

## WEEKLY HIGHLIGHTS REPORT MAY 1, 2020

### City Manager

- **City Reopening** – At its Apr. 30 special meeting, City Council considered options to reopen park facilities throughout the City. As of Monday, May 4, sitting in the grass areas of parks will be permitted. Please bring your personal lawn chairs, blankets etc. to sit on. All other park areas (playground, Hounds on Henry Dog Park, pickleball, tennis, basketball and benches/pavilions) will remain closed. If Charlotte County decides to open its tennis courts, the City will follow suit and permit play at Gilchrist Park and Cooper Street Center facilities. Once Pickleplex reopens at the Florida Southwestern State College, the City will consider permitting play in Gilchrist Park.
- **Executive Order 20-112** – Per the Governor's Executive Order 20-112 (Phase 1: Safe, Smart, Step-by-Step, Plan for Florida's Recovery), which takes effect on May 4, restaurants and food establishments may allow on-premises consumption of food and beverages as long as they adopt appropriate social distancing measures and limit indoor capacity to no more than 25% of building capacity. Outdoor seating is permissible with appropriate social distancing. In addition, in-store retail establishments may open if they operate at no more than 25% of building occupancy. Guidance is provided under the Fire Department section of the Weekly Update. We encourage the community to support our local businesses in their effort to successfully recover. We also continue to encourage wearing of masks in accordance with CDC guidelines.
- **Charlotte County COVID-19 Recovery Working Group** – The County Emergency Management Department convened a recovery working group consisting of community wide stakeholders to develop recommendations, priorities and strategies to best position the County residents for our social and economic recovery. Three areas of concentration will focus on work and public safety, business and tourism, individuals and households. Staff from the City Manager's Office, Police and Fire are participants in the various focus groups. More information will be forthcoming in the ensuing weeks.
- **Mosquitoes** – The City has received many inquiries about mosquito control. Mosquito control is provided by Charlotte County. For more information about this service visit <https://www.charlottecountyfl.gov/services/mosquitoaquatic/Pages/Mosquito-Spraying-Schedule.aspx>.



- **Council Meeting** – Some of the following topics to be discussed at the upcoming May 6 City Council meeting include:
  - ✓ FY 2021 General Fund Budget Update – status of budget preparation using the rolled back rate (same property tax revenues as current year, sans new construction) as the base from which revenues and expenditures will be incorporated in the financial plan.
  - ✓ FY 2021 Strategic Plan – identification of action items to be undertaken during FY 2021 within the priority focus areas of financial/economic sustainability; infrastructure sustainability; partnerships, communication and collaboration; strategic communications position; and quality of life.
  - ✓ Burnt Store Isles (BSI) Undergrounding – certification of straw ballot results wherein 80% of ballots returned voted no or not to move forward with the conversion of overhead lines to underground.
  - ✓ Gill Street parking restrictions and Tripoli speed limit reduction ordinances – no parking on the east side of the 200 block of Gill Street between Marion and Olympia; and reduction of speed limit from 30mph to 25mph on Tripoli between Monaco and Madrid.
  - ✓ Historic City Hall renovation needs analysis – consultant’s report estimates renovation costs to range between \$3.8 to \$4.1 million. Major areas of concern are integrity of the building; inadequacy of mechanical and plumbing systems; lack of accessibility that meet ADA standards; and lack of security.The complete agenda can be found at <http://www.ci.punta-gorda.fl.us/government/city-clerk/agendas-minutes>.

