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Projects, Purchasing and Contracts Management

September 16th, 2025



CHARLOTTE COUNTY
FLORIDA

Agenda

- Overview of Project Management
- Purchasing Procedures
- Governance Structure and Training
- Recovery and Resiliency Project Managers
- Project Management Software
- Communication Practices and Project Status Reporting

Project Management

- Direct number of employees
 - 43 Project Managers or Coordinators (Public Works, Utilities, Facilities, Community Services, Public Safety, Human Services)
 - 30 additional positions with direct responsibility or supervisory responsibility
- Support functions across the organization directly involved in project management

Overview of projects

- 20 Year Capital Needs Assessment (CNA)
- 6 Year Capital Improvement Program (CIP)

Agenda

- Introduction and Overview of Project Management
- Purchasing Procedures
- Governance Structure
- Recovery Project Managers
- Project Management Software
- Communication Practices and Project Status Reporting

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20 Year Capital Needs Assessment



Capital Needs Assessment Timeline

Timeline	Activity
January	CIP meeting for kickoff to Capital Budget Process FY26-FY45 CNA
February - March	Departments review projects within 6-yr CIP window and identify new projects for inclusion to 20-yr CNA
March	CIP meeting for discussion of project timing and scope
April - June	Departments review scope, specifications and project descriptions for new and previously approved projects with Administration, sponsor departments and/or coordinating departments
June	CIP meeting for discussion of scope and timing changes to CNA and impacts to other departments
July - September	Departments review and rank projects within 6-yr CIP and identify project cost changes
September	CIP meeting to review ranking and potential scope changes with Administration
October - November	Departments enter project costs for new projects and additional funding requested for existing projects
November	Departments coordinate with sponsor department on operating impacts and timing on when project will go "in service"
December	CIP Review Committee validates and prioritizes submitted projects based on county needs, strategic focus areas, and available funding resources. Recommend ranking and allocation of resources to the Board for final approval.
February	CNA Workshop with Board



Budget Process Calendar

December

Budget Process Introduction Workshop
Compiling results from Employee Survey and Citizens Survey

January

Prepare Strategic Review Packet for BCC: Citizen and Employee Surveys, Next Big Things, Scenario Planning
Updating Financial Trends and Projections
Reviewing Organization and Community Plan

February

BCC Strategic Plan Workshop (BCC Retreat)
Board Workshop for Capital Projects
Departments to Update Performance Based Budget Information (PBB)
Department Budget Submission Due

March

Budget Process Update Workshop:

- Overview of Financial Trends
- Review of Policies
- Preliminary Projections
- Confirm Updated Bold Goals

Department meetings with Budget Director to review operations and programs, confirm requests and prepare for meeting with Admin

April

Departmental Budget meetings with Admin

May

BCC Strategic Focus Area Workshops:

- Review of operations, service levels, and cost by strategic focus area
- Review efforts to advance BCC Goals
- Update Revenue Picture

June

Internal balancing of budget

July

Presentation of Recommended Budget
MSBU Public Hearings

September

Public Hearings on Recommended 2025/26 – 2026/27 Budget
BCC adoption of 2025/26-2026/27 Budget
Public Hearing to adopt final FY2026 MSBU rates
BCC adoption of FY2026 Capital Improvement Program

Capital Needs Assessment (CNA)

- Capital Needs Assessment for FY26 – FY45
 - Non-Utility CNA
 - 6-year CIP Impact = \$1.09 Billion (*excludes Utility*)
 - 20-year CNA Impact = \$3.74 Billion (*excludes Utility*)
 - Utility CNA
 - 6-year CIP Impact = \$42.7 Million
 - 20-year CNA Impact = \$2.51 Billion

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6 Year Capital Improvement Program



Capital Improvement Program (CIP)

- 6 Year CIP for FY26-FY31
 - 248 Active Projects (*FY26 - \$889 Million*)
 - \$2.26 Billion Capital Program FY26-FY31 (*includes carryforward*)

Capital Improvement Program (CIP)

# of Projects	Infrastructure Type	FY26 Budget (includes carryforward)
80	Building/Facility Infrastructure	184,623,643
11	Capital Maintenance	160,815,975
6	General Government	14,667,461
10	Infrastructure Compliance	2,619,637
2	Infrastructure Maintenance	4,718,921
1	Landscape Infrastructure	8,568,551
16	Park Infrastructure	11,556,168
50	Roadway & Sidewalk Infrastructure	144,725,897
2	Technology Infrastructure	2,621,570
70	Utility Infrastructure	355,036,204
248		889,954,027



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Purchasing Overview

Purchasing Division

September 16, 2025 Board Workshop



CHARLOTTE COUNTY
FLORIDA

Mission

The mission of the Purchasing Division is to provide any and all goods and services of appropriate quality and quantity as may be required by the County government, in a timely manner, at the most economical cost to the taxpayer.

