

**Charlotte County Board Of County Commissioners
Agenda Item Summary**

Item Number: B- 1

1 DEPARTMENT MAKING REQUEST

Clerk of the Circuit Court

2 MEETING DATE

6/24/2014 9:00:00 AM

3 REQUESTED MOTION/ACTION

Approve Minutes for:
May 20, 2014 BCC Workshop
June 5, 2014 Pre-Agenda Meeting

4 AGENDA

5 IS THIS ITEM BUDGETED (IF APPLICABLE) -

Budget Action

Financial Impact Summary Statement

Detailed Analysis Attached -

Budget Officer-

6 BACKGROUND (Why is this Action Necessary, and What Action will be accomplished)

ATTACHMENTS:

Name:

Description:

Type:

[052014_BCC_Workshop.pdf](#)

May 20, 2014 BCC Workshop

Cover
Memo

[060514_Pre-Agenda.pdf](#)

June 5, 2014 Pre-Agenda Meeting

Cover
Memo

BOARD OF COUNTY COMMISSIONERS

MAY 20, 2014

A BCC Workshop was held at the Murdock Administrative Complex, Room B-106, Port Charlotte, Florida.

Members present were: Chair Doherty, Commissioner Constance, Commissioner Deutsch, Commissioner Duffy, and Commissioner Truex. Also in attendance were: County Administrator Sandroock, County Attorney Knowlton, Chief Deputy Board Services White, and Minutes Clerk Greene. The following members were absent: None.

The meeting was called to Order at 9:00 am, followed by the Pledge of Allegiance.

1. Economic Development Director comments

Tom Patton, Economic Development Director, provided an update related to the Legislative Session pertaining to Economic Development, indicated the Manufacturing, Machinery and Equipment Sales Tax Exemption was approved by the State, noted Enterprise Florida Incentive Budget was fully funded through both the House and Senate but did not receive a level hoped for as to their request for a Marketing Budget, said the County would probably be approached to participate with State Marketing again for this year, commented on the boom of the Construction Trade Industry in Southwest Florida, mentioned a banner ad was placed on the Economic Development Website for the Locate to Paradise Website, advised the Board of the Transportation and Investment Generating Economic Recovery (TIGER) Grant was applied for Piper Road, and requested the Board support the interest and need for the Grant with Congressman Rooney's Office. Jason Stoltzfus, Programs Liaison, indicated he had spoken to Lobbyist Greg Burns that morning and received confirmation that Congressman Rooney's Office would be sending a letter of support that week.

2. Flood Plain Ordinance

Claire Jubb, Customer Service Manager, provided details of proposed changes to the current local Floodplain Ordinance, explained the reasons for the proposed change include the 2010 Florida Building Code, potential upcoming map study and changes being conducted by FEMA, and changes to the National Flood Insurance Program, highlighted needs for a local Ordinance to include Florida building code incorporation of the National Flood Insurance Program (NFIP) minimum standards, that the County has higher regulatory standards to help maintain Community Rating System (CRS) rating, delineated how the New Ordinance was developed, and spoke to the following: existing County standards including Five (5) Year Cumulative Substantial Damage Substantial Improvement, Enclosure limitations below elevated structures, limitations to the installation of mobile homes in a V Zone within existing mobile home parks, and requirements for piling foundation of mobile homes in V Zones, proposed Ordinance changes including introduction of one (1) foot of freeboard, language to address Coastal A Zones, changes to the definition of Substantial Damage, limitations to the creation of new Residential lots in Flood Ways, and clarification of policy to limit fill in A Zones, exemptions in the Florida Building Code, listed upcoming steps to follow for Board adoption, and responded to related Board inquiries.

Commissioner Duffy inquired if insurance companies would be responsible for costs to elevate structures, requested the definition of freeboard, asked for additional detail related to freeboard, questioned why increased flood proofing does not apply to individual properties versus being applied to the County as a whole, and commented on different type of work that requires Floodplain Permits. **Chair Doherty** spoke to financial hardship related to the Substantial Damage Substantial Improvement regulation, questioned if there were areas in the County that contained mobile home(s) built onto pilings versus the rest of the Community, expressed concern with significant side lot grading issues within A Zones, opined consideration of the introduction of one (1) foot of freeboard was being considered prematurely, and requested a cross section diagram of a stream, flood way, and flood plain for understanding. **Commissioner Truex** expressed his

preference that typical maintenance items not be included in the Substantial Damage Substantial Improvement requirement and requested additional information, commented on the obligation to allow Residents to maintain their property, asked for the effects of flexibility within the enclosure limitations below elevated structures requirement, articulated his concern related to building, substantial damage, and being required to build up an additional foot, inquired if the proposed policy would be consistent with current building regulations at one (1) foot above existing grade, and questioned if certain fencing could be identified for exemptions to required Floodplain Permits. **Commissioner Constance** opined there should be limitations as to what the Federal Government can regulate, stated his agreement that an additional foot of freeboard may be problematic, summarized the intent of the new Floodplain Ordinance as encompassing the Florida Building Code, Federal Emergency Management Agency (FEMA) requirements, and NFIP requirements to improve the County CRS rating, and questioned the total property value insured in Charlotte County. **Commissioner Deutsch** commented on significant costs to homeowners for an additional foot of freeboard, noted Community aesthetics would be affected, and stated his agreement with **Commissioner Truex's** concerns.

Ms. Jubb affirmed she would provide the Board with additional information as per their request.

