

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

Budget & Administrative Services

Fiscal Services

- Staff reviewed and completed performance measures for the last two fiscal years and revised measures for reporting on the current year.
- Staff attended FGFOA Leadership program.
- Staff attended SWFGFOA seminar on Accounting Dilemmas and Uniform Grant Guidance in Ft. Myers.
- Staff attended professional development workshop on April 4th hosted by Dr. Fluty from the Florida Institute of Government.
- Grants Support
- Staff reviewed Memorandum of Agreement between Human Services and Transit and recommended alterations to Human Services for transitioning into a perpetual agreement until either party terminates.
- Staff analyzed, prepared and entered changes to the FY2017 budget for any technical changes required for grant compliance or was of a material amount.
- Received notification from FEMA that project worksheet for Stump Pass improvements related to Hurricane Debby was approved in the amount of \$3.1mil.
- Public Safety Grants
- Passed a State of Florida grant monitoring audit for the Emergency Management Services County Pre-Hospital Grant; Contract C3008. No findings.
- Coached Emergency Management staff in the development of Novus Agenda Item, County Resolution, and supporting documentation for April 26, 2016 Board of County Commissioners consideration of a Pre-Disaster Mitigation Grant to support three (3) County initiatives.
- April 26, 2016, BCC authorized submission of an on-line application for the FY2016 Pre-Disaster Mitigation Grant for three (3) projects: Fire Station 10 Rebuild, Generator at Kingsway Elementary School, and Wind Retrofit for Port Charlotte Village Clubhouse.
- Prepared and submitted 3rd quarter expenditure and activities report to the State of Florida for Emergency Management Preparedness and Assistance Grant on agreement 16-BG-83-09-18-01-008 for the period of Jan 1 – Mar 31, 2016. The reimbursement request for the period totaled \$31,114.88.
- Prepared and submitted 3rd quarter expenditure and activities report to the State of Florida for Emergency Management Performance Grant on agreement 16-FG-4D-09-18-01-075 for the period of Jan 1 – Mar 31, 2016. The reimbursement request for the period totaled \$17,548.81.
- Prepared and submitted 2nd quarter expenditure and activities report to the State of Florida for the Homeland Security CERT Program Subgrant on agreement 16-CI-S9-09-18-01-343 for the period of Jan 1 – Mar 31, 2016. There were no expenditures.
- Prepared and submitted the 2nd quarter expenditure and financial report to the Department of Justice for the Sheriff's allocation of the Edward Byrne Memorial Justice Assistance Grant (JAG) on award 2015-DJ-BX-0696 for the period of January 1 – March 31, 2016. The reimbursement request for the period totaled \$19,160.
- Human Services Grants
- Requested a total of \$98,600.61 in grant reimbursement claims:
 - \$22,534.12 to Area Agency on Aging for the Older Americans Act Grant (OAA)
 - \$40,081.08 to Area Agency on Aging for the Community Care for the Elderly Grant (CCE)
 - \$17,237.94 to Area Agency on Aging for the Alzheimer's Disease Initiative Program (ADI)
 - \$1,444.87 to Area Agency on Aging for the Home Care for the Elderly Program (HCE)
 - \$7,160.35 to Department of Economic Opportunity for the Community Services Block Grant Program (CSBG)

- \$2,004.27 to Department of Economic Opportunity for the Low Income Home Energy Assistance Program (LIHEAP)
 - \$1,869.98 to Florida Department of Juvenile Justice for Civil Citation Community Services
 - \$6,268.00 to Department of Juvenile Justice for the Invest in Children Grant
- 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.
- Staff worked with Human Services to develop a SWOT analysis for the Emergency Management Grant to determine if the return on investment justifies receiving the grant.
- Staff attended a webinar on the 2016 Community Services Block Grant Program (CSBG) for the mid-year modification.
- Staff participated in the on-site audit monitoring for Low Income Home Energy Assistance Program (LIHEAP) and Community Services Block Grant Program (CSBG) grants.
- RESTORE Grant
- Submitted changes to established staff roles in Grant Solutions to the U.S. Department of Treasury to modify internal controls for RESTORE funding when submitting applications and program monitoring reports for federal funding utilization.
- Staff participated in the webinar hosted by the U.S. Department of Treasury on April 7th to review the Treasury's RESTORE Act Compliance (TRAC) Initial Review document.
- Received Treasury's RESTORE Act Compliance (TRAC) Initial Review of Charlotte County on April 21st with the Detailed Observation Report.
- MAC Grants
- Processed Boater Revolving Fund Subrecipient reimbursement requests for the following projects:
 - Sundown Harbor Patrol Flights (s391602) for the period Mar 1 – 31, 2016. The reimbursement for the period totaled \$1,766.00
 - Marine Debris Removal (s391614) for period Oct 1, 2015 – Mar 31, 2016. The reimbursement for the period totaled \$651.31.
 - Maintenance to Navigation Aids (s391652) for period Dec 31, 2015 – Mar 31, 2016. The reimbursement for the period totaled \$13,449.41.
- Received a total of \$115,306.02 in grant reimbursement claims from West Coast Inland Navigation District (WCIND):
 - \$2,775 for Contract C-194 Punta Gorda PD GPS Chart Plotter & Underwater Metal Detector
 - \$1,225 for Contract C-195 Punta Gorda PD Dive Team Equipment Trailer
 - \$28,241.02 for Contract C-197 Charlotte Harbor Environmental Center Boat-Based 4th Grade Environmental Education
 - \$9,240 for Contract C-198 Charlotte Harbor Environmental Center Summer Camp Kayak Fishing
 - \$2,000 for Contract C-201 Peace River Sail & Power Squadron Safe Boating Course Materials
 - \$825 for Contract C-202 Peace River Sail & Power Squadron Chart Plotter GPS and Life Vests
 - \$2,342 for Contract C-204 USCG Aux Flotilla 87 Safe Boating GPS Course Material
 - \$68,658 for Contract C-205 Charlotte Harbor CRA Harbor Walk Phase 1a
- April 14, 2016. Represented Fiscal Services at the April Marine Advisory Committee
 - Provided financial update & project status on Boater Revolving Fund grants
 - Presented 3 late 2017 MAC applications for committee consideration
- Developed Novus Agenda Item, County Resolution, and supporting documentation for May 10, 2016 Board of County Commissioners consideration of the Boater Revolving Fund 2017 MAC grant recommendations and WCIND applications.
- Presented briefing at Fiscal Services All-Staff Meeting on the Boater Revolving Fund grant processes.
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- Transit Grants
- Prepared and submitted Federal Financial Reports (FFR) to the Federal Transit Administration (FTA) for the Section 5307 Formula grants on agreements FL-90-X800-00, FL-90-X827-01 and FL-90-X860-00 for the period of January 1-March 31.
- Received from the Florida Department of Transportation the Supplemental Joint Participation Agreement #ARL99 for the Section 5310 Operating grant in the amount of \$52,500.
- April 8, 2016 Transit received the designation to serve as the Community Transportation Coordinator (CTC) for the next 5 years from the Commission for the Transportation Disadvantaged.
- Rate Model Calculations for FY 17 Transportation Disadvantaged allocation were approved for the Commission for the Transportation Disadvantaged.
- Received \$29,874 in grant reimbursement claims from Commission for the Transportation Disadvantaged for FY 16 Transportation Disadvantaged Trip and Equipment Grant.
- Prepared and submitted the Quarterly Report for the Local Coordinating Board (LCB) Meeting to the MPO for the upcoming LCB meeting on May 12, 2016.
- A Cost per Trip Analysis was completed for the Transit Senior Division Manager.
- MPO Grants
- Reviewed the Quarterly Progress Report for submittal to Florida Department of Transportation for Sec. 112 PL Funds on agreement A5684 for the period of January 1-March 31, 2016. The reimbursement request for the period totaled \$123,301.30.
- 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 March 1-31, 2016.
- Prepared Amendment for the Arthropod Control Monthly Report which was signed at the April 26th BCC meeting.
- Provided Eden reports for Mosquito Control Management for decision making.
- Justice & Mental Health Collaboration Grant
- Attended Public Safety Council Meeting and Criminal Justice Behavioral Health Advisory Council Meeting and discussed the elements of our strategic plan in view of future grant solicitations.
- Submitted GAN Grant Adjustment Notification to BJA and budget adjustment was approved.
- Submitted draw down of \$7,500 for Charlotte Behavioral Health Care, and completed the FFATA reports.
- Road Grants
- Received a total of \$763,742.62 as follows:
 - \$514,064.25 from FDOT for Burnt Store Rd Phase 3 construction
 - \$123,419.49 from FDOT for Burnt Store Rd Phase 2 design
 - \$118,758.44 from FDOT for Phase 1A Harbor Walk construction
 - \$7,500.44 from FDOT for US41 right of way maintenance
- Invoiced a total of \$315,240.78 as follows:
 - \$135,665.50 to FDOT for SR776 Gasparilla Rd intersection improvements
 - \$83,584.46 to FDEP for Stump Pass monitoring
 - \$81,890.10 to Boater Improvement funds for Harbor Walk construction
 - \$13,449.41 to Boater Improvement Funds for marine marker maintenance
 - \$651.31 to Boater Improvement Funds for Marine debris clean up
- Charlotte Harbor CRA FDOT LAP Grant:
- Gateway Harborwalk Phase 1A construction:
 - Phase 1A BIF Local Boater Improvement Fund Billings: \$81,890.10
 - Phase 1A billings: \$73,865.71
 - Phase 1A Revenue received: \$118,758.44
- Attended the CEI bi-weekly Phase 1A Gateway construction progress meeting:
 - Final completion will be May 5, 2016
 - Change Order: pavers v. pervious concrete and final quantity adjustments has been approved by FDOT; seawall, sidewalk revisions pending

- Operating Support
- Completed Florida Benchmarking Survey.
- Participated in Solid Waste ongoing rate case with Waste Management.
- Completed FY17 budget adjustments.
- Implemented new rates for the Utility Department that took effect May 1st.
- Completed all preparation for 2nd Quarter business meetings with departments.
- Prepared Extension staff cost analysis comparison to University of Florida costs.
- Compiled 5 year overtime historical costs analysis by Fund & Department.
- Created the task breakdown chart for the Analytical Core Service Group in aid of the Fiscal Services transition to core services.
- Met with Parks Maintenance Supervisors to discuss Ballfields & Parks expenditures.
- Met with Community Services Director to discuss mid-year budget to actual
- Compiled weekly ActiveNet receivable reports and sent to Finance
- 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: \$233.64
 - Interest & fees expensed: \$292,896.44
 - Principle Payment: \$760,352.96
- Parkside CRA:
 - Elkcam Blvd Multi Use Path project billings: \$-0-
 - Harbor Blvd Amenities design project billings: \$934.56
 - Multi-use Trails & Greenway design project billings: \$18,556.25
- Capital Support
- Staff attended the following meetings:
 - Administration MSBU Meeting (2)
 - Weekly Utility MSBU Progress Meetings
 - CIP Restructure meeting
 - South Gulf Cove Street and Drainage advisory committee meeting
 - Northwest Port Charlotte advisory committee meeting
 - CIP Restructure meeting to receive direction on changes for the FY17 CIP book format – to include summarized heavy equipment and large truck replacement schedule for all departments (over 1 ton)
- Trained on FEMA Quarterly reports.
- Met with legal to discuss master ordinance for MSBU's.
- Met with Finance to discuss accounting for the Utility MSBU's.
- Completed CIP estimates for PW MSBU's for FY16.
- Completed FY17 budget changes for beginning balance and CIP carryforwards for PW MSBU's.
- Trained AP/AR staff on the preparation of the Quarterly Invoice to FDOT per the US 41 ROW Mowing agreement.
- Trained with CIP/MSBU staff on the use of comprehensive financial statements for Parkside CRA to implement consistent reporting.
- Reviewed and updated master project files for year to date project expense for all projects excluding Utilities and MSBU.

