

**WEEKLY HIGHLIGHTS REPORT
DECEMBER 1, 2023**

City Manager

- Are you interested in gaining a more profound insight into the inner workings of City governance? Do you possess expertise or experience in a specific field? Is building connections and meeting new people something you aspire to? If your response is affirmative to any of these inquiries, you may want to contemplate serving on a Citizen Advisory Board. Serving in this capacity not only allows you to voice your opinions but also empowers you to influence decisions within the City.



To facilitate your service on a board, City staff members have developed tools. The Board Member Handbook serves as a guide to understanding your role and the decisions you'll be called upon to make.

The committees' bylaws outline the duties and responsibilities of each respective board. Criteria guides are available to aid in navigating the technical aspects of board decisions, and a comprehensive new board member training session is offered to ensure a positive onboarding experience.

One of the current openings is on the Code Enforcement Board. The board meets on the fourth Wednesday at 9 a.m. in the City Council Chambers (The Military Heritage Museum is serving as the City Council Chambers during Historic City Hall construction). This is a seven-member board with two alternate members. Three-year terms with a maximum of three or partial terms plus two more terms. Financial disclosure is required. The board hears and decides alleged violations of the City Code of Ordinances.

The General Employees' Pension Board is seeking one resident member. The board meets quarterly and as called in Council Chambers. This is a five-member board comprising two City residents at-large, two pension plan members, and one member appointed by the board. Four-year terms – no maximum. Financial disclosure is required. The board is charged with managing the General Employees' Pension Fund.


The Historic Preservation Advisory Board meets on the fourth Thursday at 9 a.m. in City Council Chambers. This is a seven-member board with two alternate members. Members can serve three-year terms with a maximum of three or partial terms plus two more terms. The board identifies historically significant structures and sites for the City Council that should be considered for designation as a "Local Historic Landmark" or be nominated for listing on the Florida Master Site File and the National Register of Historic Places. The board recommends the policies to protect historically significant structures and sites. The board also makes recommendations to staff with regard to certificates of appropriateness for any demolition, variance, sign, or relocation of structures. Finally, the board promotes public awareness of historic archaeological preservation and its community benefits.

The Planning Commission meets on the fourth Monday at 2 p.m. in the City Council Chambers. Commission members must be City residents. The commission is comprised of seven-members with two alternate members. Commissioners serve three-year terms with a maximum of three terms. The commission makes recommendations to the City Council regarding amending, extending or adding to the comprehensive plan for the City's physical development,

platting or subdividing land within the City, and adopting and amending a zoning ordinance. For a complete list of current openings on Citizen Advisory Boards, please visit <https://www.ci.punta-gorda.fl.us/government/boards-committees>. The application for board and committee service is also available on the page.

Residents bring unique perspectives to our boards and committees based on their experiences and expertise. Whether it's professional knowledge, life experience, or a specific skill set, residents contribute valuable insights that enhance the board's effectiveness. Thank you to all who have committed to board service in the City of Punta Gorda, and I encourage residents interested in serving to apply for these critical positions. For any further inquiries, you may reach City Manager Greg Murray at citymgr@cityofpuntagordafl.com or call the general office line at (941) 575-3302

- **Christmas Tree Lighting** – Light up the Night Dec 1, at 5:30 p.m. click on the following link for schedule, public parking and important road closure information:

 Homelightupthenightpg.com);
[Downtown Parking \(punta-gorda.fl.us\)](http://DowntownParking.punta-gorda.fl.us)