3. Impact Fee Study Presentation

Gordon Burger, Budget and Administrative Services Director, stated the decision to implement all Impact Fees was deferred until the Study of Non-Transportation Impact Fees (IFs) was completed, noted Tindale Oliver was chosen to provide continuity through completion, and introduced Nilgün Kamp, AICP, Associate Principal, to present the information. Ms. Kamp indicated the County has IFs in six (6) program areas, noted the IFs were last updated in the year 2009, provided an overview and definition of IFs, presented findings of technical studies, past projects, future planned projects, credit scenarios with and without Sales Tax Revenue, and IF rate comparisons for Public Buildings, Libraries, Fire / EMS, Law Enforcement / Correctional Facilities, Parks and Recreation, and Transportation, summarized calculated fees, and responded to Board inquiries.

Commissioner Constance questioned if IFs could be collected for one area of the County and be used for a different area, asked if there was enough right-of-way space for improvements to the Kings Highway and Sandhill Boulevard intersection, noted if the Sales Tax is not adopted IFs would be considerably higher, inquired which Communities the IFs are compared to in the Study, commented on the number of lane miles within the County versus population numbers, requested additional information be provided related to surrounding County IFs and permits, and spoke to the required timeframe for increased IFs if the proposed Sales Tax does not pass in November. **Chair Doherty** noted his confusion surrounding the transportation dollars, asked if IFs could be used to fund road improvements, analyzed IFs related to an already failing intersection and a new homeowner to the area, inquired the type of projects the Capital Projects Fund could be used for, requested additional information be provided regarding the credit portion of the IF Study, queried the definition of Functional Resident Coefficient, stated his preference to be providing with historical data of IFs, requested to be supplied with immediate County government "competition" IF data, spoke to population projections, and commented on the amount of time available for the Board to digest the IF information presented. **Commissioner Deutsch** questioned if the numbers derived were based upon a dollar investment or value. **Commissioner Duffy** inquired if the urban service area or rural areas were considered in the IF Study, commented on the cost per lane mile, noted Martin County is a good comparison to Charlotte County, questioned specifics of steps taken by Lee County the previous month, asked if other Counties utilized a tiered approach to IFs, and opined the tiered fee structure was a bad decision. **Commissioner Truex** stated the Single Family Home calculated fee is for households while the other fees listed are per one thousand (1000) square feet.

Dan Quick, Public Works Director, responded to inquiries related to the use of IFs for improvements to the intersection of Kings Highway and Sandhill Boulevard, noted IFs are not earmarked for specific projects, and affirmed the listed cost

per lane mile included design, permitting, and construction costs. Mr. Burger spoke to amount of money expended for Murdock Village debt and indicated values are projected based upon actual approved Capital Improvement Projects (CIP). County Administrator Ray Sandrock advised that the Capital Projects Fund could be used to enhance any type of County infrastructure and provided a detailed overview of the schedule for IF adoption. County Attorney Janette Knowlton commented on timing issues and noted the proposed Ordinance would be attached to the June 24, 2014 Meeting Agenda opposed to the June 10, 2014 Agenda. Assistant County Attorney Daniel Gallagher affirmed a ninety (90) day waiting period is required for adoption of increased IF Rates and explained that if the Sales Tax Referendum fails; the existing new IF rates would be in effect.

RECESS: 10:46 am - 10:56 am

4. CCU Rates Forecast

Henry Thomas, Public Resources Management Group Inc. (PRMG), provided an overview of the Agenda, indicated annual updates to the plan have been conducted, spoke to existing operating conditions, stated Charlotte County Utilities (CCU) has the ability to adjust rates annually but has not done so in recent years, explained the updated Fiscal Year (FY) 2014 Projections, commented on FY 2014 projected uses of Cash, noted the updated Financial Forecast includes some new growth, discussed the following: projected Peace River Water Charges, summary of Capital Plan and Rate Impacts, Projected funding of Capital Plan (pie chart), Projected Renewal and Replacement (R&R) Fund Transfers (bar graph), proposed Cost Recovery Alternatives, Comparison of proposed water and wastewater rates applied uniformly to all charges, projected cash balances at proposed rates, projected cash balances over time (bar graph), and defined conclusions and recommendations.

Chair Doherty questioned the difference of costs depicted on a chart presented to the Board previously, commented on the differences of the Unfunded Projects, stated his preference to ensure the current Project list is accurate, asked for a comparison between a typical water and sewer customer versus a system-wide number related to the proposed cost recovery alternatives, opined water-only customers are subsidizing wastewater customers, noted a stand-alone approach increases both services approximately \$0.39 monthly, mentioned that he favored providing a break for the water-only customers, and asked when the Finance Committee convenes. **Commissioner Duffy** requested details of the listed Parkside Projects and inquired additional information related to borrowing funds. **Commissioner Truex** questioned if reclaimed water was the driving factor of the increase in sewer costs and asked if an analysis could be done past the year 2024 once all outstanding Bond debts were satisfied to review effects of potential changes.