Responsibilities of Purchasing

- Purchase goods and services at the lowest total cost consistent with needs, using specifications that will attract wide competition.
- Maintain required quality standards.
- Promote standardization and simplification of specifications.
- Minimize inventory accumulations and attendant carrying costs – Just in time.

Responsibilities Continued

- Assure a continuing supply of materials.
- Support the function of the various departments and activities of government.
- Administer the procurement process in an open, competitive, and fair manner, without conflict of interest, or other impropriety, or even appearance of an impropriety.
- Protect and limit the County Liability while adhering to all Local, State, and Federal Laws.

Purchasing Staffing Levels

- Fiscal Year 1993 – 17 Full Time Employees
- Fiscal Year 2008 – 14 Full Time Employees
- Fiscal Year 2024 – 12 Full Time Employees
- Fiscal Year 2025 – 13 Full Time Employees
 - Board approved the addition of 2 Full Time Positions in July

Purchasing Volume

Number of Files, any request over \$10,000:

- Fiscal Year 2019 - 639
- Fiscal Year 2020 - 650
- Fiscal Year 2021 - 646
- Fiscal Year 2022 - 670
- Fiscal Year 2023 - 720
- Fiscal Year 2024 – 642 *October 1, 2023, revised the department approval from \$5,000 to \$10,000
- Fiscal Year 2025 – 655 *Projected based on files to date.

Purchasing Average Processing Time

- Average processing times from receipt of purchase requisition up to the approval date.
- Request for Proposal: 130 calendar days
 - This is up to the approval of the rank and does not incorporate the processing time for negotiations and coordination with the Attorney's Office on the contract approval.
- Request for Bid: 85 calendar days
- Request for Quote: 40 calendar days
- Miscellaneous File: 10 calendar days

Purchasing Website Information

- Department Contacts / Employees
- How to do Business with Us
- Purchasing Bids On-Line
- Vendor Registration
- Vendor Registration Update
- Sales Tax Exemption Form
- Disaster Vendor Application
- Surplus Auction Services

Purchasing Bids On-Line

This link contains information on all Request for Quotes, Request for Bids and Request for Proposals that are currently being solicited. After a solicitation has been awarded, all documents related to that project will be moved to the historical catalog link.

Documents posted here include:

Ad/Notice, Solicitation Package, Addendum, Vendors Notified, Tabulation and the Award/Recommendation

