

**Charlotte County
Board of County Commissioners
Staff Report
April 2009**

Budget & Administrative Services

Budget Division

- Distributed monthly Fiscal Reports to departments
- Impact Fee Report updated and distributed.
- Preparation and analysis for Budget Workshops with Board of County Commissioners.
- Budget Workshops with BCC. Departments reviewed by BCC in March:
 - Human Resources
 - Growth Management
 - Human Services, Administration, Public Information Office
 - County Attorney, Commission Office, BCC Control Budgets
 - Facilities
 - Tourist Development, Economic Development
 - Public Works
- Gathered and analyzed information for Commissioners' Workshop follow-up questions.
- Hurricane Charley
 - Completed final closeout process on last two Debris project worksheets for Cat A from Hurricane Charley for stumps and increased operating expenses at the landfill.
- Hurricane Wilma
 - Worked on small project validation for Hurricane Wilma; completes closeout process.
- Put together and submitted application for Department of Justice JAG Grant in the amount of \$275,631. This will be distributed between the Charlotte County Sheriff's Office, Punta Gorda Police Department, Court Administration, and the Neighborhood Accountability Board.
- Marine Advisory Committee recommendations and spreadsheets were developed for mid-year FY08-09 and FY09-10 WCIND and BIF allocations.
- Reviewed results from Budget Survey. Categorized, proofed data, and put into spreadsheet to be included on the Charlotte County Website. Worked with Public Information Office to put into appropriate presentation format for the Website.
- Gathered, analyzed and assembled data for the Self Insurance Allocations to the departments and Constitutionals. Allocation numbers were distributed to Constitutionals.
- Developed a spreadsheet to summarize and track the current American Recovery and Reinvestment Act (ARRA) grants the County presently has as well as such grants the County may want to consider applying for.
- Amended territories in Punta Gorda Non Urban MSBU & Deep Creek Street & Drainage MSBU.
- Reviewed MSBU data for MSBU Workshop to be held in May. MSBUs with increase, decreases, added ERUS, and one new MSBU were reviewed.
- Monthly update of revenue projections.
- Continue to review properties for MSBUs for additions, deletions and revisions to maps and data base. Update and review MSBU database with information received from the Property Appraiser.
- Received notification that the Government Finance Officers Association (GFOA) had awarded the GFOA's Distinguished Budget Presentation Award for to the Charlotte County Budget Division.

Fiscal Services Division

- Public Works
 - Received \$274,465 from FDOT for grant reimbursement for Burnt Store Rd Right of Way purchases.
 - Received \$197,090 for grant reimbursement for US 17 landscaping.

- Received \$39,189 from Gasparilla Island Water Authority for their portion of utility improvements on the Coral Creek Bridge.
- Invoiced FDOT for grant reimbursement for: Piper Rd, Aqui Esta Dr. and Burnt Store Rd.
- BCC approved two road projects to be constructed by FDOT from the American Recovery and Reinvestment Act for 2009 -1st project is Placida Bridge Replacement Cape Haze Drive at Amberjack Cove Waterway, 2nd project Murdock Circle Intersection Improvements.
- Building and Construction Services:
 - Issued 41 Single Family home permits for month - increase of 19 permits from March 2009.
 - Provided Impact Fee rollback analysis detailing losses of revenue year-to-date.
- Public Safety Department:
 - Received fully executed re-banding project agreement from Sprint-Nextel allowing Department to move forward with implementation phase of project. Under the terms of Agreement, within 30 days, County will receive \$170,504 to begin scope of work of project.
- Human Services:
 - Transit has (4) four bus wrap advertisements in production at this time for three buyers including Advanced Imaging, Peace River Medical Center, and the Department of Health anti-smoking campaign. These wraps will each bring in revenues at \$250 per bus per month. If the Board approves Route service on the Route 41 corridor, the slightly larger, and more frequently observed buses are expected to earn twice that amount. In the coming year we expect revenues to increase from \$1,000 per month to \$2,500 per month for these ads.
 - The Affordable Housing Advisory Committee met to discuss the allocation of \$2,000,000 of Impact Fee Incentive Funds that Charlotte County has received. A special vote was taken on how these funds are to be distributed among the housing non-profits within the community. The result was that funds will be disbursed between Habitat for Humanity and the Housing Corp. Of Charlotte County and will be used for down payment assistance. Habitat will be allocated \$1,400,000 for 40 units and the Housing Corp. will be allocated \$600,000 for a total of 31 units. The clients will need to meet various median income levels.
- Parks, Recreation & Cultural Resources Department
 - Worked with the Purchasing Department on contracts for Ballfield Chemicals, Fertilizer, Mobile Concessions, Vending and Tree Trimming.
 - Instituted the Push Cart Vending Pilot Program.
 - Met with Human Services regarding screening for Kids Camp Scholarship Fund.
 - Met with Tampa Bay Rays on Spring Training wrap up.

I.T.

- Operations:
 - Implemented phone system modifications eliminating long distance charges for calls to Englewood originating from Murdock Administration, Justice center, All Libraries, Public Works, Charlotte County Jail, Public Safety Complex, Transit, Human Services, CCU and the Sports Park
 - Deployed network infrastructure to the county's new Health Clinic
 - Upgraded Cisco Voicemail system
 - Installed paging system for Ray's clubhouse
 - Programmed phones for the West County Annex
 - Deployed VoIP phones to Port Charlotte Library, JB Yard, Tringali Park and Oyster Creek
 - Cutover the JB Fuel system from DSL to fiber (eliminating monthly recurring charges)
 - Updated and security patched all (200) physical and virtual servers
 - Reviewed phone billing.

Purchasing

- Pre-bid meetings held:
 - 09-227 Wheeled Excavator
 - 09-202 Stormwater Structure - Lionheart and Sunset Waterways
 - 09-195 Harbour Heights Median Landscaping

- 09-156 Stormwater Control Structure - Cheshire Waterway
- 09-207 InHome Elder Care
- 09-160 Top Dressing Field Mix - Annual
- 09-193 Shell Rock Material - Annual
- Pre-Construction meetings held:
 - 09-147 Stormwater Control Structure - Jupiter Waterway and Chancellor Blvd.
 - 09-162 Curb & Landscape Rotonda Medians
 - 09-032 Lift Station Grounds Maintenance
 - 09-209 Leachate Collection System
 - 09-213 Paving Landfill Compost Site
 - 09-159 Grounds Maintenance - Facilities
- Bid openings held:
 - 09-032 Lift Station Grounds Maintenance
 - 09-200 Pool Chemicals - Annual Contract
 - 09-230 Ballfield Chemicals - Annual
 - 09-227 Wheeled Excavator
 - 09-156 Stormwater Control Structure - Cheshire Waterway
 - 09-202 Stormwater Structure - Lionheart and Sunset Waterway
 - 09-195 Harbour Heights Median Landscaping
- Quotes due and received:
 - 09-221 CCU Water Quality Reports
 - 09-209 Leachate Collection System
 - 09-221 Printing & Mailing CCU Water Report
 - 09-223 Landscaping Installation - Hathaway Park
 - 09-213 Paving Landfill Compost Site
 - 09-226 Construction of Artificial Reef
- Proposals due and received:
 - 09-115 Emergency Debris Removal
 - 09-180 Edgewater Drive Phase II
 - 09-192 Sidewalk Design - Sales Tax
 - 09-182 Vending Machine Services
 - 09-199 Mobile Concession Services
 - 09-220 Medical Director - Fire / EMS
- Pre-submittal meetings held:
 - 09-220 Medical Director - Fire / EMS
- Shortlist meetings held:
 - 09-115 Emergency Debris Removal
 - 09-180 Edgewater Drive Phase II
 - 09-182 Vending Machine Services
 - 09-192 Sidewalk Design - Sales Tax
 - 09-199 Mobile Concession Services

Real Estate Services

- Flamingo/Edgewater: -updated offers (sent on Friday April 10th) to the remaining owners to continue our acquisition efforts.
- Burnt Store Road, Winchester South and Midway Expansion: -continue to move forward, by any legal means should be in court within the next 90 to 120 days for an Order of Take hearing.
- Piper Road: Order of Take Hearing at the Justice Center scheduled for June 10th; continue to contact the Airport Authority on a regular basis to obtain a grant of right of way easement necessary for the roadway construction.
- Environmental Lands Acquisition Program: -program remains in abeyance.
- Employee Clinic: -facility will open mid-April.

