

WEEKLY HIGHLIGHTS REPORT MAY 29, 2020

City Manager

- **Reopening City of Punta Gorda Municipal Buildings** – The City of Punta Gorda is reopening the municipal buildings on June 1. A reopening taskforce has been collaborating with Charlotte County to implement best practices as we transition into the next phase preventing the spread of COVID-19. As previously mentioned the work of the City did not stop during the past two months; it was just handled in a manner that had less face to face and physical contact, and much of the business of the City can still continue to be handled in the same manner. With the reopening of the buildings will come additional screening. Anyone wishing to conduct business with City employees beyond reception areas will need to answer screening questions and have their temperature checked before meeting with staff. The public is also strongly encouraged to wear masks. The Historic City Hall building will be accessible only through the Council Chambers entrance. The City Hall annex will be accessible through the ground level entrance, and an attendant will assist with connecting the public to the appropriate staff member. The current drop box for permits in the lobby will still be available and a utility drop box is being installed in the lobby. The utility payment box in the parking lot will also remain in use. We encourage the public to consider calling, using the website or setting up a virtual meeting with staff for everyone's safety. The Public Safety and Public Works/Utilities buildings will continue the safety precautions that have been in place throughout the Safer at Home order. Due to social distancing guidelines citizen fingerprinting is suspended until further notice.
- **Basketball Courts** – Basketball courts in the City of Punta Gorda will reopen on June 1. The interactive fountain and playgrounds remain closed.
- **Strategic Plan** – The May progress report of the FY 2020 Plan can be viewed at <http://www.ci.punta-gorda.fl.us/home/showdocument?id=11097>. Actions undertaken since Jan. 2020 are in italics.
- **Hurricane Preparedness Guide** – Hurricane season begins on June 1. A resource to assist residents with preparedness is available on the City website at <https://myemail.constantcontact.com/Hurricane-Season-City-of-Punta-Gorda.html?soid=1131117878754&aid=XVYmPnZ1VW8>
- **Budget Development** – At its June 3 meeting, City Council will review the FY 2021 Utilities budget proposal as well as the five-year FY 2021-2025 Utilities capital improvements program. The budget proposal retains the existing rate structure pending results of the rate study currently underway. Major capital projects impacting future operations and debt financing are the septic to sewer program for Charlotte Park and wastewater treatment plant expansion.



- **Ponce Inlet Widening** – Over the years the City has received complaints from boaters who use Ponce Inlet regarding the lack of ingress/egress area for boats traveling in both directions. In conjunction with the Punta Gorda Isles Canal Maintenance Advisory Board, City Council (at its June 3 meeting) will consider securing the services of a consulting engineer to lead our effort in obtaining necessary permits to undertake a widening project.

Upcoming Events

- **Fishermen’s Village Events** – can be accessed at <https://www.fishville.com/events/>

Lot Mowing Program

- The lot mowing cycle was completed this week. A trim and edge was also completed this week. The next mowing cycle will begin on June 1.

Urban Design

- City staff hosted an onsite meeting with designers involved in the Florida Department of Transportation (FDOT) roadway resurfacing project on Tamiami Trail (US 41 NB) from William Street to the Baron Collier Bridge over the Peace River. This meeting was held at the intersection of US 41 and Carmalita Street. This intersection will be the subject of operational changes which will permit a wider array of movements thru the intersection and the installation of traffic signalization. The designers wanted to meet onsite to better understand the City’s goals for this gateway intersection. Key features including the current gateway sign, existing mature landscaping, and bicycle/pedestrian access were discussed.
- City staff attended the regular meeting of the Community Traffic Safety Team (CTST – a technical meeting with local & state law enforcement, City, County, School Board, MPO and FDOT safety staff) most items discussed related to safety concerns on roadways in Port Charlotte. During the virtual meeting County staff provided a brief update to the CTST on the next steps for the traffic study on Burnt Store Road at Home Depot. This traffic study will examine the potential need for a traffic signal at one of the three driveways from Burnt Store Rd into Home Depot & by connection Publix shopping center area. It is anticipated that the County will have an update on this technical review early this summer.

Public Works

Canal Maintenance

- **Seawall Replacement Projects** - The seawall replacement contractor has completed 15 seawall replacement projects in PGI and there are seven projects under construction. Four seawall replacement projects have been completed in BSI and there are two projects under construction. A seawall replacement project is not considered complete until the sod has been placed.
 - Crews filled depressions at nine locations.
 - Crews performed one seawall cap and seam patches (10’ linear ft.).
 - Crews replaced one storm berm (33” inches of berm material at culvert/storm outflow pipe).

Engineering

- **Boca Grande Drainage Improvements** - Properties are currently in the acquisition phase for pond usage which will determine design completion. Best and final offers have been sent to two remaining small parcels to be acquired.