Mr. Thomas responded to Board inquiries including differences caused by Project costs, affirmed staff had reviewed the Project list carefully, commented on prior Board approval of entire increases opposed to the suggested sewer rate increases, spoke to the theory of supporting the development of the wastewater system, confirmed he suggested interest-only loans, spoke to financing techniques, indicated the Board has the option to approve a system-wide increase versus a stand-alone approach, defined the formula for CCU Rates, and mentioned a fairly high base charge has helped stabilize CCU Reserves. Terri Couture, CCU Director, indicated the Parkside Projects were to be piggy-backed with Public Works and included areas of Harbor Boulevard from US 41 to Olean Boulevard and along Elkcam Boulevard from US 41 to Midway Boulevard for water, wastewater, reclaimed water lines, and affirmed the Projects were already underway. Murray Hamilton, PRMG, indicated the sewer system started with a deficit, noted inadequacies to cover the operating expense and debt of the sewer system, stated reclaimed water costs for treatment of wastewater has been assigned to the wastewater rates and the reclaimed water costs for potable water offset are applied to the water system rates, and mentioned reclaimed water is largely funded through water revenues. Chief Deputy Board Services Tommy White affirmed the use of interest-only loans with past projects, stated the Finance Committee can be convened as the

Board chooses, and noted the delay of the Finance Committee meeting is due to Board discussions related to the use of Reserves.

(COMMISSIONER CONSTANCE EXITED THE MEETING AT 11:32 AM)

5. CCU Policies and Inventory Maintenance Schedules

County Administrator Sandrock explained that **Commissioner Truex** added the topic as a priority for the year and noted CCU inventory is aging. Ms. Couture introduced Gary Hubbard Utilities Operations Manager, noted all Treatment Facilities have been upgraded within the past ten (10) years, stated all CCU Water Storage / Booster Stations have been upgraded in the last five (5) years, and responded to related inquiries. Mr. Hubbard portrayed a cycle of life with a focus on exceeding expectations, indicated Asset Management is an ongoing process, listed the number and types of facilities owned by CCU, provided the process of Asset Verification, explained the Preventative Maintenance Program, provided details and conditions of CCU facilities, noted the lack of manpower to complete the required annual process for exercising valves and fire hydrants, commented on the remaining useful life of CCU facilities, and discussed next steps to be followed including preparation of a detailed Repair and Replacement (R&R) Schedule, evaluation of R&R projects outsourcing versus insourcing, and the establishment of funding to transition to more preventative maintenance.

Commissioner Duffy asked if the State requires the annual exercise of valves and hydrants, commented on the number of CCU lift stations, mentioned the new vacuum wastewater system and opined the need for less lift stations, stated low pressure systems are traditionally less expensive to install but have higher maintenance costs, questioned the status of the lines in the Parkside area, asked what material the pipes are lined with, and requested CCU Policy include plantings when lift stations are rehabilitated. **Chair Doherty** questioned when the Deep Creek facilities were acquired and provided history related to sewer installation in the Parkside area. **Commissioner Deutsch** stated his appreciation of the inclusion of the man-hours required for maintenance, questioned the condition of the overall CCU system and fire hydrants, requested clarification of the Inflow and Infiltration, noted reoccurring complaints related to wastewater leaking out of pipes, commented on the educational process for Resident understanding of Inflow and Infiltration, mentioned Citizen complaints of raw sewage leaking into Spring Lake, and asked when additional information will be known related to the Atkins Contract. **Commissioner Truex** inquired if they can identify CCU areas to be fitted with back systems and thanked staff for the information provided.

Mr. Hubbard responded to Board inquiries including the State requiring annual valve and hydrant exercise, noted successful of the use of a vacuum system in Englewood, indicated CCU hydrant conditions meet expectations, stated pipes are interiorly lined with a polymer material, said stormwater causes problems with Infiltration, agreed a better Citizen educational process should be followed, opined technically raw sewage leaking into Spring Lake is not possible, affirmed the ability to identify additional areas of concern, and mentioned plans to continue to have plantings and shrubbery around CCU lift stations. Ms. Couture indicated Deep Creek Facilities were acquired in 2003, noted a lot of attention has been given to the original areas of Port Charlotte, stated a response was made to the complaint regarding raw sewage leaking from Elkcam Boulevard the previous year, affirmed additional information would be added to the response and provided again, mentioned repairs, and rehabilitation, and advised the information was programmed into the PRMG financial model. Mr. Quick detailed the major scope of the Atkins Contract to identify the cause of the algae, noted a series of groundwater monitoring wells would be installed, and stated Joanne Vernon, County Engineer, would provide weekly updates as to the status of the Contract. Bruce Bullert, CCU Operations and Engineering Manager, detailed areas of focus for CCU upgrades and noted it would be an ongoing program.

RECESS: 12:05 pm – 2:48 pm

(COMMISSIONER CONSTANCE WAS PRESENT FOR THE REMAINDER OF THE MEETING)

6. Little Farm Road

Chair Doherty noted the matter was discussed at a previous meeting as an attempt to figure out an option for funding the primary drainage improvements that have not yet been improved, paralleled a map depicting the South Charlotte Municipal Service Benefit Unit (MSBU) and surrounding areas, highlighted the portion of the map that does not pay for stormwater utility, suggested the creation of an East County Stormwater Municipal Service Taxing Unit (MSTU) to include all taxable properties, commented that Babcock Ranch would eventually establish its own funding mechanism, stated roads running from East to West cause problems with sheet flow, spoke in opposition to the creation of an MSTU for Little Farm Road issues only; however would be in favor if additional items were included, opined it was reasonable for the MSTU to borrow General Revenue Funds to allow for a lower Millage Rate, affirmed all property types would be included in the MSTU, recommended reviewing properties in the existing MSBU to possibly include within the MSTU, questioned the process related to the MSTU establishment, and mentioned borrowing funds would not be ideal without the MSTU already established. **Commissioner Constance** stated properties in the area contribute to the runoff problem. **Commissioner Duffy** stated her agreement with the concept, questioned if the MSTU would include commercial property types, inquired of the number of properties included and the estimated amount of revenue the MSTU would generate, and commented on MSTU timeframe requirements.