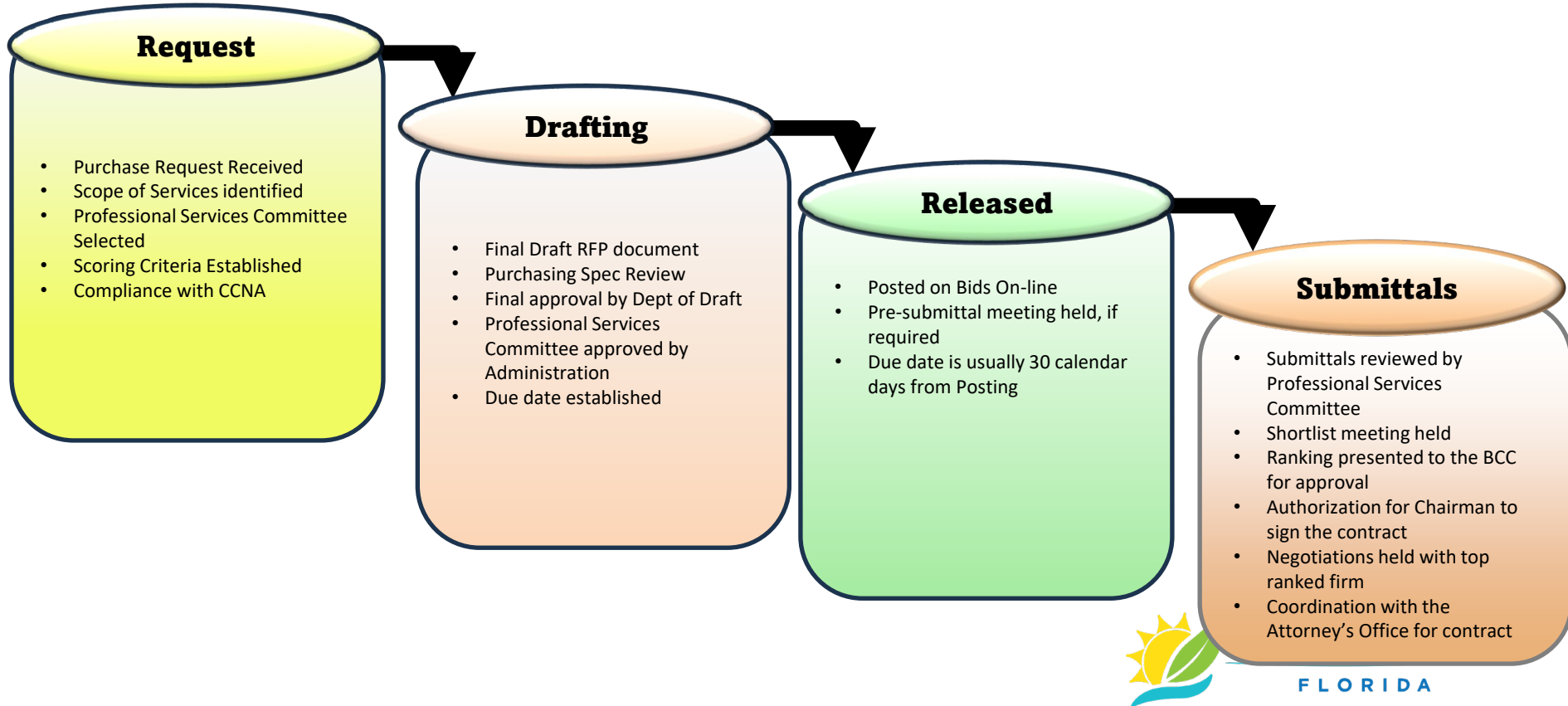
Types of Procurement

- Request for Quotations
 - For products or services between \$10,000 & \$50,000
 - Informal process
- Request for Bids
 - For products or services over \$50,000
 - Formal process with scheduled bid opening
- Piggybacks
- Request for Proposals / Letters of Interest
 - For acquisition of professional services and in accordance with the Consultants Competitive Negotiation Act (CCNA – Florida Statutes)

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RFP Process



RFP Contracts

- Currently the Board is requested additional information around the action for the Chairman to be authorized to sign the negotiated contract. (Part C of the Recommended Action).
 - CCNA Awards: Add to the Recommended Action as part of the authorization for the Chairman to sign the contract, as long as the negotiated contract does not exceed a specified dollar amount.
 - Hybrid Awards: Request for Proposals that are hybrids, outside of CCNA, where cost is a consideration in the award, the Recommended Action can be amended to detail the awarded cost (similar to a bid award).

Professional Services Library (Request for Letters of Interest)

- Professional Services Library
 - Processed as Request for Letters of Interest (RLI)
 - Pre-qualifies Consultants
 - Expedited Process
 - Complies with CCNA – Florida Statutes
 - For Professional Services up to \$200,000.
 - In July 2025, Florida Statutes increased the maximum limit for continuing service contracts to \$500,000 for design. A new County Professional Services Library will be established to go into effect January, 2026, with these revised limits.
 - The negotiated scope and fee for an RLI is brought back to the Board for approval if it exceeds the administrative level.

Construction Contracts

- Project budget determines if a Payment Performance Bond is required
- If a Bid Guarantee is required, it must be submitted as part of the Bidder's submittal
- Liquidated Damages are included in Construction Bids and Purchasing will incorporate them into certain Maintenance type Bids when needed.

Bid Guarantee

- Bid Guarantee is required on construction projects equal to five percent of the submitted total bid price.
- A bid guarantee can be in the form of a bid bond or a cashier's check.
- Any cashier's check submitted as a bid guarantee will be returned upon award of the project.

Payment Performance Bonds

- If awarded a construction project in excess of \$200,000 the Contractor shall furnish a Payment Performance Bond to Charlotte County.
- Requirement is in accordance with Florida State Statutes. Payment Performance Bonds are required for construction projects which exceeded \$200,000 (F.S. 255.05)
- The amount of the bond shall equal the contract price.