- Finalized carryover in the Road & Bridge fund, identified increases needed due to contract award, and determined change from FY17 original proposed.
- Finalized the Impact Fee fund, identifying new revenues and a line item budget for FY17, and determined change from original proposed.
- Finalized Road CIP, cash flow and Fund 3005 line item budget files for FY17 and determined change from original proposed.
- Finalized 2009 & 2014 Sales Tax Extension Funds 3008 & 3009, line item budget files for FY17 and determined change from original proposed.
- Finalized the Native Tree Fund line item budgets for FY17 and determined change from original proposed.
- Prepared analysis of project funding for Burnt Store Road Phases 1 and 3 for Public Works and PIO.
- Provided a monthly project budget status update to Public Works and Facilities.
- Prepared the Impact Fee allocation for FY16 second quarter.
- Updated an 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. Met with Directors to discuss options.
- Processed billings for Public Works MAC and BIF funded projects with expenditures February 9 through March 22, 2016.
- Calculated amortization schedule and proposed MSBU rate for the San Sebastian sewer project for the City of Punta Gorda.
- Met with sea turtle monitoring vendor related to contract changes to allow beach renourishment during turtle nesting season.
- Analytical Support
- Reviewed and scored applicants for the senior financial analytic position.
- Met with Administration and County Commissioner to provide impact fee rate schedules and rate change scenarios.
- Met with AR/AP group to explain the Sport Park Utility Billing process.
- Completed testing of the data warehouse crystal reports and forwarded to staff in preparation of their quarterly business meetings.
- Balanced All Funds at level 2 and reconciled entries to FY16/FY17 Budget Change List.
- Completed carryforward and beginning balance adjustment for BP Fund and Fine & Forfeiture fund and entered budget changes for level 2.
- Completed the quarterly vehicle replacement journal entry charges totaling \$29,740.
- Submitted the quarterly inter-fund transfers to Finance, totaling \$540,137.
- Completed quarterly disbursements of \$36,093 for the Public Defender, and \$32,125 for the State Attorney.
- Arranged and attended two (2) Not-For-Profit site visits.
- Posted Budget Adjustments and Administrative Transfers into EDEN and verified that the General Ledger is in balance.
- Revised org charts for Purchasing.
- Analyzed department projections.
- Prepared a list of the Constitutional e-mail addresses.

I.T.

- Banner CIS Upgrade (Hansen Technologies) - 70 % complete - estimated main project completion date – 8/29/2016
- PCI Compliance review - 60 % complete - estimated completion date – 6/30/2016
- BMC Footprints Service Core - 33 % complete - estimated completion date – 5/31/2016
- Utilities Department Data Management - 5 % complete - estimated completion date – 7/30/2017
- Office 2016 – 10% - estimated completion date – 7/30/2016
- Public Website: 211 – estimated completion date – 5/31/2016

- 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 – 8/31/2016
- RouteMatch: Notification Module – 30% - estimated completion date – 5/16/2016
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- COMPLETED PROJECTS–
- Emergency Management WebEOC Upgrade - The Emergency Management WebEOC version 7.8 to 8.0 upgrade went live on Friday 4/1/2016. WebEOC supports the mission of crisis management, public safety and emergency response personnel. The solution has evolved to provide simplified information access promoting intelligent incident response and business resiliency. This version will also allow for the real-time deployment of on-line maps during an emergency displaying such things as water/food distribution points, road closures and other dynamic GIS related information.
- Public Web sites - Public web site development for Public Works, Human Resources and County Attorney was completed in April and has been turned over to the PIO office for content migration and training.
- ActiveNet Live - ACTIVE Net is a cloud based solution and will help manage registrations, reservations, and memberships for Community Services replacing the Class application. The system had a soft Go LIVE on 3/1/2016 and formally went live on 4/1/2016.
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- IT positions being re-organized and filled – IT continues to fill vacancies and has made a selection on its final vacancy for a Computer Support Specialist. It is hoped to have the position filled during May.
- IT Staff invited to speak at conference – Information Services Manager, Bryon Catlin, was invited to the Microsoft Envision Conference, in New Orleans, to speak on behalf of local governments about how counties can use technology to engage with citizens. He was one of five selected to speak on behalf of their respective government organizations which included members from state, federal, local and international agencies.
- Accela Process streamlined – Community Development was in need of an enhancement to Accela that would notify subcontractors automatically when their license was added to a permit. Working with Building Construction Services staff, IT Programmer/Analyst, Kevin Lapham, formulated and coded a solution. Now Subcontractors receive an email when added to a permit. This has streamlined the process saving time and confusion between Contractor/Subcontractor and Community Development.
- April Call Statistics:
- Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) = 259 +/- +11
- Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 244 +/- -12
- Incidents Opened Last Month – (hardware or software that is not functioning properly) = 527 +/- - 52
- Incidents Closed Last Month – (hardware or software that is not functioning properly) = 645 +/- - 34
- Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 966 +/- +127

Purchasing

- Pre-quote meeting held:
 - 16-214 Headworks Concrete Deck Restoration – East Port Water Treatment Facilities
 - Quotes due and received:
 - 16-161 Airboat, Motor, Spray System, Tank and Trailer Purchase
 - 16-162 Jail Laundry Washers

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- 16-311 Stainless Steel Wall Mount Panels
- Pre-bid meetings held:
 - 16-213 Port Charlotte Beach Dock, Seawall and Sidewalk Construction
 - 16-289 Alligator Creek Waterway Dredging
 - 16-294 Stormwater Control Structure – Lion Heart Waterway
 - 16-147 Elevator Modernization – Justice Center
 - 16-251 Landscaping – Toledo Blade Boulevard
 - 16-291 Landscaping – Midway Boulevard
 - 16-292 Landscaping – US 41 Micro Tunnels
 - 16-208 Rotonda West Sidewalk Construction
- Bid openings held:
 - 16-242 Burnt Store Village Landscape Buffer
 - 16-219 Submersible Sewage Pumps
 - 16-213 Port Charlotte Beach Dock, Seawall and Sidewalk Construction
 - 16-296 Harbour Heights Waterway Dredging
- Pre-submittal meetings held:
 - 16-196 Consultant Asset Management (EAM/CMMS)
 - 16-295 Manasota Key 10 year Management Plan
 - 16-152 Multi-Space Parking Meter System
- Proposals due and received:
 - 16-196 Consultant Asset Management (EAM/CMMS)
- Work Orders due and received:
 - 16-313 Design Event Center Generator

Real Estate Services

- Habitat Conservation Plan - We were asked by Natural Resources to acquire three (3) parcels for the County's Habitat Conservation Plan (HCP). These parcels were appraised and offers were sent seeking to acquire them at appraised value. All three offers were accepted and closings will occur shortly.
- Piper Road North - We were successful at the Order of Take hearing on March 30th. The parcels needed for Piper North have been acquired. Pursuant to an agreement with Primerica, there remains 4 property interests to be conveyed by Primerica to the County. The project can move forward once the County obtains these 4 property interests.
- 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 132 applications received to date this fiscal year.
- Harbor Boulevard Improvements (Parkside) - The project will move forward once the County finalizes an agreement to obtain easements with Dr. Khalidi through his attorney. This is being negotiated by the County Attorney's Office and will be presented to the BCC.
- 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.

- 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) - Two bids were received and both bids were determined to be too low for further consideration. We will proceed with another bid opportunity this fall.
- Edgewater Phase II - Mediations to reach final settlement continue.
- Placida Widening - Work continues to acquire additional right of way.
- 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.
- East/West Spring Lake Sewer Project - We continue to assist our Utilities Department as this project moves 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.
- 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 have submitted a list of surplus residential County owned lots to Purchasing for the bi-annual disposal/bid process.
- Staffing - We have completed our staffing action to replace a recent retiree.
- Utilities Acquisition - We are assisting our Utilities Department with the acquisition of an easement for a sewer forced main that is located on private property outside of an easement area. A purchase contract will be presented to the BCC for approval at their May 10th meeting.

Community Development

| Item | Total FY15 | Apr-15 | Apr-16 | FY15YTD | FY16 YTD |
|-------------------------------------|-------------|-----------|-----------|-------------|-------------|
| Single Family Permits Issued | 824 | 53 | 72 | 421 | 571 |
| Multi Family Permits Issued | 9 | 0 | 0 | 2 | 6 |
| Commercial Permits Issued | 91 | 25 | 18 | 71 | 48 |
| All Other Permits Issued | 19254 | 1798 | 1819 | 10993 | 11796 |
| Customers Served | 24755 | 2121 | 2494 | 14067 | 15304 |
| Inspections | 60299 | 5532 | 6436 | 35241 | 40750 |
| Permitting Revenue | \$3,566,544 | \$344,665 | \$325,379 | \$2,077,440 | \$2,319,288 |
| Permitting Expenditure | \$2,441,620 | \$209,818 | \$208,224 | \$1,329,225 | \$1,956,546 |
| Code Enforcement Revenue | \$1,090,865 | \$79,018 | \$60,963 | \$579,923 | \$453,599 |
| Code Enforcement Expenditure | \$1,500,572 | \$126,608 | \$155,318 | \$821,254 | \$1,302,287 |
| New Complaints Received | 1218 | 79 | 78 | 384 | 503 |
| Code Cases Initiated | 3397 | 365 | 356 | 2013 | 2161 |
| CEB Cases Heard | 335 | 30 | 28 | 199 | 151 |

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|---------------------------------------|----------|---------|----------|----------|----------|
| Citations Issued \$ Amount | \$93,000 | \$9,000 | \$11,000 | \$46,000 | \$64,000 |
| New Contractor Licenses Issued | 16 | 2 | 1 | 11 | 11 |
| Contractor Licenses Revoked | 8 | 0 | 0 | 5 | 4 |

- On Friday, April 15th a group from Community Development met with the key contractors for Babcock Ranch and had a question and answer session on the permitting process. Claire Jubb, Community Development Director, gave a presentation with a brief demonstration of our website. The information was well received and appreciated by all involved.
- Several employees attended the Babcock Ranch “Grand Reveal“ on April 22nd which included an indoor farmer’s market showcasing locally grown fruits and vegetables, solar power displays, concept drawings for the future development and speeches from developer Syd Kitson and regional elected officials. There was special mention of the hard work and cooperation between Babcock and the Community Development Department.
- Claire Jubb, Community Development Director, was the guest speaker at the Enterprise Charlotte Economic Council (ECEC) monthly meeting. The Enterprise Charlotte Economic Council is an investor-driven organization established to provide a funding vehicle for businesses to invest in the long-term economic vitality of Charlotte County. The council is made up of local business owners and representatives and who invest time and resources to achieving their mission of advocating and facilitating a stronger local economy through diversified job growth. During her presentation, Claire gave the group an overview of the different functions of the Community Development Department and how they play a key role in helping to facilitate development in Charlotte County
- Babcock Ranch
- Babcock Overlay Zoning District Pattern Book #3 was submitted to the Community Development Department for review and approval.
- 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 (Board) 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). A settlement agreement was drafted in order to resolve this challenge and the Board approved the settlement agreement on April 26, 2016. The Board will hold a single public hearing to adopt a text amendment pursuant to the settlement agreement on June 14, 2016.
- Revision of the Land Development Regulations
- During the implementation of the adopted Land Development Regulations (LDRs), staff noticed that there were some errors or codes that needed to be amended in order to be consistent with the Florida Building Codes. Therefore, staff has been working on some revisions to the LDRs.
- School Concurrency
- No new updates at this time.
- Planning and Zoning Board
- The following petitions were heard by the Planning and Zoning Board on April 11, 2016:
- PP-07-02-04:
 - PG Holdings, LLC is requesting a three-year extension to the Preliminary Plat approval for Burnt Store 80 Acres. The applicant was granted Preliminary Plat approval by the Board of County Commissioners on May 15, 2007, with four (4) conditions. A one-year extension was granted by the Planning and Zoning Board on July 13, 2009, a two-year extension was granted on August 9, 2010, a two-year extension was granted on July 9, 2012, and another two-year extension was granted on June 9, 2014. The subdivision, consisting of one hundred eight (108) single-family lots (a Planned Development) on 80.15 acres, more or less, is in Sections 29 and 32, Township 42, Range 23, located east of Burnt Store Road (off Harbor

Side Boulevard), southeast of Harborside Woods Subdivision, and south of Punta Gorda Isles Section 16 Subdivision in Commission District II.

