – March 11th
 - FNP Interview – March 9th – am
 - District Strategic Planning Training & CED Meeting – March 25th – 9 am – Hillsborough County
 - Managers Meeting- Charlotte Sports Park –March 29th – 3:15 pm
 - Measuring Outcomes of Landscape Site Visits and Individual Teachings: 2016 Update – March 16th – 10:30 am - webinar
 - Charlotte Simmons and Amy Holton – Mini-Grant and Training – March 30th – 10:30 am
 - Extension Staff Meeting – March 31st – 3:00 pm
 - Website Hits: Website: 2,543 page views
 - Facebook® Page - Charlotte County Extension data: Facebook: 1,461
 - Likes: Our Blog had 665 views. (Mitchell, Schumaker)
 - Sea Grant:
 - Publications:
 - Staugler, E.A. 2015. "Commercial Fishing in Southwest Florida". Waterlife Magazine. February 2016, page 12.
 - PowerPoint:
 - Staugler, E.A. 2015. "Charlotte Harbor Fisheries Forum and Survey", 33 slides.
 - Website:
 - "Charlotte Harbor Fisheries Forum" Facebook page – now has 838 likes, our peak views range from 770 on Mondays to 789 on Fridays with peak viewing times between 9am and 10pm.
 - Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/>
 - 3/3 - Commercial Fishing in Southwest Florida
 - Google analytic stats for March - 3,516 page views, visits per day 88-144.
 - Field Work:
 - 3/25 - Pulled recruitment collectors and analyzed
 - Outreach Programs:

- 3/11, 3/18 – FMNP Upland Systems class at Environmental Campus. 17 students enrolled in course which will continue thru 4/22.
- 3/31 - Charlotte Harbor Fisheries Forum - focus boater education (voluntary speed zones & educational videos) and moving forward with fewer resources
- Site & Office Visits:
- Fishin Franks – site visit
- University Governness:
- 3/14 - Florida Sea Grant Extension Advisory Committee conference call
- Meetings:
- 3/10 - Attended MAC meeting
- 3/14 - Monthly Fisheries WAG leadership meeting
- 3/15-3/17 - Attended the spring Gulf States Marine Fisheries Commission meeting in San Antonio, representing Florida Sea Grant on the Gulf States Sea Grant Advisory Panel.
- 3/28 - Charlotte Harbor Fisheries Forum planning team conference call
- Trainings:
- 3/16 - Attended a Harmful Algae Bloom General Session at the Gulf States Marine Fisheries Commission spring meeting
- Other:
- 3/11 - Agent annual evaluation
- Prepping for the 4/5 Marine Fisheries Regulations and Management Workshop (Staugler)
- 4-H Youth Development:
- Teen Leadership Club
- Charlotte County 4-H Agent, Pam Phillippe and the Teen Leadership club members attended the monthly District 12 meeting in Lee County on March 8th.
- County Communication Events Prep Night
- Charlotte County 4-H staff hosted the County Communication Events Prep Night on March 21st for 4-H members to select a topic as well as, practice their demonstrations, illustrated talks, and posters, in preparation for the County Events Day on April 16th, and the District Events Day in Collier County on April 30th.
- South County Regional Park Garden Box
- Charlotte County 4-H Agent, Pam Phillippe and the Garden Club members met on March 26th at the South County Regional Park garden box. The club members learned how to properly care for a garden.
- Outdoor Adventure 4-H Club
- Charlotte County 4-H staff hosted an educational day for the Outdoor Adventure 4-H club members on March 25th at the McGuire park building. The day consisted of building wildlife wooden boxes for the Peace River Wildlife Center, dissection of owl pellets, and the mastering of archery skills.
- Four Paws and a Tail 4-H Club
- Charlotte County 4-H Four paws and a tail club member's visited the ManorCare Health Services nursing home in Venice on March 20th. Club members and their dogs gave a demonstration and interacted with the residents. (Phillippe, Cardwell)
- Horticulture:
- Programming:
- 2016 MG Training Class – Orientation – March 1st – 9 am to 12 noon
- 2016 MG Training Class – 9:30 am – March 7th – “Soils and Plant Nutrition” – Stephen Brown
- 2016 MG Training Class – “Peaches, Blueberries & Persimmons” – 9:30 am – Dr. Mongi Zekri – March 10th
- 2016 MG Training Class – 9:30 am – 4 pm - March 14th – “Citrus” – Dr. Mongi Zekri
- 2016 MG Training – Ralph Mitchell – “Woody Ornamentals” – 9:30 am – March 17th
- 2016 MG Training Class – 9:30 am – 12:30 pm - March 21st – “Plant Biology and Keys to Plant Identification” – Stephen Brown
- 2016 MG Training Class – Ralph Mitchell - Pesticides & Pesticide Safety – March 24th – 9:30 am – 12:30 pm

- 2016 MG Training Class – 9:30 am – 12:30 pm - March 29th – “Home Turf” – Ralph Mitchell
- Special Outreach:
- Master Gardener Radio Show – March 22nd – 10 am – Presented Ken Lovejoy with a “Friend of Extension” plaque
- The Men’s Garden Club of Englewood – 10 am – “Citrus Pests” – 35 in attendance - March 8th
- Commercial Turf Program – Venice – Multi-County Support - 26 in attendance - March 2nd – 8 am
- Training
- Urban Landscape Summit - Gainesville – March 23rd – 8:30 am – 4:30 pm
- Florida-Friendly Landscaping™ Program
- Summary: The FFL™ program helps homeowners improve their residential landscapes. The FFL horticulture assistant in March educated homeowners on how to design install and maintain water conserving trees, shrubs and groundcovers. Total clientele contacts this month 342 (homeowners, professionals & new resident). 145 attended 7 teaching events, 60 telephone consultations, 46 office visits, 5 field visits and 91 email consultations.
- April issue, Harbor Style feature writer, Carol Bruyere and photo journalist, Steve Donaldson describe dozens of ways to learn about gardening and landscaping with the Charlotte County Master Gardeners using FFL™ principles.
- Community Gardening Updates: Planter boxes were installed at the History Park Community Garden. Extension will conduct training for 80 homeowner participants in May. “Lecture in the Park Series” was presented at Nature Park by Master Gardener Dolly Tomalinas. She talked on growing culinary herbs.
- Following the mangrove symposium in February, “other coastal topics of interest” by the public came up repeatedly in evaluations. They included: seagrass, dock construction and permitting. As a result, planning has begun on a 2017, seagrass/dock permitting symposium.
- Demonstration garden improvements include replacing the center pergola, creating plant identification laser signs and having the boy scouts cleanup the butterfly garden.
- HOAs can play a key role in helping or impeding residents in water conservation efforts, said Lisa Lundy, a UF/IFAS associate professor of agricultural education and communication. Lundy recently co-authored a study presented by UF/IFAS researchers at the Southern Association of Agricultural Scientists conference in San Antonio, Texas. Using an online survey, 24% of Floridians identify as “high-water users” despite a desire to conserve water. Gardeners may use excessive water to irrigate their lawns trying to keep them green year round to satisfy HOA rules. In such situations, HOAs can ensure that residents choose to conserve water outdoors by using FFL™.
- Charlotte Counties’ FFL program provides outreach to dozens of HOAs each winter and spring. One large community in Charlotte County, Riverwood, has 1,300 resident, some seeking alternatives that use less water. Right Plants, right place solutions will be presented in Riverwood on April 22. In addition, FFL programs describe storm water improvements that reduce untreated storm water runoff, and reduce the improper use of pesticides, herbicides, and fertilizers through educational programs on Best Management Practices.
- Charlotte Sun Newspaper Articles:
- Potential Readership:
- Charlotte Sun Herald – Average Circulation - 30,100
- Newspaper Article for March 7th – “Cuckoo for cocoplums”
- Newspaper Article for March 14th - “Dollarweed is a taxing problem for lawns”
- Newspaper Article for March 21st – “Pruning crape myrtles – is it really necessary?”
- Newspaper Article for March 28th – “From pineapple tops come pineapple’s” (Mitchell, Bates, Becker)
- Parks
- Installed park bench supplied through the donation program at Anger Fishing Pier
- Trimmed Ollie’s Pond park trail and disposed of debris
- Reopened McGuire Park restrooms after vandalism
- Cleared out debris from Deep Creek Park due to tornado damage of area homes