- Regional Water Authority: -continue to work with CCU and Authority to secure County owned land for a water storage tank near Highway 17. Authority indicated a preference to use County owned site adjacent to the fire station located a short distance from the cemetery site that was formerly considered by the Water Authority -awaiting a sketch and description from the Water Authority in order to bring the matter to the BCC for consideration and approval.
- Kings Highway Pipeline Easement: -tentative settlement, hope to conclude this matter in the next few weeks without having to go to court.
- Replacement of Leased Space for Fleet: -in abeyance pending further direction from Administration.
- Legal Research: -no change; research -site inspections for a special project.
- Public Works, Parks & Recreation and Utilities: -working with departments obtaining easements, title searches, reviewing number of land related issues that have been brought forward to our department for review.
- Releases and Occupations of Easements: -applications exceeded 150 to date.
- Stump Pass Project: -total of 366 new easements are required for project; beach re-nourishment using sand removed from Stump Pass -easements to allow P. W. to place sand along private property.

Building Construction Services

- Summary:
 - April was a relatively good month for BCS with 41 single family permits issued – the highest number issued since September 2007. The number of customers visiting the department has increased for the second month in a row. Additionally, staff met with a developer who indicated they are getting ready to build again. Their existing inventory has sold out and they are preparing to final out permits that have been held on the Extension Program. This is another indicator that the downturn in new construction is starting to level out.
- Updates and Accomplishments:
 - Interlocal Agreement – The BCC approved the expansion of the Interlocal agreement between North Port, Venice and Charlotte County to include the City of Punta Gorda, Sarasota County and Longboat Key allowing all jurisdictions to share inspection and plans review staff.
 - Green Building Expo – Staff attended a Green Building event in Miami to gain information for the Charlotte County’s expo planned for November. The expo will showcase green techniques for both new construction and existing homes and businesses.
 - Building Safety Week – The Building Official accepted a proclamation from the BCC for Building Safety Week. This is a national event organized by the International Code Council (ICC) aimed at promoting the use of building codes to protect the life safety, health and welfare of the citizens of Charlotte County.
 - Software Update – The development of the new software is moving ahead. Some of the smaller items have now been configured such as the wireless portion for the inspectors and the GIS integration. The next big milestone is the commencement of User Acceptance Testing and the department is in the planning stages to determine how best to accomplish this.
 - Departmental Changes – The Land Development section of the department has been split into two groups. Right of Way, Stormwater and Floodplain staff has remained with BCS whereas the excavation and land use staff have been moved under Growth Management. This has been done to place like functions together and improve customer service levels.

<u>Item</u>	<u>Total FY08</u>	<u>Apr-08</u>	<u>Apr-09</u>	<u>FY08 YTD</u>	<u>FY09 YTD</u>
Single Family Permits Issued	318	23	41	183	155
Multi Family Permits Issued	3	0	0	93	1

Commercial Permits Issued	226	24	11	171	110
All Other Permits Issued	18946	1705	1246	11398	7608
Customers Served	20309	2512	2318	14552	14358
Plans Reviews	11282	928	839	6477	5165
Inspections	94125	7734	4959	60168	36872
Permitting Revenue	\$3,464,498	\$260,887	\$194,854	\$1,874,334	\$1,324,375
Permitting Expenditure	\$4,674,749	\$340,689	\$451,491	\$3,318,674	\$2,475,575
Licensing Revenue	\$336,400	\$9,824	\$8,217	\$222,263	\$35,264
Licensing Expenditure	\$1,309,512	\$69,487	\$51,784	\$538,395	\$403,737
Online Utility Permits	641	56	32	432	251
Utility Inspections	825	38	27	670	221
PTO's & ROE's	124	11	1	79	10
Vacations	22	3	0	27	2
ROW Applications Reviewed	1949	174	158	1174	945
Action Orders Initiated	5781	509	343	3332	2243
Code Cases Initiated	3586	333	232	1884	1354
CEB Cases Heard	427	55	28	270	236
Citations Issued and \$ Amount	\$30,750	\$4,000	\$1,250	\$22,000	\$18,595
New Contractor Licenses Issued	665	51	38	369	293
Contractor Licenses Revoked	36	5	4	19	7

Economic Development

- Inquires/Appointments/Successes:
 - Charlotte Harbor Community Redevelopment Agency Adv Committee endorsed conceptual design plan for Gateway Pedestrian Promenade Project at March meeting -plan available for public input 04/23rd at Charlotte Harbor Events Ctr. CRA Adv Committee seeking public input on proposed design concepts including fishing amenities -improved public access to waterfront.
 - 04/16th, 10:30-1:00 p.m., Charlotte Harbor CRA Adv Committee held special workshop reviewed existing land uses patterns within Charlotte Harbor target study area, located from Bayshore to Edgewater and east of US41 -workshop included tour of target area, gave committee members, interested property owners, and renters opportunity to participate in creating a visual preference survey for the area.
 - All current property owners -approx 500 within Charlotte Harbor CRA were mailed a letter with an update on current events scheduled for Charlotte Harbor CRA including Gateway Pedestrian Promenade Project open house. Approx 40 people attended/provided comments. Public input incorporated into next set of preliminary plans and be presented to Adv Committee and BCC.
 - Demographic Profile 2009 Edition available on the EDO website (http://www.floridaedo.com/pdf_folder/Demographic_Profile.pdf).
 - Don Root and Kay Tracy spoke to this year's members of Leadership Englewood about economic development in Charlotte County -meeting held at Airport Authority's board room. For their portion of the presentation, they were joined by Lane Diedrick and Kevin Russell who shared information about Charlotte County IDA and the Enterprise Charlotte Economic Council.

- BCC approved the EDO's request to partner with Palm Beach Investment & Finance LLC in expansion of EB5 Prog to include Charlotte County. Administered by US Citizenship & Immigration Service, EB-5 Regional Ctr Designation is one of vehicles established to promote influx of foreign capital, both financial and intellectual. Program designed to encourage pooling of foreign investment in entities know as Regional Centers, while affording eligible foreigners opportunity to gain legal residency status in US. Inclusion in this program will put Charlotte County in a much more competitive position to promote economic growth, development, tax base, and job creation via the attraction of direct foreign investment.
- Several items finalized at recent meeting of Eco Development Regional Marketing Group:
 - the legal structure of the organization
 - date for general announcement which will include rollout of its logo and website
 - marketing and P/R plan
- Our efforts to recruit and maintain existing businesses continue with:
 - 34 pending prospects.
 - Appointments with 14 local businesses.
 - 6 new projects reviewed; custom presentations developed for 3 businesses.
 - 1 Incentive Application.
 - 3 Impact Analyses.
 - Provided 13 external companies and 13 County departments with various demographic and market data packets.
- Meetings:
 - International Level
 - European Business Council
 - Enterprise Florida/UK visited Charlotte County
 - State Level
 - EFI Regional Strategic Planning Meeting
 - Regional Level
 - Southwest Florida Regional Technology Partnership
 - Regional Branding Partnership
 - FGCU/Gary Jackson
 - Local Level
 - Directors' Meetings
 - EDO Budget Workshop
 - Charlotte County Industrial Development Authority
 - Enterprise Charlotte Economic Council
 - Charlotte County Chamber Board of Directors & Government Affairs
 - Green Building Ordinance Meeting
 - Clean Energy Planning Session
 - Charlotte County Airport Authority
 - Team Punta Gorda
- Presentations/Newspapers/Magazines:
 - Leadership Englewood
 - Sun Reporter Greg Martin regarding Intermodal
- Office Activities:
 - Data collection included: monthly permitting, housing, unemployment, banking market share, foreclosures, income & airport stats.
 - Prepared Agenda, Minutes, coordinated meetings for Enterprise Charlotte Economic Council, Industrial Development Authority, Charlotte Harbor CRA Advisory Committee, Charlotte Harbor Workshop and Murdock Village CRA Advisory Committee.
- Research and Policy Initiatives:
 - Creating EDO policies.
 - Working with Growth Management on Fast Track Permitting and Population Projection.