- **Holly Days Tour** – Punta Gorda Garden Club presents Our Holly Days Tour, Dec. 1 and Dec. 2 from 10 a.m. to 4 p.m. tickets at <https://tinyurl.com/yeyn3ry2> .
- **Florida Department of Transportation** – US 41/Tamiami Trail from Payne Street to Rio Villa Drive. Motorists should expect intermittent lane closures during daytime and nighttime/overnight hours while crews resurface the roadway, construct curb, gutter, and sidewalk, lanes widenings, and drainage, signage, Street Light, and signalization improvements. Motorists should expect intermittent southbound and northbound lane closures from Aqui Esta Drive to Payne Street during daytime hours from 7 a.m. to 5 p.m. and during nighttime/overnight hours from 8 p.m. to 6:30 a.m. Motorists should use caution as crews work on the roadway. The expected project completion is late fall 2023.
- **City Council Meeting** – City Council will meet at 9 a.m. on Dec 6 at the Military Heritage Museum. A few of the items of interest include:
 - Peace River wildlife Center update
 - Cooper St. Rec Center General discussion
 - Traffic Light at Madrid and Burnt Store Road
- **Punta Gorda City Council and Charlotte County Board of Commissioners** – The joint meeting was held on Nov 21. Meeting agenda and video are available online at: <https://charlotte.granicus.com/player/clip/5810>



Urban Design

Upcoming Events

- Charlotte Harbor Event Center, 75 Taylor St. For additional information, visit <https://www.charlotteharborecc.com/events>
- Fishermen's Village events can be accessed at <https://www.fishville.com/events/>
- Punta Gorda Chamber of Commerce events can be accessed at <https://puntagordachamber.com/calendar-events/>
- Charlotte County Chamber of Commerce events can be accessed at <https://business.charlottecountychamber.org/events/calendar>
- Military Heritage Museum events can be accessed at [Upcoming Events – Military Heritage Museum](#)
- Punta Gorda Isles Civic Association, 2001 Shreve Street; for all community events and class information, visit <https://pgica.org/>.

- The Visual Arts Center events can be accessed at [Welcome to the Visual Arts Center of Punta Gorda, FL \(visualartcenter.org\)](http://www.visualartcenter.org)
- Nov. 25 to Dec. 30, Kiwanis Christmas Card Lane, Gilchrist Park.
- Nov. 29, In Stitches @ PGICA will be installing their 10th annual Hector House Holiday Yarn Bomb on Nov. 29 and removing them on Jan 3.
- Dec. 1, Light Up the Night Downtown Tree Lighting and Festival. Contact lightupthenightpg@gmail.com.
- Dec. 1 and 2, Premier Auto Auction, Charlotte Harbor Event and Conference Center. For additional information, visit <https://www.premierauctiongroup.com/>
- Dec. 1 and Dec. 2, Punta Gorda Garden Club hosts the Holly Day Home Town Tour in the Historic District visit <https://pggc.writing.io/posts/2023-holly-days> to learn more.
- Dec. 8, Sunset Celebration of the season from 4 p.m. until 6 p.m. Join Peace River Wildlife Center for a relaxing evening while enjoying the sunset over Charlotte Harbor. Meet their resident wildlife and ambassadors up close. PRWC, 3400 Ponce de Leon Pkwy, Punta Gorda, (941) 637-3830, www.prwildlife.org.
- Dec. 9, Charlotte County Chamber of Commerce 45th Annual Christmas Parade. For additional information, visit <https://business.charlottecountychamber.org/events/details/45th-annual-christmas-parade-dec-9-2023-3673>
- Dec. 10, Local Ladies Social Network Arts and Craft Show, Laishley Park. For additional information, visit <https://www.llsnevents.com/>
- Dec. 16 — 17, Holly Jolly Arts and Craft Show, Gilchrist Park. For additional information, visit <https://daniellesblueribbonevents.com/>
- Dec. 24, Deep Creek Community Church Christmas Eve Services, Laishley Park. For additional information, visit <https://deepcreekcommunitychurch.com/>



Lot Mowing Program

- The City is in the process of completing the November mowing cycle.

• **Planning Corner** — On Nov. 21, the Charlotte County Board of Commissioners and the Punta Gorda City Council held a joint meeting. Urban Design staff delivered a shared presentation with the County’s Water Quality Manager on the condition of Charlotte Harbor and the watersheds that flow into it. City and County staff presented changes to watershed monitoring data since the last water-quality update. The presentation also reviewed the City and County’s continued and future efforts to reduce pollutant loading to the Charlotte Harbor watershed. The City and County’s efforts to improve water quality overlap in many areas including public outreach and education, planning, habitat restoration, and septic-to-sewer conversion. With the Florida Department of Environmental Protection’s latest monitoring data showing Punta Gorda’s waterbodies as impaired for fecal coliform, the City and the County have the opportunity to continue working together to determine the sources of these increased levels of pollution. This data will be used to determine what approaches will be most cost effective and environmentally beneficial to ensure that the natural beauty and economic benefit of our waters are maintained and enhanced.