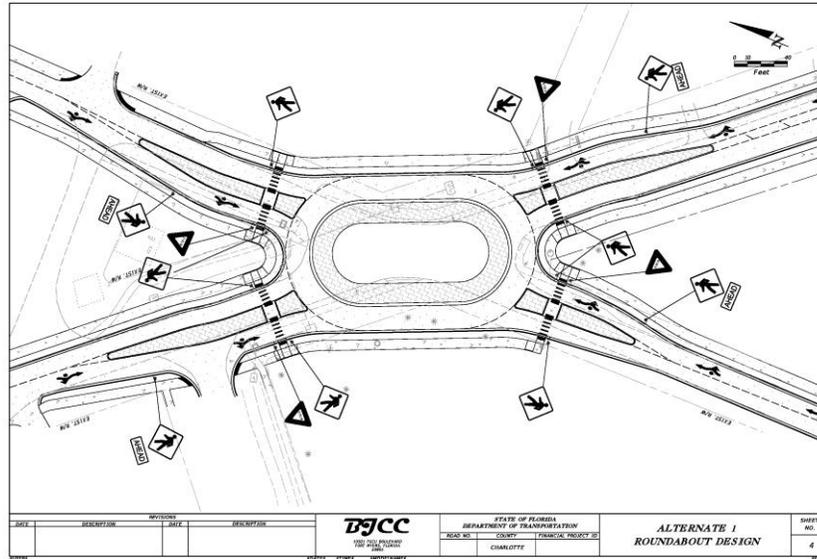
### **Lot Mowing Program**

- The City will begin a new mowing cycle on Monday May 18, 2020. At that time crews will begin mowing the following areas:
  - Colony Point (Colony Point Dr., W. Marion Ave., Socorro Dr., and Coronado Dr.).
  - PGI (Magdalena Drive, Via Vento, W Henry Street, Appian Drive, and Columbian Drive).

### **Urban Design**

- Staff participated in on-line webinar for “Enhancing Mobility, Access and Safety for Pedestrians” the series provided information about how persons who are blind or have low vision travel, and how built environment and other changes have influenced their safety and mobility over the years. The City as well as communities across the country are working to integrate the needs of pedestrians into transportation decision making. In particular, pedestrians who are blind or have low vision have different needs to be considered when deploying safety countermeasures. The Webinar showcased strategies that can be used to enhance accessibility at crossing locations and along separated bicycle lanes at sidewalk level. Some methods to improve accessibility at signalized intersections include Accessible Pedestrian Signals (APS). To learn more about the City’s commitment to accessibility go to <http://www.ci.punta-gorda.fl.us/about/accessibility>.
- This week members of Urban Design staff including our Planning Intern took advantage of the American Planning Association National Planning Conference @Home (NPC@Home). NPC@Home provides continuing education credits necessary for key staff to maintain their professional certification. Under normal circumstances attending the National Planning Conference require significant commitment of time and resources for travel. This year the NPC@Home provided staff with the opportunity to gain useful professional knowledge at a tremendous value.

- In a partnership that began in 2015, City staff participated as a judge for final presentations from Florida Gulf Coast University (FGCU) Senior engineering design course. This year the presentation and judging was conducted virtually with seven student teams presenting the projects they worked on all semester. The projects are based on real world engineering challenges provided by individuals and organizations in the region. This year one of the seven student teams selected an engineering challenge provided by the City. The challenge was to accommodate increasing volumes of automotive traffic, increase safety all roadway users including bicyclers, walkers and drivers at the intersection of Cooper Street and Taylor Road. The students: Breenan McGill, Curt Cammock, Carter Fisher, and Jonathan Beauchamp created a unique oval round about design.



### Code Compliance

- City of Punta Gorda under a Phase 1 Water Shortage Notice:  
The Southwest Florida Water Management District's (District) Governing Board voted to declare a Phase I Water Shortage for the District's central and southern regions, which include Charlotte, DeSoto, Hardee, Highlands, Hillsborough, Manatee, Pasco, Pinellas and Sarasota counties. Below are some helpful links regarding the notice.  
<http://www.ci.punta-gorda.fl.us/Home/Components/News/News/3132/17>  
<https://www.swfwmd.state.fl.us/business/epermitting/district-water-restrictions>

### Public Works

#### Engineering

- **ADA Interior Signage and Wayfinding** - The signs for the Public Works and Utilities Campus are being installed. Installation is anticipated to be completed by mid-May.
- **Boca Grande Drainage Improvements** - Properties are currently in the acquisition phase for pond usage which will determine design completion.
- **City wide Drainage Swale regrading** - To date JRL Underground has completed work at 734 properties totaling 548,200 square feet of grading/sodding. Work completed during the week of April 27 included 3818-3840 Bordeaux Dr. and 3380-3398 Tripoli Blvd and 306 Allen St. and 1002 Elizabeth St. Work during the week of May 4 will include Narranja St. south of Allen St. and W. William St. west of Narranja St.