- Continued work on Inland Port Study, Intermodal Logistics Center and potential regional cooperation with Palm Beach County.
- Working with potential partner on a feasibility study to determine if Charlotte County would be conducive for creating trade and finance center and a center for water technologies.
- Working with Charlotte County Chamber to formulate Business Retention Plan. Introductory letter and survey mailed to area businesses.
- Working to obtain EB-5 Regional Center Designation thru partnership with WTC Palm Beach.
- Researching grants and bonds may be used within EDO or for prospective and local businesses.
- Mitigation of wetlands in the ECAP area.
- Continue working on Make What to You Take Project. Although the legislation did not pass, a team will be formed to put together a proposal to present to leads.
- Solar rooftop/solar energy ordinance research.
- Redevelopment:
 - Coordinated public advertising for 4/23rd Community Open House for Gateway project: writing press releases, posting signage, and writing a column for Charlotte Sun Newspaper.
 - Coordinated final voluntary lien documents for tax increment loans for eligible property owners for sewer connections with CDBG grant funds -coordinated distribution/recording of documents.
 - Presented proposed changes to resolution that created MV-CRAAC to committee -suggested bylaws; committee endorsed.
 - Final determination of vested rights was received for Murdock Village CRA.
 - Prepared a historical overview of the Punta Gorda CRA for Administration.

Environmental & Extension Services

- Natural Resources:
 - Staff working closely with CCU evaluating possible environmental impacts associated with various CCU department projects. Successfully relocated a gopher tortoise. Tortoise was impacted due to improvements to a lift station in Rotonda, a large male Tortoise, relocated in accordance with the Florida Fish and Wildlife Conservation Commission permit.
 - Staff evaluating/surveying scrub-jays to develop County wide Habitat Conservation Plan.
 - County's approved Capital Proj's -Habitat Conservation Plan, may allow County to pursue federal grant to purchase additional occupied scrub habitat. Staff conversing with USFWS & FWC.
 - Green Spiny-Tailed Iguanas, Natural Resources Web Site allows residents to report sightings since 04/08 -over 72 sightings reported. Locations plotted on map can be viewed at Iguana Reporting section of Nat'l Resources web-site. Map presents excellent visual picture of sites.
 - Sea turtle season began 05/1st. Every 2 yrs, monitors that survey beaches are required to attend a training workshop conducted by FL Fish & Wildlife Conservation Commission. Workshop held Thur. 04/16th, Natural Resources Div. hosted the Statewide and Index beach Sea Turtle Nesting Training. Over 80 attendees from Collier to Manatee counties attended the 4 hour workshop.
 - FI Paddlers Assoc. volunteered to assist Nat'l Resources and County's Aquatic Div cutting/piling Brazilian Pepper-tree on Thornton Key Preserve. Paddlers Assoc. "adopted" Thornton Key as their worksite and named them selves "The Friends of Thornton Key". Group arrived by boat toting lobbers, tree trimmers, gloves, and pruners. County's Aquatics crew used chainsaws to remove large Pepper-trees; group hauled/piled the debris; results were remarkable.
 - Shore Bird monitoring activity in County, 1st of the year's Snowy Plover nest discovered on Palm Island. Nest discovered by homeowner on island who knew what steps to follow to protect nest. Every year, a percentage of nests are laid outside the roped off areas. When this occurs, roping/posting is added to protect adults and eggs. Resident stated they knew what to do, and whom to alert, from a presentation they attended at Palm Island on nesting beach birds. 04/20th, first shorebird eggs hatched successfully with 2 chicks. Since the arrival of 2 chicks, another Snowy Plover nest was found. Within the past week, nests from Least Terns and Wilson's Plovers have been found from Knight Island to Stump pass Beach State Park. Residents and visitors along Knight Island finding chicks entertaining.

- Peace River Audubon conducted a bird walk at Shell Creek Preserve; numerous birds sighted despite less than optimal environmental conditions. Among the birds sighted and identified: Purple Gallinule, Common Gallinule, Swallow Tailed Kites, white eyed Vireo, yellow-throated Warbler, Pine Warbler, Palm Warbler, Red-shouldered Hawk and many others.
- Sun. 4/25th staff participated with 57 volunteers, friends, and supporters of sea turtle nesting attended "Lights Out" Celebration hosted by Don Pedro Sea Turtle Patrol. Attendees set up tables on Knight Island beach to kick off '09 nesting season. Toast to "the girls" arrival and successful nesting season began celebration -enthusiasm and energy shared by the group.
- Tue. 4/21st Palm Island Shorebird Bird Tour. -27 attendees from Venice Area Audubon Society and 4 residents of Knight Island. Shorebird tour held at Palm Island Resort and beaches. Due to high winds, attendees were able to see unexpected birds: Orchard Orioles, Rose-breasted Grosbeaks, Indigo Buntings, Gray Kingbird sighted including over 300 Black Skimmers, newly arriving Least Terns, Brown Pelicans, and Short-billed Dowitchers. -33 species identified.
- Extension Services:
 - Fertilizer Ord. Summit hosted by County, 4/29th -BMP Practitioners [including lawn care business representatives] from Lee, Charlotte and Sarasota County discussed what is and what is not working within the various County Ordinances. Special Guest Speaker, Dr. George Hochmuth II, joined in via phone from Gainesville and updated us on pending State Legislation and new EDIS publication on Fertilizer Ord. Outcome from this session and Public Forum to be held 5/27th will produce a report for BCC. Report will review the current ordinance, state legislative actions and recommendations from lawn care industry, citizens and gov't agencies.
 - Sea Grant coordinated 3rd year of redfish tagging in conjunction with 4/25th Kids Cup Redfish Tournament. Working in partnership with Mote Marine Laboratory, Progress Energy, University of FI/IFAS and the tournament, seeks to evaluate the fate of tournament caught and released redfish. 113 kids (ages 10-16) participated in the tournament.
 - Allison Turner, FI Yards & Neighborhoods attended Peace River Water Conservation Summit in Sarasota 4/3rd with CCU. Summit aimed at educating local SW FI officials on water conservation in area. County received a lot of compliments from speakers, and 3 of them pointed to Charlotte County as an example of good conservation practices. There was also a lot of talk about FI Yards & Neighborhoods prog's & FI Friendly landscaping, etc. Meeting a good example of the working partnership between CCU and Extension.
 - Extension Services Master Gardener Trainees learned about "Tropical Fruits" presented by Dr. Crane, Tropical Fruit Specialist with Tropical Research & Education Ctr in Homestead.
 - Charlotte and Lee County Sea Grant agents recently secured a FI Sea Grant Extension Enhancement Grant for Blue Crab Traps Removal exercise and Development of Guidelines for Statewide Crab Trap Removal. They conducted, in cooperation with the area's commercial crabbers, a volunteer blue crab trap removal exercise and training day on Mon 4/6/09 in Charlotte County. Goal of the removal exercise to build local capacity amongst commercial fishers to conduct future cleanup events. 7 commercial crabbers and 12 agency personnel, including 5 Sea Grant agents collaborated to remove 21 derelict crab traps from the Peace River.
 - Outreach: Ralph Mitchell assisted 4-H Agent with a Learning Station at East Elementary as part of a two-week long Ag in the Classroom Prog. Station, "Pillow Packs" educated at least 60 youth on gardening techniques & how to grow herbs in gallon zip lock baggies.
 - Extension hosted an Arbor Day Tree Sale 4/24th concerning both educational outreach and fund-raising for Charlotte County Soil and Water Conservation District programs.
 - 50 youth participated in 4-H-sponsored "Ag in the Classroom" programs during East and Sallie Jones intersession. According to host principal, this was the most requested class at early enrollment for both week-long sessions, and repeat students enrolling for the 2nd week session.
- Mosquito/Aquatics:
 - Helicopter outfitting for Aerial Adulticide spraying: Spray boom installed, GPS guidance & recording system, radar altimeter/atomizers mounted to spray boom. Department currently wiring spray atomizers to control panel, plumbing and wiring electric spray motor/pump. This should be