- Filled in eroded area at Harbor Heights docks
- Touch up painting at Englewood Beach restrooms after new mirrors were installed
- Supported the Adaptive Easter Egg Hunt at Bayshore Live Oak Park
- Removed Seagrapes at Englewood Beach and replaced with new
- Fixed wash-out at Allapatchee Shores Park – filled in retention ponds
- Playgrounds sprayed for weeds
- No Alcohol/No Smoking signs put up at Kidspace Park
- Assembled 2 bleachers for tennis courts
- Supported two events, Ribbon cutting of the Burnt Store Road Water Treatment Plant and the Easter Egg Hunt at NCRP.
- Athletic Parks
- Snow Bird Classic Baseball held 80 plus games, and at least the same amount of practices at North Charlotte Regional Park and South County Regional Park.
- Field prep and setup for 2016 soccer season NCRP & SCRCP
- Field prep for Little league season starting at Harold Ave , SCRCP and NCRP
- Natural Resources
- This week Staff participated in gopher tortoise training and certification. This training will develop and improve field identification skills. The increased skill will benefit not only Parks and Natural Resources but also other departments within the county such as Utilities and Public Works.
- This week staff met to discuss Tippecanoe 1 race obstacles and logistics. The Tippecanoe 1 race is a popular event and many staff hours are involved to keep the event successful and fun. Among the several topics discussed staff brought up potential new obstacles, and some course alterations.
- Staff also participated in a successful gopher tortoise relocation. These tortoises were relocated in an effort to save them as the area they used for borrowing is within the footprint of a proposed future development. Staff conducted themselves in a safe and professional manner and 3 tortoises were recovered from 6 burrows without incident.
- Staff assisted Englewood Fire with a wildfire in Oyster Creek Park. Staff participated by ensuring public safety and security as well as observation/monitoring for potential spot-over fires. While this "winter" has been unusually wet this is still the season for wildfires, please exercise caution if you smoke and always be aware of your surroundings. If you smell smoke or see a large column of smoke you should exit the park immediately.
- March is the time staff conducts annual Scrub Jay Surveys. These are important as the Florida Scrub Jay is a federally listed species. Staff conducts these surveys in March because it coincides with the beginning of nesting season. During nesting season the Scrub Jays will defend territory and respond to calls from other Scrub Jays. Staff uses recorded calls from other Scrub Jays to induce a reaction from resident birds. This reaction will provide us with the number of birds in the family group but also an idea of the occupied territory of the Scrub Jays. Over time we can determine the relative success of each family group as well as population trends across the county monitored parks and preserves. This monitoring also meets the requirements of grant award compliance as well as the Habitat Conservation Permit agreement. This week staff completed surveys on 2 properties and will continue to survey until the end of the month.
- Parks and Natural Resources staff personnel attended a Gopher Tortoise training course as part of a professional development plan. We now have several staff members that are Authorized Agents, certified to conduct surveys, as well as 2 members certified in all aspects of gopher tortoise survey, marking, transport and release as well as excavation.
- Staff submitted an application to the U.S. Coast Guard in relation to phase 2 of the Blue Ways Trail system. The Blue Ways Trail is a statewide paddling trail for kayak and canoe enthusiasts. Last year we began the process by collecting GPS data along the proposed route. Staff then presented the data to DEP, ACOE and the USCG for permitting. This rigorous permitting process is nearly complete and phase 2 will soon be completed.
- Staff met with representatives of the Fiddler's Green community to discuss issues regarding access to Amberjack Environmental Park. The representatives of the community wanted to access the Park as part of an emergency egress in the event of a fire. Staff explained that this

was not an appropriate access as the potential for any fire would most likely come from the park and as such the community would not wish to exit their community through a park that had an uncontrolled wildfire blazing.

- Natural Resources staff tagged a total of 4 abandoned/derelict vessels in Charlotte County, one of these vessels is scheduled to be removed this week.
- Natural Resources staff also assisted the Reef Ball Foundation with a grant application to install reef balls in Charlotte County's reefs. For more information on the Reef Ball Foundation you may go to <http://www.reefball.org/>
- The Charlotte County Manatee Protection Plan (MPP) meeting was held at the Natural Resources office on March 9th from 5:30 to 7:30. All committee members were present as well as staff members from the Florida Department of Environmental Protection (FDEP) and the U.S. Fish and Wildlife Service (FWS). Several Charlotte County citizens were also in attendance and provided their comments as well. Overall, the meeting was a success and it is anticipated that one more committee meeting will be scheduled within the next month incorporating the changes requested by the committee members.
- This week Land Management staff continued the Scrub Jay surveys at Prairie Creek Preserve (west side). The Jay population seems strong and the initial numbers are indicative of a stable population. In addition to Scrub Jay, staff also found nesting red tailed hawks and nesting swallow tailed kites.
- In addition to the survey, staff assisted the Florida Master Naturalist program by leading the uplands component of the course. The FMN program is an educational program for people interested in learning about the different natural communities in Florida. Staff assisted by participating in a walk at Prairie Creek, sharing managing practices and goals for different habitat types as well as identifying plant and animal species along the walk.
- Natural Resources staff is working with the Florida Department of Environmental Protection on a Best Management Practices (BMP) manual for tow boat operators in regards to grounded vessels. Once implemented this BMP has the potential to provide valuable information to both local and state agencies including but not limited to additional navigational aids, dredging priorities and even benthic habitat monitoring and/or restoration efforts.
- This week the surveys at Prairie Creek Preserve (east side) were completed. This survey is conducted annually and is now part of the compliance with the Habitat Conservation Plan agreement with US Fish and Wildlife. In 2007-2008 a contracted survey indicated the number of Scrub Jays on Prairie Creek Preserve to be 24. Since that time the number of birds has increased and currently we have an estimated 36-41 individual Scrub Jays on the preserve.
- In addition to the survey staff received notice the portion of the Blue Ways Trail system (phase 2) will be permitted and pilings and signage will be installed. The Blue Ways Trail system is a state wide network of scenic waterways. The permitting and signage of this project will provide connectivity to other areas of scenic beauty for recreational kayak and canoe use.

Facilities, Construction and Management

- Cape Haze Pioneer Trail Connector: Silt fence installed. Construction schedule to be issued mid-April.
- CARE Facility Expansion: 90% plans review complete. Bid documents to be complete mid-April.
- Fire Training Facility: The contractor finalized punch list items. The plumbing inspector has now requested another clean out on the sanitation line at building final.
- Bay Heights Boat Ramp: The contractor has completed the basin seawalls and proceeding to the bay seawall. A sea grass mitigation meeting was held on March 14th with the baseline survey to happen in late May.
- Airport Annex Master Plan: The progress meeting was held March 30th to review master plan progress. The design team will continue with master plan direction finalizing layout.
- CCSO Firing Range: The master plan is nearing finalization. Upon management approval, this phase will begin programming.

- Justice Center Expansion: A kick-off meeting was held on March 21st. Programming interview workshops to be held on April 26th & 27th.
- ADA Various Improvements: Final design and construction documents and permitting for the Group III improvements are underway. Schedule for construction bidding is tentative for early July.
- Franz Ross Park Parking Expansion: The punch list is complete other than correcting some parking stops/lighting.
- Harbor Heights Drainage Remediation: Bid awarded to Bonnes Construction. Pre-construction meeting scheduled for April 4th.
- Harbour Heights Boat Ramp: The SWFWMD permit application has been submitted and approved. The ACOE application has been submitted. No changes since the ACOE permit has not been approved.
- El Jobean Fishing Pier: Final construction documents are being completed for re-decking with pressure treated wood for temporary repairs.
- Fire Station # 10: All fire line connections are complete. Finalizing the alarm connection to flow/tamper switches.
- Murdock Service Area and VIP Parking Area: Pre-award meeting held with low bidder. Board approved quote on March 22nd.
- 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 a response submitted. Final Corps review underway. No changes.
- Sales Tax Project – CCSO District 1 Offices: The construction documents are projected completion with delivery on April 4th. The plans will be submitted to building department for permitting.
- Sales Tax Project – Jail Infirmary: The consultant began the schematic design phase. The master plan draft was reviewed with comments submitted to consultants. Design development should begin in April.
- Sales Tax Project – Veterans Memorial Park: SWFWMD requested additional information with the consultant compiling response by April 7th. A public meeting is scheduled for April 12th at 6:00 – 7:30 p.m. in the Tringali center.
- Sales Tax Project – South County Library and Archive: Schematic design is complete. Another public input workshop was held on March 17th. Contracts being finalized with Willis Smith Construction for the Construction Manager at Risk, and will begin budget pricing. Design development kick-off scheduled for May 10th.
- Sales Tax Project – Family Services Center Renovations: Spatial and functional analysis of the Family Services Center and Cultural Center is underway. Final report has been received. BCC workshop held on March 15th; further information is required to be brought back in April.
- Sales Tax Project – Ann Dever Regional Park New Recreation Center: Consultants proposal for design services has been accepted and final contract documents are being prepared. Project is to be designed simultaneously with NCRP recreation center.
- Sales Tax Project – NCRP New Recreation Center: See Ann Dever shown above.
- Sales Tax Project – West County Annex Replacement: Consultant's proposal for design services is in final stages of negotiation.
- Sales Tax Project – McGuire Park: Developing phase one cost analysis and scope of work for Phase I construction documents. Gathering quotes to have Tennis Courts removed prior to the construction.
- Sales Tax Project – Recreation Centers Renovations: First site visits complete. Scheduling stakeholder programming meetings for mid-April. Request for Bid for Construction Manager at Risk to be complete late-April.

Human Resources

- Employee & Labor Relations
 - Extended employment opportunities to 32 candidates
 - Attended Local SHRM Meeting
 - Held two IUPAT negotiation sessions
 - Attended Mediation regarding employee matter
 - Staff attended a tour of the Burn Store Water Treatment and Waste Water Treatment plants to gain a better understanding of their operations
 - Recruitment related activities and hiring processes
 - Held Interviews for Human Resources Generalist
 - Continued discussions with Timekeeping Software Program
 - Served on Interview Panels
 - Attended Strategic Planning Workshop
 - Participated as Ambassadors at the Charlotte Sports Park
 - Employee related issues and investigations
 - 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
 - Hosted workshop “Strengthening Leadership Through Emotional Intelligence.” 30 employees attended.
 - Generated monthly service awards
 - Miscellaneous coaching/development conversations
 - Professional Development to include webinar, reviewing industry journals, etc.

Human Services

- David Rockow, Assistant Veteran Services Officer, received a glowing accolade from one of his clients: ... *“I urge you to keep this Veteran Services Program at the top of your priority list in the months and years ahead. Unlike a lot of government spending, this program and dedicated service officers like Mr. Rockow and helping real people every day. I want to thank David and you for your attention to the needs of our nation’s veterans. I am grateful every day that I was able to serve my country, and I want both of you to know that I am very grateful for the help you are providing our nation’s veterans today and in the future.”* Stephen A. Markley USN (Ret)
- All Veteran Services Staff participated in the Military Appreciation Day event at Charlotte Sports Park on the Tampa Rays Spring Training Opening Day, March 2, 2016. 500 tickets, donated by the Rays, were distributed to local veterans and veteran organizations. Veteran Services staff participated in the game day events and provided information on Veteran services at a designated booth.
- 211 hosted Bowman Inc. representative who provided staff with intensive 3 day training on the migration of 211 data base software to the Community Information System (CIS). This project

was approved by the Board of County Commissioners in a cooperative memorandum of agreement with the Homeless Coalition who serves as the community administrator for CIS. Funding for this conversion comes from a grant that the Homeless Coalition has received. Full implementation of the migration is expected to go live April 1, 2016. Training for community partners will take place over the next few months.