- **FDOT - US 41 Carmalita Street to Marion Ave. within City of Punta Gorda –**



## FLORIDA DEPARTMENT OF TRANSPORTATION

### US 41 From Carmalita Street to Marion Avenue

#### Signalization Improvement Project in Charlotte County

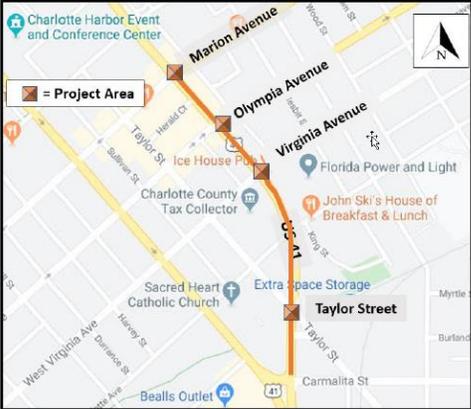
Financial Project ID: 440670-1-52-01,440670-1-52-02 April 2020

The Florida Department of Transportation's contractor, Highway Safety Devices, will begin work late April 2020 to install new signals on US 41 from Carmalita Street to Marion Avenue in Charlotte County. The project area is identified on the project location map. The construction will take place Monday through Friday during daytime and nighttime/overnight hours, weather permitting. Lane closures may occur during daytime hours from 9 a.m. to 4 p.m.

**START DATE:** Late April 2020  
**ESTIMATED COMPLETION:** Early Fall 2020  
**PROJECT COST:** \$1.3 million  
**CONTRACTOR:** Highway Safety Devices

For more information about the project, contact:

Lisa Macias Community Outreach Manager (239) 337-1071 Lisa.Macias@dot.state.fl.us	Zachary Burch Communications Manager (239) 225-1950 Zachary.Burch@dot.state.fl.us
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- **Harborwalk (Gilchrist Gazebo to Berry St.)** – Beginning the week of May 4 through Sept. 30 (weather and equipment operations permitting) the contractor is scheduled to commence work in Gilchrist Park on the Harborwalk sidewalk, lighting and landscape project from Gill St. to west of Berry St. The road will be open to local traffic at all times. Pedestrian detour and project signage will be placed accordingly. Temporary impacts to traffic may be anticipated for equipment or material deliveries and hauling. Hours of operation will be between 7 a.m. and 5 p.m. When driving in the area, motorists are encouraged to drive with extreme caution and be alert for pedestrians and workers in the right-of-ways. For information on this project, please contact Linda Sposito, Sr. Project Manager at (941) 575-5060 between the business hours of 8 a.m. – 4:30 p.m., Monday thru Friday.
- **Madrid Sidewalk Construction** - The contractor is working on punch list with Final Completion scheduled on or before May 15.
- **Paving Program (E. Charlotte Ave. from US 41 SB to Cooper St.)** – The contractor has completed milling and working to resurface E. Charlotte ST. from US 41 SB to Cooper St. Once paving is complete, striping will be scheduled.
- **Sullivan Street renovation** – The bid opening was extended due to lack of bidders.
- **Pavement Rejuvenation** - The week of May 4 through May 22 (weather and equipment operations permitting) the contractor will begin roadway signage for the application of pavement rejuvenation on the following streets; Ryan Blvd. from Bal Harbor Blvd. to cul-de-sac and LaCosta Island Cir. and Acalypha and Paspalum and Coral Tree and Coco Plum and Carissa and Philodendron and Burland St. from Elizabeth St. to Cooper St. The road will be open to local traffic only. Detours and impact to traffic are to be anticipated. Hours of operation will be between 7 a.m. and 5 p.m.



## Canal Maintenance

- **Seawall Replacement Projects** - The seawall replacement contractor has completed 12 seawall replacement projects in PGI and there are 6 projects under construction. Three seawall replacement projects have been completed in BSI and there are 2 projects under construction. A seawall replacement project is not considered complete until the sod has been placed.
  - Crews filled depressions at 10 locations.
  - Crews performed nine seawall caps and seam patches (90' linear ft.).
  - Crews completed one channel mirror adjustment at Candia Dr.