- Community Development Department Recommendation: Approval
- SV-16-02-02:
 - Tiny and Patricia Van Tonder are requesting to vacate a portion of River Drive, a total of 0.11 acres, more or less, part of San Souci Subdivision Unit A, as recorded in Plat Book 1, Page 48, of the Public Records of Charlotte County, Florida. The targeted segment is located south of Livingston Drive, north and west of Shell Creek, and east of the CSX Railroad right-of-way, in Section 24, Township 40S, Range 23E, in Commission District I.
 - Community Development Department Recommendation: Approval
- SV-16-01-01:
 - Peter and Ebba Patrick are requesting to vacate all of Tarpon Court, a total of 0.23 acres, more or less, part of Forrest William Blake Estates Subdivision, as recorded in Plat Book 2, Page 38, of the Public Records of Charlotte County, Florida. The targeted right-of-way is located south of Lemon Bay Road, north of Virginia Avenue, east of Riverside Drive, and west of New Point Comfort Road, in Section 6, Township 41, Range 20, in Commission District III.
 - Community Development Department Recommendation: Approval
- FP-16-01-01:
 - Matthew D. Adams has requested Final Plat approval for a two-lot minor subdivision to be named, Rowland Country Estates. The site is 6.28 acres, more or less, and is located south of Old Landfill Road, west of Harborview Road, north of Rowland Drive, and east of Pebble Terrace, in Section 19, Township 40 South, Range 23 East, in Commission District I.
 - Community Development Department Recommendation: Approval
- PA-16-02-01-LS:
 - Pursuant to Section 163.3184(3), Florida Statutes, transmit a Large Scale Plan Amendment to the Department of Economic Opportunity (DEO) and other State agencies for review and comment; this request is to amend Future Transportation Map Series Map #7: South County Sidewalks and Bikeways to add the Babcock Trail Alignment; Petition No. PA-16-02-01-LS; Applicant: Charlotte County Board of County Commissioners; providing an effective date.
 - Community Development Department Recommendation: Approval
- Board of County Commissioners Land Use
- There was no BCC Land Use Meeting on April 26, 2016.
- CRA
- 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, 2015. 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 and is beginning the adoption process. A public forum to discuss the LDR revision and rezonings will be held on May 11. The LDRs and rezonings are scheduled to be heard before the Planning and Zoning Board in August and before the Board of County Commissioners in September and October.
- Murdock Village
- There is no action on Murdock Village.
- Board of Zoning Appeals
- On April 13, 2016, the Board of Zoning Appeals took the following actions regarding the variance, special exception or appeal applications listed below.

- Petition SE-16-003: Ronald Klootwyk requested a special exception to allow a Major Home Occupation, consisting of personal fitness training, in the Residential Estate-1 (RE-1) zoning district, located at 27421 Lippizan Trail, Punta Gorda. The Board of Zoning Appeals voted 4-0 to approve a special exception subject to four conditions.
- Petition SE-16-004: Attorney Geri Waksler, agent for P.G.B.K., requested a special exception to allow outdoor storage of trucks and heavy equipment in the Commercial General (CG) zoning district, located at 12120 Tamiami Trail, Punta Gorda. The Board of Zoning Appeals voted 4-0 to approve a special exception subject to ten conditions.
- Petition APL-16-001: The applicant requested that this application be continued to allow time to work out a solution with the Zoning Official that may result in the withdrawal of this application. The Board of Zoning Appeals took no action on this application.
- Site Plan Review
- Community Development received 10 applications in March:
 - One Preliminary
 - Four Final
 - Three Preliminary and Final
 - One Final for DSRB (design standard review board – Murdock DRI area)
 - One Major Modification for an existing PD

Community Services

- Administration
 - Responded to 164 phone calls, 36 web mails, 3 citizen action requests, 5 incident reports, 2 accident reports
 - Parking passes sold 25 (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 – 1,136 Page Likes
 - iHeart Media commercials – Moonlight Movies, Fan Bricks, April Pools Day
 - Seasonal Concessions
 - Englewood Beach
 - Hot Dog Cart – Yank’s Franks
 - Yoga – Loving Light Healing Center
 - Beach Chairs/Umbrellas/Scooter Rental – Englewood Florida Scooters
 - Yes Man – fresh fruit drinks
 - Parks and Natural Resources provided tables and chairs for the Sunday Fun Day at the Promenades at Parkside. Recreation provided bowling and other activities for the kids’ zone. The event was a public / private partnership to showcase the new ownership of the Promenades Mall and their commitment to the community and Parkside.
- Charlotte Sports Park
 - The Charlotte Sports Park hosted 11 home games for the Charlotte Stone Crabs on the following dates with a total attendance of 11,824.

| | | | |
|-------------|-------------|--------|---------------|
| ○ Saturday | ○ 4/9/2016 | ○ 2741 | ○ Home Opener |
| ○ Sunday | ○ 4/10/2016 | ○ 370 | ○ |
| ○ Friday | ○ 4/15/2016 | ○ 1312 | ○ |
| ○ Saturday | ○ 4/16/2016 | ○ 813 | ○ Fireworks |
| ○ Sunday | ○ 4/17/2016 | ○ 367 | ○ |
| ○ Monday | ○ 4/18/2016 | ○ 727 | ○ |
| ○ Tuesday | ○ 4/26/2016 | ○ 399 | ○ |
| ○ Wednesday | ○ 4/27/2016 | ○ 989 | ○ |
| ○ Thursday | ○ 4/28/2016 | ○ 672 | ○ |
| ○ Friday | ○ 4/29/2016 | ○ 1477 | ○ |
| ○ Saturday | ○ 4/30/2016 | ○ 1957 | ○ Fireworks |

- Recreation
 - The four Charlotte County Recreation Centers, two Charlotte County Skate Parks and three Charlotte County Pools were open a combined 2,175 hours and served over 12,100 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 1,045 with 3,452 touches combined. Recreation facilities were rented 19 times achieving a rental attendance total of 873 people.
- Athletics
 - The total number of local athletic facility users (not including gymnasium use) for the month of April 2016 was approximately 3,540 and facilities were booked 2,947 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.
 - Pro-style Baseball Tournament at North Charlotte Regional Park on April 16th and 17th.
 - Florida Storm Basketball Tournament at Harold Avenue Recreation Center on April 14th and 17th
- Extension Services
 - Administration:
 - Meetings/Reporting/Training/Governance:
 - CED Meeting – 1pm – April 25th
 - Charlotte Soil and Water Conservation District – April 11th – 9 am
 - County Strategic Plan Meeting - Extension Version – 10:30 am to 12 noon - April 6th
 - Government Academy – April 13th – MCRL – 2:30 to 5 pm
 - SC Horticulture Green Team - Gulf Coast REC – 9 am to 3 pm – April 15th
 - Website Hits: Website: 3,218 page views
 - Facebook® Page - Charlotte County Extension data: Facebook: 1,530
 - Likes: Our Blog had 1,128 views. (Mitchell, Schumaker)
 - Sea Grant:
 - Publications:
 - Staugler, E.A. 2016. "The mysterious cow nose ray". Waterline Magazine, Charlotte Sun Herald, April 14, 2016, pg. 8.
 - Staugler, E.A. 2016. "Green Algae Growing". Waterlife Magazine. April 2016, pg. 14.
 - PowerPoint:
 - Staugler, E.A. 2016. "Charlotte Harbor Fisheries Forum", 31 slides. Presentation for MAC
 - Peirce, A., and E.A. Staugler. 2016. "Marine Fisheries Rule Updates", 26 slides. Presentation for Marine Fisheries Regulations & Management Workshop
 - Staugler, E.A. 2016. "Commercial Fishing in SWFL", 25 slides. Presentation for Marine Fisheries Regulations & Management Workshop
 - Website:
 - Apr - "Charlotte Harbor Fisheries Forum" Facebook page – now has 852 likes, our peak views range from 800 on Mondays to 813 on Sundays and Wednesdays with peak viewing times between 8am and 9pm
 - Marine Scene Plus (Regional Blog) <http://flseagrant.ifas.ufl.edu/newsletter/>
 - 4/25 - Small tooth sawfish research in Southwest Florida
 - 4/15 - Its cow nose ray mating season again!
 - 4/2 - Green Algae on the Rocks
 - Field Work:
 - 4/19 - Small tooth sawfish directed monitoring with FWC
 - Outreach Programs:
 - 4/1, 4/15, 4/22 – FMNP Upland Systems class at Environmental Campus. 17 students completed course. Pre/post test results indicate students increased their knowledge about upland systems by 38% over the 6 week course.
 - 4/5 - Sea Grant Marine Fisheries Regulations and Management Workshop for working professionals. Hosted and presented at workshop which was attended by 28 individuals from law enforcement, county/city government, marine research, regional management agencies, and

others. Based on end of workshop evaluation, 100% of workshop participants felt the workshop was a good use of their time, 100% indicated the workshop improved their ability to educate anglers about fishing regulations, and 91% plan to use the information they learned during the workshop in their job.

- Site & Office Visits:
- Fishin Franks – site visit
- Jeff Devine - WCIND
- Josh Olive - Waterline Magazine
- University Governess:
- Compiled contact information for University customer satisfaction survey
- County Governess:
- Participated in filming for VCB on Charlotte Harbor mangroves, highlighting their role in ecotourism
- Meetings:
- 4/6 - County Strategic Plan Meeting - Extension Version
- 4/6 - Florida Sea Grant Extension annual meeting agenda planning conference call
- 4/7 - Meeting with Matt Logan and Michael Poff to discuss Charlotte Harbor Fisheries Forum projects
- 4/12 - SWFL Shellfish Association quarterly meeting
- 4/12 - Meeting with Donna Ball, Don Ball School of Fishing
- 4/14 - Attended and presented at MAC - Charlotte Harbor Fisheries Forum as information only
- 4/26 - Attended Charlotte Harbor Aquatic Preserves public meeting
- 4/28 - Participated on Charlotte Harbor Aquatic Preserves advisory panel for draft management plan update
- Trainings:
- 4/20 - Took 4 required UF trainings related to making, reconciling, and approving purchases using a UF P-Card.
- Other:
- Considerable time spent planning upcoming Florida Sea Grant Fisheries Work Action Group meeting in May (Staugler)
- 4-H Youth Development:
- *Youth Nutrition - Preparing Salsa*
- Over one-hundred third grade students at Sallie Jones Elementary learned how to properly wash, cut, and prepare salsa using all natural ingredients on April 12-13th.
- *Five Outdoor Adventure Club*
- Five Outdoor Adventure Club Members participated in a practice archery match in Desoto County on April 14th. Alex Gregory, Ellie Gregory, Austin Jordan, Andrew Jordan, and Jack Stacey experienced what a competitive archery match would be like alongside the Desoto County 4-H Archery Club.
- *The Four Paws and a Tail 4-H Club*
- The Four Paws and a Tail 4-H Club members competed at the Tampa State Dog Show on April 16th.
- *Four Manes N' Reins Horse Club*
- Four Manes N' Reins Horse Club members competed at the Area F Horse Show on April 8-10th. Natalie Jen, Christopher Jen, Lara Shelatz and Jada Sawhney competed at the regional show held in Palm Beach County. Lara and Jada will move on to compete in the State 4-H Horse show later this summer in Tampa.
- *Earth Day Celebration*
- Over one-hundred elementary aged students at Vineland Elementary learned about different bird breeds, diets, sounds, and speeds at their Earth Day Celebration on April 22nd.
- *2016 Ag-Literacy*
- Over forty third grade students at Peace River Elementary and over one-hundred third grade students at East Elementary were educated on vegetables grown right here in Florida. The 2016

Ag-Literacy release made by the Florida Department of Agriculture and Consumer Services will be read to students all over the state of Florida during the months of April and May.