finished shortly to be followed by calibration/testing of spray system/night vision training. This last major task to be accomplished before being completely operational end of month.

- Sentinel Chickens: 9 volunteer cooperators scheduled to receive chickens on 5/15th. Weekly testing for mosquito borne diseases: West Nile Virus, St. Louis encephalitis, Eastern Equine Encephalitis will begin following week & continue thru mosquito breeding season, ending in Nov.
- Preparation for upcoming mosquito season: Seasonal employees hired and trained. Seasonal Biological Aide learning new surveillance routes established over winter. Vehicles equipped with GPS recording spray systems and are operational.
- Solid Waste:
 - Transfer stations started new prog. April -facilities offer for sale many old appliances and lawnmowers, in a junk like conditions, left at Mini-transfer & Recycling Ctr's. New prog. gives public opportunity to purchase these items for reconditioning or for parts. Items sold "as is" on a 'first come - first served' basis. Customers can purchase as many units as they want.
 - Keep Charlotte Beautiful celebrated Earth Week at Charlotte Stone Crabs baseball game at 7:05 p.m. Sat. Activities included environmental games played between innings and carnival for children. This event is a fund raiser for KCB projects.
 - Landfill Gas project update, contractor submitted permit for gas collection & generators to FDEP - review process takes 3 to 4 months, once permitted, contractor will begin installation of methane collection wells and piping.
 - Landfill Operating Permit, renewal submitted to FDEP, permit requires renewals every 5 years.

Facilities, Construction and Maintenance

- Jail Expansion-Design 75% for early phase 1 start, selection Bovis for CM, BCC 11/28 agenda, Construction phase 1 complete. Phase 2 construction underway. BCC proj change approved 3/10/09
- Eastport WWTP Control Bldg-A/E contract released-planning & programming underway Budget 2M
- Event Center-project is complete-warranty work underway
- Fire Station #11-currently used for VM-design underway for 5300 sq ft station-1 story. Scrub Jay issues resolved for building within existing footprint and landscape with scrub habitat material. Design underway Budget 2.1 million. Completed. Recovery project
- Englewood Fire Station #5-(Rockford Ave) under design-working budget to GMP. Scrub jay issues-negotiating with USFW for onsite mitigation. (resolved) Complete-Truck arrived. Budget 2.1 million.
- Human Services-Under design-7000 Sq/ft to house HS/Veterans Serv. Proj Delayed Budget 1.917M.
- State Dept of Health Facility at Loveland-under design-shared campus with HS bldg. County advising on process-construction. Scheduled construction is underway 2nd floor will be shelled space (8000sf)
- P. W. San Casa- Proj under construction-Final VE items Complete-asphalt area out for bid Bdg 600K
- Public Works Fleet and Administration Campus-(Bachman) RSH underway with planning and programming. and design Project Delayed Budget 9.7 million
- Sports Stadium-negotiations complete for Hunt/MT HOK for contract-kickoff mtg Jan 9. Project underway for A/E final schematics due early June-line item cost estimate also due concurrently. Construction phase 1 underway-project on schedule for late Jan 09 completion Project is at substantial completion Budget 28 million Project is complete--First season complete.
- Englewood Annex-renovation and Sheriffs substation-Project Delayed
- West County Library-initial project status-A/E services awarded to Spillis Candela-contract accepted by County. Project Delayed Budget 12.2 million
- Fire EMS Training Tower-in design at FEMA site-Project Canceled -Budget 1.2 million
- FEMA Murdock mitigation-windows-Engineering firm on contract for frame analysis -Contract approved 1.7 million-engineering assessment underway Project is underway
- Rotunda Wastewater Plant Expansion -BCC approved GMP, const. start 7/9 -2 phases-mostly CCU
- North Charlotte regional Park-bids received on 9/17-under construction -complete 4.45 million
- South Gulf Cove Park- complete-1.087 million
- Port Charlotte Pool House and site improvements-work underway, Complete 1.4 million
- Sunrise Park-out for bid-under construction- complete 2.6 million

- .Energy efficiency upgrades-ongoing
- .South County Annex renovation-under construction-completed
- West Charlotte mini-transfer station-under construction-complete
- CC Fire Station #5-renovation of station-under construction
- Family Services-planning for grant -approved renovations-grant of 196k approved-proj to commence
- Sheriffs Office 911 upgrade/renovation-in planning-project delayed
- Health Clinic-renovation work underway facilities portion complete clinic opened 04/15th-complete
- County space study underway
- New Landscape plan for 16 County Fire Stations-under review-complete
- Spring Lakes Restroom-design revisions underway
- Bayshore ADA restroom-Acquiring A/E firm for design

Growth Management

- Smart Charlotte 2050 Update: -no change from March report, kicked-off Interactive Smart Charlotte 2050 Comprehensive Plan Review process.
- US 17 Corridor Planning Study:-no change from March report, staff working with consultants to create a summary of the various US community visions.
- Future steps:-no change from March report -staff working with consultants to create a draft plan to include goals, objectives, policies to implement community vision.
- US 17 Corridor planning Study is part of the re-writing of the County's Comprehensive Plan - Smart Charlotte 2050.
- School Concurrency: -SWG met 04/27th final preparations for 6th annual joint City/County/School Board workshop scheduled for 05/04/09. City identified a point of confusion in the Elementary School Concurrency Service Area (CSA) map. Although there are only 3 CSAs, which are clearly marked as such, each school attendance boundary was displayed by a different color. This gave some the mistaken impression that the attendance boundaries were each CSAs. Map was corrected to display only three colors, one for each CSA. In addition, the map legend that had listed the schools was replaced with one that listed CSAs instead. There was a similar error on the Elementary School Attendance Boundary map provided by the School District. The triangular section in the middle of the Burnt Store Meadows area carries its own color because it is reviewed annually to determine whether the students in that section will attend Sallie Jones Elementary or East Elementary. This has been a hotly contested issue between some of the affected City residents and the School Board. The annual review was part of the compromise agreement. Draft map had mistakenly displayed the color of that section with that of Liberty Elementary. This error was also corrected. John Weant has been in contact with Jim Fendrick regarding the County's concurrency management software. Randy Goss of the consultant team for that project continues to host net-meetings on a near-weekly basis following the regular SWG meetings. The SWG is scheduled to meet next on 5/4/09.
- Community Plans:
 - Boca Grande - Staff attended Community Planning Advisory Committee 0/16/09. Committee prepared letter to Charlotte County outlining concerns and work they have performed since 2007. Separate letter also prepared for Lee County. Staff informed that advisory committee is made up of representatives from both Lee and Charlotte Counties and currently the majority of the membership are residents of Charlotte County. Letter outlines committee is currently at 7 members due to loss of 2 members and are requesting to maintain a membership of 7. Copy of letter supplied to all commissioners, County Attorney, Zoning Official and Concurrency Manager and will be available for view on the web.
 - Little Gasparilla Island -03/13/09 Adv Committee meeting, DRAFT LGI Zoning District Overlay Code discussed -major issue Adv Committee members would like to include 1) Barge and ferry landings, and 2) Outdoor storage, in fully screened areas, for equipment used in construction or maintenance of residences or roadways on LGI, under the Special Exceptions Subsection in DRAFT Code. Staff agreed that Barge landings with certain conditions should be allowable; however, staff did not agree to add outdoor storage uses in Code because it is inconsistent with