Annual Contracts

- Annual Contracts Types:
 - Unit Price
 - Time and Material with markup on services / goods
 - Monetary Limit (i.e. Tourism Advertising / Marketing Contract)

Annual Contracts Cont'd

- Annual Contracts are setup for the following reasons:
 - Compliance with the Procurement Policies & Laws
 - Minimize Inventory Carrying Costs – “Just in Time”
 - Timeliness of Service or Delivery of Goods
 - Efficiency in Volume Pricing
 - Reduction of Staff Processing Time

Piggyback Contracts

Piggybacking is a form of intergovernmental competitive cooperative purchasing where an entity uses another agency's contract, even though it was not a party to the original solicitation. This allows the piggybacking agency to benefit from the terms, conditions and pricing set in the original competitive contract. It is particularly useful for local governments to leverage the pricing and terms of larger contracts, potentially saving time and obtaining better pricing.

Piggyback Contract Benefits

- Foster greater economy; and create efficiency
- Reduce administrative costs
- Leverage spend and economies of scale for a higher percentage discount based on larger buying power.
- Shortened procurement processing time

Piggyback Contracts

- Cooperative Contracts Examples:
 - Florida Association of Counties
 - National Association of Counties
 - State of Florida (State Contracts)
 - Florida Sheriff's Association
 - Sourcewell

Piggyback Contracts

- Examples of Agencies Piggybacking our Contracts:
 - City of Punta Gorda
 - City of North Port
 - Collier County Public Schools
 - City of Parkland
 - Several Law Enforcement Agencies (Vehicle Bid)
 - Peace River Manasota Regional Water Supply Authority
 - Englewood Water District

Approval Limits

- Current Approval Limits:
 - Up to \$10,000 is Department Discretion (Purchasing still reviews and issues Purchase Orders)
 - \$10,000 up to \$50,000 is Senior Division Manager of Purchasing (Administrative Approval Sheet is prepared and includes approval signatures by Department Director, Fiscal and Purchasing).
 - \$50,000 up to \$180,000 is Administration as of October 1, 2025 (Administrative Approval Sheet same as above with the addition of the Administrator or designee's approval signature). Some projects within these limits are still presented to the Board, if needed.

Approval Limits / Oversight

- Department Director Approval
 - Subject Matter Expert
 - Assess need for service or product
- Fiscal Review
 - Verifies Budget and Funding Availability
- Purchasing
 - Ensures compliance with procedures, policies and laws
- Administration
 - Additional level of scrutiny due to larger dollar amount

Procurement Cards

- The Procurement Card (p-card) Program is for the purpose of expediting small purchases in the most cost effective and efficient method. This program provides improved tracking of actual spending, and in addition, offers payment to vendors in a timely manner, thereby increasing the County's opportunity of obtaining discounted pricing. The current p-card program is with Bank of America.
- The Procurement Card system simplifies the procurement/disbursement process by allowing the cardholder to place orders directly with the vendor.
- Department Directors will recommend permanent employees within their respective departments whose positions would benefit in cost savings and efficiency to receive a Procurement Card. Temporary employees and those employees on probation are not to be issued a card.

Procurement Award

- Purchasing has been awarded the National “Achievement of Excellence in Procurement Award” seventeen (17) times.
- This program measures:
 - Innovation
 - Professionalism
 - E-procurement
 - Productivity
 - Leadership attributes



Conclusion

- The various Contract processes described above:
 - Meets departmental needs
 - Complies with laws and regulations
 - Adequate internal controls
 - Multiple review and approval levels
 - Provides goods and services at the right time, price and quality
 - Process allows good communication with the Departments, Clerk's Finance and Clerk's Audit Division
 - Efficient and Effective Government Procedures

Project Governance Framework



Governance Structure

- Implemented 2023
- Guide and standardize fundamental aspects of project delivery across the County's departments and provide clearly defined expectations
- Aligned with the County's Mission and Strategic Focus Areas

Governance Structure

- Used alongside department specific standard operating procedures (SOP's) and existing county policies and procedures.
- The concepts required for delivering all capital projects and capital maintenance projects including projects approved through the regular capital planning process, Municipal Service Benefit Unit or Municipal Service Taxing Unit projects, or other projects approved outside of the regular CIP approval process.