Mr. Burger confirmed he would provide the number of properties and estimated amount of revenue that was calculated. County Administrator Sandrock spoke to past proposals to include agricultural properties, gave the number of people who attended the Public Hearing, indicated the matter would be placed on an upcoming Regular Agenda for Board Action, stated the MSTU establishment would be for FY15, and provided details of the process for MSTU creation.

7. Proclamation Guidelines Discussion (Item Heard prior to Little Farm Road Discussion)

Chair Doherty requested the Board discuss policy concerning Proclamations, suggested a limit of four (4) Proclamations per meeting, noted his receipt of a request for a Proclamation related to a fundraiser, indicated all Proclamations should go through Administration, and affirmed he would work with County Administrator Sandrock and County Attorney Knowlton to ensure the appropriateness of proposed Proclamations. **Commissioner Duffy** noted the original intent of Proclamations was to reward Citizens for significant contributions to the County, stated she has received Proclamation requests and denied them due to affiliations, opined Proclamations should not be a form of advertisement, commented on the need for consistency and fairness, recommended all Proclamations be requested through Administration, suggested proposed Proclamations be approved by the Chair, and offered an alternative to Proclamations as Certificates of Recognition. **Commissioner Deutsch** indicated a past meeting had eighteen (18) Proclamations, stated his agreement with **Chair Doherty** on the acceptance of Proclamations, and noted exceptions will always occur. **Commissioner Constance** suggested the person(s) requesting a Proclamation must be present and are required to check-in for the Proclamation to be read aloud, commented on a different approach to Board approval of Proclamations, and stated his agreement with the Chair approving Proclamation requests.

Assistant to the County Administrator, Hector Flores, indicated a Proclamation is not granted if the topic is related to a Political Party, provided examples of Proclamations, listed a comparison of Proclamations from the previous year, and affirmed last minute Proclamation requests are denied. County Attorney Knowlton indicated the deadline for Proclamation requests had been previously established, noted most entities requesting Proclamations have repeat requests, and stated the entities should be aware of the deadlines.

AA. County Administrator: None

BB. County Attorney: None

CC. Commissioner Comments:

Commissioner Deutsch noted his request to have the Sales Tax Extension presented two (2) ways on the Ballot, stated one (1) proposal could include the original package for years one (1) through six (6) and the secondary proposal include the Justice Center Project for years seven (7) and eight (8), indicated borrowing could occur to assist the Justice Center Design and Master Plan costs, suggested reviewing the value of the Justice Center, Murdock Administration Center, and Building Construction Services (BCS) Building on the retail market to analyze new locations for the facilities, and highlighted that the Voters of Charlotte County would be making the final decision regarding the Sales Tax Extension. **Commissioner Duffy** mentioned negative comments received related to the Sales Tax Extension Justice Center Project, questioned if **Commissioner Deutsch** had suggested the County sell Justice Center to build a larger facility on the Murdock Village property, recommended a portion of the State Attorney's Office relocate to Englewood, and noted the San Casa property be utilized differently. **Commissioner Truex** questioned what projects would be removed if the Sales Tax Extension was to be changed to a six (6) year timeframe, noted he was informed that the Justice Center improvements were put on hold due to the Economy, stated he could not oppose the Justice Center project as it is a requirement to provide, expressed his opposition to the location of the Justice Center, and opined repurposing the Justice Center building is not a realistic option. **Chair Doherty** questioned how projects would be funded that did not become a part of the Sales Tax List and inquired if Gieffels-Webster Engineering had produced the Opinion of Costs related to Spring Lake. **Commissioner Constance** opined the Justice Center could not be reasonably repurposed, asked for staff to properly vet the discussion of exchange of property in East Englewood for water, requested a report regarding the amount of space being utilized by County and Constitutional Officers on a daily basis, and noted the possibility of space being underutilized.

County Attorney Knowlton spoke to the Justice Center Project, noted monies are needed to cover Design and Master Plan costs, and stated the Florida Statutes and Article that provide the requirements for Justice Center space. County Administrator Sandrock indicated a Millage Rate increase would be required for the Justice Center expansion if a phased approach was taken, noted the City of Punta Gorda approved an eight (8) year Sales Tax Extension, mentioned a review of County Building space could be done, and stated he would follow up regarding the Gieffels-Webster Engineering Opinion of Costs. Deputy County Administrator Kelly Shoemaker affirmed staff provided a presentation regarding the Justice Center improvements to the Sales Tax Focus Group.

ADJOURNED: 3:48 pm

Ken Doherty, Chair

DATE ADOPTED: _____

ATTEST:

**BARBARA T. SCOTT, CLERK
OF THE CIRCUIT COURT AND
EX-OFFICIO TO THE BOARD
OF COUNTY COMMISSIONERS**

By: _____
Deputy Clerk

JUNE 5, 2014

A Pre-Agenda meeting was held in preparation for the June 10, 2014 Regular Meeting at the Murdock Administrative Complex in Room B-106, Port Charlotte, Florida.

The following members were present: Chair Doherty, Commissioner Constance, Commissioner Deutsch, Commissioner Duffy, and Commissioner Truex. Also in attendance were: County Administrator Sandroek, Deputy County Administrator Shoemaker, Assistant to the County Administrator Flores, County Attorney Knowlton, Minutes Supervisor Lansing, Minutes Trainee Russo, and various County staff members.

The meeting was called to Order at 1:30 pm.