- *Sallie Jones Elementary*
- Over one-hundred third grade students at Sallie Jones Elementary learned how to properly thread and knot a needle. The students made tissue felt bags for Mother's Day using a blanket stitch and finished off with a button for decoration.
- *District Communications Events*
- Two Charlotte County 4-H members participated in the District Communications Events taken place in Collier County on April 30th. Austin Jordan presented a speech and Alex Gregory presented an illustrated talk. Both members will move on to compete at the state level at 4-H University in July of this year. (Phillippe, Cardwell)
- Horticulture:
- Programming:
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 1st – “Why Landscapes Fail” – Donna Worthley
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 4th – “Palms” – Donna Worthley
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 7th – “Florida Friendly Landscaping” – Tom Becker
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 11th – “Vegetables I” - Gene McAvoy, Multi-County Vegetable Agent
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 14th – “Termites & Ants” – Ralph Mitchell
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 18th – “Vegetables II” - Gene McAvoy, Multi-County Vegetable Agent
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 21st – “Basic Entomology & IPM” – Dr. Doug Caldwell, Collier County Extension
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 26th – “Nematology” – Dr. Billy Crow, UF/IFAS
- 2016 MG Training Class – 9:30 am – 12:30 pm - April 29th – “Tropical Fruits” – Dr. Jonathan Crane, Tropical Research and Education Center
- Special Outreach:
- Master Gardener Radio Show – April 26th – 10 am – Tom Becker, Lynn Buth and Nancy Palmer
- Home and Garden Show – Event Center – April 23rd and 24th – MG Display on Tree Planting
- Invertebrates - Uplands class – FMNP – 10 am – April 8th – Ralph Mitchell
- Arbor Day – April 29th to April 30th – Tree planting demo, free tree giveaway, plant vendors and “Tropical Fruits” by Dr. Jonathan Crane, Tropical Research and Education Center - estimated 250 total in attendance
- LIMITED COMMERCIAL LANDSCAPE MAINTENANCE PESTICIDE LICENSE Training – 8 am to 4 pm – April 27th – 19 in attendance
- Gallery Walk – April 21st – Punta Gorda – 5 pm – Master Gardener Tent
- Commercial Nematology Workshop – 1:30 – 3:30 pm - April 26th – Dr. Billy Crow, UF/IFAS – 9 in attendance
- GI –BMP Training– April 19th – 8 am to 3 pm – 6 in attendance
- Meetings
- Meeting with Lacy and Damaris – Garden Program – April 25th – 10 am – Extension Office Stewardship,
- Florida-Friendly Landscaping™ Program
- Summary: The Florida-Friendly Landscaping™ assistant provided solutions to homeowners on plant care and pest control. Total clientele contacts in the month of April... 619 including 10 teaching events attended by 287, 85 telephone consultations, 105 office visits, 15 field visits and 127 email consultations.
- Who Benefited? Homeowner organizations like Homeowners Association members benefited from interaction with the FFL™ assistant during April. This included members of: the Peace River Botanical Garden Project, Oak Water Cove HOA, Maria Manor HOA, Heritage Oak HOA, River

Wood Audubon Chapter and HOA, Loveland Court HOA, Colony Point HOA, Englewood Men's Garden Club, Fiddler's Green Outback HOA, History Park Community Gardeners, Keep Charlotte Beautiful, Team Punta Gorda, Charlotte County Master Gardeners and two homeowners requesting yard recognition visits.

- May issue, Harbor Style feature writer and Master Gardener, Nancy Palmer describes to homeowners 'How to' grow caladiums successfully and featured landscape demonstration and classes offered this coming summer at Extension.
- Community Gardening Updates: Orientation training workshops are planned for the newly opened History Park Community Gardens.
- Exotic Invasive Plant Display: A new teaching tool, Riker mounts were prepared showing several Charlotte County prohibited invasive plants.
- FFL™ Training for Master Gardeners: The assistant administered a pre- and post-test to determine Master Gardener trainees understanding of the FFL™ concepts and applying Florida-Friendly landscaping™ practices. 14 Master Gardener trainees were tested. Pre-test scores averaged 76% and when re-tested later that same day averaged 92%. The greatest gain in knowledge and understanding were in three areas: (1) selecting plants specific for their location, (2) properly applying fertilizer and (3) maintaining their landscapes in order to reduce stormwater runoff. As a tool for further applied learning, all the participants took a yard tour showing minimal environmental impacts to a canal nearby along Charlotte Harbor Preserve State Park. One individual said, "This training was exactly what I needed to move forward with installing my own Florida yard."
- Charlotte Counties' FFL program provided outreach to dozens of HOAs each winter and spring. One large community in Charlotte County, River Wood, with 1,300 resident have been working with the assistant to improve water quality in two ways: 1) reducing shoreline erosion along lake edges and 2) reviewing all the constructed landscape plant areas using 'Right Plant, Right Place solutions in each of their sub-divisions over the next 5 years.
- Charlotte Sun Newspaper Articles:
- Potential Readership:
- Charlotte Sun Herald – Average Circulation - 30,100
- Newspaper Article for April 4th – "The little sunflower that could – the beach sunflower"
- Newspaper Article for April 11th – "Poor man's rope has rich yellow flowers"
- Newspaper Article for April 18th – "Grow your own peanuts"
- Newspaper Article for April 25th – "Blooming in a neighborhood near you!" (Mitchell, Bates, Becker)
- Parks
 - Installed a new canoe launch sign at recently completed Bayshore launch area
 - Installed a new park entry at Harbour Heights
 - Replaced concrete storm water flume at parking lot - retention area at Cape Haze Trailhead
 - Removed a large dead pine tree, including stump, that was a safety hazard at Bissett Park
 - All light bulbs replaced in rest rooms at Cedar Point
 - Approximately 80 new picnic tables replaced old tables at various park locations
 - Spring Lake boat ramp piers - closed ½ of pier due to unsafe conditions
 - Installed memorial bench for Bud Pearse near P.C.B. boat ramp
 - Cleared all rooms and closets in support of new epoxy floor installation at Bayshore Live oak park restroom building
 - Installed two new redesigned park rules signs at Lake Betty Park, in Parkside CRA
 - Supported Sunday Fun Day at Promenades Mall, Parkside
 - Supported South County Regional Park April Pool's Day
 - Transported and stored 4 granite slabs of Sponsors of Kidspace playground creation-kiosk structure was degrading
 - Filled and graded entry to Placida Overflow Parking Lot
 - Inspected Cape Haze Pioneer Trail in preparation for the bicycle race on Thursday, April 14th

- Natural Resources

- This week staff continued surveys of Scrub Jays on county property. The Amberjack Environmental Park was surveyed with some help from volunteer Glen Mclean. While no Scrub Jays were sighted this year many other bird species were identified and documented. These annual surveys are part of the grant award monitoring as well as HCP agreement.
- In addition to listed species surveys staff continued the work on the updated trail system. Many of the county properties do not have established trail maps and others have established trail maps but need to be updated. This project is an effort to streamline the trail system and minimize some confusion for our guests.
- Staff also worked an employee appreciation event at Icehouse Brewery. This event was organized by the employee appreciation committee and by all reports a huge success.
- The environmental fencing proposed to be installed at Englewood Beach was approved by the Manasota Key Advisory Board and all Gopher Tortoise burrows within 25 feet of the fence have been identified, flagged and GPS by Natural Resources staff. We are currently waiting on the fence permit to be issued by the Building Construction Services Department. Natural Resources staff will be present on site to ensure that no tortoise burrows will be disturbed during the placement of the fence.
- The Piper Road expansion Gopher Tortoise survey was completed by Natural Resources staff. A total of 17 potentially occupied burrows were identified although preliminary plans indicate not all 17 will need to be relocated as they are over 25 feet away from the disturbance area. Staff will update the tortoise survey and apply for a relocation permit through the Florida Fish and Wildlife Conservation Commission (FWC) once the date to commence construction has been identified by the Public Works Department.
- Natural Resources staff presented an overview of the county-wide Scrub Jay Habitat Conservation Plan (HCP) at the Board of Realtors meeting. Overall the presentation was well received and everyone was thankful for the information provided.
- A new informational brochure about sea turtles and their protection was created by Natural Resources coastal staff to be distributed to the public as needed.
- Charlotte County hosted the annual Florida Fish and Wildlife Conservation Commission Sea Turtle Monitors training workshop on April 13th from 1-5 p.m. Approximately 250 people were in attendance of which included various SW Florida county government entities, Florida Fish and Wildlife Conservation Commission, Florida Department of Environmental Protection (FDEP), and various SW Florida sea turtle and shorebird monitoring groups.
- Met with Bob Markuson on Tues. regarding mechanical reduction at Tippecanoe to explain desired goals for the project.
- Follow up with USCG to obtain permit for Blue Ways Trail project.
- Exotic treatment on managed properties.
- Prepare/conduct prescribed burn on managed property if weather conditions permit.
- Staff training was the focus with the recently vacated environmental specialist position being filled by Kevin Howard. In the course of that training staff conducted exotic treatments on Tippecanoe I totaling approximately 5 acres. Among the exotic species treated are cogon grass, guinea grass and others. Site visits included Amberjack Environmental Park, Peace River Preserve and Charlotte Flatwoods.
- Staff collaborated with CCSO in an ongoing investigation of illegal activity in one of our Environmental Parks. The safety of our customers is paramount and as stewards of Charlotte County lands we endeavor to provide a safe and enjoyable experience to the citizens of our community. To that end staff have developed a good working relationship with law enforcement and will continue to cooperate with the effort of public safety.
- One derelict boat was removed on Monday 04/08/16, and a second is in the process of being removed today.
- Natural Resources staff has started gearing up for sea turtle nesting season which officially starts May 1st. One of the many educational materials we distribute every year includes sending postcards to all beachfront property owners as a friendly reminder to be aware of the upcoming nesting season.

- Staff participated in the annual Vineland Elementary Earth Day celebration. In what has become an annual event staff utilized our special Gopher Tortoise camera to raise awareness regarding the Gopher Tortoise and environmental protection. Staff conducted several educational sessions with approximately 80 students total. Students were excited to see the tortoise in the burrow and full of questions regarding the tortoise. These opportunities are enjoyed by staff almost as much as the children as this is an opportunity to raise awareness among tomorrow's future leaders.
- Staff members, Kevin Howard and Matt Bondi, submitted applications to become full Gopher Tortoise agents as a portion of their continuing education. As agents staff will benefit the county as qualified professionals certified to conduct Gopher Tortoise surveys and eventually, when necessary, relocations in proposed development areas.
- Staff also managed to treat approximately 20 acres of exotic flora species, mainly cogon grass. The treatment and control of exotic species within our native landscape is a necessary component of land management and resource protection. Many of our native wildlife species rely on native plants for food and as exotic flora outcompete our natives the food source is decreased and often the exotic plants provide little or no food value in place of the native species.
- 10 new and exciting obstacles have been purchased for the Annual Tippecanoe Mud Run!
- Wilsons and Snowy Plovers were observed in the beginning stages of courting on Gasparilla Island North (Boca Grande).
- Sea Turtle nesting season officially starts May 1st.