- Human Services hosted and staff participated in Harry Chapin's Food Bank distribution of food at the Family Services Center in Parkside on March 15, 2016. This is the first time that the mobile food bank was at the Center. Approximately 150 grateful families received food including frozen meat and fresh produce; strawberries, cabbage, potatoes.
- Veteran Services Staff, working in concert with the Vietnam Veterans of America, VA Regional Office, and Congressman Rooney's office was able to push through a correction to a veteran's previously denied claim. The veteran was misdiagnosed as being cured of a cancer, which reduced his VA disability benefit from 100% to 10%, creating a severe, negative economic impact. In a matter of days, the veteran's records were corrected and he was awarded 100% disability and a retroactive check of over \$65,000.
- Veteran Services staff discussed veteran pension "scams" with Congressman Rooney's staff in Washington DC. Information was provided to the Congressman's Office on how some companies in our area are preying on elderly veterans and their surviving spouses. This information was used in legislative session to initiate a law which penalizes companies with monetary fines and jail time if convicted.
- Director and division managers participated in a county-wide day workshop directed by KPMG which provided Departments with guidance on developing long-range strategic goals which align with the Board's strategic focus areas. More to come...
- Six staff members from Human Services participated in the Employee Ambassador Program.
- Various staff attended the following training opportunities: Preventing Stroke-Warning Signs & Symptoms; Ethics; and Myths and Facts on Hoarders.
- New Program Specialist Luis Yeguez joined the Family Services division team. Luis is bi-lingual (Spanish) and has recent experience working with the Seminole Tribe. Welcome Luis.
- Family Services staff completed the feedback survey on the 2015 Community Resource Guide. Partner agency recipients gave the Guide a favorable rating. Department will consider pursuing grant funds for 2017 edition.
- Department submitted the documentation to the Department of Economic Development (DEO) for the Organizational Standards required by the Community Services Block Grant (CSBG). Kudos to staff on this Herculean feat. Program and Fiscal documentation also submitted for the upcoming monitoring visit in April.
- Veteran Services Officer, Larry Brown, successfully completed the mandatory new Services Officer training required by the Florida Department of Veteran Affairs. Congrats, Larry.
- 211 Supervisor, Dr. Faezeh Andrews, presented the "building resilience in children and young people" - an evidence-based program- to the Community Health Improvement Partnership sub-committee on Mental Health.
- The Family Services Manager and Civil Citation Coordinator attended a facilitator training in Tallahassee for the "Getting Ahead in a Just Getting by World" program. This model program has been successfully implemented throughout the country and has helped over 50,000 people in poverty take charge of the lives, get support from their community, and create resources for themselves and their families. Staff has already begun meeting with community partner agencies to piggy back and coordinate other self-sufficiency initiatives such as the Bridges Out of Poverty training model.
- Director participated in the United Way Community Impact Panel process. Requests for funding are vetted through community leaders and stakeholders to provide recommended allocations to non-profit agencies for health and human services programs to meet priority needs in the community.
- Department staff attended the presentation to the Board of County Commissioners by three of the youth participants of the 2015 Youth Summit. Over 100 students attended the Summit. This presentation and report completes the requirements for the 2015-2016 Invest in Children grant.

- The Housing Division was notified that the County is expected to receive \$1,067,904 in State Housing Initiative Partnership (SHIP) funds for State FY 2016-2017. This includes \$112,877 to be spent in the City limits of Punta Gorda. 20% must be spent on Special needs; 65% on home ownership; and 75% on construction. An optional allowance provides funding for qualified rent subsidies.
- Housing staff continues to work with the County Attorney's Office to satisfy the last remaining requirement from Housing and Urban Development (HUD) to close out the Neighborhood Stabilization Program (NSP) III grant.
- Department held joint meetings with Fiscal to discuss issues including senior services co-payments, Emergency Solutions Grant (ESG) invoicing, 2015 Older American's Act (OAA) grant closeout and service cost rates, and upcoming DEO monitoring site visit.

Public Safety

- No information to include.

Public Works

- Engineering Division Construction Projects (may affect vehicular/boater/pedestrian traffic patterns)
 - 2016 County Paving Program - The purpose of this project is to resurface Charlotte County roadways in the following districts:
 - Greater Port Charlotte
 - Deep Creek
 - North West Port Charlotte
 - Punta Gorda Non-Urban
 - Peace River Shores
 - Rotonda Heights
 - Road & Bridge
 - Maps depicting the roadways to be paved within each district are available; please see [Project Maps](#). Construction Contract: TBD, Construction Schedule: Spring 2016 – Late 2016
 - 2016 Paving Program bids were opened and tabulated. Public Works Engineering will present a recommendation to award the project to the lowest, responsive, responsible bidder, Ajax Paving, Inc., at the Board of County Commissioners meeting on April 12. This project has an estimated budget of \$18,791,824.
 - 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 Contract: Gibbs & Register, Construction Schedule: 3/10/2014 – 2/15/2016
 - *PUNTA GORDA, Fla (March 1, 2016) – The Burnt Store Road (Phase 3) Widening Project is nearing completion. The design speed limit of 55 mph is now in effect. Public Works would like to thank the residents in the area for their consideration given to roadway crews and staff throughout the construction of this project.*
 - This project is complete and is in the final phase of close out. A ribbon cutting ceremony was held March 24 at the Charlotte County Utilities plant entrance.
 - 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 located at the foot of the north-bound US 41 Bridge. Once completed, new amenities will enhance the public's waterfront experience. The project area is closed to the public during construction however residents and tourists are encouraged to visit Bayshore Live Oak Park to continue fishing and enjoying 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 12/11/2014.

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 11/12/2014. Construction Contract: Quality Enterprises, Construction Schedule: 5/18/2015 – 4/26/2016.

- The sun shade structures are complete.
- The restroom facility has been fabricated and will be delivered to the site.
- Colored and ribboned concrete is being finalized in preparation for the installation of pavers.
- Decorative lighting has been placed but is not energized at this time.
- A rendering of the finished project is available on the [Project Status Updates](#) website.
- 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 includes 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 – 10/1/2016.
- Traffic was switched to the newly completed travel lanes on CR 771 between Ingraham and Keystone Boulevards. The intersection of Ingraham Boulevard East at CR 771 (Gasparilla Road) is now open to traffic. Crews will be working at the intersection of SR 776 at CR 771 this week installing new drainage structures.
- Crews are building multiple roadway sections north and south of the Bridge and concrete crews are installing sidewalks and curbing in multiple sections of the project. Bridge Construction crews are working on the western section of the new Bridge over the Butterford Waterway.
- *PORT CHARLOTTE, Fla. (Feb. 29, 2016) - The intersection at Chaillett Road at CR 771 (Gasparilla Road) will be closed for approximately 3-4 months. This road closure is necessary to reconstruct the southbound lanes and the Butterford Waterway Bridge on CR 771. Traffic is detoured via Chardon Road; traffic control devices are in place to assist travelers through the construction area.*
- Edgewater Drive Widening Phase 2 (EP2) – 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 – 4/24/2017
- Excerpts from www.GoEP2.com
- *PORT CHARLOTTE, Fla. (March 29, 2016) – To facilitate additional utility repairs, Lauzon Avenue will remain closed east of Abhenry Circle to Sheeley Street until further notice.*
- *Edgewater Drive remains closed to through traffic between Midway Boulevard and Harbor Boulevard. Motorists are asked to use caution and obey signage while navigating detours as work crews complete utility installation and roadway reconstruction in the area.*
- East Spring Lake concrete sheet pile work and West Spring Lake sidewalks are underway.
- Midway to West Spring Lake Bridge:
 - Storm sewer and gravity sewer are complete. Lighting and yard drains are in progress.
 - Curb, sidewalk, driveways and paving (except wearing surface) are nearly complete on the north side roadway from Midway to the West Spring Lake Bridge, including Lakeview Blvd and the new roundabout.
 - Curb, sidewalk and paving (except wearing surface) are nearly complete on the south side roadway from Sheeley Street to the West Spring Lake Bridge.
 - Temporary roadway on the south side has been removed and new roadway base is in progress.
 - The new sewer lift station at Altoona is nearing completion.