There was Board discussion on the following items:

Administration: D1

Fiscal Services: F1, F3, F4, F8

Community Development: G2

Human Services: L1

Utilities: P1

Regular Agenda: R1

ADJOURNED: 1:50 pm

Ken Doherty, Chair

DATE ADOPTED: _____

**ATTEST:
BARBARA T. SCOTT, CLERK
OF THE CIRCUIT COURT AND
EX-OFFICIO TO THE BOARD
OF COUNTY COMMISSIONERS**

By: _____
Deputy Clerk

COUNTY OF CHARLOTTE
JUNE 5, 2014

Board of County Commissioners

18500 Murdock Circle
Port Charlotte, FL 33948
www.CharlotteCountyFL.gov

County Commissioners

Ken Doherty, District 1, Chairman
Bill Truex, District 3, Vice-Chairman
Christopher Constance, District 2
Stephen R. Deutsch, District 4
Tricia Duffy, District 5



County Administrator

Raymond J. Sandrock

County Attorney

Janette S. Knowlton

Clerk of the Circuit Court

Barbara T. Scott

June 10, 2014 9:00 AM
18500 Murdock Circle, Room #119

Charlotte County Board of County Commissioners does not discriminate on the basis of disability. This nondiscrimination policy involves every aspect of the County's functions, including access to and participation in meetings, programs and activities. FM Sound Enhancement Units for the Hearing Impaired are available at the Front Security Desk, Building A of the Murdock Administration Complex. Anyone needing other reasonable accommodation or auxiliary aids and services please contact our office at 941-764-4191, TDD/TTY 941-743-1234, or by email to Terri.Hendriks@charlottefl.com.

9:00 A.M. Call to Order and Roll Call

Invocation- If you wish to join, please rise for the invocation

Reverend George Cooks, Jr.
First Macedonia Missionary Baptist Church

Pledge of Allegiance

Changes to the Agenda: See separate sheet.

Proclamations/Awards

Proclamations

Amateur Radio Week
Artist of the Month - Toni Conran
Bernie Milosky Day

Employee Recognition

10 YEARS

Lynette Auger	Community Services
Linda Carr	Budget & Administrative Services
Richard McLaughlin	Utilities
Paul Schumaker	Community Services

15 YEARS

Joseph Schubiger	Community Development
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20 YEARS

Martha Burton	County Attorney's Office
Victor Candelaria	Utilities

25 YEARS

Joann Dillon	Commission Office
Dee Hawkins-Garland	Public Safety
John Oddo	Public Safety
Keith Prescott	Public Works

Award Presentations



CITIZEN INPUT - AGENDA ITEMS ONLY

Anyone wishing to address the Board during this portion of the meeting must fill out a card, state their name for the record, and state which agenda item(s) will be addressed. Remarks shall be limited to 3 minutes (max) and shall be addressed to the Commission as a body, and not to individual members. There will not be any discussion.



COMMITTEE VACANCIES

Charlotte County is seeking volunteers to serve on the following Committees:

Harbour Heights Waterway Unit Advisory Committee is seeking one volunteer who must be a resident of Charlotte County and reside within the Unit. Term: one regular member to serve a three year term from the date of appointment. Submit application and resume to Public Works Department, 7000 Florida Street, Punta Gorda, FL 33950; call 941.575.3600 or e-mail MSBU-TU@CharlotteFL.com.

Charlotte County is seeking volunteers to serve on the following Committees:

Lemon Bay Street and Drainage Unit Advisory Committee is seeking five volunteers who must be residents of Charlotte County and reside within the Unit. Terms: four regular members and one alternate member. The term lengths will be determined at the first regular meeting. Submit application and resume to Public Works Department, 7000 Florida Street, Punta Gorda, FL 33950; call 941.575.3600 or e-mail MSBU-TU@CharlotteFL.com

Gulf Cove Street & Drainage Advisory Committee is seeking one volunteer who must be a resident of Charlotte County and reside within the Unit. Term: one regular member to serve a three year term from the date of appointment. Submit application and resume to Public Works Department, 7000 Florida Street, Punta Gorda, FL 33950; call 941.575.3600 or e-mail MSBU-TU@CharlotteFL.com.

Don Pedro & Knights Island Street & Drainage Unit Advisory Committee is seeking one volunteer. Applicant must be a resident elector of the Unit and must provide a copy of their voter registration or similar proof of residency on the Island and reside in Zone 3 as shown on the district map. Terms: one regular member to serve a 3 year term from the date of appointment. Submit application, resume and proof of residency to Public Works Department, 7000 Florida Street, Punta Gorda, FL 33950, call 941.575.3600 or e-mail MSBU-TU@CharlotteFL.com.

Gulf Cove Waterway Benefit Unit Advisory Committee is seeking two volunteers who must be residents of Charlotte County and reside within the Unit. Terms: one regular member to serve a three year term from the date of appointment and one alternate member to serve a two year term from the date of appointment. Submit application and resume to Public Works Department, 7000 Florida Street, Punta Gorda, FL 33950; call 941.575.3600 or e-mail MSBU-TU@CharlotteFL.com.

Tourist Development Council is currently seeking one member, who is a member of the tourism industry to serve on the Council for a three year term that will expire in June 2017. To obtain an application, please email: joann.dillon@charlottefl.com or call (941) 743-1309.