Facilities, Construction and Management

- Cape Haze Pioneer Trail Connector: Restroom scheduled for delivery late May.
- CARE Facility Expansion: Pre-bid scheduled for May 12th. Bids due early June.
- Fire Training Facility: The contractor completed all final inspections. Four documents required processing to building department before the Certificate of Occupancy is issued.
- Bay Heights Boat Ramp: The contractor completed the basin seawall with cap and bay seawall. The sea grass baseline survey complete with donor mitigation site selection by mid-May.
- Airport Annex Master Plan: The design team completed the building locations, and continuing on the site parking and egress layout.
- CCSO Firing Range: Awaiting master plan for management approval before beginning design.
- Justice Center Expansion: The design team is in the information gathering stage. Programming interview workshops were held on April 26th & 27th, with another round scheduled for June.
- 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.
- Harbor Heights Drainage Remediation: Construction schedule anticipated for mid-May.
- 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: Job has been completed. Sprinkler system has been installed and is operational.
- 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 were completed. The plans were submitted for building permit review. The contractor requested sub-contractor bids and will compile in early May.
- Sales Tax Project – Jail Infirmary: The master plan was received with infirmary programming. The construction manager completed a conceptual design cost estimate. The project team met and evaluated plans with cost then determined approach to continue into design development.
- Sales Tax Project – Veterans Memorial Park: The public meeting was held on April 12th with citizens. SWFWMD requested additional information was submitted to the district.
- Sales Tax Project – South County Library and Archive: Schematic design is currently in review for design efficiencies that can provide cost savings in order to meet the budget. Willis Smith is the CM at Risk on board, and is assisting with this process. 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: Consultant's proposal for design services has been accepted and the kickoff meeting with the architect is scheduled for later this week. 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: The design proposal was accepted with contract finalized.
- Sales Tax Project – McGuire Park: Scheduling tennis court demolition. Contract amendment for design to include construction documents to be completed early May.
- Sales Tax Project – Recreation Centers Renovations: CM at Risk still in development, anticipated to be completed late May. Early concept design expected mid-May.

Human Resources

- Employee & Labor Relations
 - Extended employment opportunities to 23 candidates
 - Attended Local SHRM Meeting
 - Held two IUPAT negotiation sessions
 - Attended Records Retention Training
 - Participated in Web EOC Training
 - Conducted Interviews for Human Resource Specialist Position
 - Recruitment related activities and hiring processes
 - Continued discussions with Timekeeping Software Program
 - Served on Interview Panels
 - Attended Strategic Planning Workshop
 - 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

Monthly Report, April 2016

- Halogen assistance for employees and Management
- Generated monthly service awards
- Miscellaneous coaching/development conversations
- Professional Development to include webinar, reviewing industry journals, etc.
- Professional Development to include webinar, reviewing industry journals, etc.

Human Services

- 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.
- Charlotte County Human Services has begun taking applications for the 2016 Low-Income Home Energy Assistance Program (LIHEAP) which started April 1, 2016. This federally funded grant of \$373,601 is expected to assist approximately 987 low-income households with their home energy bills over the next year. There is no county match requirement for this program and households must be at or below 150% of the federal poverty income guidelines. Family Services staff also met with the FPL Consumer Services Manager to discuss LIHEAP and the Care to Share programs.
- The Human Services Department has completed the annual review of its Safety and Security policy manual. Several revisions have been implemented. Training of staff has already begun.
- 211 staff hosted the Homeless Coalition’s Executive Director and the Department of Children and Family Services’ Contract Manager for a site visit demonstration of the newly migrated 211 software to the CIS (Community Information System). All were pleased with the successful implementation on April 1, 2016.
- Our Senior Services Division was notified that we would receive approximately \$10,000 in additional State grant funds for the Home Care for the Elderly and Community Care for the Elderly Programs in the grant cycle ending June 30th. These funds will provide home care services for the frail elderly in our community. The new grant cycle begins July 1, 2016.
- The Florida Department of Economic Opportunity/Division of Community Development conducted a 4-day site monitoring visit to review client and fiscal files and the Department’s administrative operations of the grant-funded Low-Income Home Energy Assistance Program (LIHEAP) and the Community Services Block Grant (CSBG) Program. During the exit interview, the monitor indicated that in her preliminary findings there were no findings requiring corrective action. She also complimented both Human Services and Fiscal Division staff for their courtesy and cooperation. The written report is expected by the end of May.
- Veteran Services staff: helped coordinate payment for a homeless veteran’s security deposit; assisted in completing documents for an upgrade to a service connected disability resulting in a \$26,000 retroactive payment; and another assisted claim resulted in a retroactive payment of over \$100,000. Staff also assisted a veteran in obtaining housing at Veterans Village when filing a VA healthcare enrollment; and assisted another veteran whose VA payments had been deposited in to an incorrect bank account number.
- Staff developed a new outreach brochure for the Department’s programs & services.
- Housing staff continued working on internal audit recommendations.
- Housing & Community Initiatives Manager worked with Punta Gorda City Council and Bernice Russel Development regarding conversion of commercial units to residential units in the Andrews building. (Building had been partially funded from Hurricane Recovery funds).
- 211 updated information for the PG Housing Authority’s Resource Guide. 211 also compiled the top 5 needs from callers for seniors and submitted to the Area Agency on Aging for Southwest Florida as requested. Senior needs were: Referrals for assessment & case management

services; Housing repairs/rental/mortgage assistance & affordable housing; Electric bill assistance; Food pantries/food stamps; and Public transportation.

- Charlotte County Veteran Services staff was recognized by Congressman Rooney in providing information for a bill on Preventing Crimes Against Veterans Act.
- Senior Services staff assisted Communities for a Lifetime in sponsored a 'Grandparents Speak Up' community conversation. Conversation was based on needs of grandparents raising grandchildren. 25 attendees participated.
- 211 staff worked with Charlotte Behavioral Health Care in transferring a distressed caller to a crisis line for further mental health assistance.
- 211 Supervisor developed a quick taxonomy list for easier access to agency searches on the new CIS system.
- Family Services Manager met with the Board and Strategic Planning Team from First Alliance Church to discuss ways in which their new Family Life Center can assist residents in the Parkside neighborhood. Programs and services will be developed based on a survey of the community.
- 211 and Senior Services staff worked together in finding a Priest in the community that spoke Hungarian to assist a client and family with end of life needs.
- Department and Fiscal staff conducted a SWOT analysis on the Emergency Solutions Grant in preparation of the upcoming grant application cycle.

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
 - Paving Maps depicting the roadways to be paved within each district are available on the Project Status Updates website. Construction Contract: Ajax Paving, Construction Schedule: 05/09/2016 – Fall 2017
 - Base repairs will begin in Deep Creek on Monday, May 9.
 - 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.
 - 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 – 5/16/2016.
 - The contractor completed the sun shade structures.
 - The restroom facility has been fabricated and has been delivered to the site.
 - Installation of pavers is complete.
 - 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.
- Crews are working at the intersection of SR 776 / CR 771 for the next couple of months installing new traffic signal mast arm foundations, new turn lanes and other miscellaneous items.
- Crews are building multiple roadway sections north and south of the Bridge 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. New deck slabs have been installed and the new deck will be poured in May.
- 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
- 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 by June.
- Sunrise Bridge to Harbour Boulevard:
 - Force main and gravity sewer are both complete under the Harbor Boulevard intersection.
 - Gravity sewer construction is underway from Harbor Blvd. to the Sunrise Bridge.
- Midway Boulevard Widening Phase 2 – This project will complete the widening of Midway Boulevard from Sharpe Street 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 between Achilles Street and Kings Highway.
- Crew #1 is currently installing the new 48" gravity sewer system near Maracaibo Street.
- Crew #2 is currently installing the stormwater drainage systems along the side streets entering Midway Boulevard
- Crew #3 continues to install well point dewatering systems along the sewer pipe installation.
- Abscott Street to Bermuda Street: The primary drainage system has been installed in this area.
- Hardey Street to Amstead Street: The primary drainage system has been installed in this area.
- Willoughby Street to Maracaibo Street: The primary drainage system has been installed in this area.
- Shilo Street to Loveland Boulevard: The primary drainage system has been installed in this area. Crews are now installing the 48" sanitary sewer green pipe starting at Loveland Boulevard heading west.
- 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 complete. FPL is working on the electrical connections at the Cape Haze Drive Bridge.
- Sidewalks – Burnt Store Lakes - The South Burnt Store MSBU Advisory Board requested the construction of approximately 1.5 miles of sidewalks 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
- *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 on Rio Togas Road are complete and the contractor has begun construction on Vincent Avenue.
- 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. Construction Contract: Bonness, Inc. Construction schedule: April – July 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 and a notice to proceed date of Nov. 9, 2015 was agreed upon. This sidewalk is being constructed as part of a larger contract and construction will not start until the sidewalks in South Gulf Cove are substantially complete.
- Construction began the week of April 25, 2016.
- *PORT CHARLOTTE, Fla. (April 25, 2016) – Sidewalk construction is scheduled to begin along Gulfstream Boulevard, from Snow Drive to Rosemont Drive, in Englewood East on Wednesday, April 27 which may cause intermittent, temporary lane closures affecting traffic patterns through July 2016. 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
- The contractor is placing sod along the pathway as well as landscaping. Final punchlist items are in progress.
- 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. Construction contract: Medora Corporation
- The circulation pumps were installed and operational on April 28. This project is complete.
- 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.
- Foundation work began for the new Tenderhouse on March 29. 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. (May 6, 2016) – Construction of the new Tenderhouse at the Tom Adams Bridge, located at 1400 Beach Road, will require a lane closure on Monday, May 9, from 10 a.m. until noon for the delivery of materials. This delivery will also require a temporary sidewalk closure on the north side of the Bridge. Traffic signs and flaggers will be on-site as needed to direct traffic. On behalf of roadway construction crews, please drive safely.*
- Engineering Projects in Design, Negotiation or Procurement
 - 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 due Aug. 12, 2016
 - 90% plans due Dec. 2, 2016
 - 100% plans due Feb. 3, 2017
 - Final bid contract documents due March 3, 2017
- Charlotte Harbor Gateway Harbor Walk, Phase 2 – The Charlotte Harbor Community Redevelopment Area (CHCRA) is interested in providing continuous pedestrian access from Bayshore Live Oak Park to Chester Roberts Park and to improve boater access to the harbor. Phase 2 includes the design of pedestrian connections from the promenade (located along the east side of US 41 northbound travel lanes) including a boardwalk crossing underneath the US 41 Bridge, a stairway connecting the promenade to the US 41 Bridge sidewalk, a fishing pier and a water taxi dock facility. 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: Late 2016
- 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: August – September 2016, Projected Start of Construction: October 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 – Fall 2016, Construction: TBD
- The 60% design plans for the Gulf Blvd. sidewalk were received Dec. 31, 2014. A Community Meeting was held Feb. 4, 2015 to present the 60% sidewalk plans. At that time the Gulf Blvd. sidewalk project was put on hold until a survey was mailed to all property owners and input gathered.
- The MSTU Advisory Board has reviewed all input and requested the lighting design be adjusted to alternate lights along each side of Gulf Blvd. Staff is processing a change order for the design engineer to accomplish this. The project is still on hold until this change order is received and approved by the Board of County Commissioners.
- The 90% design plans for North Beach Road have been received and are being 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 – October 2016, Procurement Process: Early 2017, Projected Start of Construction: Spring 2017

- | BRIDGE # | ON | AT |
|----------|-------------------|-------------------|
| 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 |
- The design consultant provided the Comprehensive Evaluation Report for these seven bridges to County Staff on May 3 for review and comment. Once the report has been reviewed and approved by County staff, the design firm will complete the design plans.
 - 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 BCC. Design Contract: Florida Transportation Engineering, Design/Permitting Schedule: Summer 2016 - TBD
 - A Public Meeting was held Thursday, April 14 to present four (4) alternative design options and solicit public input to improve traffic flow on Olean Boulevard.
 - Public input was documented at the meeting and will be presented with the design options to the Board of County Commissioners (BCC) on May 24. (The presentation is available on the [Project Status Updates](#) website.) Upon direction and approval of the BCC, staff will enter into negotiations with the design firm to begin the design plans.
 - Once design is complete, all permits and necessary rights-of-way are acquired, the County will advertise for construction bids. Estimated land acquisition is \$3,941,000.
 - 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 – May 2016, Procurement Process: June – September 2016, Projected Start of Construction: 10/15/2016.
 - Johnson Engineering provided 100% plans to County staff for final review.
 - 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 90% 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 60% 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 by June.
- 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: Summer 2016, Projected Start of Construction: Fall 2016
- Charlotte County Utilities added a reclaimed water line and force main sewer to this project. 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 and Utility plans are complete and are under review by County staff. Final contract and bid documents are in progress.
- Sheehan Boulevard Bridge Repair at Yale Waterway – This project will rehabilitate the existing Bridge on Sheehan Boulevard over the Yale Waterway. The existing Bridge was built in 1968 therefore the Bridge deck and rails are substandard. Sales tax funds will supplement MSBU funds allowing for the inclusion of sidewalks on both sides of the Bridge. The rehabilitation will widen the structure to accommodate sidewalks, replace the 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 deck area. Design Contract: Southwest Engineering and Design, Design/Permitting Schedule: 9/10/2012 – Early 2016, Procurement Process: Summer 2016, 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
- 90% plans have been received and are being reviewed by staff. CCU presented a change order to the current design contract to add a water main replacement to this project.
- At the May 4, 2016 MSBU Advisory Board meeting, a motion was made to reduce the width of the sidewalks to 6'. Staff will process a change order to have this completed.
- 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: Spring 2016, Construction: TBD
- Contract documents are complete and have been submitted to the Purchasing Department for review and bid advertisement.