- Meeting agenda and video available on line at: <https://charlotte.granicus.com/player/clip/5810>.
- The Water Quality Update [agenda item (c)] begins at hour 1:02:20 of the video. Meeting minutes in PDF format are available for download at: <https://data.charlottecountyfl.gov/agenda/20231121PG/20231121Agenda.pdf>

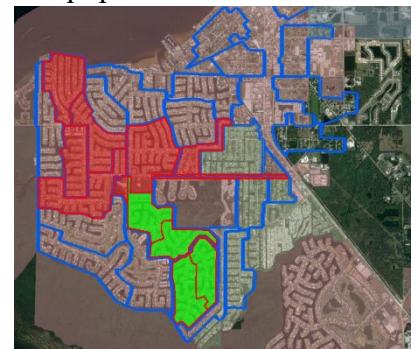
Public Works

Canal Maintenance

- **Canal Maintenance Production** – Canal Maintenance crews manufactured 24 seawall panels, and filled depressions at 10 locations.
- **Dockside Dredging** – Property owners that are listed on the Hurricane Ian Seawall Damage list will not be allowed to have dockside dredging performed adjacent to the seawall until the seawall has been repaired. Any dredging along the damaged seawall may cause damage.
- **Stabilizing Erosion** – Just a friendly reminder for property owners to regularly check the condition of their tarps or plastic that is protecting the eroded areas. Tarps and plastic tend to become brittle in the sun and may start falling apart. Our area is still experiencing rain events and plastic will help keep the soil in place preventing further erosion.
- **Canal Maintenance Seawall Failure Update** – Construction schedules have been updated and are posted on the Canal Maintenance website for the next six months look ahead. There are 21 projects in Punta Gorda Isles under construction with 21 projects completed, and ten projects under construction with four completed in Burnt Store Isles.
- **Establishing sod after seawall replacement** – Placing the sod is the final phase of seawall replacement construction. As per the City ordinance, property owners are responsible for establishing the sod after it has been placed and the City will not reimburse the owners for their water usage.
- **Vessel Speeds** – Canal Maintenance is asking people to be mindful of the current situation in the canals with seawalls being damaged. City code states that the operation of vessels in the canals shall be Slow Speed Minimum Wake in the waterways within the City limits. The speed and operation in the Ponce Inlet, Pompano Inlet, Bass, and Snook Inlet are Idle Speed and No Wake. Wakes from watercraft can cause additional erosion and damage to seawalls already compromised.
- **Dock Match Program** – The Punta Gorda and Charlotte Harbor Boaters Alliance has created a program that connects boat owners who need a temporary relocation of their boats with owners that have available dock space. This information can be found at [Punta Gorda Boaters Alliance](http://PuntaGordaBoatersAlliance.com) (boat2puntagorda.org) click on the Dock Match button for information.

Engineering

- **Swale Regrading** – The swale contractor started excavating Raven Ct., on Nov 27. They will be excavating approximately 3650 SF and installing new sod at the proper elevations. The next street to be excavated will be on Albatross Dr. Engineering is in the process of reviewing the videos for the 2024 swale program.
- **Ponce de Leon** – The contractor is waiting for the ADA handrails to be installed. They will begin working on the East fishing pier once the West side is 100 % complete. Please take extra caution while driving through the park due to construction personnel and equipment. Please remember that this boardwalk is closed to the public while it is under construction.
- **Fiber Optic Internet Network** – The fiber optic internet provider HyperFiber has been issued permits for a portion of the construction project to install a citywide fiber optic internet network within the City right of ways. Their construction is finishing up in the “bird section” of the City. This citywide project will be under construction during the next several months as they install the network Citywide. They are currently working in the areas highlighted in red below. The green area is where the work is completed and their permit has been inspected for final by the engineering department. Additional areas are scheduled to be final in the next two weeks. The blue areas are where the installation will be taking place as the project progresses. Initially, you will see utility markings within the City right of way, followed by the directional drilling of the fiber optic conduit. Fiber optic boxes will be installed in the right of way or easement at the edge of your property. Once the installation of the underground and service points has been completed for the