- Bridge handrails are in progress on West Spring Lake Bridge.
- West Spring Lake Bridge to East Spring Lake Bridge:
 - Storm sewer and re-use main are nearly complete.
 - Roadway base is in progress for the West Tarpon roundabout.
 - Bridge piling and retaining wall is complete on the west end of the East Spring Lake Bridge. Piling and deck construction are underway.
- East Spring Lake Bridge to Sunrise Bridge:
 - Storm sewer and re-use main are nearly complete.
 - Sunrise Bridge construction is scheduled to begin in early spring.
- Sunrise Bridge to Harbour Boulevard:
 - Force main and gravity sewer are both complete under the Harbor Boulevard intersection.
 - Gravity sewer construction resumes the first week of April from Harbor Blvd to the Sunrise Bridge.
- 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
- Construction of the storm drainage systems is underway; crews are installing concrete pipe from the roadway to pond sites in multiple locations.
- Hardey Street to Amstead Street: Construction Crews A & B have completed the primary drainage system in this area.
- Willoughby Street to Maracaibo Street: Construction crews have completed the primary drainage system in this area.
- Shilo Street to Loveland Boulevard: Construction Crew “A” completed the primary drainage system to Loveland Blvd. and is preparing to begin the installation of the 48” sanitary sewer green pipe starting at Loveland Blvd. Construction Crew “B” completed the primary drainage system to Shilo Street.
- Beginning the week of March 28 - crews will concentrate on the new 48" gravity sewer system between Kings Highway and Achilles Street.
- Midway Boulevard remains closed to through traffic from Achilles Street to Kings Highway.
- Rotonda West Bridge Lighting – The Rotonda West Street and Drainage MSBU Advisory Board 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. Construction Contract: Solo Electric, Construction Schedule: 10/12/2015 – Spring 2016
- The installation of decorative lighting is underway and approximately 75% complete.
- Sidewalks – Burnt Store Lakes - The South Burnt Store MSBU Advisory Board requested sidewalks within the Burnt Store Lakes subdivision. Approximately 1.5 miles of sidewalks will be constructed at: 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. Construction Contract: V&H Construction, Construction Schedule: 2/29/2016 – Spring 2016
- The contractor has completed approximately 20 percent of sidewalk construction on Rio Togas Road. Upon completion, construction will then move to Vincent Avenue. Silt fencing will be installed along Vincent Avenue by April 4, 2016.
- *Punta Gorda, Fla. (March 10, 2016) – Sidewalk construction is underway in Burnt Store Lakes which may cause intermittent, temporary lane closures. Sidewalk construction began along Rio*

Togas Road at Cape Horn Boulevard and will continue to Burnt Store Road. Sidewalk construction will then move to Vincent Avenue beginning at Boca Vista Road continuing to Burnt Store Road. The last sidewalk to be constructed will be along Saragossa Lane from Cape Horn Boulevard continuing to Burnt Store Road. Construction of these eight (8) feet wide sidewalks is expected to continue through late July. Traffic signs, message boards, and flaggers will be on-site as needed to direct traffic.

- Sidewalks - South Gulf Cove – The South Gulf Cove MSBU Advisory Board 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. Construction Contract: Bonness, Inc., Construction Schedule: 11/9/2015 – April 2016
- Construction is almost complete. The contractor is placing sod along the pathway as well as landscaping. The concrete crews will be back on site the week of April 11 to finish up the last sections.
- 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 – 3/22/2016.
- The project is substantially complete. Final punch list items are being taken care of by the contractor and traffic is back to normal.
- 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 – 3/22/2016.
- The project is substantially complete. Final punch list items are being taken care of by the contractor and traffic is back to normal.
- 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: 9/14/2015 – 1/15/2016
- Construction is complete and pumps are operational.
- Tom Adam's Bridge Rehabilitation – This project will replace the existing Tenderhouse, electrical and mechanical equipment. The proposed Tenderhouse will provide a gateway to Manasota Key and 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. The project also includes the replacement of the existing traffic gates, traffic signals, the approach slabs, abutment wall cap, slope pavement, and the Bridge will be repainted. Construction Contract: Quinn Construction, Construction schedule: 3/29/2016 – 6/7/2017.
- To keep residents and visitors informed about this project, a new website, www.TomAdamsBridge.com, has been created. For information about the Tom Adams Bridge project, call 941-249-9667 or email advisory@tomadamsbridge.com.
- Quinn Construction began foundation work for the new Tenderhouse on March 29; pile driving is the first activity the Contractor has scheduled.
- Intermittent lane closures are expected for the delivery of materials. Motorist need to be alert and follow flaggers' instructions to keep traffic moving.

- *ENGLEWOOD, Fla. (March 17, 2016) – Rehabilitation of the Tom Adams Bridge, located at 1400 Beach Road, will begin Monday, March 29. Construction of the new Tenderhouse foundation will be conducted from barges, but material deliveries will require intermittent, temporary lane and sidewalk closures. To minimize traffic delays, material deliveries are scheduled Monday thru Friday from 9 a.m. - 2 p.m. and overnight from 9 p.m. - 5 a.m. and anytime on the weekends. Traffic signs, message boards and flaggers will be on-site as needed to direct traffic. On behalf of roadway construction crews, please drive safely.*
- Engineering 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: TBD, Projected start of Construction: TBD (Funding for construction has not been allocated.)
 - The first Public Meeting to unveil design proposal options was held Oct. 7, 2015 and citizens provided input on the design options. These design options were presented to the Board of County Commissioners (BCC) on Nov. 24, 2015.
 - 30% plans have been received and reviewed by both County and FDOT staff, and have been returned to Johnson Engineering to make adjustments and continue with the development of the 60% design plans.
 - Design schedule:
 - 60% plans are due Aug. 12, 2016
 - 90% plans are due Dec. 2, 2016
 - 100% plans are due Feb. 3, 2017
 - Final bid contract documents are 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. This project is funded by the Charlotte County Redevelopment Fund and will be reimbursed up to \$1,410,580 through a Local Agency Program (LAP) Agreement with the Florida Department of Transportation (FDOT). Design Contract: Kimley-Horn & Associates, Design Schedule: 10/15/2013 – 7/17/2015, Procurement Process: Fall 2016, Projected Start of Construction: TBD
 - Design is complete and approved by FDOT; the LAP Agreement was approved by the Board of County Commissioners on Feb. 23 and returned to FDOT for execution. The design team submitted the plans to the permitting agencies and is waiting for their responses.
 - 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 April 2016, Procurement Process: May - July 2016, Projected Start of Construction: August 2016
 - CES/American Engineering completed the 100% design plans and has submitted them to the County for final review and approval. The Real Estate Services Division is obtaining maintenance easements on all four sides of the Bridge to secure access during construction.
 - Manasota Key Community Plan Design – The Manasota Key MSTU Advisory Board 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 Advisory Board. Design Contract: Weiler Engineering, Design/Permitting Schedule: July 2014 – Spring 2016, Construction: TBD

- The 60% design plans for the Gulf Blvd. sidewalk were received Dec. 31, 2014. A Community Meeting was held at the Tringali Community Center on Wed., Feb. 4, 2015 to present the 60% sidewalk plans. At this time the Gulf Blvd. sidewalk project is on hold until a survey is mailed to all property owners and input is gathered. The 90% design plans for North Beach Road have been received and reviewed by staff.
- NWPC Bridge Inspections and Design Improvements - This project includes an engineering evaluation of seven bridge structures within the Northwest Port Charlotte MSBU District 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: Charlotte Engineering & Surveying (CES), Design/Permitting Schedule: 10/6/2015 – April 2016, 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 |
- Bridge reports and design plans for the selected Bridges were provided to the Consultant. Research and design is underway.
- Olean Boulevard Widening – Design Phase 1 - The purpose of Design Phase 1 is to solicit input from the community and various stakeholders to develop alternatives for improvements to Olean Boulevard, from US 41 to Harbor Boulevard, and to make a recommendation to the Board of County Commissioners. Design Contract: Florida Transportation Engineering, Design/Permitting Schedule: 10/5/2015 – TBD
- A Public Meeting is scheduled Thursday, April 14 from 5 - 7 p.m. at the Cultural Center of Charlotte County, 2280 Aaron Street, Port Charlotte, FL 33952. Florida Transportation Engineering will be presenting four (4) alternatives to improve Olean Boulevard. Public input is requested at this meeting before a recommendation is made to the Board of County Commissioners.
- 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 – Early 2016, Procurement Process: May – July 2016, Projected Start of Construction: 10/15/2016.
- Johnson Engineering is making final updates to the construction plans. Charlotte County Utilities is reviewing the final utility plans for approval and signing of the required permits.
- 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 – Spring 2016, Procurement Process: TBD, Projected Start of Construction: TBD
- The Parkside Board met on Jan. 12 to review budgets and design options. The Parkside Board authorized an additional sidewalk on the north side of Aaron Street to Gertrude Avenue, as well as an additional sidewalk on the southwest side of Gertrude Avenue from Caring Way to Aaron Street. Johnson Engineering is working on the design plans.
- 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 Elkcam Boulevard. Design

Contract: Johnson Engineering, Design/Permitting Schedule: June 2015 – Spring 2016, Procurement Process: TBD, Projected Start of Construction: TBD

- The Parkside Board met on Jan 12 to review budgets and design options and authorized staff to move forward with design of an additional sidewalk on the south side of West Tarpon Boulevard to Ambrose Lane. Johnson Engineering is working on design plans.
- Piper Road North Extension - Piper Road will be extended north from Henry Street to US 17 at the existing Regents Road intersection. The Airport Commerce Park has been identified as a priority for business development. At the present time, there is a limited roadway network in place serving the airport therefore additional roadway and utility improvements will be required to support new or expanded businesses within the corridor. Design Contract: Johnson Engineering, Design/Permitting Schedule: 2010-2011, Procurement Process: Spring 2016, Projected Start of Construction: Summer 2016
- All project documents, including bid specifications and design plans, are undergoing a final review prior to bid solicitation. Engineering staff expect to have the project package ready to send to the Purchasing Department in April.
- Placida Road Safety Improvements (Rotonda Boulevard West to Boca Grande Causeway) – Safety improvements include the construction of a 10' wide bicycle-pedestrian path between Rotonda Boulevard West and Boca Grande Causeway and roadway/intersection improvements including:
 - Northbound left turn at Panama Drive.
 - Southbound left turn at Bantry Bay.
 - Southbound deceleration lane at Cape Haze Drive.
 - Mill and resurface between Rotonda Boulevard West and Boca Grande Causeway.
 - Standard street lighting between Rotonda Boulevard West and Cape Haze Drive.
- Design Contract: Giffels-Webster Engineers, Design/Permitting Schedule: through Spring 2016, Procurement Process: Spring 2016, Projected Start of Construction: TBD
- Charlotte County Utilities added a reclaimed water line to this project which was approved by the Board of County Commissioners. 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 at 90% pending completion of utility plans. Utility plans are 90% complete, have been reviewed by County staff and comments provided back to the design firm. The design firm has responded to the 90% utility comments and design is expected to be complete in spring 2016.
- 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 – Early 2016, Procurement Process: Spring 2015, Projected Start of Construction: Fall 2016
- 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 project package will be submitted to the Purchasing Department in preparation for bid solicitation.
- 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 – Spring 2016, Procurement: TBD, Construction: Early TBD
- 60% plans have been received and are being reviewed by staff. CCU has presented a change order to the current design contract to add a water main replacement as part of this project.