- 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: Spring 2016, Construction: TBD
- This project is currently advertised for competitive bid. The Pre-Bid Conference is scheduled April 28 with bid opening scheduled May 18.
- Coastal Projects in Design, Negotiation or Procurement
 - 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 Army Corps of Engineers (ACOE) combined the -5' MLW Maintenance Dredging project with the proposed -6' MLW project even though they are different in their scope.
 - The Florida 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 with the requested data.
 - The National Marine Fisheries' 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 was approved; the Consultant resurveyed the project area and provided updated construction drawings and specifications.
 - A Request for Bids was recently advertised with bid opening scheduled May 4.
 - 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. Construction Contract: Marine Contracting Group, Construction Schedule: May – October 2016 (150 day contract)
 - Marine Contracting Group will begin work on May 10.
 - 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
- A recommendation to award Bid #16-296 to the lowest responsive, responsible, bidder, Marine Contracting Group will be presented to the Board of County Commissioners on May 24 in the amount of \$289,170.
- 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 October 1 with an update provided to the Beaches and Shores Advisory Committee on Nov. 5. Engineering Division staff met with Charlotte County Administration to review the draft Erosion Study report; comments were provided to Coastal Engineering Consultants.
- 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.
- 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 in November 2015 to discuss the Seagrass Mitigation plan; FDEP requested that an updated boat survey be conducted to determine the required dredge depth; the boat survey was completed in February 2016.
- The permit was withdrawn from FDEP at their request. A site visit is being scheduled with CEC, County and State staff to identify and discuss mitigation areas.
- 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 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 the revised easement is nearing completion.
- 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
- Drainage Projects in Design, Negotiation or Procurement
 - 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.
 - The Board of County Commissioners awarded the construction contract to Andrew Sitework, LLC, on April 26. The preconstruction meeting was held May 5 at which time Notice to Proceed was established for June 20.

- 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
- A Request for Bids is currently advertised. The Pre-Bid Conference was held April 27 and Bid Opening is scheduled May 18.
- 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: June 2016
- The Board of County Commissioners awarded the construction contract to Andrew Sitework, LLC, on April 26. The preconstruction meeting was held May 5 at which time Notice to Proceed was established for June 20.
- Landscaping Projects - In Construction
 - Burnt Store Village Buffer– This project provides for landscaping and irrigation to create a buffer along the east side of Burnt Store Road between Zemel Road and Doredo Drive. Design Contract: Charlotte Engineering & Surveying. Construction contract: Jones Landscape, Construction schedule: May – August 2016.
 - The BCC awarded the construction contract to Jones Landscape on April 26. Completion time is 90 calendar days with an estimated cost of \$169,675. The preconstruction meeting is scheduled May 5 and Notice to Proceed will be established at the meeting.
 - Gateway Landscaping: SR 776 (US 41 to Murdock Circle) – 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
 - Trenching for irrigation is complete and main system components have been installed. Requests have been made to FP&L and CCU to provide utility services to the irrigation system.
 - Median and shoulder work continues this week with the installation of landscape plants and materials.
 - *PORT CHARLOTTE, Fla. (May 5, 2016) – Lane closures are scheduled 5 days next week on SR 776, from US 41 to Murdock Circle (inside lanes only), from Monday, May 9 – Friday, May 13 between 9 a.m. – 4 p.m. each day as landscape work in the median continues. Advance warning signs and flaggers will be onsite to assist travelers moving through the project area.*
- Landscaping Projects – in Design, Negotiation or Procurement
 - Gateway Landscaping: I-75 at King's Highway – 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. (This project is not scheduled to go on the website until the I-75 widening project is complete.)
 - Gateway Landscaping: Jones Loop at I-75 – County staff is currently in negotiations with Johnson Engineering to determine the scope of services and fees for planning and design. This project is funded, in part, by a grant from the Florida Highway Beautification Council.
 - Gateway Landscaping: US 17 at I-75 – County staff is currently in negotiations with Johnson Engineering to determine the scope of services for planning and design. This project is funded, in part, by a grant from the Florida Highway Beautification Council.

- Gateway Landscaping: Toledo Blade Blvd. (US 41 to Hillsborough Blvd.) – This project provides for median landscaping with irrigation along Toledo Blade Boulevard between US 41 and Hillsborough Boulevard. Landscape materials may include trees (Palm, Japanese Blueberry, Crepe Myrtle), shrubs (Saw Palmetto, Ixora, Fountain Grass), and groundcover (Coontie, Purple Lantana, Asian Jasmine, Starburst Pentas). Design Contract: David M. Jones, Jr. & Associates
- This project is currently advertised for bid. The pre-bid meeting was held April 26 with bid opening scheduled May 11. This 60 calendar day construction project has an estimated budget of \$112,000.
- Midway Boulevard Median Landscaping – This project provides for median landscaping with irrigation along Midway Boulevard between Yancey Street and Harbor Boulevard. Landscape materials may include trees (Palm, Weeping Yaupon, Crepe Myrtle), shrubs (Silver Palmetto, Bluestem Palmetto, Fountain Grass), and groundcover (Purple Lantana). Design Contract: David M. Jones, Jr. & Associates.
- This project is currently advertised for bid. The pre-bid meeting was held April 26 with bid opening scheduled May 11. This 60 calendar day construction project has an estimated budget of \$53,000.
- US 41 Landscaping at Waterway Crossings (Microtunnel Locations) – This project provides for landscaping with irrigation along US 41 at the Elkcam, Fordham and Pompano Waterway drainage crossings. Landscape materials may include trees (Sand Live Oak, Sabal Palm, Slash Pine), shrubs (Saw Palmetto, Fakahatchee and Cord Grass), and groundcover (Coontie, Leather Fern). Design Contract: David M. Jones, Jr. & Associates
- This project is currently advertised for bid. The pre-bid meeting was held April 26 with bid opening May 11. This 60 calendar day construction project has an estimated budget of \$125,500.
- Winchester Boulevard Median Landscaping and Buffer – Charlotte Engineering & Surveying (CES) submitted the 30% design plans to staff on May 3 for review. Upon completion of the review, a public meeting will be scheduled to present the 30% design plans to stakeholders and solicit public input.
- **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 complaints of the school flashing beacon not operating on Lakeview Boulevard at Riviera Lane. The battery was found to be bad and required replacement.
 - Repaired communications to the school zone warning beacons on Placida Road in front of Lemon Bay High School.
 - Installed LED replacements to traffic signal displays for County signalized intersections on Kings Highway at Westchester Boulevard, Elmira Boulevard, Olean Boulevard, Suncoast Boulevard and Rampart Boulevard.
 - Upgraded video detection processor firmware on Kings Highway at Veterans Boulevard, Cochran Boulevard at Harbor Square Plaza, Veterans Boulevard at Atwater Street, Jones Loop Road at I-75 north and south bound ramps, Placida Road at Winchester Boulevard and SR776 at North access to Merchants Crossing, Cochran Boulevard at Pellam Boulevard and Lakeview Boulevard and Midway at Lakeview Boulevard and Harbor Boulevard.
 - Responded to a trouble call, after normal business hours, for a light pole struck during a vehicle accident on Kings Highway across from Tractor Supply. A crew secured the area and will return at a later date to make permanent repairs.
 - As a result of several citizen complaints regarding detection concerns, replaced two video detection processors at the intersection of Cochran Boulevard at the Publix/K Mart Shopping Plaza.

- Responded to a trouble call, after normal business hours for a report that the traffic signal on US41 at Airport Road/Pompano Terrace was dark. A crew responded to discover a vehicle towing an oversized load struck Florida Power and Lights lines and pulled wire down and broke two wooden poles. One traffic signal display had to be up righted and one display visor replaced.
- In March, a crew 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 Boulevard. A crew replaced the light pole which was knocked down.
- Responded to a trouble call after normal business hours for a School zone warning beacon pole knocked down during a motor vehicle accident on Midway Boulevard at Sheehan Boulevard. A crew secured the area then returned on a later date to replace the warning beacon pole.
- A crew responded to a trouble call for a lighted street name sign hanging low on Cooper Street at Carmalita Street. The crew discovered the mounting bracket separated causing the sign to fall. The bracket was re-attached.
- Crews re-lamped 33 light fixtures and re-wired one pole on the Barron Collier Bridge. (US41 SB) Working with DBI Services, County forces utilized a DBI Services lane closure to perform street light maintenance in conjunction with bridge maintenance. Combining efforts reduced the duration of the lane closures needed to perform both maintenance activities and saved costs.
- Responded to a trouble call after normal business hours for street light pole destroyed during a motor vehicle accident on SR776 at US41. A crew secured the area and a replacement pole will be installed on a later date.
- Completed traffic signal preventative maintenance at the following locations:
 - Kings Highway at Westchester Boulevard
 - Kings Highway at Elmira Boulevard
 - Kings Highway at Olean Boulevard
 - Kings Highway at Suncoast Boulevard
 - Kings Highway at Rampart Boulevard
 - Attended weekly progress meetings and participated in underground Signal conduit inspections for the US41 widening project.
- Traffic Management Center
 - US 41 NB & SB road closure April 7 – power lines downed. Day and nighttime roadway closure.
 - US 41 NB & SB road closure April 29 – Shooting at McDonalds shut down roadway for many hours.
 - Maintenance and updates on Punta Gorda ATMS PC.
 - Maintenance of servers.
 - Continue fine tuning new signal timings for Kings Highway from Sandhill Blvd to Village Dr.
 - Continue fine tuning traffic signal coordination timings for Jones Loop Rd from I-75 to Indian Springs Cemetery Rd.
 - Continue monitoring of US 41 traffic signals due to Edgewater Road closure.
 - Continue efforts promoting the TMC's Twitter account for traffic incidents. Over 265 followers and increasing.
 - Locates Performed
 - 395 Requests for underground utility locates were received, generating 140 tickets for locates.
 - Trouble Calls
 - 7 trouble calls received responded to and problems of various natures resolved.
- Maintenance & Operations Division
 - March 30 – April 5
 - 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.
- April 6 – April 12
- A total of 57 new requests were received related to drainage, asphalt repair, guardrail repair, brush, and illegal dumping.
- Drainage line & grade:
- 20,735 SF in Greater Port Charlotte
- 384 SF in Punta Gorda Non-Urban
- 1,260 SF in Burnt Store Village
- Small pipe install:
- 24 LF in Deep Creek
- 64 LF in Gulf Cove
- Menzie ditch cutting:
- 160,000 SF in West Charlotte Stormwater
- Culvert cleaning:
- Cleaned 9 culverts in Englewood East
- Cleaned 24 culverts in Gulf Cove
- Cleaned 12 culverts in Grove City
- Cleaned 27 culverts in Punta Gorda Non-Urban
- Cleaned 2 culverts in Harbour Heights
- Cleaned 19 culverts in Greater Port Charlotte
- Boom mower:
- Cut 75,922 CY in Greater Port Charlotte
- Cut 62,300 CY in Rotonda Lakes
- Cut 2,648 CY in Punta Gorda Non-Urban
- Debris removal:
- Removed 11,260 pounds of debris from locations throughout the County
- Asphalt repair:
- Utilized 5.34 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.
- April 13 – April 19
- A total of 41 new requests were received related to drainage, asphalt repair, brush, and illegal dumping.
- Drainage line & grade:
 - 26,845 SF in Greater Port Charlotte
 - 4,650 SF in South Gulf Cove
 - 1,065 SF in Gulf Cove
 - 8,940 SF in Burnt Store Village
- Small pipe install:
 - 84 LF in Greater Port Charlotte
 - 30 LF in Deep Creek
 - 24 LF in South Gulf Cove
- Menzie ditch cutting:
 - 40,000 SF in Road & Bridge West
- Culvert cleaning:
 - Cleaned 2 culverts in Englewood East
 - Cleaned 4 culverts in Gulf Cove
 - Cleaned 1 culvert in Rotonda West
 - Cleaned 1 culvert in Rotonda Heights
 - Cleaned 65 culverts in Greater Port Charlotte
- Boom mower:
 - Cut 10,251 CY in Greater Port Charlotte
 - Cut 75,831 CY in Northwest Port Charlotte
 - Cut 51,220 CY in Rotonda Lakes
 - Cut 17,250 CY in Englewood East
- Debris removal:
 - Removed 39,760 pounds of debris from locations throughout the County
- Shoulder repair:
 - Repaired 0.6 miles of shoulder in Road & Bridge South
- Asphalt repair:
 - Utilized 9.12 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 continues for the month of April with the mulch beds being turned and dressed in all locations
 - The power shearing contractor has completed 72,272 LF in GPC and has returned to Englewood East for ROW reclamation.
 - Road grading in the Charlotte Ranchettes and on Cook & Brown Road has been completed.
 - Row mowing in GPC is approximately 90% complete and South County ROW mowing has been completed for the April cycle Road & Bridge locations
- April 20 – April 26
- A total of 31 new requests were received related to drainage, asphalt repair, brush, and illegal dumping.
- Drainage line & grade:
 - 22,500 SF in Greater Port Charlotte
 - 2,750 SF in South Gulf Cove
 - 9,950 SF in Lemon Bay
 - 21,530 SF in Burnt Store Village