entire sector, crews will then return to individual locations for the restoration of sod. This will take place at the end of construction in each sector. Please be patient and allow time for the restoration. The City engineering department will be performing spot inspections during construction as well as a final inspection when restoration is complete to ensure the contractor's restoration meets the City's requirements. HyperFiber has provided a telephone number to call if citizens have questions or concerns about the project and installation. Please contact HyperFiber's Scott Jackson at (239) 887-5379. Please use extra caution while driving through the project area due to construction personnel and equipment.

Right of Way

- **Roadway Repair** – Crews repaired the roadway at Durrance St, and at Messina. Sidewalks have been leveled off on Durrance St and Marion Ave.
- **Road Barriers** – Crews will be wrapping up the final road barriers for the Holiday Christmas Tree Lighting event.
- **Girls on the Run** – We will also be preparing for a Girls on the Run event taking place on Dec 2, there will be over 700 participants. Please use caution in the Lashley area.

Sanitation

- **Reminders** – As a friendly reminder, the items listed below are not part of your regular service and may be brought to the Mid-County Mini-Transfer & Recycling Facility —This is a FREE facility for use by Charlotte County Residents. Proof of residency is required – a valid driver's license, utility, or tax bill will be accepted. Located at 19765 Kenilworth Blvd in Murdock (Port Charlotte). It is open on Tues. thru Sat. from 9 a.m. to 4 p.m. All unloading must be completed by 4 p.m., with no exceptions. For more information on this facility, or a complete list of items accepted, please call the Charlotte County Solid Waste Services at (941) 764-4360 or visit [Mini-Transfer & Recycling Facilities | Charlotte County, FL \(charlottecountyfl.gov\)](http://Mini-Transfer & Recycling Facilities | Charlotte County, FL (charlottecountyfl.gov).).
 - **Construction Debris** – Construction debris and demolition debris will not be collected by the City crews. Disposal of the material should be arranged by the contractor or the homeowner doing the work.
 - **Household Hazardous Waste** – Items such as antifreeze, batteries, cleaners/polishers, flares, gasoline/kerosene, pesticides/ herbicides, pool chemicals, mercury, motor oil, used oil filters, paint, stains, and varnishes, are considered Household Hazardous Waste.
 - **Tree Removal** –Tree removal and lot clearing are NOT part of your regular service. If you have a whole tree removed you must first contact Urban Design to obtain a permit (941) 575-3372 or [Tree Removal Permit Request | City of Punta Gorda, FL \(punta-gorda.fl.us\)](http://Tree Removal Permit Request | City of Punta Gorda, FL (punta-gorda.fl.us)). The company that removes the tree is responsible for hauling away the remains. The City does not collect whole tree remains or lot clearing remains.
 - **Whole House Cleanouts** – The City does not collect large bulk quantities of items from whole house cleanouts, renovations, remodels, ejections, etc.



Police

- **Family Fun Day** – Punta Gorda Police Department and the Punta Gorda Fire Department will be holding the third annual Family Fun Day on Dec. 2, from 10 a.m. until 2 p.m. at the Punta Gorda Public Safety Complex, located at 1410 Tamiami Trail (across from the Golden Corral). There will be a bounce houses, dunk tank, crafts, food, k-9 demos, bike helmet fittings, music, a visit from Santa and more! The entire community is invited to come out and enjoy this completely free event!