Affordable Housing Advisory Committee is seeking the following volunteers to serve: one residential home builder, one for-profit provider, one real estate professional. Terms are for three years. The committee meets 3rd Wednesday of each quarter. For an application, please call Joann Dillon at 941.743.1300 or email: joann.dillon@CharlotteFL.com

The Charlotte County Value Adjustment Board is seeking two volunteers to serve as Alternate Members beginning with the 2014/2015 Session: One Alternate Member who owns homestead property in the County. One Alternate Member who owns a business that occupies commercial space located within the Charlotte County School District. This person must, during the entire course of service, own a commercial enterprise, occupation, profession, or trade conducted from a commercial space located within the school district and need not be the sole owner. Alternate Citizen Members must not be a member or employee of any taxing authority in this state; must not be a person who represents property owners, property appraisers, tax collectors, or taxing authorities in any administrative or judicial review of property taxes. If interested, please contact Joanne Lansing, VAB Supervisor at 941-743-1457 or email VAB@co.charlotte.fl.us.

Construction Board of Adjustments and Appeals is seeking the following volunteers: one general building contractor, one mechanical contractor, one architect, and two members to serve as an alternates. One alternate must be a licensed member of the construction industry and the other at-large. Terms are for three years. Committee meets 1st and 3rd Monday of each month at 8:30 a.m. in Murdock. For an application call 941.743.1300 or email Joann.Dillon@CharlotteFL.com.



REPORTS RECEIVED AND FILED



CONSENT AGENDA

Clerk of the Circuit Court

A. Finance Division

1. [Finance Memorandum](#)
RECOMMENDED ACTION: Approve Clerk's Finance Memorandum.
BUDGETED ACTION: None

B. Minutes Division

1. [Minutes](#)
RECOMMENDED ACTION: Approve Minutes for:
May 20, 2014, MSBU Workshop
May 22, 2014, Pre-Agenda Meeting
BUDGETED ACTION: None

Board of County Commissioners

C. Commission Office

1. [Re-appointment - West Charlotte Stormwater Utility Advisory Committee](#)
RECOMMENDED ACTION: Re-appoint Stanley J. Plizga to the West Charlotte Stormwater Utility Unit Advisory Committee as an alternate member to serve a two year term from the date of appointment.
BUDGETED ACTION: None

D. Administration

Administration

1. [Letter of Support for Punta Gorda](#)
RECOMMENDED ACTION: Board approval of Letter of Support for Punta Gorda Phase I Pipeline.
BUDGETED ACTION: None

Public Information Office

No Items.

E. County Attorney

No Items.

F. Budget and Administrative Services

Fiscal Services

1. [Resolution Adopting MAC Recommendations for WCIND and BIF](#)
RECOMMENDED ACTION: Adopt a Resolution approving the attached recommendations of the Marine Advisory Committee (MAC) for West Coast Inland Navigation District (WCIND) and Boater Improvement Fund (BIF) expenditures for the 2014-2015 fiscal year in the amount of \$718,879.00.
BUDGETED ACTION: Approve the revenues and expenditures for the WCIND and BIF funds as set forth in the attached resolution.

Information Technology

No Items.

Purchasing

2. [14-154 Mechanical Treatment Enviro Lands & ROW](#)
RECOMMENDED ACTION: a) Award Bid #14-154, Mechanical Treatment of Environmentally Sensitive Lands, Trail Maintenance, and Right-of-Way Environmental Mulching, to the lowest responsive, responsible Bidder: R.A. Markuson Inc. of Nokomis, FL., at the unit prices bid (see attached) for Part I - Mechanical Treatment of Habitats & Ecosystems and Part II - Right-Of-Way (ROW) Environmental Mulching, for the period of date of award through and including December 31, 2015; and
b) Authorize the County Administrator to approve renewal options for up to two (2) one-year terms, at the same prices, terms and conditions, by mutual consent. This is an annual contract for services, on an "as required basis" for various types of mechanical treatments and maintenance work on environmentally sensitive lands and environmental mulching in R-O-W areas.
BUDGETED ACTION: No Action Needed. Funding for Environmental Land Management – General Fund approved in the FY14 budget process.
3. [File 14-290, School Flasher Upgrade, Sole Source Approval](#)
RECOMMENDED ACTION: Approve File #14-290, School Flasher Upgrade, sole source approval to Temple, Inc. of Decatur, AL, in the amount of \$130,000. This is to upgrade 80 school flashers with current technology and to provide a 10 year program to provide all upgrades and services to keep the system operational.
BUDGETED ACTION: No budget action necessary. Budgeted in the adopted FY2014 CIP "School Flashing Beacon Technology Upgrade".
4. [#14-024, Approval of Change Order #4, 2014 County Paving Program](#)
RECOMMENDED ACTION: Approve Change Order #4 to Contract #14-024, 2014 County Paving Program as awarded to Ajax Paving Industries of Florida, LLC of Nokomis, FL, in the amount of \$384,300.76 and the addition of 10 calendar days to the contract time for a revised total of \$10,144,386.79.
BUDGETED ACTION: No budget action required. Budgeted in the Gulf Cove Street & Drainage MSBU and approved in CIP "Gulf Cove Paving Program", in the FY14 budget process.

F. Budget and Administrative Services

Purchasing (continued...)