- Small pipe install:
- 52 LF in Greater Port Charlotte
- 120 LF in Punta Gorda Non-Urban
- Menzie ditch cutting: 70,000 SF in Road & Bridge West
- Culvert cleaning:
- Cleaned 4 culverts in Northwest Port Charlotte
- Cleaned 15 culverts in Lemon Bay
- Cleaned 66 culverts in Greater Port Charlotte
- Boom mower:
- Cut 64,175 CY in Greater Port Charlotte
- Cut 3,330 CY in Road & Bridge South
- Cut 1,192 CY in Punta Gorda Non-Urban
- Cut 68,355 CY in Englewood East
- Debris removal:
- Removed 8,500 pounds of debris from locations throughout the County
- Asphalt repair:
- Utilized 1 ton 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.
- April 27 – May 3
- A total of 47 new requests were received related to drainage, asphalt repair, brush, and illegal dumping.
- Drainage line & grade:
- 26,070 SF in Greater Port Charlotte
- 6,450 SF in Rotonda West
- 1,500 SF in Rotonda Heights
- 14,110 SF in Burnt Store Village
- Small pipe install:
- 52 LF in Greater Port Charlotte
- 56 LF in Punta Gorda Non-Urban
- Menzie ditch cutting:
- 120,000 SF in Road & Bridge West
- Culvert cleaning:
- Cleaned 18 culverts in Greater Port Charlotte
- Boom mower:
- Cut 42,186 CY in Greater Port Charlotte
- Cut 16,333 CY in Road & Bridge South
- Cut 61,740 CY in Rotonda Lakes
- Debris removal: Removed 10,540 pounds of debris from locations throughout the County
- Asphalt repair:
- Utilized 7.02 ton of material to repairs locations throughout the County
- Shoulder repair:
- Repaired 0.1 miles of shoulder in Deep Creek
- 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 for the month of May - 1st cycle has begun in North, West and South County locations and there will be three cycles in most locations this month.

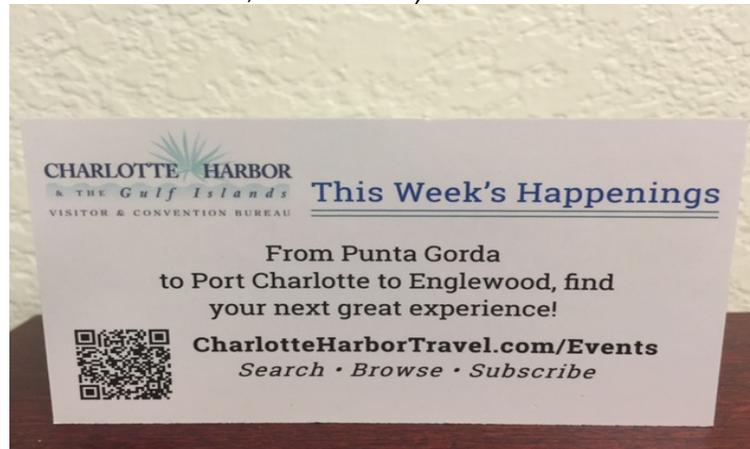
- The power shearing contractor is currently working in Englewood East for ROW reclamation on the south side of State Road 776.
- ROW mowing in Greater Port Charlotte for the month of May has begun and is approximately 10% complete.
- ROW mowing in West County for the month of May has begun and is approximately 90% complete.
- Mosquito & Aquatic Weed Control Division
- March 30 – April 5
- 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
- April 6 – April 12
- Mosquito Control
- Acres treated: 1,550
- Landing rate counts taken: 1
- Traps set: 2
- Service requests: 6
- Aquatic Weed Control
- Sites treated: 31
- Sites inspected: 24
- Mitigation sites maintained: 1
- April 13 – April 19
- Mosquito Control
- Acres treated: 2,702
- Landing rates taken: 2
- Traps set/collected: 2
- Citizen requests: 14
- Aquatic Weed Control
- Sites treated: 34
- Mitigation sites maintained: 0
- Inspections: 14
- April 20 – April 26
- Mosquito Control
- Acres treated: 0
- Landing rate counts taken: 2
- Traps set: 1
- Service requests: 14
- Aquatic Weed Control
- Sites treated: 18
- Sites inspected: 13
- Mitigation sites maintained: 0
- April 27 – May 3
- Mosquito Control
- Acres treated: 95.49
- Landing rate counts taken: 2
- Traps set: 2
- Service requests: 7
- Aquatic Weed Control

- Sites treated: 16
- Sites inspected: 19
- Mitigation sites maintained: 0
- Traffic Signing & Marking – April Totals
- New Signs Installed: 19
- Legends Installed: 359
- Marine Signs Replaced: 5
- Road Scraping: 29,400 feet (5.57 miles)
- Signs Inspected: 4,065
- Sign Maintenance: 762
- Signs Manufactured: 128
- Striping: 59,476 feet (11.26 miles)
- Traffic Counts: 36 stations (30 traffic counts, 5 approach counts, and 1 video count)
- Trouble Calls (after hours): 9
- Solid Waste Division
 - Keep America Beautiful's "Great American Cleanup" is an annual event that runs from March 1 – May 31. Keep Charlotte Beautiful (KCB) celebrated the "Great American Cleanup" on April 2. Approximately 700 volunteers worked throughout the County to bring in 10,190 pounds of trash and 130 pounds of recyclables (collected from 40 miles of roadways, 47 miles of waterways, and 23 acres within our parks).
 - KCB held the annual Calendar Art Contest on April 5. There were 697 entries this year and our three judges had a very difficult time selecting the winners as the artwork was very good this year.
 - The KCB Youth Advisory Council is utilizing part of Waste Management's "Think Green" grant money, to beautify the Port Charlotte High School Campus. The Youth Advisory Council partnered with the Key Club for the project in April. Together, the 26 students planted 33 landscape plants in five beds and are planning to finish 16 more landscape beds in the fall.
 - Fun Day Sunday was held April 10. Waste Management staffed assisted KCB volunteers at the event where 207 Parkside residents took the pledge to "*Drive It Home and Keep Our Paradise Litter Free*". Students were able to spin the wheel and answer a question about the environment for a prize. In a continuing effort to educate the public about cigarette litter, volunteers gave out 125 car and pocket ash receptacles, not just to smokers, but also to friends and family members of smokers so that they can help spread the word.
 - April 21st was Earth Day. KCB staff attended both Gallery Walk and Vineland Elementary School's Earth Day celebration. At Gallery Walk, some of the student Calendar Art winners were there to volunteer and present their artwork. At Vineland Elementary school, 120 students signed up to show the community what they have learned about recycling and how it impacts the environment.

Tourism

- Sports, Meetings and Leisure Tourism – Sean Doherty
 - Sean attended the National Sports Commission Sport Events Symposium in Grand Rapids, MI from April 3-7 where, in addition to attending education sessions and networking functions, he had scheduled appointments with over 2 dozen event organizers representing a variety of sports including baseball, softball, lacrosse, mud runs, golf, shuffleboard, pentathlon and track & field.
 - Sean worked in conjunction with Charlotte BMX to submit a bid to host a 2017 USA BMX National event.
 - Sean submitted a proposal to host the North American Sports Group SpringFling Lacrosse Tournament for 2017.
 - Sean worked in conjunction with the Charlotte Harbor Event & Conference Center to submit a proposal to host the 2017 Shake the Ground Dance Competition and the 2018 ARFF Chiefs Leadership Conference

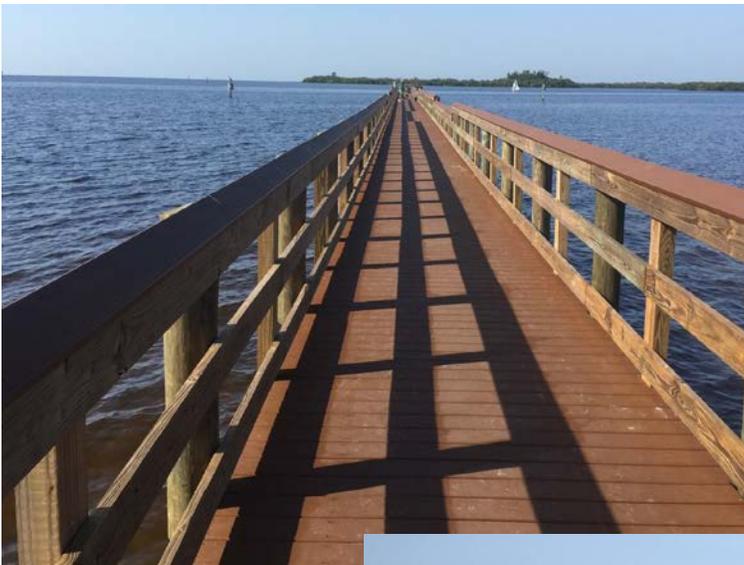
- Sean continued to work on a variety of logistical components relating to the following upcoming events: YBOA Basketball Tournament, Florida Half Century Softball Tournament and the Sugar Bert Boxing National Championship Qualifier.
- Sean negotiated group hotel rates for the following events: ProStyle Baseball (May & June tournaments), Wheels & Wings VII, and the Florida Half Century Softball Tournament
- Public Relations and Communications – Jennifer Huber
 - In order to promote “This Week’s Happenings” and “Show Us Your Charlotte,” the Charlotte Harbor Visitor & Convention Bureau has produced a business card-sized informational card. These cards will be distributed to accommodations, restaurants, attractions, chambers of commerce and other tourism-related businesses throughout Charlotte County so visitors and residents can learn more about these offerings. The cards are also available at the Charlotte Harbor VCB office (18500 Murdock Circle, Suite B-104).