Board Of County Commissioners (BCC)

- Sets strategic focus areas and goals that inform the capital planning process
- Approves 2-year budget, 6-year CIP, and 20-year Capital Needs Assessment
- Authorizes capital expenditures
- Sets Sales Tax list for voter approval

Administration

- Manages operations and delivery of projects
- Recommends capital improvements to BCC
- Oversight of all capital projects and use of framework
- May serve as Project Sponsor for critical projects

CIP Review Committee

- Members: Administration, Fiscal, Department Heads
- Vets projects for CNA/CIP inclusion and timing; reviews scope and relationships for efficiencies
- Recommends project ranking to BCC; assists with identifying potential sales tax projects

Project Team

- Critical to the success of the project
- Led by the Project Manager; formed for each project
- Includes Project Sponsor, Project Vendors (Architect/Engineer/Contractor), and Internal Service Providers as appropriate

Departments/Constitutional Officers

- Departments identify needs and justify projects; develop CIP sheets with internal service support
- Part of the project team representing the end user of the project

Project Sponsor

- Define need and scope; represent end users; accept the completed project
- Gather stakeholder input; ensure design reflects standards and operational needs
- After design, changes require formal change management with justification; work with PM on any contract amendments
- Communicate questions/concerns through the Project Manager

Project Manager

- Deliver approved scope, schedule, and budget
- Lead team and communication
- Develop project charters and communication plans
- Manage vendors, contracts, permits, and change orders
- Coordinate with Grants Coordinator for compliance

Project Manager

- Maintain project documentation
- Update the public-facing Project Status Update
- Coordinate groundbreakings/ribbon cuttings with Communications
- Identify/communicate delays, risks, and changes
- Ensure SOP and regulatory compliance throughout the project

Managing Changes, Subcontractors, Risks & Grants

- Change Management: project team vets changes; major departures go to Administration/BCC as needed
- Change Orders: PM verifies scope/terms/calculations; retain documentation
- Subcontractors: list at bid; update/seek approval for changes; discuss at regular updates
- Risk Management: continuous identification/mitigation; departments may use risk matrices
- Grant Compliance: assign a Grants Coordinator and follow the County's Grants Administration Manual

What This Framework Delivers

- Consistency across departments and project types
- Transparency for the public and the BCC
- Clear roles, communications, and accountability from planning through ribbon cutting

PMI Best Practices



- *Strategic alignment*
- *Effective risk management*
- *Stakeholder collaboration*
- *Transparency*
- *Accountability*

Project Manager Training

- Learning Management System
- Departmental Training
- Cross-functional collaboration and training

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Charlotte County Recovery and Resiliency



CHARLOTTE COUNTY
FLORIDA

Bold Goal

Strengthen the resiliency and recovery capacity
of the county

Roles/Structure

- **Coordination/Support**

- Emergency Management

- **Organizational**

- Environmental Resiliency and Recovery
- Infrastructure Resiliency and Recovery
- Financial Recovery and Resiliency

- **Community**

- Human Resiliency and Recovery
- Economic and Resiliency and Recovery

Timeline



- Document and analyze

- Current processes
- Gaps and previous experiences
- Best practices
- Staffing needs
- Focus areas

- Engagement and Input

- Institute working groups for the identified focus areas
- Solicit feedback to ensure organizational goals align
- Setup a battle rhythm for meetings and deliverables

- Process Development and Standardization

- Develop draft procedures and documentation as it pertains to each focus area
- Address staffing needs through Recovery/Resiliency PMs
- Test and validate proposed processes with internal and external stakeholders

- Approval and Implementation

- Receive feedback and direction from administration and BOCC
- Provide training opportunities
- Implement proposed process
- Analyze and improve

Damage Assessment Process



Detailed Damage Assessments

Starting seven days post incident (To be completed by day 60)

- Survey123 or other tool
- CSA Site Assessments occurring in unison
- Populates the Damaged Inventory (DI)

Joint Preliminary Damage Assessments

Scheduled two to three weeks after (Day 14-21)

- Federal, State, and Local partners
- Determines eligibility for declaration and ability to submit a Request for Public Assistance (RPA)

Departmental Initial Damage Assessments

Completed in the first seven days (Day 1-7)

- All agencies and stakeholders
- Aggregate of damages and rough estimated costs rolled up to reach the county threshold

Countywide Windshield Surveys

Completed in the first 48 Hours (Day 1-2)

- Public Safety Agencies and departments who have the bandwidth or choose to use it as a tool to task out IDAs

Recovery Scoping Meeting

Scheduled two to three months post incident

- Federal, State, and Local partners
- Sets deadline for Damaged Inventory 60 days out from this meeting



Recovery and Resiliency Project Managers

- Community Services
- Facilities and Construction Management
- Public Works
- Utilities

Serve as the departmental lead and subject matter expert for all recovery and resiliency-related functions before, during, and after a disaster. This includes coordination, documentation, project management, reporting and engagement with internal and external stakeholders to ensure effective disaster recovery and long-term resiliency.