## Police Department

- **Beware of “Sextortion” Scams** – We have received numerous reports recently about "sextortion" email scams in our area. In these scams the victim receives an email claiming that the scammer has hacked into their computer and has video of the victim watching pornography or that the scammer has stolen sexual photos or videos of the victim. The scammer threatens to release the information to the victim's friends, family, and co-workers unless they provide the scammer with money, usually in the form of bitcoin. To make the scam seem more realistic the scammer will often include a real password (that they have purchased in bulk online and that is associated with the victim's email) that the victim has used for an online account.  
Don't fall for this! If you receive an email like this block the sender and update your passwords. Remember, you should update all of your online account password at least once every six months.
- **Police Officer Testing** – The Punta Gorda Police Department is currently accepting applications for the position of Police Officer. Testing will be held on Sept. 14 with oral board interviews scheduled on Sept. 15 and Sept. 16. You can apply to participate by visiting [www.pgpdjobs.com](http://www.pgpdjobs.com). For more information, please contact the Employee Development Coordinator at (941) 575-5571 or by email at [employeedevelopment@pgorda.us](mailto:employeedevelopment@pgorda.us).
- **Public Safety Dispatcher Testing** – The Punta Gorda Police Department is currently accepting applications for the position of Public Safety Dispatcher. Testing will be held on Sept. 21. To apply visit [www.pgpdjobs.com](http://www.pgpdjobs.com). For more information, please contact the Employee Development Coordinator at (941) 575-5571 or by email at [employeedevelopment@pgorda.us](mailto:employeedevelopment@pgorda.us).
- **Internship Program** – The police department is currently accepting internship applications for the Fall Semester of 2020 and the Spring Semester of 2021. Our internship program is open to college students and high school seniors interested in gaining educational experience in law enforcement, criminal justice, and small government administration. Please contact the internship program coordinator at (941) 575-5571 or [employeedevelopment@pgorda.us](mailto:employeedevelopment@pgorda.us) for additional information or to have an application package sent.



## Fire Department

- The City of Punta Gorda Fire Department would like to provide all businesses information as our community begins to reopen in phases as described in the most recent State of Florida Executive Order 20-112 specifically to clarify sections 3 and section 4 with regard to the 25% reduction in occupant load.

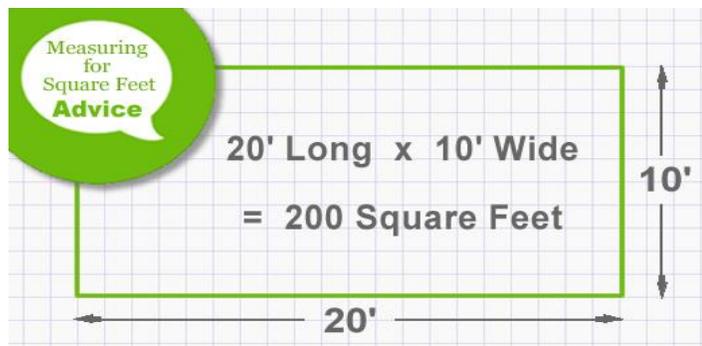
Restaurants and Food establishments inside the City of Punta Gorda Fire Department jurisdiction licensed by FL Statute Chapter 500 or 509 have been provided with their occupant loads as required during the normal licensing process of operating these types of business. **These locations shall use their normal occupant load previously assigned by the City of Punta Gorda and reduce that number to 25% to meet the intent of the Executive Order 20-112.** In addition these locations shall also maintain six foot spacing between parties, only seating parties of 10 or fewer people and keeping bar counters closed. Bars, personal services, gyms and nightclubs continue to remain closed under executive order.

Other affected businesses that were not considered as essential businesses before Executive Order 20-112 and are not currently considered personal services as identified by the State of Florida and Governor DeSantis are now permitted to open to the public at 25% capacity.

In-store retail sales establishments are now permitted to open to the public at 25% capacity. The City of Punta Gorda Fire Department utilized the Florida Fire Prevention Code NFPA 101 Life Safety occupant load factor table to develop the following formula to help business owners determine capacity for their retail business:

- Determine total square footage of building (Area=length x width)
- Take the total square footage and divide by 100

The resulting number is the total amount of people allowed in the retail space  
Example:



20 feet long X 10 Feet wide = 200 square feet. Divide this total by 100 = 2 people total allowed which includes patrons and staff.

Additional information regarding strategies to keep your employees and customers safe can be found at [CDC.gov](https://www.cdc.gov) and [Floridahealth.gov](https://www.floridahealth.gov). If you have any questions or need clarification please contact the Punta Gorda Fire Department at (941) 575-5529.