- **City wide Drainage Swale regrading** – The contractor has completed work at 1623-1631 Casey Key, 1620-1634 Casey Key and 5039-5043 Key Largo. During the week of June 1 work will be underway at 320 Coldeway Dr. and Berry St. between W. McKenzie St and W. Ann St. To date the contractor has completed work at 750 properties totaling 557,000 square feet of grading and sodding.
- **Harborwalk (Gilchrist Gazebo to Berry St.)** - The contractor continues sending in product submittals for approval. Testing is being performed prior to subbase placement. Rough grading of the new sidewalk is occurring. A concrete test slab was poured for City acceptance. Pedestrians and cyclists are not permitted in the work area during construction. This project is anticipated to complete by the end of Sept. 2020.
- **FDOT - US 41 Carmalita Street to Marion Ave. within City of Punta Gorda** - The Florida Department of Transportation's contractor, Highway Safety Devices, continues work to install new signals on US 41 from Carmalita St. to Marion Ave. 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. For complete details, contact information and map <http://www.ci.punta-gorda.fl.us/government/public-works/engineering>.



Police Department

- **Speed Limit Change:** The speed limit on Tripoli Boulevard between Madrid Boulevard and Monaco Drive has been reduced to 25 miles per hour. Please watch your speed in this area!
- **Online Records Requests:** You can now submit public records requests for the Punta Gorda Police Department online by visiting www.pgpdrecords.com. Public records requests can also be submitted by mailing your request to PGPD Records Unit, 1410 Tamiami Trail, Punta Gorda, FL 33950.
- **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. For more information, please contact the Employee Development Coordinator at (941) 575-5571 or by email at 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 Jun. 15. To apply visit www.pgpdjobs.com. For more information, please contact the Employee Development Coordinator at (941) 575-5571 or by email at employeedevelopment@pgorda.us.
- **Internship Program** – The police department is currently accepting internship applications for 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 for additional information or to have an application package sent.



Fire Department

- Hurricane season begins June 1 and residents need to take time to prepare now. This weekend provides the opportunity to purchase a number of items that should be a part of your hurricane preparation kit tax free. It is also a good time to know your zone for evacuation purposes. The majority of Punta Gorda residents are in Zone A (red). You can check your zone by entering your address at <https://www.charlottecountyfl.gov/services/emergencymgmt/Pages/Know-Your-Zone.aspx>. Know where you will evacuate to in advance and leave well before the storm. Since Charlotte County has very low elevation and is surrounded by water, it may not be possible to open any shelters in the County so make plans to evacuate to another area.

**DISASTER PREPAREDNESS
2020 SALES TAX HOLIDAY**

\$10 or less
Reusable ice (reusable ice packs)

\$20 or less
Any portable, self-powered light source
• Flashlights
• Lanterns
• Candles

\$25 or less
Any gas or diesel fuel container, including LP gas and kerosene containers

\$30 or less
Batteries, including rechargeable batteries, listed sizes only:
• AA-cell
• AAA-cell
• C-cell
• D-cell
• 6-volt
• 9-volt
Coolers and ice chests (food storage, non-electrical)

\$50 or less
• Tarpaulins (tarps)
• Visqueen, plastic sheeting, plastic drop cloths, and other flexible waterproof sheeting
• Ground anchor systems
• Tie-down kits
• Bungee cords
• Ratchet straps
• Radios (powered by battery, solar, or hand-crank)
• Two-way
• Weather band

\$750 or less
Portable generators used to provide light or communications or to preserve food in a power outage

Always Exempt
• Bottled water (unflavored, uncarbonated)
• Canned food, including meats, vegetables, fruits, peanut butter and other nonperishable items
• First aid kits
• Prescription and nonprescription medications (all Rx and most over-the-counter are exempt)
• Baby food and formulas
• Feminine hygiene products

May 29 - June 4
Visit floridarevenue.com/disasterprep

Utilities Department

Utilities Administration

- Wastewater Treatment Plant staff and the City well Contactor Layne Christensen performed testing to the effluent disposal well. The testing is required after every five years of operation by the Department of Environmental Protection to insure reliable and safe operation of the effluent disposal system. Contractor performed a video inspection of the inside of the well casing at a depth of 2,800 ft.; and installed a packer in the well casing for required pressure test of the casing to verify the well is able to provide reliable service for the next five years of operation. The well test began Tuesday and will be completed June 1.



Water Treatment Plant Operations

- 40.5 MG delivered to the distribution system with a 4.7 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 May 2019 6.20”, May 2020 0.26”
- Hardness is a measurement of calcium and magnesium ions naturally occurring in the raw water. Current Condition “very hard” – Grains of Hardness 22 ppm – Total hardness 376 ppm
- TDS for May 28 – Current 579 ppm, Low 323 ppm, High 609 ppm, 12 Year Avg. 497 ppm
- Reservoir May 28 – Current 5.07’, Record Low 4.61’, Record High 6.01’, 55 Year Avg. 5.13’

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@cityofpuntafordafl.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.
- **Current Board and Committee Vacancies ([Volunteer Appointment Information Form](#))**
Several City Boards will resume holding meetings beginning in June (only those with time sensitive or urgent business to address). Please check the City’s web calendar for schedule. The City Clerk’s Office will continue to announce vacancies and accept new Board Appointment Information Forms (available 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.
- 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 alternate vacancies) 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.

- Planning Commission – (two regular vacancies) Meets the 4th Monday at 2 p.m. in City Council Chambers. Must be City resident. Seven member board with two alternate members. Three year terms – maximum of three terms. Makes recommendations to City Council with regard to amending, extending or adding to the comprehensive plan for the physical development of the City, platting or subdividing land within the City and adopting and amending a zoning ordinance.

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:
 - ✓ Quick Dump SWFL LLC, 310 Gill Street