Core Responsibilities

Project Management

- Coordinate all departmental Recovery and Resiliency projects from initiation through closeout, including:
 - Scoping
 - Development
 - Application and review
 - Award
 - Implementation
 - Reporting
 - Closeout
- Reconcile and align department's Capital Needs Assessment (CNA) and Capital Improvement Projects (CIP) with Mitigation/Resiliency efforts.
- Leverage funding opportunities (internal and external) to support mitigation and resiliency initiatives.
- Creatively implement pilot initiatives or best practices that strengthen department and community resilience.

Collaboration

Working Groups

- Actively participate in Recovery and Resiliency Working Groups as a contributing member.
- Participate in the Local Mitigation Strategy (LMS) Working Group for project and application development.
- Communicate regularly with Emergency Management.
- Attend all disaster recovery meetings on behalf of respective department.
- Maintain and direct documentation of disaster-related information.
- Work closely with the department director to:
 - Determine recovery/resiliency priorities
 - Provide updates and strategic direction.

Training and Preparedness

- Complete all recommended and assigned recovery/resiliency training (provided by Emergency Management).
- Facilitate recovery/resiliency-related training for departmental staff.
- Maintain awareness of current local, state, and federal recovery and resiliency policies, programs, and guidance.

Disaster Operations & EOC Support

- Staff the Recovery Emergency Operations Center (EOC) when activated.
- Serve as the single point of contact for recovery and resiliency within the department.
- Coordinate Departmental Initial Damage Assessments (IDAs), costing, and reporting post-disaster.
- Coordinate Detailed Damage Assessments (DDAs) using internal or contracted resources.
- Work with departmental asset managers to track damage and availability of assets pre- and post-event.
- Provide department-specific briefings to County leadership and staff as needed.
- Coordinate the update internal/external dashboards and Situation Reports (SitReps).

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Enterprise Project Management Software

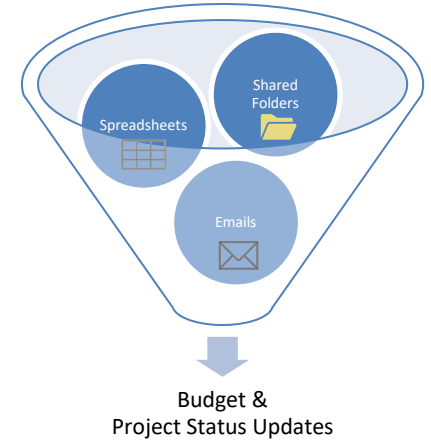


Current State

Capital projects are currently managed through a mix of spreadsheets, paper documents, and shared folders.

There is no single, centralized platform to monitor project status, budgets, timelines, or resource allocation at a global level.

The absence of an enterprise-wide system limits visibility into the organization's projects, programs, and portfolios.



Opportunities for Improvement

- Create consistent, efficient workflows that improve quality and reduce duplication of effort.
- Increase cross-departmental transparency, collaboration, and informed decision-making.
- Implement tools and processes that enable smarter prioritization and optimal resource utilization.

Opportunities cont.

- Strengthen data-driven estimating methods that improve accountability and confidence in project planning.
- Establish a centralized communication hub that streamlines collaboration and reduces miscommunication.
- Drive consistency and quality by requiring contractors to use a unified platform, ensuring alignment from initiation through completion.

Benefits of an Enterprise Project Management System

Streamline Project Planning and Scheduling

Improve Communication and Collaboration

Create Consistency Across Processes

Maintain Asset Data

Improve Budget Management

Support Business Scalability

Enable Data-Driven Decision Making



CHARLOTTE COUNTY
FLORIDA

Thank you



CHARLOTTE COUNTY
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Project Status Communication

Sept. 16, 2025



CHARLOTTE COUNTY
FLORIDA

Agenda

- Introduction
- Communication Objectives
- Communication Examples
- Monitoring & Feedback

Communication Objectives

- Convey the message the county is fulfilling promises made to voters about delivering capital projects.
- Provide regular updates on the county's Project Status Update webpage and Hurricane Recover Project Dashboard.