5. [#14-313, Award, Avepoint Software Suite Purchase](#)
RECOMMENDED ACTION: Approve award, File #14-313, Avepoint Software Purchase, for the price of \$119,927.77, which this portion was awarded to Software House International (SHI) by the Florida State Contract #252-001-09-1.
BUDGETED ACTION: No Action Needed. Funding is available in the IT Replacement Fund and IT Operations budget.
6. [#14-314, Award, Avepoint Infrastructure & Migration Services](#)
RECOMMENDED ACTION: Approve award, File #14-314, Avepoint Infrastructure & Migration Services, for the price of \$120,000, which this portion was awarded to Software House International (SHI) by the Florida State Contract #252-001-09-1.
BUDGETED ACTION: No Action Needed. Funding from the IT Operations Budget approved in the FY14 Budget Process.
7. [Property Deletions - Month of June, 2014](#)
RECOMMENDED ACTION: Approve deletion of the property inventory items listed on the attached for the month of June, 2014.
BUDGETED ACTION: No budget action required.

Real Estate Services

8. [Resolution to accept Canal Maintenance Easement](#)
RECOMMENDED ACTION: Approve a Resolution that authorizes the Board of County Commissioners to accept a Canal Maintenance Easement from the Punta Gorda Isles Section 20 Property Owners Association, Inc. required for the maintenance of a drainage canal.
BUDGETED ACTION: None required, budgeted in Mid-Charlotte Stormwater MSBU in the FY14 budget process.

G. Community Development

1. [Set a Public hearing to adopt an Ordinance for Annual Updates of the CIP Schedules and the School Board 5-Year Working Plan](#)
RECOMMENDED ACTION: Set a public hearing for June 24, 2014, at 10:00 a.m. or as soon thereafter as may be heard, to adopt an Ordinance to update the Capital Improvements Plan (CIP) and the School Board 5-Year Working Plan in the Capital Improvements Element (CIE) of the Smart Charlotte 2050 Comprehensive Plan. The updates are required on an annual basis as stated in the County's Comprehensive Plan and Section 163.3177 (3)(b), Florida Statutes.
BUDGETED ACTION: No action needed.
2. [DRC-PD-13-02 Final Detail Plan Resolution for Fuccillo Kia of Port Charlotte](#)
RECOMMENDED ACTION: Approve the DRC-PD-13-02 Final Detail Plan Resolution permitting WBF Florida Properties III, L.L.C. to construct Fuccillo Kia of Port Charlotte.
BUDGETED ACTION: None

H. Community Services

Parks and Natural Resources

No Items.

H. Community Services (continued...)

Recreation

No Items.

Libraries and Historical

No Items.

I. Economic Development

No Items.

J. Facilities Construction and Maintenance

No Items.

K. Human Resources

No Items.

L. Human Services

1. [Memorandum of Agreement Summer Food Program](#)

RECOMMENDED ACTION: Approve a Memorandum of Agreement between First Call for Help of Broward, Inc. and Charlotte County Board of County Commissioners/ 211 for receipt of grant funds; and approval of Budget Amendment Number BA14-29 in the amount of \$2,178.50.

BUDGETED ACTION: Approve Budget Amendment Number BA14-29 in the amount of \$2,178.50. No local match is required.

2. [2014 Emergency Solutions Grant Award](#)

RECOMMENDED ACTION: a) Approve and accept the award of the 2014 Emergency Solutions Grant (Contract HPZ4C) in the amount of \$76,598.00; and
b) Authorize the County Administrator or his designee to execute all grant related documents including any contract amendments, or renewals.
c) Approve Budget Amendment #BA14-30.

BUDGETED ACTION: Approve Budget Amendment # BA14-30 in the amount of \$76,598 in grant revenue to the Community Health Grant Fund as attached. This grant requires 50% local match that will be met with general fund dollars in the Human Service's budget that were approved during the FY13/14 budget process. In addition, the matching funds are being transferred to the same grant fund for more accurate tracking and transparency of the grant expenditures.

M. Public Safety

1. [Emergency Management Preparedness and Assistance Grant](#)

RECOMMENDED ACTION: Approve the FY14/15 Emergency Management Preparedness & Assistance (EMPA) Base Grant between Charlotte County and the Florida Division of Emergency Management (FDEM) in the amount of \$105,806.

BUDGETED ACTION: No budget action needed. Grant funds are included in the budget process for FY13/14 Emergency Management operating budget. The County match approved budget is \$105,806.

M. Public Safety (continued...)

2. [Emergency Management Performance Grant](#)

RECOMMENDED ACTION: Approve a grant agreement between Charlotte County and the Florida Division of Emergency Management for the FY14/15 Emergency Management Performance Grant (EMPG) in the amount of \$79,433.

BUDGETED ACTION: No budget action needed. Grant funds are included in the budget process for FY14/15 Emergency Management operating budget. The County match approved budget is \$79,433.

N. Public Works

No Items.

O. Tourism Development

No Items.

P. Utilities

1. [Reschedule Public Hearing](#)

RECOMMENDED ACTION: a) Cancel the June 10, 2014 public hearing on proposed CCU rate increases, as previously set on May 27, 2014; and
b) Set a public hearing for June 24, 2014 at 10:00 a.m., or as soon thereafter as may be heard, to consider revising current Charlotte County Utilities (CCU) rates, fees and charges.

BUDGETED ACTION: No Action Needed.

Q. Other Agencies

No Items.



REGULAR AGENDA

R. Regular Agenda

1. [Approval of the Charlotte County Ten Year FY2015-FY2024 Transit Development Plan \(TDP\)](#)

Budget and Administrative Services

Approve the Charlotte County Ten Year FY 2015 – FY 2024 Transit Development Plan (TDP).



PUBLIC HEARING AGENDA

10:00 A.M. Public Hearing

No Items.



PRESENTATION AGENDA

JUNE 5, 2014

10:00 A.M.