- 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: through Sept. 8, 2015, Construction: to begin upon substantial completion of the South Gulf Cove Sidewalk project (Spring 2016).
- The Board of County Commissioners awarded the construction contract to Bonness, Inc. on Oct. 13, 2015; a pre-construction meeting was held on Oct. 20, 2015. This sidewalk is being constructed as part of a larger contract and construction will not start until after the sidewalks in South Gulf Cove are substantially complete.
- 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 (Public Works Engineering): 6/27/14 – May 2015, Procurement: Early 2016, Construction: TBD
- Contract documents are complete and have been submitted to the Purchasing Department for review and bid advertisement. Temporary rights of entry have been acquired for 13 driveways that need work completed outside of the right-of-way limits.
- Sidewalks - Parade Circle Sidewalk Connections - The Rotonda West MSBU Advisory Board 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 Fall 2015, Procurement: Early - Spring 2016 , Construction: TBD
- The bid package is in the Purchasing Department for review.
- Sunshine Lake Circulation Pumps – This project includes the purchase, delivery and installation of three (3) solar powered water circulation pumps for placement in the Sunshine Lake and Sunrise Waterway System. The pumps (solar) will be capable of circulating water in a 360 degree outflow, at rates (direct and induced flow combined) of 10,000 gallons per minute or greater. The pumps will be deployed in waters of between 4 to 10 feet of depth, with an intake depth of 24 to 36 inches below the lake surface. The pumps shall have sufficient flotation and anchoring to remain upright and stable and shall be capable of long-term deployments. The design and implementation of the pumps must include measures to exclude/reduce occurrences of faunal impingement. Procurement: through 4/12/16, Construction contract: TBD
- This project was advertised for competitive bid. The pre-bid conference was held March 3 with bid opening March 23. A recommendation to award the contract to the sole responsive, responsible bidder, Medora Corporation of Dickinson, ND will be presented to the Board of County Commissioners on April 12 for approval. Completion time is 60 calendar days after receipt of Purchase Order.
- Coastal Projects in Design or Negotiation
 - Alligator Creek Dredging – The Alligator Creek Waterway MSBU Advisory Board 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 – Late 2015, Procurement Process: Spring 2016, Projected Start of Construction: Spring 2016
 - The FL Department of Environmental Protection (FDEP) permit was received Aug. 29, 2014 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 National Marine Fisheries' review is complete and the concurrence letter was issued to the ACOE on November 3, 2015. The ACOE Permit was issued December 29, 2015.
- A change order to facilitate the bid process has been approved and the Consultant has resurveyed the project area and is in the process of updating the construction drawings and specifications.
- 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 – November 2015, Procurement Process: Late 2015 – Spring 2016, Projected Start of Construction: Spring 2016 (150 day contract)
- A request for bids was solicited for maintenance dredging and a recommendation to award the contract to the lowest, responsive, responsible bidder, Marine Contracting Group, will be presented to the Board of County Commissioners on April 12.
- 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: Through Summer 2016, Procurement Process Summer 2016, Projected Start of Construction: Summer 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 Advisory Board; 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.
- The Army Corps of Engineers has not asked for an informal review of this project from the National Marine Fisheries Services as of Sept. 30, 2015. The FDEP issued their permit with FWC Department of Aquaculture review of the shellfish habitat designation.
- The Coast Guard is ready to issue the Marine Marker Permit pending authorization from the ACOE. A Request for Additional Information (RAI) has been initiated by the ACOE therefore information is being gathered to respond to the RAI.
- 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. Project area includes: Balboa, DeSoto, Dover, Santa Clara, Santa Barbara, San Salvador, and San Marino canals and associated channels within the Peace River. Brush cutting, for line of sight/navigation, was added to the contract. Design Contract: Stantec, Design/Permitting Schedule: 12/17/2013 – March 2016, Procurement Process: March – May 2016, Projected Start of Construction: Summer 2016

- Due to delays in permitting, a significant amount of time lapsed since the initial survey was conducted therefore another survey was needed to verify quantities and revise the bid specifications. Brush cutting, to aid line-of-sight navigation, will be added to the scope of this project.
- This project is currently advertised for competitive bid. The pre-bid conference is scheduled April 13 with bid opening April 27.
- 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 – March 2016
- The erosion study shall include the following:
 - Beach Profile Surveys
 - b. Erosion Analysis
 - c. Sand Volume Analysis
 - d. Conceptual Restoration Plans
 - e. Natural Resource Surveys
 - f. Develop Funding Approaches and Strategies to Mitigate Total Cost
 - g. Participate in Stakeholder Meetings
 - h. Provide Potential Cost Estimates
 - i. Provide Permit Feasibility Analysis
- County staff received the draft Erosion Study Report on Sept. 28, 2015
- A review by the Beaches and Shores Advisory Committee was held on October 1 with an update provided to the Beaches and Shores Advisory Committee on Nov. 5.
- Staff met with Charlotte County Legal Services to review options for funding this project through a Municipal Services Taxing Unit (MSTU).
- The BCC reviewed the proposed taxing unit boundary at their regular meeting on Nov. 24 and an Ordinance establishing the Manasota Key Beach Renourishment MSTU was approved and signed Dec. 8, 2015.
- Engineering Division staff met with Charlotte County Administration to review the draft Erosion Study report; comments were provided to Coastal Engineering Consultants.
- The Beach Erosion Study on Manasota Key North is complete. The final report was received by the County on March 7 and is posted in the Related Links list on the right.
- 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 – Spring 2016, Procurement: Summer 2016, Projected Start of Construction: Fall 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 which was reviewed by FDEP and FWC. A second meeting was held with FDEP on Nov. 23 to discuss the Seagrass Mitigation plan; FDEP requested that an updated boat survey be conducted to determine the required dredge depth which will be complete in early 2016.
- An alternative approach to the seagrass mitigation plan was presented to the Pirate Harbor Waterway MSBU Advisory Board on Dec. 8.
- 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 – Early 2016, Procurement Process: Spring 2016, Projected Start of Construction: Summer 2016
- The US Fish and Wildlife Service agency prepared 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 was necessary to review the project for migratory birds including Piping Plover and Red Knot as well as sea turtles.
- The FDEP issued the Final Order (permit) for the project on Sept. 2, 2015. The review by National Marine Fisheries Service (NMFS) is complete and the County has received ACOE approval.
- The review of construction drawings and bid specifications is complete. The State Parks (Division of Recreation and Parks) issued a concurrence letter for an updated easement that would allow construction on the upland portion of the park property. The County worked through the negotiations with the State Parks Division and is waiting on the revised easement. Due to delays in the permitting process, the revised construction schedule is as follows:
 - Updated Construction Schedule
 - Mobilization in July 2016.
 - Offshore borrow sand placement on Don Pedro and Knight Islands Aug-Oct 2016
 - Dredge Stump Pass Oct-Nov 2016
 - Manasota Key Work (structure and backfill) Nov 2016-Jan 2017
- **Engineering Drainage Projects in Design or Negotiation**
 - 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: 1/20/2016 – April 2016, Projected Start of Construction: May 2016.
 - Bid opening was held March 30. The construction contract is scheduled to go before the Board of County Commissioners for award on April 26.
 - 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: March 2015 – Early 2016, Procurement Process: March – April 2016, Projected Start of Construction: May 2016
 - Bid documents have been submitted to the Purchasing Department for review and advertisement.
 - 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: Jan – April 2016,
Projected Start of Construction: May 2016

- Bid opening was held March 30. The construction contract is scheduled to go before the Board of County Commissioners for award on April 26.
- Landscaping Projects - In Construction
 - SR 776 / US 41 Gateway Landscaping - The purpose of this project is to landscape and beautify the gateway area to the western portion of Charlotte County on SR 776 from US 41 to Murdock Circle. The addition of landscape materials, decorative trees including palms and oaks, shrubs, ground cover, sod and mulch will augment the appearance of the gateway to western Charlotte County. Irrigation, electrical services and maintenance of the landscaping and irrigation system is included in this project which is funded, in part, by a grant from the Florida Highway Beautification Council. Construction Contract: Valley Crest Landscape and Maintenance, Construction schedule: 3/29 - 5/12/16
 - Work within the median is scheduled to begin Monday, April 11. Inside lane closures are expected as work progresses.
 - The Contractor is working in the shoulders marking plant and materials locations, trenching for irrigation; removing sod and preparing plant beds.
- Landscaping Projects – In Design or Negotiation
 - Toledo Blade Boulevard Gateway and Thoroughfare Landscaping – This project was designed by David M. Jones & Associates and is now in the Purchasing Department undergoing review prior to advertising the construction contract for bids.
 - Midway Boulevard Medians Landscaping – This project was designed by David M. Jones & Associates and is now in the Purchasing Department undergoing review prior to advertising the construction contract for bids.
 - US 41 Microtunnel Landscaping – This project was designed by David M. Jones & Associates and is now in the Purchasing Department undergoing review prior to advertising the construction contract for bids.
 - Winchester Boulevard Medians and Buffer Landscape – Charlotte Engineering & Surveying is working on the 30% design plans which are due May 15.
 - Jones Loop/I-75 Gateway- County staff is currently in negotiations with Johnson Engineering to determine the scope of services and fees for planning and design.
 - King's Highway/I-75 Gateway – David M. Jones & Associates is working on the design. The Landscape and Irrigation permit has been received but the Community Aesthetic Feature permit application is under review by FDOT. Construction is pending completion of the FDOT I-75 widening project.
 - US 17/I-75 Gateway - County staff is currently in negotiations with Johnson Engineering to determine the scope of services for planning and design.
 - Burnt Store Village Buffer – Charlotte Engineering & Surveying designed this project. Bids for construction have been received and opened. One the bids have been tabulated, a recommendation will be made to award the construction contract to the lowest, responsive, responsible bidder.
 - Lighting District Projects
 - Charlotte County CIP Projects
 - Edgewater Phase II - Installation of roadway lighting conduit and pole bases is underway.
 - Burnt Store Road Phase III - All poles on the West side of the road have been installed and are operational. Contractor to be addressing punch list items soon.
 - Rotonda Bridge Lighting - All light poles have been installed. Waiting for FPL to energize the systems.
- Lighting District Projects
 - Responded to complaint - school flashing beacon was not operational on Placida Road at Lemon Bay High School and on McKenzie St. westbound. At both locations a battery was found to be bad and required replacement.
 - Installed replacement LED traffic signal displays furnished by FDOT. The replacement displays were installed on US 41 at Murdock Circle and SR 776/Veterans.