Communications Plan

- Planned communications
 - Stakeholder emails
 - News releases
 - Administrator newspaper column
 - Website posts
 - Social media posts
 - Media interviews

Monitoring & Feedback

- Monitor & engage with social media content
- Review media monitoring service content



Fire & EMS Station 9 ribbon-cutting



Family Services Center Ribbon-cutting



East Port Expansion Groundbreaking



Supervisor of Elections Warehouse
Groundbreaking

Project Status Updates

Active Projects
115
Last update: 3 minutes ago

Filter By Category

- All Categories
- Bridges
- Coastal
- County Facilities
- Drainage
- Landscape
- Other
- Parks And Recreation
- Roadway
- Sales Tax Funded
- Sidewalks
- Utilities

Family Services Center - Phase 2
Phase: Turnover | Human Services

South County Regional Park Improvements
Phase: Complete | Community Services

SUN Trail - Cape Haze / Murdock
Phase: Planning | Community Services

Sunshine Lake/Sunrise Waterway Monitoring Program
Phase: Construction | Public Works

Washington Loop over Prairie Creek Bridge Replacement
Phase: Design | Public Works Engineering

Stump Pass Maintenance Dredge
Phase: Complete | Public Works

DeSoto Ditch Flow Enhancement
Phase: Planning | Public Works
Last update: 3 minutes ago

Sponsor Department: Human Services
Project location: 21500 Gibraltar Drive, Bu B, Port Charlotte, FL 3395
See more details about the Family Services Center - Phase 2 project here
Last update: 3 minutes ago

Map labels: Cape Coral, Fort Myers, Lehigh
Map footer: Esri, HERE, Garmin, USGS, EPA, NPS | Esri...

Filter By Category | Search... | Search

East Port Water Reclamation Facility Expansion

Project Description

The East Port Water Reclamation Facility was acquired in 1991 through the purchase of General Development Utilities. It later underwent significant upgrades and expansion in 1996 to increase its wastewater treatment capacity to six million gallons per day (MGD). In response to growing demand, the facility is now undergoing further expansion to increase its capacity to nine million gallons per day, alongside the addition of advanced wastewater treatment, which is a valuable addition to the treatment process to ensure treated water has as low concentrations of nutrients as possible. This expansion project represents a crucial investment in enhancing wastewater treatment capacity and infrastructure resilience to meet the needs of the growing community served by the East Port Water Reclamation Facility.

Project Location

3100 Loveland Blvd., Port Charlotte, Florida 33980

Latest Updates

The project is currently under construction and is 52% complete.

Budget

PHASE	COST
Engineering	\$3,265,253.00
Construction	\$106,188,600
Total Budget	\$109,453,853

Funding source(s):

State Revolving Fund loan, Supplemental Appropriations for Hurricane Ian and Fiona grant, American Rescue Plan Act grant and Utilities' Capital Improvement Funds

Schedule

PHASE	ESTIMATED START DATE	FORECAST COMPLETION	ACTUAL COMPLETION
Design Development	12/02/2019	11/30/2023	11/15/2023
Construction	02/15/2024	11/30/2026	



- Project Phase**
Construction
- Last Updated**
07/29/2025
- Project Manager**
Hendrik Dolleman
- Public Relations**
Stuart Gooden
[Email Public Relations](#)
- Design Engineer/Architect**
Jones Edmunds
- Construction Contractor**
Poole & Kent Company



Port Charlotte Beach Park



Port Charlotte Beach Park Reopening Plan

Phase 2 of the recovery and reopening of Port Charlotte Beach is currently in progress. A primary focus of this phase is the waterway dredge and beach restoration project.