Open Positions

- **Police Officer Testing** – We are currently accepting applications for the position of Police Officer. We will be holding a virtual testing process in February. Applications must be received by Jan. 26. The written exam will be completed online anytime between Feb. 2, and Feb. 9, with virtual oral board exams conducted via Zoom on Feb. 22, 2024. We are accepting applications from certified and non-certified candidates.
- **Public Safety Dispatcher Testing** – The police department conducts new hire testing continually in order to be prepared for future openings. We are currently accepting applications for the position of Public Safety Dispatcher. We will be holding a testing process in March. Applications must be received by Mar. 1. The exam will be held on the morning of Mar. 14, 2024 beginning at 9 a.m.
- **Internship Program** – The police department is currently accepting internship applications for the Summer Semester of 2024. 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. Spots fill up quickly and the selection process can be competitive, so we encourage potential interns to apply today! **To apply for employment or for more information, please visit www.pgpdjobs.com or contact our Employee Development Coordinator at (941) 575-5571 or by email at employeedevelopment@pgorda.us.**



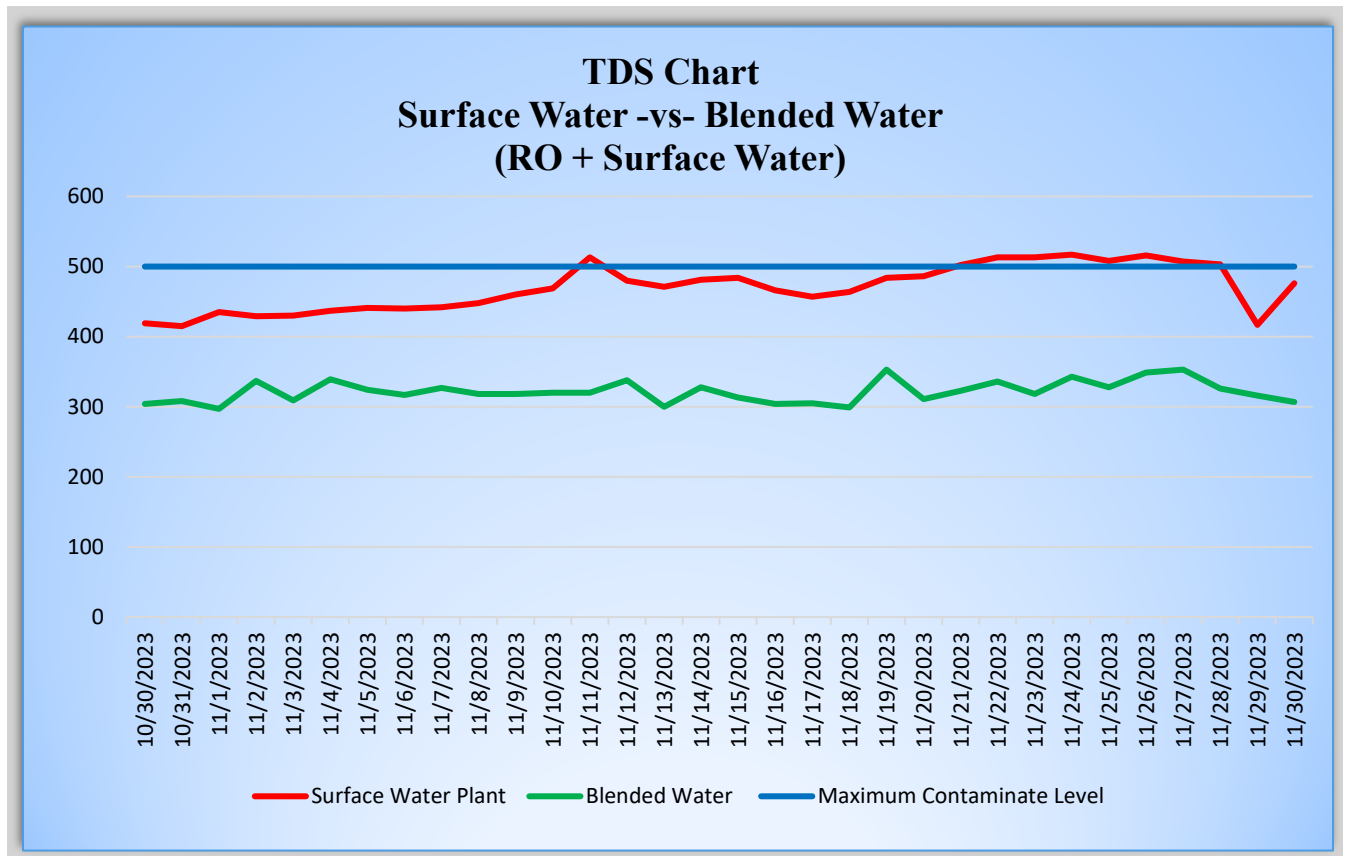
Fire

- **Christmas Cheer 2023** – Community business partners and City residents are teaming up to give back to local children. We will give to a group of Pre-kindergarten students at Baker Center School. We are asking for a Wal-Mart Gift Card of any value or a new child's toy for a girl or boy unwrapped dropped off to the Public Safety Building at 1410 Tamiami Trail, Punta Gorda or the following:
 - TJ Smith, tjsmith@cityofpuntagordafl.com
 - Justin Davoult, jdavoult@cityofpuntagordfl.com
 - Jennifer Molnar, jmolnar@cityofpuntagordafl.com or Call: (941) 575-5529 for more info. Last year we provided all the students at Baker Center School with a Christmas toy, a cozy blanket, a book and a family meal. Our group efforts also provided independent local families with food & toys and two Foster Homes were supported separate from the Baker Center kids with Christmas Cheer gifts last year. We are always trying to go bigger and be able to sponsor even more children and their families in our community but we can only do this with your generous support. Merry Christmas and Happy Holidays!



Utilities

- R.O. Plant



Administration