Comp Plan. Advisory Committee members voted to support staff's recommendations -workshop scheduled 03/28/09 to solicit input on LGI Zoning District Overlay Code. Workshop held at Placida Beach Club House located on Little Gasparilla Island, -staff working with Adv Committee members to finalize the DRAFT LGI Zoning District Overlay Code. 04/17/09, Chief Didio attended LGI monthly meeting to discuss Fire/EMS issues on island. In addition, committee raised concerns regarding some proposed uses under Home Occupations section of DRAFT LGI Zoning District Overlay code; staff will revise it to address their concerns.

- Manasota Key -1 committee meeting held in April with a new committee member, Phil Eason. Mr. Eason presented information about Englewood Water District dealing with fire hydrant issue; he also presented his problems with overlay code and what changes he would recommend. 1 architectural meeting held. Preliminary plans for Gulf View Grill approved. They will be submitted for county review at a later date. Holske residence at 3065 N. Beach approved. Tim Towles presented plans for 1284 Shore View. He was advised to revise plans and resubmit. APA parking at Stump Pass Beach Park discussed. Committee would like parking area to be pavers, not concrete. Tim Krebs submitted plans for 1270 Shore View and preliminary approval granted by committee -committee concerned about vacancies on committee. Committee Chair not happy with Mr. Eason's appointment and strongly desires that Betsy Mccallum be reappointed. Chair suggested the design charrette planned for June to be held in September. Charrette will now be an explanation of overlay to members of community. Members of community have asked for this type of a meeting twice and have asked that it be held outside of the context of a MASKAC meeting -tentatively planned for July. Similar type of meeting will be held January 2010. Committee chair asked that county staff not attend the MASKAC meetings until July as they work through their revisions to the Manasota sign code.
- Site Plan Approval:
 - Staff received total of 3 applications -approved

Human Resources – No report for April.

Human Services

- Social Services Div released summer Low Income Home Energy Assistance Program (LIHEAP) funding on April 1, 2009. This funding assists qualifying low-income residents with utility assistance.
- Veterans Services Div worked with Senator Aronberg's office hosted Town Hall meeting -issues discussed retirement benefits dealing with physical or emotional repercussion of war.
- Human Services' Transit Div has 4 bus wrap advertisements in production for three buyers including Advanced Imaging, Peace River Medical Center and Department of Health's anti-smoking campaign. These wraps will each bring in revenues at \$250 per bus per month.
- Social Services staff developed process for screening applications for financial assistance for Parks & Recreation summer programs and swimming lessons. Staff will be contacting applicants to schedule appointments determining financial eligibility for Parks & Recreation Department.
- Housing staff participated in a Tour of Homes for May 7th as part of National Gov't Week. Tour will include 2 green certified homes in County's housing prog. -representative from FP&L will be present and the builder of the units to discuss options for rehabbing homes to become more energy efficient.
- 2-1-1 in collaboration with RSVP (Retired Senior Volunteer Program), Volunteer Reception Center, and United Way VolunteerWay developed a promotional flyer for a volunteer disaster training scheduled for 6/9/09 -student, from Murdock Middle School designed backside of flyer. Flyer will be mailed to 1,000 Charlotte County residents compliments of the Charlotte County Cultural Center.
- Veteran staff met with owner of Vietnam Traveling Memorial Wall -discussed set-up procedures, security, computer operations/staff needed to bring Wall to Lashley Park on Veteran's Day, 11/11/09.
- Sunshine Ride added another after school tutorial program transporting 20 children 5 times a week from Deep Creek Elementary School to the Pilgrim Church on Rampart Boulevard.

- BCC's & Federal Transportation Administration approved stimulus grant for 5 hybrid buses used in fix route system along US 41. MPO and Transit conducted public meetings to gather input for fixed route proposal -demonstration hybrid bus put into service for part of month for County reviewing.
- Family Services Center staff participated with Florida Healthy Kids Corporation and Department Health to provide outreach and application assistance at two major job fairs in SWFL.
- FSC staff met with Baker Center representative to discuss expansion of Early Head Start and Head Start. FSC is participating on Baker Center assessment team to evaluate Baker Center policies and procedures and to evaluate the programs success in achieving objectives.
- Completed the RFP for Recovery Act Federal Justice Assistance Grant in collaboration with the Budget & Sheriff's Office, Punta Gorda Police Department and Court Administration. Neighborhood Accountability Board Program receiving approx \$51,000 to preserve NAB staffing and services.
- 211 & Veteran Services staff met with several community veterans regarding 211 assistance and information regarding Post Traumatic Stress Disorder.
- Attended 5 county (Charlotte, Hendry, Glades, Lee and Collier) meeting to discuss stimulus funds available to each and possible regional collaboration.
- Distributed approx. 2,000 copies of Affordable housing Catalogue to local housing-related agencies.
- Completed annual inspections: multi-family affordable housing complexes per requirements of State.
- Conducted monthly meeting of Affordable Housing Advisory Committee to receive input about the proposed use of State funds from the Impact Fee Incentive fund.
- Facilitated walkthrough-transition of congregate mealsite operations & client serv. at Harbour Heights from Council on Aging to Area Agency on Aging, SW FL. AAA seeking new provider for mealsite.
- Provided revisions pertaining to the Housing Element for Charlotte's 2050 Comprehensive Plan.
- Met with various community representatives in discussion of progress on Restoration Roads.

Parks, Recreation and Cultural Resources

- Department Administration:
 - Prepared agendas attended Parks & Rec Adv Board/Beaches & Shores/Marine Adv Committee
 - Prepared new MAC request for 2010 as directed by BCC.
 - Attended meeting with ITD regarding EAMS implementation
 - Prepared/attended meeting with Charlotte Stone Crabs
 - Prepared/attended meeting with Tampa Bay Rays on Spring Training wrap -up
 - Attended meeting on custodial report; completed assignments as directed
 - Prepared 2nd revision of PRCR Budget Reductions; reviewed with County Administration
 - Attended follow up meeting on CIP presentation with BCC
 - Completed FRDAP grant closeout for Hathaway Park - \$184,000 reimbursement expected.
 - Worked with Purchasing on contracts for Ballfield Chemicals, Fertilizer, Mobile Concessions, Vending, Tree Trimming
 - Provided report on Take Me Fishing Grant to acting Director – Closed out grant and refunded balance of grant funds to NRPA
 - Prepared/attended Land Use Meeting re: Smart Charlotte 2050 for Parks, Rec & Cultural Resources Element
 - Attended pre-agenda and BCC meetings as required
 - Met with Human Services regarding screening for Kids Camp Scholarship Fund
 - Entered adjustments in Library Online Selection Assistant for carryover amounts
- Public Meetings:
 - Joint Meeting -Parks & Rec Adv Bd, Marine Adv Committee, Beaches & Shores Adv Committee
 - Marine Advisory Committee
- Public Outreach:
 - 3 Press Releases written and published for the Department for the month
 - Instituted Push Cart Vending Pilot Program
 - Admin Support staff fielded 1,309 telephone calls and 47 web mail inquiries for month
 - 29 Citizen Concerns processed for month