## Utilities Department

### **Groundwater R.O. Construction Update**

- Week 95- R.O. Chlorine Feed Pumps (pictured at right)

### **Utilities Administration**

- The resampling for Total Trihalomethanes (TTHMs) has been conducted at 601 Shreve Street. A table of the resample values is on the City's web-page under the Utilities Department. All resample values at this sample site as well as throughout the water system were below the 80 ug/L drinking water standard.



### **Water Treatment Plant Operations**

- 362.20MG delivered to the distribution system with a 5.2 MG daily average
- Peace River Manasota Regional Water Supply Authority Emergency Interconnect – Receiving water at a rate of .5 million gallons per day, started Sept. 30.
- Rainfall in April 2019 1.30” April 2020 2.10”
- Hardness is a measurement of calcium and magnesium ions naturally occurring in the raw water. Current Condition “very hard” – Grains of Hardness 20 ppm – Total hardness 340 ppm
- TDS for April 30 – Current 579 ppm, Low 365 ppm, High 634 ppm, 12 Year Avg. 533 ppm
- Reservoir April 30 – Current 5.18’, Record Low 4.61’, Record High 5.69’, 55 Year Avg. 5.07’

## City Clerk

- The next General Election for the City of Punta Gorda will take place on Nov. 3 and will include City Council Districts 1,2 and 4 (to be included on the County's ballot). Councilmembers serve a two (2) year term. Candidate packets are now available through the City Clerk's Office by calling (941) 575-3305. Candidate information and forms are also available online on the City's website at <http://www.ci.punta-gorda.fl.us/government/city-clerk/elections-and-voting> as well as from the Department of State Division of Elections website at <https://dos.myflorida.com/elections>. Filed candidates for City district seats must obtain a minimum of 25 but not more than 50 signatures from registered voters in their district to qualify to put their name on the ballot. Qualifying begins June 8 (at noon) and ends at noon on June 12. Petition forms must be obtained from the City Clerk. For information or questions regarding qualifying, please contact Karen Smith, City Clerk, at (941) 575-3305 or email [pgclerk@cityofpuntagordafl.com](mailto:pgclerk@cityofpuntagordafl.com). Questions regarding voter registration, vote-by-mail ballots or precinct and polling information should be directed to the Charlotte County Supervisor of Elections Office at (941) 833-5400. Due to the COVID-19 situation, all City board and committee meetings continue to be suspended. However, the City Clerk's Office will continue to announce vacancies and accept new Board Appointment Information Forms (available online at <http://www.ci.punta-gorda.fl.us/government/boards-committees>) from interested citizens for City Council consideration so that we are prepared to resume meetings with a full quorum of members when it is safe to do so.

**Current Board and Committee Vacancies ([Volunteer Appointment Information Form](#))**

- Board of Zoning Appeals – (One alternate vacancy) Meets the 4th Tuesday at 4 p.m. in City Council Chambers. City residency required. Seven-member board with two alternate members. Three-year terms - maximum of three terms. Financial disclosure required. Makes recommendations to City Council on variances to City Code.
- Building Board – (Two consumer advocate seats) Meets the 4th Tuesday at 9 a.m. in City Council Chambers – City residency not required. Seven member board with two alternate members. Three year terms – maximum of three terms. Four members must be involved with the building industry and three members must be consumer advocates who are not, nor ever have been, involved with building industry. Makes recommendations to City Council on the minimum qualifying requirements for obtaining Certificates of Competency in the various construction trades and the fees for same. Periodically reviews and holds public hearings on all building, electrical, plumbing, housing, gas, fire prevention and other related codes. Reviews enforcement of all codes relating to construction standards and acts as condemnation board in matters of violation of minimum standards. Hears alleged complaints against contractors.
- Utility Advisory Board - Meets the fourth Monday at 9 a.m. in City Council Chambers. Must be City resident. Seven member board. Three-year terms – maximum of two terms. Makes recommendations to City Council with regard to, but not limited to, revisions to the utility construction standards, alleged billing discrepancies and review of utility drawings and specifications.

**New Businesses**

- All persons, firms or corporations engaging in business or occupation within the City of Punta Gorda are required to obtain a Local Business Tax (LBT) Receipt in accordance with Chapter 12 of the Punta Gorda City Code. As part of our effort to promote economic development and vitality in our area, we offer the following list of new or transferred business within our community this week:
  - ✓ Waffle House, 1228 Tamiami Trail