- **Leaks** – If you notice a water or sewer leak outside of normal business hours please call the after-hours number (941) 575-5070 or the Water Treatment Plant at (941) 639-2057.

Water Treatment Plant Operations

- 49.4 MG delivered to the distribution system with a 7.0 MG daily average
- Peace River Manasota Regional Water Supply Authority Emergency Interconnect – Receiving 700 gallons per minute from the new Interconnect (Phase 1 Pipeline). Sending 700 gallons per minute from the tank on 17 (Phase 1A Pipeline).
- Rainfall Nov 2022 - 5.59" Nov. 2023 1.02"
- Hardness is a measurement of calcium and magnesium ions naturally occurring in the raw water. Currently "hard" – Grains of Hardness 8 –Total hardness. 140 ppm
- TDS Nov 30 – Current 323 ppm. Low 188 ppm, High 533 ppm. 13 year average 393 ppm.
- Reservoir Nov 21 – Current 5.13", Record Low .4.94, Record High, 6.60' 58 Year Average 5.20"

Water Shortage

- Southwest Florida Water Management District has declared a Modified Phase I Water Shortage Order. The Modified Phase I Water Shortage Order does not change allowable watering schedules for most counties, however it does prohibit "wasteful and unnecessary" water use **and twice-per-week lawn watering schedules remain in effect except where stricter measures have been imposed by local governments.** Residents are asked to check their irrigation systems to ensure they are working properly. This means testing and repairing broken pipes and leaks, and fixing damaged or tilted sprinkler heads. Residents should also check their irrigation timer to ensure the settings are correct and the rain sensor is working properly. If you are out and about and find an irrigation system operating outside of the regulated times/dates, please attempt to contact the property owner/manager and advise them of the regulations. That will be a first verbal warning.

If the same address is found to be operating outside of the regulated times/dates again, citations can be issued per:

- Chapter 9A, Section § 9A-10 and 9A-13 (a)(15)
 - 15. Any condition in violation of uses of water during water emergency within and without the City limits.
 - First Offense \$25.00
 - Second Offense \$50.00
 - Third Offense \$250.00
 - Below are the City's current regulations.

Twice-per-week watering allows customers additional flexibility for determining when to water. Residents are encouraged to water only if their lawn and landscape needs it and to turn off irrigation systems when rain is forecasted. Some of the signs that a lawn needs water include a blue-gray appearance, blades folded in half lengthwise and footprints remaining on the lawn for several minutes after walking on it.