- Installed replacement LED traffic signal displays for County signalized intersections on Midway at Lakeview Boulevard and Kings Highway at Harborview Road.
- Upgraded video detection processor firmware on US 17 at Bermont Road, Marion Avenue at Nesbit Street, Jones Loop Road at Taylor Road, Jones Loop Road at Indian Springs Cemetery, Taylor Road at Airport Road, Kings Highway at I-75 North Bound Ramps, Kings Highway at Rampart Boulevard and Olympia Avenue at Nesbit Street.
- Upgraded the cellular modem to 3G at eighteen (18) school zone warning beacons and restored communications to four (4) locations.
- Responded to a trouble call after normal business hours for a light pole struck during a vehicle accident on SR 776 at Oceanspray Blvd. Crew replaced the transformer base.
- Responded to a trouble call after normal business hours for a pedestrian pole destroyed during a motor vehicle accident on Olympia Ave. at Nesbit St. A crew secured the area then returned on a later date to make permanent repairs.
- Responded to a trouble call after normal business hours for street light pole destroyed during a motor vehicle accident on Kings Highway, two poles north of Elmira Blvd. A crew secured the area and a replacement pole will be installed on a later date.
- Responded to a trouble call after normal business hours for a stop sign warning beacon destroyed during a motor vehicle accident on Marion Ave. at Maude St. A crew secured the area then returned on a later date to replace the warning beacon pole.
- Replaced one street light pole on Veterans Blvd., closest to Lake of Tuscany Apartments after it was knocked down as a result of a motor vehicle accident in January 2016.
- Up-righted, leveled, and plumbed one pedestrian signal pole on Kings Highway at Village Drive/Tiseo Drive. The pole appeared to have been struck by a motor vehicle.
- Assembled and wired together all components for two roadway lighting load centers to be used on the Edgewater Drive widening project.
- Due to increased failures and ever increasing maintenance costs, replaced two incident management cameras within the City of Punta Gorda. New cameras were installed on US 41 southbound at Marion Ave. and at the south foot of the Barron Collier Bridge.
- On Feb. 24, a tornado struck the Deep Creek area of Charlotte County. Damaged during this event was the traffic signal on Rampart Blvd. at Luther Rd. The signal controller cabinet was pulled and twisted from its foundation. A crew installed a new signal controller cabinet. All of the electronic components were re-useable and transferred into the new cabinet.
- Investigated complaints of numerous roadway lights not working on SR 776 in the area of San Casa Blvd. Crew discovered a total of 14 lights were not operational. Two (2) circuit breakers were tripped and two light poles required repairs.
- Installed a "Right Turn on Red After Stop" sign on Beach Rd. at SR 776.
- Completed traffic signal preventative maintenance at the following locations: Midway Boulevard at Lakeview Boulevard, Kings Highway at Harborview Road
- Monitored the relocation of decorative street lighting conduit along Rio Togas Rd. as a result of the sidewalk project.
- Attended weekly progress meetings and participated in underground signal conduit inspections for the US 41 widening project.
- Traffic Management Center
 - Installation of new traffic signal timings on US 41 from Airport Rd. to Burnt Store Rd.
 - Fine tuning new signal timings for Kings Highway from Sandhill Blvd. to Village Dr.
 - Fine tuning traffic signal coordination timings for Jones Loop Rd. from I-75 to Indian Springs Cemetery Rd.
 - Monitoring spring training traffic flows and adjusting signal timings as needed.
 - Continue migrating new software for Incident Management Cameras to server for use within TMC.
 - Continue monitoring of US 41 traffic signals due to Edgewater Rd. closure.
 - Continue efforts promoting the TMC's Twitter account for traffic incidents. Over 220 followers and increasing.
 - Locates Performed

- 374 Requests for underground utility locates were received, generating 118 tickets for locates.
- Trouble Calls
- 10 trouble calls received responded to and problems of various natures resolved.
- Maintenance & Operations Division
- March 2 – March 8, 2016
- A total of 63 new requests were received related to drainage, asphalt repair, shoulder repair, sidewalk repair, brush, and illegal dumping.
- Drainage line & grade:
- 24,415 SF in Greater Port Charlotte
- 4,080 SF in Deep Creek
- 14,025 SF in Gulf Cove
- Small pipe install:
- 72 LF in Greater Port Charlotte
- Menzie ditch cutting:
- 216,500 SF in South Charlotte Stormwater
- 40,000 SF in West Charlotte Stormwater
- Culvert cleaning: Cleaned 2 culverts in Punta Gorda Non-Urban
- Cleaned 2 culverts in Burnt Store Village
- Cleaned 1 culvert in South Gulf Cove
- Cleaned 2 culverts in Lemon Bay
- Boom mower:
- Cut 77,532 CY in Greater Port Charlotte
- Cut 48,450 CY in Englewood East
- Cut 13,083 CY in Punta Gorda Non-Urban
- Asphalt repair:
- Utilized 6.06 tons of material to repairs locations throughout the County
- Debris removal:
- Removed 18,060 pounds of debris from locations 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.
- Contracted Services
- Specialty Mowing has begun for the month of March with some locations in West County and South County being completed. There will be two cycles for all locations this month.
- The Power Shearing Contractor is currently working in South Gulf Cove; they have begun ROW reclamation in the south east area off of Appleton Boulevard.
- The Pipe Lining Contractor has completed the pipes at 76 Medalist Road, 77 Medalist Road, and 38 White Marsh Lane in Rotonda. They have also lined the pipe at 18618 Fort Smith Circle in Greater Port Charlotte. They will be returning in late March to finish the pipe at 1350 Rio de Janeiro Avenue in Deep Creek and the Peace River Shores Boulevard pipe.
- March 9 – March 15
- A total of 48 new requests were received related to drainage, asphalt repair, brush, and illegal dumping.
- Drainage line & grade:
- 22,275 SF in Greater Port Charlotte
- 3,140 SF in Deep Creek
- 15,400 SF in Gulf Cove
- 5,215 SF in Harbour Heights
- Small pipe install:
- 72 LF in Greater Port Charlotte
- Menzie ditch cutting:
- 105,000 SF in West Charlotte Stormwater
- Boom mower:

- Cut 77,890 CY in Greater Port Charlotte
- Cut 74,450 CY in Englewood East
- Cut 4,259 CY in Road & Bridge South
- Cut 800 CY in Punta Gorda Non-Urban
- Asphalt repair:
- Utilized 5.23 tons of material to repairs locations 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.
- A Memorandum of Agreement between the County and the Florida Department of Transportation (FDOT) was executed, whereby the County assumed the landscape maintenance of SR 776 from US41 to Cornelius Boulevard, in order to provide an elevated level of service in the vicinity of the Charlotte Sports Park.
- March 16 – March 22
- A total of 36 new requests were received related to drainage, asphalt repair, shoulder repair, handrail repair, brush, and illegal dumping.
- Drainage line & grade:
- 17,275 SF in Greater Port Charlotte
- 12,300 SF in Gulf Cove
- 10,752 SF in Harbour Heights
- Small pipe install:
- 94 LF in Deep Creek
- Large pipe install:
- 240 LF in Rotonda Lakes
- Menzie ditch cutting:
- 140,000 SF in West Charlotte Stormwater
- Culvert cleaning:
- Cleaned 7 culverts in Gulf Cove
- Boom mower:
- Cut 15,865 CY in Greater Port Charlotte
- Cut 29,750 CY in Englewood East
- Cut 15,750 CY in South Gulf Cove
- Cut 8,400 CY in Gulf Cove
- Cut 9,960 CY in Punta Gorda Non-Urban
- Cut 1,194 CY in Harbour Heights
- Asphalt repair:
- Utilized 3.06 tons of material to repairs locations 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.
- March 23 – March 29
- A total of 69 new requests were received related to drainage, asphalt repair, brush, and illegal dumping.
- Drainage line & grade:
- 19,200 SF in Greater Port Charlotte
- 19,700 SF in Gulf Cove
- 9,120 SF in Harbour Heights
- 3,670 SF in Deep Creek
- Small pipe install:
- 8 LF in Greater Port Charlotte
- 88 LF in Punta Gorda Non-Urban
- Menzie ditch cutting:

- 160,000 SF in West Charlotte Stormwater
- Culvert cleaning:
 - Cleaned 15 culverts in Gulf Cove
 - Cleaned 1 culvert in Grove City
 - Cleaned 64 culverts in Greater Port Charlotte
 - Cleaned 2 culverts in Deep Creek
 - Cleaned 4 culverts in Punta Gorda Non-Urban
- Boom mower:
 - Cut 13,556 CY in Greater Port Charlotte
 - Cut 1,294 CY in Road & Bridge South
 - Cut 27,785 CY in Grove City
 - Cut 2,800 CY Rotonda Heights
 - Cut 16,665 CY in Rotonda Lakes
 - Cut 3,353 CY in Punta Gorda Non-Urban
 - Cut 6,620 CY in Rotonda West
 - Cut 8,840 CY in Tropical Gulf Acres
- Asphalt repair:
 - Utilized 6.09 tons of material to repairs locations 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.
- March 30 – April 5, 2016
 - A total of 51 new requests were received related to drainage, asphalt repair, shoulder repair, guardrail repair, brush, and illegal dumping.
- Drainage line & grade:
 - 25,850 SF in Greater Port Charlotte
 - 8,700 SF in Gulf Cove
 - 3,300 SF in Punta Gorda Non-Urban
 - 3,600 SF in Road & Bridge South
 - 11,750 SF in Burnt Store Village
- Menzie ditch cutting: 80,000 SF in West Charlotte Stormwater
- 40,000 SF in Gulf Cove
- Culvert cleaning:
 - Cleaned 3 culverts in Road & Bridge North
 - Cleaned 1 culvert in Lemon Bay
 - Cleaned 44 culverts in Greater Port Charlotte
- Boom mower:
 - Cut 58,816 CY in Greater Port Charlotte
 - Cut 32,360 CY in Rotonda Lakes
 - Cut 3,332 CY in Punta Gorda Non-Urban
- Debris removal:
 - Removed 10,200 pounds of debris from locations throughout the County
- Asphalt repair:
 - Utilized 5.61 tons of material to repairs locations 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.
- Contracted Services
 - Specialty Mowing has begun for the month of April in all areas and there will be two cycles for all locations.
 - The Power Shearing Contractor has been working in Greater Port Charlotte and will be mobilizing back to Englewood East this week.

- Charlotte Ranchettes road grading is approximately 60% complete.
- ROW mowing for the month of March in South Gulf Cove has been completed and is now working in Greater Port Charlotte for the month of April.
- Mosquito & Aquatic Weed Control Division
 - March 2 – March 8, 2016
 - Mosquito Control
 - Acres treated: 4,178
 - Landing rate counts taken: 4
 - Traps set: 4
 - Service requests: 7
 - Aquatic Weed Control
 - Sites treated: 22
 - Sites inspected: 25
 - Mitigation sites maintained: 1
 - March 9 – March 15
 - Mosquito Control
 - Acres treated: 8
 - Landing rate counts taken: 0
 - Traps set: 0
 - Service requests: 7
 - Aquatic Weed Control
 - Sites treated: 6
 - Sites inspected: 9
 - Mitigation sites maintained: 1
 - March 16 – March 22
 - Mosquito Control
 - Acres treated: 1,745
 - Landing rate counts taken: 2
 - Traps set: 2
 - Service requests: 13
 - Aquatic Weed Control
 - Sites treated: 15
 - Sites inspected: 2
 - Mitigation sites maintained: 0
 - March 23 – March 29
 - Mosquito Control
 - Acres treated: 675
 - Landing rate counts taken: 1
 - Traps set: 1
 - Service requests: 7
 - Aquatic Weed Control
 - Sites treated: 7
 - Sites inspected: 3
 - Mitigation sites maintained: 1
 - March 30 – April 5, 2016
 - Mosquito Control
 - Acres treated: 1,384
 - Landing rate counts taken: 2
 - Traps set: 0
 - Service requests: 6
 - Aquatic Weed Control
 - Sites treated: 38
 - Sites inspected: 21
 - Mitigation sites maintained: 0

- Traffic Signing & Marking – March Totals
- Herbicide: 1,099 items sprayed
- New Signs Installed: 24
- Legends Installed: 539
- Marine Signs Replaced: 87
- RPM's Installed: 236
- Signs Inspected: 3,844
- Sign Maintenance: 862
- Signs Manufactured: 208
- Striping: 225,888 feet (42.78 miles)
- Traffic Counts: 40 stations (37 traffic counts and 3 approach counts)
- Trouble Calls (after hours): 6
- Solid Waste Division
 - Solid Waste Division staff attended the Heritage Oaks annual community event held for their residents on March 2. Keep Charlotte Beautiful and Solid Waste staff informed the residents of all the curbside services available to them as well as the litter campaign. Keep Charlotte Beautiful gave out reusable car litter bags in exchange for the residents' commitment to "Drive It Home and Keep Our Paradise Litter Free" campaign, 160 attendees took the pledge.
 - Keep Charlotte Beautiful and Solid Waste Division staff spent a morning with a kindergarten class at Peace River Elementary. The students, who are studying recycling, watched a *Wartful Wizard*. The movie is about a wizard in a small town and how he was able to make the litter stick to the person responsible for it. The class then played a recycling relay game to practice what does and does not go in the recycling cart. KCB also left loaner books for the classroom to help with the recycling unit.
 - Solid Waste Division staff completed the annual Florida Department of Environmental Protection (FDEP) recycling report for Charlotte County. The State mandate is for 60% recycling for communities with a population of over 100,000 by the end of calendar year 2016 was met at the end of 2015, a full year ahead of the mandate. The increase was achieved by the educational campaign for our residents and businesses as well as an in-depth analysis of the recycling materials originating from Charlotte County and insuring that the County was getting credit for them.
 - The Solid Waste Division, in coordination with the Charlotte County Sheriff's Department inmate work program, conducted a cleanup of trash at the intersection of State Road 31 and Bermont Road. The intersection is frequented by truckers that use it as a rest area and unfortunately many take the liberty of dumping their trash including urine bottles at the intersection. One thousand and nine hundred pounds (1,900) of garbage was collected by the inmates and Solid Waste Division staff.

Tourism

- Sports and Meetings
 - Sean Doherty met with with iTrekkers, an online fishing guide booking engine, to discuss how the VCB can potentially partner with them to increase the exposure of our local fishing product to consumers both domestic and international.
 - Met with the organizers of the SpringFling Lacrosse tournament to discuss the potential of relocating the event to Charlotte County in 2017.
 - Sean secured a Florida Half Century Softball tournament for May 21-22, 2016.
 - Sean coordinated a webinar for our local industry partners implemented by TJC Solutions which included software solutions for event registration, volunteer management, event ticketing and online merchandise sales.
 - Sean conducted a site visit of Charlotte County for our new meetings and conventions sales manager, Susan Tobin to educate her on our meetings market product and to discuss initial goals and sales strategy.
 - Public Relations & Communications
- Monthly Report, March 2016

- In order to generate excitement for the upcoming baseball season, the Tampa Bay Rays held their annual Rays Fan Fest at Tropicana Field last month (Feb. 27). As the spring training home of the Tampa Bay Rays, Charlotte County was invited to exhibit. Charlotte Harbor Visitor & Convention Bureau staff distributed visitor guides, shared what's new within the destination as well as upcoming events including Funk Fest 7, Punta Gorda Short Film Festival and Sugar Bert Boxing. (right)
- Joseph Walker with the Walker Travel Group, Chameleon Global and Amadeo visited the destination March 14 and 15. He met with accommodations and attractions regarding building an itinerary for Amadeo, a tour operator that plans to bring weekly trips with international visitors to Punta Gorda for a night. The group will originate in Miami, overnight in Punta Gorda and return to Miami the next day. The tours should begin in mid- to late April.



- Film and Digital Media
 - Jerry Jones participated in production meetings with Sean and Brooks Paxton as they prep for shooting their Charlotte County ecology segments.
 - Helped locate a commercial drone operator to shoot footage on Little Gasparilla Island. Footage will be shared with the bureau. Assisted Steve Donaldson of Harmonic Image with two days of shooting on Manasota Key and near Lemon Bay. Projects were for corporate videos.
 - Began preproduction meetings with our creative agency, Aqua, professional photo shoots scheduled for April
- Location Photography & Videos
 - Added to the photo library with the following locations: Ponce de Leon Park, Peace River Seafood, Laishley Marina (right), Stump Pass Marina, Stump Pass Grille, Pirate's Dream, Pottery Express, Tringall Park, Sunfresh Produce and History Park, among others.



Utilities

- Administration
 - Human Resources: 237=Total positions; added Restore Act Coordinator; 211 filled positions; 18 vacant positions; 8 offers pending.
 - Public Outreach:
 - 4 Press Releases Issued for
 - Spring Facility Public Outreach Tours
 - Focus on Change Award
 - Reading Street Intermittent Intersection Closures
 - Midway Service Interruptions
 - Assisted with power point presentations in development: EWSL Project update, Phase 2 Master Sewer Plan Expansion, Line Extension Project Update
 - Content Management of www.SpringLakesProject.com: 418 visitors to the site
 - Represented the Utilities Department and presented during an employee recognition presentation at the Focus on Change Awards Ceremony
 - Accepted April Water Conservation Month Proclamation
 - 254 Facebook Likers connected through social media