1. [Tourism Public Relations Presentation](#)

Presentation by Above Water, the public relations agency for the Charlotte Harbor and the Gulf Island Visitor and Convention Bureau. Review of the role of public relations in tourism development efforts.

2:00 P.M.

No Items.



PUBLIC WORKSHOP AGENDA

Public input permitted.

10:00 A.M.

No Items.

2:00 P.M.

No Items.

BOARD WORKSHOP AGENDA

No public input.

10:00 A.M.

No Items.

2:00 P.M.

No Items.





CITIZEN INPUT - ANY SUBJECT

Anyone wishing to address the Board during this portion of the meeting must state their name for the record. Remarks, on any County related subject, shall be limited to 3 minutes (max) and shall be addressed to the Commission as a body, and not to individual members. There will not be any discussion.

AA. County Administrator

BB. County Attorney

CC. Commissioner Comments

Ken Doherty, District 1, Chairman
Bill Truex, District 3, Vice-Chairman
Christopher Constance, District 2
Stephen R. Deutsch, District 4
Tricia Duffy, District 5

**Board of County Commissioners
Schedule of Future Closures/Hearings/Workshops**

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JUNE 5, 2014**

Monday, June 16, 2014	1:00 p.m.	Board of County Commissioner Monthly Workshop	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Tuesday, June 17, 2014	9:00 a.m.	**RESCHEDULED** Board of County Commissioners Monthly Workshop	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Thursday, June 19, 2014	1:30 p.m.	**RESCHEDULED** Board of County Commissioners Pre- Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Monday, June 23, 2014	9:00 a.m.	Board of County Commissioners Pre- Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Tuesday, June 24, 2014	9:00 a.m.	Board of County Commissioners Regular and Land Use Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Thursday, July 03, 2014	1:30 p.m.	**CANCELED** Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Tuesday, July 08, 2014	9:00 a.m.	**CANCELED** Board of County Commissioners Regular Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Tuesday, July 15, 2014	9:00 a.m.	Board of County Commissioners Monthly Workshop	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Thursday, July 17, 2014	1:30 p.m.	Board of County Commissioners Pre- Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Monday, July 21, 2014	1:30 p.m.	Presentation of Tentative Budget	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Tuesday, July 22, 2014	9:00 a.m.	Board of County Commissioners Regular and Land Use Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte

Wednesday, July 23, 2014	5:01 p.m.	**CANCELED** MSBU Public Hearing	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte	BOOK 72, PAGE 337 JUNE 5, 2014
Thursday, July 24, 2014	5:01 p.m.	MSBU Public Hearing	Tringali Community Center, 3460 N. Access Road, Unit #1, Englewood	
Thursday, August 07, 2014	1:30 p.m.	**CANCELED** Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte	
Tuesday, August 12, 2014	9:00 a.m.	**CANCELED** Board of County Commissioners Regular Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte	
Tuesday, August 19, 2014	9:00 a.m.	**CANCELED** Board of County Commissioners Monthly Workshop	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte	
Thursday, August 21, 2014	1:30 p.m.	**CANCELED** Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte	
Tuesday, August 26, 2014	9:00 a.m.	**CANCELED** Board of County Commissioners Regular Meeting and Land Use Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte	
Thursday, September 04, 2014	1:30 p.m.	Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte	
Tuesday, September 09, 2014	9:00 a.m.	Board of County Commissioners Regular Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte	
Wednesday, September 10, 2014	5:01pm	Board of County Commissioners First Budget Public Hearing	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte	
Tuesday, September 16, 2014	9:00 a.m.	Board of County Commissioners Monthly Workshop	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte	
Thursday, September 18, 2014	1:30 p.m.	Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte	

Tuesday, September 23, 2014	9:00 a.m.	Board of County Commissioners Regular and Land Use Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Wednesday, September 24, 2014	5:01 p.m.	Board of County Commissioners Second Budget Public Hearing	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Thursday, October 09, 2014	1:30 p.m.	Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Tuesday, October 14, 2014	9:00 a.m.	Board of County Commissioners Regular Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Tuesday, October 21, 2014	9:00 a.m.	Board of County Commissioners Monthly Workshop	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Thursday, October 23, 2014	1:30 p.m.	Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Tuesday, October 28, 2014	9:00 a.m.	Board of County Commissioners Regular and Land Use Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Tuesday, November 11, 2014	9:00 a.m.	**RESCHEDULED** Board of County Commissioners Regular Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Wednesday, November 12, 2014	9:00 a.m.	Board of County Commissioners Regular Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte
Tuesday, November 18, 2014	9:00 a.m.	Board of County Commissioners Monthly Workshop	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Thursday, November 20, 2014	1:30 p.m.	Board of County Commissioners Pre-Agenda Meeting	Murdock Administration Center, 18500 Murdock Circle, Building B, Room #106-B, Port Charlotte
Tuesday, November 25, 2014	9:00 a.m.	Board of County Commissioners Regular and Land Use Meeting	Murdock Administration Center, 18500 Murdock Circle, Commission Chambers Room #119, Port Charlotte

~~JUNE 5, 2014~~

Thursday, December 04, 2014

1:30
p.m.

Board of County
Commissioners Pre-
Agenda Meeting

Murdock Administration Center,
18500 Murdock Circle, Building B,
Room #106-B, Port Charlotte

Tuesday, December 09, 2014

9:00
a.m.

Board of County
Commissioners Regular
Meeting

Murdock Administration Center,
18500 Murdock Circle,
Commission Chambers Room
#119, Port Charlotte