- The District encourages water conservation year-round, and offers many tips to reduce water use and additional information on our website at WaterMatters.org/Water101 or [Water Restrictions | City of Punta Gorda, FL](http://WaterRestrictions|CityofPuntaGorda,FL)

Lawn Watering & Micro Irrigation of Plants

<ul style="list-style-type: none"> • Hand watering and micro-irrigation of plants (other than lawns) can be done on any day and any time. 		
<ul style="list-style-type: none"> • Lawn watering is limited to no more than twice per week. 		
<ul style="list-style-type: none"> • 		
<ul style="list-style-type: none"> • Lawn watering days and times for City residents are as follows: 		
Addresses ending in 0 and 1	Monday and Thursday	Before 10 a.m. or after 4 p.m.
Addresses ending in 2 and 3	Tuesday and Friday	Before 10 a.m. or after 4 p.m.
Addresses ending in 4 and 5	Wednesday and Saturday	Before 10 a.m. or after 4 p.m.
Addresses ending in 6 and 7	Thursday and Sunday	Before 10 a.m. or after 4 p.m.
Addresses ending in 8 and 9	Friday and Tuesday	Before 10 a.m. or after 4 p.m.
Addresses ending in a letter or location without a discernable address	Friday and Tuesday	Before 10 a.m. or after 4 p.m.

New Lawns and Plants

- New lawns and plants have a "30-30" establishment period.
- On the day of installation, watering is allowed on any day at any time.

During the second 30 days, watering is allowed three days per week: even-numbered addresses may water on Tuesday, Thursday and Sunday; odd-numbered addresses may water Monday, Wednesday and Saturday; and locations without a discernable address may water on Tuesday, Friday and Sunday.

City Clerk

- **Current Board and Committee Vacancies** – If you are interested in serving on a board or committee, please visit our online portal to complete an online application at <https://puntagorda.granicus.com/boards/forms/650/apply/>.
 - **Code Enforcement Board** (one regular) – Meets the fourth Wednesday at 9 a.m. in City Council Chambers. Seven-member board with two alternate members. Three-year terms - maximum of three terms OR partial term plus two more terms. Financial disclosure required. Hears and decides alleged violations of the City Code of Ordinances.
 - **General Employees’ Pension Board** (one resident representative) – Meets quarterly and as called in Council Chambers. Five members – two City residents at-large, two pension plan members and one member appointed by the Board. Four-year terms with no maximum. Financial disclosure required. Charged with management of the General Employees’ Pension Fund.
 - **Historic Preservation Advisory Board** (one regular and two alternate) – Meets the fourth Thursday at 9 a.m. in City Council Chambers. Seven-member board with two alternate members. Three-year terms - maximum of three terms OR partial term plus two more terms. Identifies for the City Council historically significant structures and sites that should be considered for designation as a “Local Historic Landmark” or be nominated for listing on the Florida Master Site File and the National Register of Historic Places. Makes recommendations of the policies for the protection of historically significant structures and sites. Makes recommendations to staff with regard to certificates of appropriateness for any demolition, variance, sign or relocation of structures. Promotes public awareness of historic archaeological preservation and its community benefits.
 - **Planning Commission** (one alternate) – Meets the fourth 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:
 - Freedom Roofing, 252 West Marion Avenue
 - Harborwalk Resort Wear LLC, 1200 West Retta Esplanade
 - Love Fore Pickle LLC, 1200 West Retta Esplanade
 - Renee Maries Salon, 425 Cross Street, Unit #215
 - Rachael Rowe Cosmetologist In Renee Maries Salon, 425 Cross Street, Unit #215
 - Hartman Property Management Vacation Rental, 193 Crescent Drive
 - Hartman Property Management Vacation Rental, 2101 West Marion Avenue
 - Hartman Property Management Vacation Rental, 843 Via Paloma Drive
 - Penny’s, 1121 Bal Harbor Boulevard