- 171,295 hits to the Department website in the month
- HR/Volunteer Coordination:
 - Processed 1 requests for FMLA
 - Processed 3 Notice of Injury forms
 - Processed 2 Worker's Compensation forms
 - Attended Florida Public Personnel Association Seminar
- Cultural Resources:
 - Use Statistics:
 - 81,200 items checked out at libraries, average of 3,700/day and a 7% increase over April 2008
 - 55,600 library visits, an average of 2,530 per day and a 5% increase over last April
 - 11,150 computer uses, an average of 500 per day and a 11% increase over last April
 - 746 attendances at 28 library prog's –prog's include preschool prog's, Englewood Beach story time, teen prog's, book discussions, films, special prog's like African American Experience in FI series attended by 53 and Saturday family movie attended by 78.
 - *Play Ball in Charlotte* exhibit continues through June 20 at the Historical Center.
 - Other:
 - Volunteers donated 2,072 hrs during April, average of 94/day or equiv. of 12 full-time staff/day.
 - Final shipment of photographs/postcards for Year One sent for scanning -part of federally-funded Charlotte County FL History Collection proj. to date 6,200 records/images have been digitized.
 - Volunteers at Pt. Charlotte & P. G. Libraries honored at luncheons hosted by Friends of Library.
 - Historic Charlotte County Courthouse restoration project won a '09 Statewide Preservation Award from FI Trust for Historic Preservation. Nomination submitted by architect Thomas Hammer of Rowe Architects, Tampa. Award for rehabilitation of structure to an earlier or original appearance and will be presented at FI Trust's '09 Annual Conf. in West Palm Beach in May.
 - Library and its partners, C.C. Public Schools, Arts & Humanities Council, Peace River Ctr for Writers at Edison St College & Cultural Ctr, awarded a National Endowment for the Arts Big Read Grant to present programs and events on Edgar Allan Poe in April 2010.
- Recreation/Athletics:
 - Recreation:
 - Last spring training game occurred Wed, 4/1, Tampa Bay Rays played Minnesota Twins. Approx. attendance 6000. During game, silent auction for autographed Rays memorabilia to highest bidder; all proceeds to Kids Camp Connection Scholarship Fund -total \$2350 raised. Total attend. Rays '09 spring training season 103,255 -30% increase than previous season.
 - Inaugural season of C. Stone Crabs 4/9/09 at C. Sports Pk. -total of 8 games; est. attend. 23,700.
 - Charlotte Harbor Event & Conf. Ctr hosted 17 events during April -total attendance for events 14,433. Highlighted events: First Alliance Church Easter Serv., Punta Gorda Days Old Timers Luncheon, Spring Home & Garden Show and Edison College Graduation Ceremony.
 - 45th Annual Easter Egg Hunt, Sat. 4/11/09, 9:00–12:00, C. Sport Pk. Over 500 guests enjoyed Easter Egg Hunt, face painting, sno-cones -4 lucky winners got Toys R Us Golden Egg, from Pt. Charlotte Toys R Us. Peter Cottontail, McGruff Crime Dog, Crash Test Dummy's & Geoffrey the Giraffe spent time visiting the children and posing for pictures throughout the event.
 - Aquatics/Athletics:
 - 1,223 children from youth athletic org. participated in athletic activities at Harold Ave Pk, Tringali Pk, S Cty Regional Pk, Carmalita Pk, Carmalita Horse Arena, North Charlotte Reg Pk. Activities: baseball, softball, hockey, horse shows, soccer. Parks received 10,711 touches combined.
 - 3 aquatic facilities opened for combined 687 hours and served 6278 patrons.

Public Information

- Worked with County Attorney's Office and professional organizations to monitor legislative actions regarding government TV stations. Concerns include moving the channel to higher tiers that may not be accessible by basic cable subscribers and imposing channel usage policies that would be cost prohibitive for local governments.

- Prepared court exhibits for County Attorney's Office for their use in pending litigation; saved County a substantial amount of money over outside vendor
- Wrote three columns and edited three others for department staff
- Assisted Cultural Center marketing coordinator with one of their events, Charity Challenge. Contacted County staff to find participants and provided marketing suggestions.
- Assisted Human Resources with Health Center opening and communications issues
- Finalized details for National Government Week – Greening Our Future. Newspaper will receive a series of articles from PIO and three departments will be holding special events
- 25+ media requests for assistance
- Assisted Charlotte Health Department with Swine Flu communication issues
- Assisted Learning Division with the development Employee Academy educational materials
- Received inquiries from various County & City governments regarding surveys they wanted to do. (They had seen our online budget survey.) Provided info regarding crafting the questions, reaching the right audience and utilizing the survey results.
- Appeared on WCCF talk radio with Budget Director to share information with the public regarding the Budget survey and workshops.
- Charlotte Alert messages sent – 14; subscribers reached 7,381. In the last six months subscribers have increased by 25%, with Public Safety and the Charlotte ENews having the largest number of subscribers.

Public Safety

Animal Control: - nothing to report for the month.

- Fire:
 - Fire/EMS working with Risk Management to have new clinic take over hazardous material physicals and exposures for all Fire/EMS personnel.
 - Fire/EMS working on revamping medical, cleaning, and office supply system to try and purchase items at lower cost and to improve delivery to all fire stations.
- Emergency Management:
 - Director met Sen. Bill Nelson at Edison College for an update on recovery since Hurricane Charley approaching the 5-year mark. In attendance: educators, elected officials, representatives of business met him to bring him up to date on where we are. Senator discussed state of economy and his ideas where stimulus money should be directed.
 - Hosted a group of visitors from Canada who work in Public Safety, as well as a group representing the Florida Department of Financial Services office in Ft. Myers.
 - Staff finalized plans to commence detailed training of those assigned to EOC in activations, for purpose of familiarization with new Web EOC software we will be using for the first time in 2009.

Public Works – No report for April.

Tourism – No report for April.

Utilities

- Operations Division:
 - Treatment Facilities:
 - Personnel: 1 operator trainee passed exam. 1 administrative employee on FMLA -returns 5/4. 1 operator resigned, 4/29. 2 operator vacancies selected for hire in HR for process. 1 selection to be made upon approval from Administration.
 - Reuse Ord: Easements: The Links/Palms/Long Marsh completed -Clerk of Court for recording.
- Water Distribution:
 - Personnel: No vacancies exist in the section.
 - Distribution System: Completed 4 new water service line installations; repaired 42 line breaks; exercised 353 system water valves; maintained and flow tested 172 hydrants for system maint; changed out 20 galvanized service lines as system maint; responded to 27 water quality calls;

serviced 15 vehicles at Fleet; tested 3 large compound meters per the schedule; replaced 3 broken system water valves; replaced 2 - 16" water valves at the #2 booster station; installed 4 insertion flow meters in the northern sections of the Burnt Store system to start on a water audit for south county; completed a 200' line extension at the new Health Dept site.