- Jennifer met with members of the Cincinnati media to pitch story ideas about Charlotte County as a vacation destination.
- Jennifer Huber attended VISIT FLORIDA’s Partner Roadshow in Naples. She brought two non-VISIT FLORIDA Partners to attend, to introduce them to the benefits of becoming a VISIT FLORIDA partner – representatives from Tap Out Charters and the Wanda Gail.
- Film and Digital Media
 - Jerry Jones coordinated a 3-day photo shoot with our creative agency. The photo shoot produced more than 3,000 greatly needed images, the VCB will use for our print and on-line advertising and publications.
- Marketing
 - Chip Futch coordinated the installation of the mVix system in the Admin building lobby. The mVIX system shows high definition video and provides information on County events and activities to the public. The system can be remotely managed and content, if desired, can be broadcast to other mVix monitors in the County with content individualized for each monitor, managed from a single point.
 - Jerry Jones worked with Sean and Brooks Paxton prepping for their Charlotte County ecology segments, then was on set for part of the shoot April 24 in Ponce de Leon Park. Shoot that day included interview with Ralph Allen and explorations of the harbor in his boat, a wading tour at Ponce Park conducted by the Charlotte Harbor Environmental and an interview about mangroves with Betty Staugler of the Florida Sea Grant Office .
 - Jerry worked with Aqua over the past two months, to develop a list of photo needs. A photographer was selected and Jerry organized both the location scout and the actual photo shoot.



- The actual photo shoot took place April 27-29, utilized a crew of six, three agency reps, and model talent and extras. Jerry worked with the project producer to develop the schedule, then was with the group throughout the shoot, which covered 16 different set-ups: Fishermen's Village, kayaking (at Ponce de Leon Park), bird watching (Ponce Park), couple biking (downtown Punta Gorda), couple watching sunset from Wyvern roof, Couple dining (Turtle Club), fishing (Gasparilla Sound), shopping (Hatch Gallery, Placida), family at lunch (Stump Pass Grill), family hiking (Oyster Creek Preserve), family looking for sharks teeth (Manasota Key), beach overview (from Wannabe roof), family on beach (Palm Island), couple strolling on beach (Palm Island), family at Stonecrabs game (Sports Park).
- Location Photography & Videos
 - Added to the VCB photo library: Ponce de Leon Park, Stump Pass Marina, Stump Pass Grille, Port Charlotte Beach Park, Hatch Gallery in Placida, Turtle Club Restaurant, Hathaway Park/Shell Creek, Riverwood Golf Club, Don Pedro Island State Park, Gasparilla Pass, Palm Island, Alligator Creek, Oyster Creek, Cedar Point, Manasota Key and Wyvern Hotel.
 - Destination Video
 - Casey Nemeck, our narrator, will record narration the last week of May.



Utilities

- Human Resources: 237=Total positions 214 filled positions; 11 vacant positions; 12 offers pending
- Public Outreach:
 - 1 Press Release issued for East Port WRF ribbon-cutting ceremony
 - Assisted with power point presentations in development Phase 2 Ackerman Countryman public outreach meeting presentation, line extensions, and Florida Excellence in Governance workshop presentation
 - Content Management of www.SpringLakesProject.com: 597 visitors to the site
 - Represented the Utilities Department at the Florida Public Relations Association Central West Coast Chapter—awarded an Award of Distinction for the Hydration and You PSA
 - 266 Facebook Likers connected through social media
 - Managed 16 Public Stuff inquiries and resolutions and 5 Public Records Requests
 - Coordinated Ribbon Cutting Ceremony for East Port WRF Phase 1 & 2
 - Presentation developed and represented the Utilities Department for Charlotte County Government Academy Program
 - Hydration Presentation: YMCA Healthy Kids Event. Approximately 75 people visited the booth.
 - Publicized and coordinated Phase 2 Ackerman-Countryman public outreach meetings. Estimated 400-450 in attendance between 2 sessions on 4/26/2016
 - PR/MRWSA Water Resources: Water Demand in April averaged 27.57 MGD and water quality was good. There was 11.53 BG of water in storage at the end of April representing 418 days of demand.
- Business Services:
 - Web Services – VueBill (hosted by BillTrust): Currently 13,422 (22.9%) of our customers now receive their bill electronically. 50% of our customers pay electronically.
 - Fixed Base meter installation 10% of the 41,960 meters for this project have been installed. 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 1,891
 - Delinquencies: total delinquency revenue for the month was \$51,719 FY 16 total: \$298,484
 - Banner Upgrade: currently conducting User Acceptance testing. First data migration is scheduled May 6 and 7. A testing and training schedule has been developed. Go live now scheduled for Aug. 28.
 - Accounts Receivable: - the 90 day April accounts receivable days was 16.81% compared to the same time period last year of 24.95%. The 30 day April accounts receivable was 80.07% compared to the same period last year of 70.8%
 - Telephone Activity: There were 1,012 payment only calls and the average speed of answer was 2 minutes and nine seconds. 35% of all telephone calls are payment calls (either IVR or CSR). For the remaining 9,158 calls presented and average speed of answer was 3:48 minutes.
 - Customer Satisfaction: The key areas that we survey include: LPS installation, new meter installation, and move in customer. The overall results of March Surveys were: 95% of all customers surveyed were either satisfied or extremely satisfied.
- Engineering Services:
 - Monthly Statistics: 1,322 Locates Processed from Sunshine State One Call; 5 Developer Agreements Prepared; 75 Residential Service Availability Letters Prepared; 26 Commercial Service Availability Letters Prepared; 70 Residential Service Applications Processed; we are currently inspecting 6 CIPs, 6 private development projects and 6 line extensions.
 - Construction Crew:
 - Completed Russell Ave, Wicker Ave & Tigard St water line extensions
 - Started well pointing for the 19800 Veterans gravity sewer line extension
 - Set up of yard site in the Spring Lake area
 - Set up the new service trucks with tools

- Received new construction trailer and are working on the set up of utilities at the site
- Training of new personnel for CDL testing in progress
- Received all heavy equipment and vehicles ordered for the construction crew
- Grants and SRF Activity:
- Drinking Water SRF
- Loan Acquisition in Process
- East and West Spring Lakes: Loan application package was approved for submittal by the BCC on 4/26/2016.
- Parkside: Loan application package is scheduled to go before the BCC for approval to submit at the May 10, 2016 BCC meeting.
- Fixed Based Meter: Loan application package is scheduled to go before the BCC for approval to submit at the May 10, 2016 BCC meeting.
- 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): Loan application package was submitted to FDEP on 4/20/2016
- 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.
 - Disbursement request 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
 - FDEO conducted an on-site CDBG Monitoring visit on 4/4.
 - Environmental Review is currently under the required comment period and will be ready to submit to FDEO mid-May.
- SWFWMD – Reclaimed Water Phase 3
 - Staff attended SWFWMD meeting February 10th to hear evaluations and rankings of proposals by District staff.
- 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
- Preliminary Engineering Report (PER) and Environmental Review (ER) are under review by USDA for consideration of a loan/grant combination
- RESTORE – East and West Spring Lakes
- Treasury is reviewing an application under the RESTORE Direct Component funding for the removal/abandonment of 300 septic tanks within the EWSL project area.
- Disbursements
 - Submitted Disbursement Request Package Number 4 – East & West Spring Lakes Project \$2,286,646.02.
- Operations Division:
 - Treatment Facilities (TF):

- 212 preventative maintenance, 32 corrective, and 3 emergency work orders were completed.
- Backflow/Reclaimed: 182 residential cross-connection inspections, 3 hydrant meter tests, 2 backflow inspections, and 3 reclaim site maintenance/repairs completed
- Pre-Treatment: 106 monthly inspections, 49 re-inspections were completed. No notices of violation were issued. 1 spill was reported this month at 13671 Foresman Lane. 9 groundwater wells were sampled with 1 re-sampling event. .
- Burnt Store WRF: Staff replaced damaged electronics for the WAS flow meter, installed 316L stainless steel sheet metal sleeves into the EQ tank effluent trough to prevent to correct a leak due to heavy corrosion and replaced a defective input control card for the backwash pump on the Aqua-Disc filter.
- Burnt Store WTP: Staff replaced the main control board for the CL2 bulk storage tank level transmitter and a damaged control cabinet for the plant lifts station. Staff also replaced and calibrated a faulted pH probe.
- East Port WRF: Staff repaired and reinstalled bar screen #2, wired PLC and HMI into UPS for the #1 belt press and replaced cooling fans for #1 plant lift station #1 pump VFD. Staff repaired a defective motion sensor on grit classifier #2. Staff again relocated Wonderware history trend alarms onto USB drive to create space on the local server. The manufacturer completed start-up warranty alignment inspection for WAS pump #2 and it was placed into service. Staff completed demolition of WAS Pump #1 and started the installation of a replacement. Staff also replaced the #1 Rotomat rotary screw assembly allowing septage receiving station #1 to be re-opened.
- Leachate Plant; Staff rebuilt the deep well injection chart recorder.
- Rotonda WRF: Staff replaced the MBR #1 low level shut-off float and MBR #3 IRP VFD.
- West Port WRF: Staff installed two 8" DI tees and ARV's on each reclaimed pump. A large amount of air was noted in the main resulting in erroneous flow meter readings. ARV's were installed to release the air. Staff rebuilt the effluent CL-2 analyzer
- Personnel: Paul Fitch retired on 4/12/16. Treatment Facilities division wishes him well and has posted for his vacated position.
- Training: All staff attended or viewed Active Shooter training. Four completed First Aid/CPR training; three completed Forklift training, one completed WEBEOC training; one attended Chemical Spill Response training; and nine completed Confined Space/Fit Test training.
- Tours: A ribbon cutting ceremony was conducted at the East Port Water Reclamation Facility on April 27th to celebrate the completion of the first phase plant upgrades.

| 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 |
| 2016 | Apr | 0.293 | 0.001 | 3.967 | 1.621 | 0.955 | 0.931 | 0.616 | 0.243 | 5.781 | 2.796 | 0.462 |
| 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:
 - Work continues on sandblasting and painting the Golf Course Booster storage tank
 - Contractor built chemical containment walls around CL2 tank area at the Walenda Booster station
 - #3 pump rebuilt and back in service at Walenda
 - Work continues on the new PLC for the Rotonda Booster
 - Installed 42 new water services
 - Replaced 16 galvanized water service lines
 - 30 staff members attended active shooter training
 - Accepted Florida Water Week proclamation from the Board
 - Most of the staff has received Tough Pad training from IT. All of the Tough Pads have been deployed
 - Made offer to 3 employees for vacant positions
- Wastewater Collection:
 - Sewer Line Work Group:
 - Manholes
 - Inspected: 46
 - Repair/replace/ raise ring & cover: 5
 - Rebuilt invert/ trough (confined space): 2
 - ARV: 43 reuse ARVs serviced – 1 taken out of service
 - Mains
 - Gravity – 1 excavation for repair – 1 blockage cleared
 - Force – 1 FM excavated and repaired – 1 blocked FM cleared
 - Valves:
 - Valves installed: 4
 - Valve pads installed: 7
 - Taps
 - LPS services installed: 9
 - FM taps w/ datalogger to test PSI: 3
 - Service Calls
 - Odor complaints investigated: 2
 - Backups investigated and determined to be customers' problem: 6
 - Services excavated and repaired: 4
 - TV Truck
 - Feet gravity main cleaned and televised: 4443
 - Services located for Engineering: 4
 - Road depressions investigated: 4
 - Miscellaneous
 - Approx 20' concrete gutter/curb poured in-house
 - Reuse meters installed: 2
 - Lift Stations Work Group:
 - Corrective WO's: 109
 - Preventative WO's: 25
 - 5 employees completed confined space recertification.
 - Removed Volute from LS 9 sent out to be rebuilt using ENECON coating.
 - Participated in the final walkthrough at the new Vacuum station.
 - Replaced all the electronics in the odor control unit at LS 309 due to a lightning strike.
 - Began discharge line replacement at LS 54.
 - Two Lift station employees attended HSS Screen building course held at Dataflow systems office in Melbourne, FL.
 - Low Pressure Sewer Work Group:
 - Mandatory LPS connections completed: 3
 - Failed Tanks replaced: 4
 - Check valves @ street replaced: 3

- Trouble shoot and resolve high mainline pressure on Via Cassia. New flush point installed. Identified Blockage.
- UP-Grades Completed: 21
- LPS systems brought up to current standards: 29
- Low Pressure Service calls completed: 282