[Learn More](#)



Pardon Our Dust, Under Construction



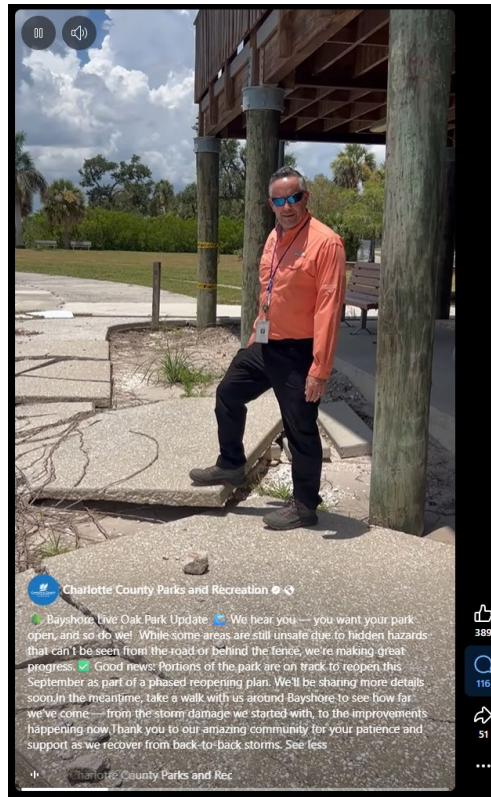
Open your phone's camera,
point it at the QR code, and tap
the notification or link that appears.

CharlotteCountyFL.gov

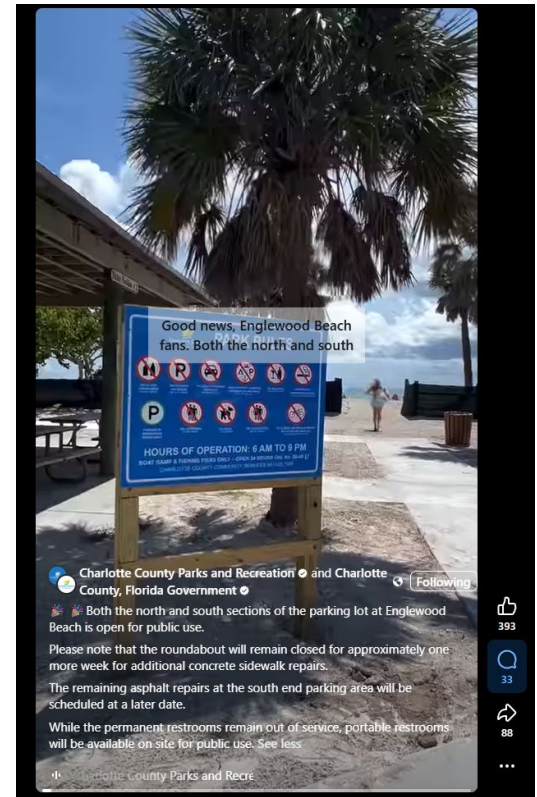




Mid-County Regional Library



Bayshore Live Oak Park



Englewood Beach



Harbour Heights Street And Drainage Unit

[Home](#) > [MSBUs & MSTUs](#) > [Harbour Heights Street And Drainage Unit](#)

The purpose of the Unit is to provide for the construction, reconstruction, repair, paving, repaving, hard surfacing, re-hard surfacing, widening, guttering and draining of the platted streets in the Unit, including the necessary appurtenances thereto, from funds derived from special assessments within the Unit only.

- [Map Details of the District](#)
- [Latest Agenda](#)

Advisory Board Members

- **Chair:** Richard Kelley
- **Vice-Chair:** Adam Riley
- Tom Mettner
- Joyce Pears
- Vacant

[Applications](#) are being accepted to fill two positions with terms through October 31, 2028 and a term through October 31, 2027.

Meeting Dates

- July 16, 2025
- Sep. 24, 2025
- Nov. 12, 2025

Annual Reports



Financials



Meeting Minutes



Ordinances



Harbour Heights Street And Drainage Unit

Greater Port Charlotte Street And Drainage Unit

[Home](#) > [MSBUs & MSTUs](#) > [Greater Port Charlotte Street And Drainage Unit](#)

The purpose of this unit is to provide for the construction, reconstruction, repair, paving, repaving, hard surfacing, rehard surfacing, widening, guttering and draining of the platted streets in the unit, including the necessary appurtenances thereto, from funds derived from special assessments within the unit only.

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- [Latest Agenda](#)

Advisory Board Members

- **Chair:** Bob Logan
- **Vice-Chair:** Stephanie King
- Greg Carney
- Jerod Gross
- Vacant

[Applications](#) are being accepted to fill a position with a term through October 31, 2026, and two positions with terms through October 31, 2028.

Meeting Dates

- July 23, 2025
- Oct. 8, 2025
- Dec. 10, 2025

Annual Reports



Financials



Meeting Minutes



Ordinances



Questions