- o Booster Stations: #2 (Golf Course) remains out of service. The contractor completed some influent and discharge piping at the site. After completion of testing the bypass was opened to complete the connection between Olean and Glen Eagles. #3 (Gulf Cove) performed preventative maint. Facilities completed repairs on the door to the chlorine room. ADF was 2.357 MGD. #4 (Walenda) performed preventative maint. The station was temporarily shut down for the contractor to complete the connection for pumps 1&2. ADF was 2.959 MGD. #6 (Rotonda) performed preventative maint. A surge at the site damaged several small transformers and power supplies. I&C tech completed repairs for all systems. #4 pump had a damaged coupling and has been replaced. ADF was 2.259 MGD. #7 (Ingraham Injection Station) running normally. ADF was 350,607 GPD. #8 (Englewood Interconnect) currently operating at an average rate of 1.463 MGD.
- o Sampling: Monthly compliance samples have been completed.
- o Boil Water Notices: 2 boil water notifications were processed.
- o Wastewater Collection: Repaired/replaced 12 sewer laterals; completed 72 manhole inspections and installed 47 rain guards; repaired 6 manholes (risers, ring and covers, etc.); 5 gravity main spot repairs; repaired 1 force main leak; cleared 1 gravity main blockage; TVd and cleaned 5,165.3 feet of gravity mains.
- o Personnel: 1 employee attended FWPCOA Short School for WW Collection "C", 4 employees cross trained with Water Dist on proper operation and use of valve maint equipment; 9 employees conducted confined space rescue simulations to maintain current certifications; 4 employees completed MOT training.
- o Lift Stations: Performed 320 LS preventative maint work orders; performed 84 corrective maint work orders which included check valve cleaning, pump deragging and wet well cleaning; installed two 3" valves on LPS force main at LS 807; performed 9 confined space entries; ordered parts to replace worn pump bases at LS 44; performed 3 MOTs; located and marked 30 force main valves; repaired 5 submersible pumps in-house; fabricated parts for in-house rehab of LS 855; relocated gopher tortoises from LS 801 site; pressure washed concrete valve vault walls at LS 37; completed design for valve assembly replacement at LS 321.
- Finance Division:
 - o Performance Budget Forms completed and sent to Budget Department
 - o CIPs for FY10 submitted to Budget Department
 - o Attended Peace River Board Meeting
 - o Attended on-going Peace River Budget meetings
 - o Submit MSBU information to Budget Department for May Workshop
 - o Charlotte Harbor MSBU payment request from TIF processed
- Revenues:
 - o Reporting for the month of March Percentage Benchmark for Revenues – 49.86%
- Operations and Maintenance Fund:
 - o Water: Budget \$33,489,553. Billed thru March \$16,790,192 = 50.11% of budgeted amount.
 - o Sewer: Budget \$20,422,201. Billed thru March \$10,418,909 = 51.02% of budgeted amount.
 - o AGRF/Meter Fees: Budget \$1,223,086, Billed thru March \$641,344 = 52.44% of budgeted amount. Total O & M Fund budget, \$55,134,840. Total billed thru March, \$27,850,446 = 50.51% of total budgeted amount.
 - o Connection Fees (Capital Project Fund):
 - o Water: Budget \$1,030,000 -Collected \$277,123 = 26.91% of budgeted amount -Annualized Collections = \$554,246.
 - o Sewer: Budget, \$3,016,000 -Collected \$707,959 = 23.47% of budgeted amount -Annualized Collections = \$1,415,918, total budgeted amount \$4,046,000. Total thru March, \$985,083 = 24.34% of total budgeted amount.

- Business Services:
 - IVR: Has had soft implementation. All posting corrected and system is effective. Only issue is current timeliness of phone process, which is being investigated and corrected. It was decided to roll out the new County Web site at a later date after the phone payment component is fully operational. All aspects of balancing these payments have been addressed.
 - Mass Notification: Residential customers with consumption over 15K notified of water conservation efforts via phone. Exercise was successful; we expanded mass notification to customers whose payments were returned from their financial institutions. Only issue with process, system's failure to leave voice mail. Manually directed system to leave a voice mail, so the problem has been resolved. We will continue to send consumption over 15K and returned items notification during. We also intend to update the commercial account numbers during May.
 - New Bill/Electronic Bill: Group 1 requested additional funds to correct problems that occurred from the software upgrade. This project has taken three years and \$56,000 and we still do not have a final product. We have instructed Group 1 to complete the project without additional funding or lose the account. We are also looking into alternatives to the Group 1 solution.
 - BCS Liaison: 20 utility inspections performed – 19 passed and 1 failed.
 - EZ Pay: 12,830 bills processed. Transaction break down: 2,964 one-time pays, 5,184 recurring payments, 4,682 payments through Customer Service Reps. 130 returned items; 33 for insufficient funds and 97 for invalid bank number.
 - AMR Replacement: 234 Orion AMR transponders were installed. Of the 23,005 customers with AMR transponders 4,982 have ITRONs and 18,023 have Orion. The 23,005 represents 38.5% of our customer base with AMR meters.
 - Customer Service: 10,891 phone calls received. Grade of service was 78.1%. There were 6 new service requests representing \$33,735 in connection fees and 1,589 walk-in customers.
 - Meter Services: Installed 2 (existing lines); 55,207 meters were manually read; 53 were skipped (less than .1% of all reads) and 33 were misread (less than .1%); 2,790 service orders were closed, including check meter/verify read, box/lid maintenance, shut-off, and turn-on.
 - Billing & Collections: Delinquencies: 977 accounts were shut-off for non-payment. Reconnection revenue (meter was turned off) collected was \$32,150 penalty revenue was \$54,575 and premise visit revenue (payment was made before shut-off occurred) was \$1,560. Total delinquency revenue: \$88,285. FY-YTD 09 total: \$584,906.
 - Returned Checks: Revenue was \$4,335. FY-YTD 09 total: \$20,514.
 - Tampering: There were 73 meter tampering occurrences for total revenue of \$5,770.; FY-YTD 09 total: \$55,570.
 - Liens: There were 113 liens filed addressing balances at the time of filing of \$31,476. There were 66 liens released for a total of \$38,165.
 - Bad Debt: 20 accounts totaling \$2,711 were sent to bad debt; average balance due was \$135.
- Community Relations & Water Conservation:
 - Internal Communications: Wrote/edited/proofread customer correspondence and documents; Researched and distributed relevant daily news articles and maintained clippings.
 - Media Relations: Worked with print and broadcast reporters to provide information and ensure accurate, positive reporting on various Utilities stories.
 - Customer Relations/Community Outreach: Utilities and Environmental & Extension Services staff hosted 37 private school students at the East Port Campus for Earth Day; Hosted the PGI Floridians civic group on a tour of the East Port Water Reclamation Facility; Worked with Campus partners in planning Greening our Government Week Community Open House; Prepared lobby displays in Murdock and East Port for Florida's Water Conservation Month; Researched and responded to various customer questions and concerns, including those referred by Administration and BCC; Provided updates and additions to CCU Web page including new forms, new hours, and water conservation information; Continued working on annual Water Quality Report; an FDEP requirement. Continued with layout/design; worked with IT on customer address files; worked with Public Information staff on cover design; worked with Purchasing on RFQ. Sent all files to selected printer; ensured reports will be printed and mailed in advance of the postage

increase on 5/11 and well in advance of the 7/1 regulatory deadline; Prepared bill insert on water restrictions and enforcement, had document printed and delivered for use as a May bill insert and customer handout; Provided water conservation literature to various organizations/events.