Monthly Report, March 2016

- Utilities Department Website Migration Updates went live on March 14, 2016
- Managed 12 Public Staff inquiries and resolutions and 9 Public Records Requests
- Completed the COOP Plan for the Utilities Department to the Public Safety & EMS Division
- Coordinated Education Outreach Tours for West Port WRF, Burnt Store WTT/WRF, and Rotonda WRF
- Assisted with Ribbon Cutting Ceremony for Burnt Store Road Widening Project
- Presentation Developed and Coordinated for Charlotte County Government Ambassador Program
- Hydration Presentation: Loveland/Courtyards Condominium Association 50 people in attendance
- PR/MRWSA Water Resources: Water Demand in March averaged 27.22 MGD and water quality was good. There was 11.98 BG of water in storage at the end of March, representing 440 days of demand.
- Business Services:
 - Web Services – VueBill (hosted by BillTrust). Currently 16,671 (22.9%) of our customers now receive their bill electronically. 83% of our customers pay electronically.
 - Fixed Base meter installation: The fixed base meter project has resumed. Mueller has introduced new technology and is swapping out the meters we have purchased with meters that include the new technology.
 - Customer Service: Total number of customers to the lobby was 2,028
 - Delinquencies: Total delinquency revenue for the month was \$53,320 FY16 total: \$246,765
 - Banner Upgrade: Functionality development involving Business Services staff is complete. User Acceptance Testing to begin April 11 and continue for twelve weeks. Additional resources have been identified and it has been determined that the contract is to be extended three months.
 - Accounts Receivable: - the 90 day March accounts receivable days was 22.26% compared to the same time period last year of 33.38%. The 30 day March accounts receivable was 73.41% compared to the same period last year of 61.65
 - Telephone Activity: There were 157 payment only calls and the average speed of answer was 25 seconds. 45% of all telephone calls are payment calls. For the remaining 7,967 calls presented an average speed of answer was 2.09 minutes.
 - Customer Satisfaction: The key areas that we survey include: LPS installation, new meter installation, and move in customer. The overall results of Feb Surveys were: 95.78% of all customers surveyed were either satisfied or extremely satisfied.
- Engineering Services:
 - Monthly Statistics: 1,662 Locates Processed from Sunshine State One Call; 1 Developer Agreements Prepared; 75 Residential Service Availability Letters Prepared; 0 Commercial Service Availability Letters Prepared; 45 Residential Service Applications Processed; 395 CIP inspections; 100 Developer inspections.
 - Grants and SRF Activity:
 - Drinking Water SRF
 - Loan Acquisition in Process
 - East and West Spring Lakes: Loan application package under development. Anticipated presentation to BCC for approval in late April.
 - Parkside: Loan application package under development. Anticipated presentation to BCC for approval in early April.
 - Fixed Based Meter: Loan application package under development. Anticipated before BCC for approval in late April.
 - Clean Water SRF
 - Loan Acquisition in Process
 - Reclaimed Water East Port Stage 5 Improvements (construction): Anticipated to be priority listed by FDEP during May hearing.
 - Deep Creek Phase I (construction): Anticipated to be priority listed by FDEP during May hearing
 - Parkside CRA Utility Improvements (construction): Priority listed in February. Loan application under development and anticipated presentation to BCC in mid-April.

- The Design package RFI with 5 projects (US 41, El Jobean, Ackerman Countryman, Chamberlain, Loveland Grand Master) was priority listed by FDEP in February under “planning.” Evaluation by FDEP underway to be listed for “design” in May.
- Loan Agreement Status
- East and West Spring Lakes
 - Monitoring continues to verify compliance with federal regulations.
 - Next disbursement request to be submitted in April.
- Planning SRF Loan Acquisition Process
- An RFI to cover the cost of the Sewer Master Plan was approved by the BCC and submitted to FDEP to be considered during the May hearing.
- Grants
- Legislative Appropriation – East and West Spring Lakes awarded additional \$500,000
- Community Development Block Grant (CDBG) - Parkside Utility Improvements – Gertrude/Aaron
 - CDBG Monitoring visit by FDEO scheduled for 4/4.
 - Environmental Review prepared for signature by BCC Chairman for posting in April and then submittal to FDEO.
- SWFWMD – Reclaimed Water Phase 3
 - Staff attended SWFWMD meeting February 10th to hear evaluations and rankings of proposals by District staff.
- SFWMD
 - A new application cycle was announced. Utilities is reviewing the resubmittal for Burnt Store Marina reclaimed water project.
- TMDL – East and West Spring Lakes Phases I and II
- Submitted revisions on Scope of Work and adjust task deadlines for Phase 1 to FDEP to reflect redesign from gravity to vacuum sewer.
- Water quality monitoring data reviewed with TetraTech. Will continue stormwater sampling at two sites.
- USDA – El Jobean
- Staff submitted Preliminary Engineering Report (PER) and Environmental Review (ER) for consideration of a loan/grant combination
- RESTORE – East and West Spring Lakes
- Staff submitted an application under the RESTORE Direct Component funding for the removal/abandonment of 300 septic tanks within the EWSL project area.
- Operations Division:
 - Treatment Facilities (TF):
 - 167 preventative maintenance, 23 corrective, and 3 emergency work orders were completed.
 - Backflow/Reclaimed: 238 residential cross-connection inspections, 5 backflow inspections, and 6 reclaim site maintenance/repairs completed
 - Pre-Treatment: 132 monthly inspections, 63 re-inspections were completed. 2 notices of violation were issued and no spills were reported this month.
 - Burnt Store WRF: Staff rebuilt the blower and motor for #1 aeration and installed a 6” plug valve and tee on the chlorine contact basin piping.
 - Burnt Store WTP: Staff with contractor repaired a leaking fitting on the Kynar bulk storage acid fill piping.
 - East Port WRF: Staff constructed and installed thermal and leak detector control panels for #1 and #3 anoxic mixers, installed the process piping and electrical circuitry for the new #2 WAS pump and rebuilt the #1 chlorine contact chamber’s influent Fox-Croft analyzer. Shorted motor leads in the #1 irrigation pump motor were repaired this month and staff also completed installation of new storage racks reorganized stored materials in the pole barn.
 - Rotonda WRF: Staff completed annual cleaning and inspection of the MBR Cassettes and repaired shorted motor leads in the #1 aeration blower motor.
 - West Port WRF: Staff replaced corroded electrical terminals for the final chlorine analyzer and replaced, programed, and calibrated the 8” reclaimed flow meter.

- Walenda RBS: Staff worked with FPL to restore power after the FPL ground transformer failed. FPL replaced the transformer and staff confirmed station voltage and rotation before restoring it to service.
- Personnel: Treatment Facilities division is pleased to welcome Dalton Carlton, Water Plant Operator and Ryan Tarsek, Utilities Plant Operator Trainee to our staff.
- Training: 11 staff members attended the FDEP/FRWA Focus On Change Seminar.
- Tours: Educational tours were conducted at the Burnt Store, Rotonda and West Port facilities this month.

Flow Data												
Year	Month	Burnt Store WRF		East Port		Rotonda WRF		West Port WRF		Total CCU		Burnt Store WTP
		A.D.F	A.D.F	A.D.F	A.D.F	A.D.F	A.D.F	A.D.F	A.D.F	A.D.F	A.D.F	A.D.F.
		Inf.	Reuse to	Inf.	Reuse to	Inf.	Reuse to	Inf.	Reuse to	Inf.	Reuse to	Water
		Flow	Customers	Flow	Customers	Flow	Customers	Flow	Customers	Flow	Customers	Customers
2016	Jan	0.455	0.001	4.896	0.428	1.326	0.540	0.603	0.256	7.280	2.016	0.430
2016	Feb	0.444	0.000	5.188	0.264	1.348	0.504	0.612	0.241	7.592	1.978	0.472
2016	March	0.386	0.002	4.549	0.537	1.143	0.938	0.614	0.223	6.692	1.700	0.533
2015	Apr	0.303	0.003	3.742	1.753	0.690	0.731	0.629	0.573	5.364	3.060	0.493
2015	May	0.226	0.001	3.560	1.953	0.620	0.648	0.547	0.518	4.953	3.120	0.411
2015	June	0.266	0.001	3.773	1.376	0.809	0.851	0.532	0.334	5.380	2.562	0.329
2015	July	0.341	0.000	4.047	1.098	1.087	0.790	0.526	0.063	6.001	1.951	0.387
2015	Aug	0.354	0.000	5.446	0.586	1.090	0.706	0.538	0.049	7.428	1.341	0.330
2015	Sept	0.383	0.000	4.809	0.632	1.176	0.634	0.560	0.000	6.928	1.266	0.496
2015	Oct	0.321	0.003	4.037	0.988	0.992	0.854	0.537	0.155	5.887	2.000	0.429
2015	Nov	0.314	0.001	3.852	1.561	0.907	0.935	0.605	0.280	5.678	2.777	0.387
2015	Dec	0.340	0.000	3.915	1.200	0.911	0.878	0.599	0.281	5.765	2.642	0.387

- Water Distribution:

- 4 Employees completed short school for Distribution Operator
- 6 Employees were certified for MOT
- One new employee passed his CDL license
- One employee obtained her Distribution Operator 3 license
- Attended Focus on Change seminar to go over new regulations with FDEP
- Interviewed and made offer to hire Administrative Rep 2 to replace Rita. Start date 4/6/16
- Entered the water taste test for our region. Did not win.
- Met with North Port about metered connection at Flamingo
- Converted several bad scales for chemicals to ultrasonic devices
- Contractor started to work on Golf Course Booster storage tank repainting

- Wastewater Collection:

- Sewer Lines: 3 B/O's were removed to accommodate Public Works sidewalk installation; located 3 service laterals, tapped 2 FMs for pressure information; investigated 8 backups determined to be customers' problem; repaired 3 service laterals; cleared 2 gravity sewer main blockages; repaired 3 manholes and inspected another 12; cleaned and televised 3948 gravity sewer main; completed 31 LPS taps for new construction; completed smoke testing of the McGuire Park L/S 11 and Plaza L/S 12 collection basin
- Lift Stations: 88 corrective maintenance work orders completed; 71 preventative maintenance work orders completed; replace pump bases and discharge lines at Lift station 307 and 308 in Deep Creek; conducted a wet well floor inspection of Lift Station 304; completed lift station evaluations for the entire Rotonda West MSBU; conducted a test with a new Odor control product

and determined the current product being used is sufficient; identified five lift stations requiring MCC replacement.

- Low Pressure Sewer: Responded to 282 low pressure sewer service calls; completed 57 preventative maintenance calls; completed 6 mandatory systems; 13 upgrades completed; 9 check valves replaced at street; removed 1 failed tank crushed by contractor; replaced 2 failed tanks; flushed Gold Coast area LPS main line.
- Personnel: 2 employees completed the FWPCOA Short School on-line and tested for the Wastewater Collection “C” certification. Two new employees started.