- Water Conservation: Toilet Rebate Program: Toilet Rebate Program: All residential rebates for the current funding cycle have been exhausted. If cooperative funding is received from SWFWMD for FY-10, residential rebates will again be available as of 10/1/08. Addressed customer questions regarding program via phone and e-mail. Reviewed and approved program invoices. Continued working with CCPS on replacement of 130 toilets in older schools and continued working with Bureau Veritas regarding proposal to provide inspections for the CCPS toilet replacements only. Continued tracking customer usage information per SWFWMD contract. Prepared bimonthly report to SWFWMD as required; Worked with Business Services and Operations staff to complete new SWFWMD monthly reporting requirements on our water conservation outreach and enforcement efforts; Water Conservation Month (April) activities included proclamation, BCC presentation of student art contest winners; wklly conservation themes with accompanying press releases, conservation tips and conservation tools for customers; lobby displays in Murdock and East Port; Provided monthly customer data to SWFWMD for water conservation pilot study.
- Engineering Services:
 - Major Work Orders: 88 developer project inspections, 429 CIP inspections, 10 LPS installations, 26 Start-up Inspections, 21 LPS mandatory re-inspections - 574 total; 8 developer agreements prepared; 243 active developer projects; 5 closed projects; 3 new sets of plans received; 4 revised sets of plans submitted for approval; 103 residential service availability letters prepared, 1 commercial service availability letters prepared – 104 total; 17 water and sewer services field verified; 751 locates processed from Sunshine State One; 20 residential service applications processed; 6 permit received, 6 permits approved by CCU for FDEP submittal – 12 total; 1 record/as built drawings reviewed; Rotonda Meadows design locate verification - 70 man hours; Rotonda Sands design locate verification – 13 man hours; 8 Large intersections locates
 - WO#6: Regional Reclaimed Water Expansion: Transmission Main: On 3/3 the FDEP cleared the reclaim water transmission main for use and reclaimed water was pumped directly from the East Port WRF to the Sports Park reclaimed water storage pond on almost a daily basis.
 - Booster and Storage Sites: Ops staff continued with training on various equipment and controls. The contractor was given a punch list of necessary work to complete the project. The engineering consultant is working on revisions to the Operating protocol, and submitted final documents to SWFWMD for certification of the storm water management system on both sites. Operating protocol is under review by Ops.
 - WO#7: Burnt Store RO Water Treatment Plant Expansion: Production/Monitoring Wells: Contractor is making good progress on both production wells. Two of the three monitor wells on the Burnt Store plant site have been completed.
 - Plant Expansion: Project is on schedule.
 - Generator Set: Exercise as needed and place into service with RO plant construction.
 - Operations Building: Construction is progressing on schedule.
 - WWRF Expansion: Review schedule for latest version of plans to be implemented starting in May. FP&L line (being installed to serve new production wells) to be staked by surveyor, and Engineer of Record to evaluate in relation to proposed plans for BS WRF expansion.
 - WO#7&9: The BCC at its 4/28 meeting approved the scope and fee for the Central and West County water model update which includes hydraulic analysis of the Rotonda Villas/Springs water distribution system design. CAD staff cont to work on the water and LPS plans. The consultant for the LS design completed plans and specs which are under review. After consultation with the County Attorney's office and Real Estate Services the standards to be used on the sketches for the Temporary Rights of Entry were raised considerably requiring additional sketch revisions. Staff has resumed preparation of property sketches which will take until the 2nd week of May to complete. The County Surveyor staked out the property corners of the two LS lots. A contract was let to DMK Assoc for survey work required as part of the Maintenance of Roads Survey that

is necessary to acquire road and utility Rights-Of-Way in areas where cul-de-sacs were constructed on private property. CCU PET staff working on compiling and preparing easement docs for this project. PET staff continues working with Engineer of Record to provide comments on final draft of landscape plans for project's two LS. These landscaping plans are to become the standard for all future landscaping projects. CCU staff met to review LS plans and line layout.

- o WO#28: There were no major operational problems during April and Phase I continues to operate reliably and to produce high quality reuse water. The major work activities were as follows: The ops building was completed and the BCS has been notified that it is ready for final inspection; The work on the equalization tank was completed; The blowers and pumps for the equalization tank were commissioned; The liner for the reject pond was completed; The reject pump station was completed; The pumps for the reject pump station were commissioned; The effluent pump station #2 was completed; The high service pumps for effluent pump station #2 were commissioned; The fine bubbler diffusers were installed in the rehabilitated aeration basin; Started to final grade the site; Continued to install Phase II instrumentation.
- o WO#29: Walenda: Some of the electrical system parts have been installed; Golf Course: Yard piping is being completed and tested for use. Existing building roof has been removed. In process of changing the interior tank procedures. Will issue a change request when complete; Gulf Cove: No further progress.
- o WO#32: Engineering attended BSV POA meeting to describe project details and answer questions. Plans to go to Purchasing soon.
- o WO#39: Deep Injection Well: Process cont of re-rating the DIW from 9.6 to 12.0 MGD. CCU Engineering is preparing specs for a RFP for a contractor to supply services to transfer (pump) water from the on-site ponds to the DIWs for the test. Specs to be completed in May or June.
- o Rehab of the Headwork Structure: Bid documents are being reviewed by Engineering for submission to Purchasing. It is expected that review and final documents will be ready in May.
- o East Port Ops Bldg: Purchasing is reviewing the bid documents and this project should be ready for bid the 1st of May.
- o WO#44: No change since last report. Due to other commitments, CCU staff was not able to work on the back log of as-built information or GPS assets in areas that were not field verified by the consultant.
- o WO#45: CR 771 Force Main: Butterford WW crossing and CR 771 force main is complete.
- o WO#46: Water Transmission Main: No progress known.
- o WO#53: Rotonda Sands & Meadows: BCC to reviewed and approved the amended resolution for MSBU to include connection fees during 5/5 MSBU workshop.
- o WO#42 & 59: Lift Station Rehabs: 806, 812, 816, 819 - CCU received final plans from Stantec for remaining LS rehabilitation projects in Rotonda. This is under review.
- o 8 - Property owner has signed quit claim deed for Lot 7, however is waiting to record the deed until he completes additional paper work. A lot exchange will be proposed once the quit claim is recorded. The lot exchange process may not begin until the end of May.
- o 855 - BCC approved purchase of lot on 4/28. Rehab efforts to continue.
- o 24 - No further action.
- o 84 - CCU Engineering and Ops met to review design prepared by Stantec for use as an in-house rehab project. Ops to upgrade LS in-house.
- o 321 - Stantec still working on final design (currently at 75% status). LS not been a priority, and we have not worked on finalizing the plans until other LS have been completed.
- o 801 - Gopher tortoise relocated successful. Remobilization date now scheduled for 5/4; start-up for 1st week of June; and substantial completion for 1st week of July.
- o WO#60: Babcock Ranch: Since the work stoppage in early April, only management activities and responses to request info for CCU have occurred on this project.
- o Control Structures: Sunset & Lionheart WW - Bids were received on 4/29 and are being reviewed for the lowest responsive bidder.
- o Jupiter WW @ Chancellor Blvd: Armadillo Underground received NTP on 4/27 and mobilized on site. Preparations were made to take the existing water line out of service so the existing storm

water culvert could be demolished. Biweekly progress meetings have begun. This is a joint project with the City of North Port.

- o Apollo WW @ Chancellor Blvd: Dave Foot Environmental Construction was found to be the lowest responsive bidder and was awarded the contract on 4/28. The pre-construction meeting is scheduled for May 6, 2009.
- o Rotonda Weirs: Engineering is awaiting the next plan submittal for review and comment.
- o Midway Force Main & LS Rehabs: The design of this project is complete. Additional design work is being pursued with the possibility of this project becoming a large diameter "backbone" gravity feeder for systems in Mid-Cty to East Port Plant.
- o Midway Widening (PW) Phase 1: No change in activities.
- o WO#70: Rotonda Reclaimed ASR Well Final Design: The bid docs including plans, technical specs, and the bid form were submitted at the end of April to SWFWMD for approval to put the project out to bid. No further action was taken on the RFPs for Const Admin Services due to monetary issues resulting from SWFWMD's decision to reduce the FY 2010 funding to \$225,000. A meeting to discuss the impact of the reduced funding for FY 2010 was not held as originally planned.
- o WO#71: Deep Creek Force Mains & Lift Stations 303 – 309: Easements through Hampton Apts were not originally filed correctly. Designed route is being investigated for conflicts with gopher tortoises and scrub jays.
- o Sewer Rehab & Manhole Rehab 08/20: Pipe Relining: No change in activities.
- o Coral Creek Bridge: New waterlines have been completed and certified by FDEP. CCU PET staff working on preparing additional easement for existing water line. CCU PET staff conducted on-site visit and reviewed documentation. Once easement boundaries are determined, will obtain sketch of description and forward to Real Estate Services for further processing.
- o SWFL Feasibility Study: CCU staff continues to monitor the progress of this study. The SWFFS project team is preparing final report to be submitted to Congress in 8/09.