

## Weekly Highlights Report August 2, 2024

### City Manager

- This week, the Peace River Wildlife Center (PRWC) achieved a significant milestone in its journey toward establishing its new home on Henry Street. The center has successfully completed the land preparation phase and welcomed numerous dump trucks filled with essential fill materials to the site. This exciting development is part of a six-million-dollar project that promises to feature cutting-edge facilities, including a state-of-the-art education center and specially designed animal habitats.

Fundraising efforts for this ambitious project continue to progress. PRWC is actively hosting a variety of events and opportunities for support, including a comedy show, donor brick programs, and direct investment options. For more information on

how to contribute, interested parties are encouraged to visit their website at [Wildlife Rescue Rehabilitation Education - Peace River Wildlife Center \(prwildlife.org\)](https://prwildlife.org).

Founded in 1985 as an incorporated, not-for-profit organization, PRWC is dedicated to the rescue, rehabilitation, and release of injured and orphaned wildlife. The center's mission is to offer compassionate care and medical treatment to animals in need, with the ultimate goal of returning them to their natural habitats whenever feasible. Over the years, PRWC has provided critical care to more than 50,000 birds and small mammals, thanks to the expertise of skilled wildlife rehabilitation specialists who are trained and permitted to handle native fauna suffering from disease and trauma.

At the PRWC, visitors have the unique opportunity to witness the remarkable efforts involved in animal rehabilitation. The center's devoted staff and volunteers work diligently to provide veterinary care, appropriate nutrition, and a secure environment for the diverse range of species they accommodate, from orphaned birds to injured mammals.



The new PRWC facility will offer a range of exhibits and enclosures designed to house resident wildlife undergoing rehabilitation. These exhibits will not only serve as temporary homes for the animals but also as educational platforms for visitors. Informational signage and knowledgeable staff will be on hand to answer questions and provide insights into the animals' natural behaviors and conservation needs.

As discussed in 1% Sales Tax discussion and approval process PRWC and the Henry Street area will benefit from various enhancements as part of the broader development known unofficially as the Henry Street Campus. This area has been a priority for the Sales Tax Committee and City Council, who have allocated sales tax revenue for its improvement. Planned upgrades include new restroom facilities, enhancements to the Hounds on Henry Dog Park, additional parking, site furnishings, sidewalks, landscaping, and improved lighting. These developments are designed to create a park-like environment that will increase the use of the site and improve connectivity to nearby attractions, such as Hounds on Henry Dog Park, the Punta Gorda Charlotte Library, History Park, TEAM Punta Gorda Community Garden, and PRWC.

Improving the quality of life encompasses various elements, including economic prosperity, affordable housing, gainful employment, clean air and water, quality healthcare, safe and attractive neighborhoods, ample education and recreational opportunities, efficient transportation systems, and a vibrant community rich in art and cultural amenities. Investments in these quality-of-life amenities are crucial for maintaining and enhancing Punta Gorda's identity as a dynamic waterfront community, distinguished by its character and history. These improvements will contribute to making Punta Gorda an even more desirable place to live, work, and visit.

We are enthusiastic about the opportunities that will arise from the ongoing enhancements to the Henry Street property. *For any inquiries, readers can contact City Manager Greg Murray via email at [citymgr@cityofpuntafordafl.com](mailto:citymgr@cityofpuntafordafl.com) or by calling the general office line at (941) 575-3302.*



- **Summer Break** – City Council will be on summer hiatus until Aug., 21. During this period, responses to emails and phone calls will be limited.

### **Plan and Prepare**

- While living in and visiting Florida offers many benefits and advantages, it is important to keep in mind severe weather hazards and potential threats. Every family and business should have predefined emergency plans and always keep an emergency supply kit ready and stocked.
- Each Florida county has a designated emergency management program, and residents, businesses, and visitors should also visit their [County Emergency Management | Florida Disaster](#) for the most up-to-date and locally significant information.

## Make A Family Plan

- Hurricanes, tornadoes and flooding are just a few of the many hazards Floridians are subject to - don't wait until disaster strikes, develop a family plan today! To get started, visit [Make A Family Plan](#).

DISASTER SUPPLY KIT CHECKLIST 			
<b>General</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Batteries</li> <li><input type="checkbox"/> Flashlights <i>Do not use candles</i></li> <li><input type="checkbox"/> NOAA Weather Radio <i>Battery operated or hand cranked</i></li> <li><input type="checkbox"/> Cash <i>Banks and ATMs may not be available after a storm</i></li> <li><input type="checkbox"/> Cell phone chargers</li> <li><input type="checkbox"/> Books, games, puzzles or other activities for children</li> </ul>	<b>First Aid</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> First Aid Manual</li> <li><input type="checkbox"/> Sterile adhesive bandages of different sizes</li> <li><input type="checkbox"/> Sterile gauze pads</li> <li><input type="checkbox"/> Scissors</li> <li><input type="checkbox"/> Tweezers</li> <li><input type="checkbox"/> Moistened towellettes</li> <li><input type="checkbox"/> Antiseptic</li> <li><input type="checkbox"/> Disinfectant wipes</li> <li><input type="checkbox"/> Hand sanitizer</li> <li><input type="checkbox"/> Aspirin or other pain reliever</li> </ul>	<b>Important Documents</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Insurance cards</li> <li><input type="checkbox"/> Medical records</li> <li><input type="checkbox"/> Banking information</li> <li><input type="checkbox"/> Copies of social security cards</li> <li><input type="checkbox"/> Copies of birth and/or marriage certificates</li> </ul> <p><i>*Items should be kept in a water proof container</i></p>	<b>Special Needs Items</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Specialty items for infants, small children, the elderly, and family members with disabilities</li> </ul>
<b>Pet Care Items</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Pet food and water to last at least 7 days</li> <li><input type="checkbox"/> Proper identification</li> <li><input type="checkbox"/> Medical records/ microchip information</li> <li><input type="checkbox"/> Water and food bowls</li> </ul>	<b>Clothing</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Rain gear such as jackets, hats, umbrellas and rain boots</li> <li><input type="checkbox"/> Sturdy shoes or boots and work gloves</li> </ul>	<b>Food and Water</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Food <i>Nonperishable packaged or canned food and beverages, snack foods, juices, baby food, and any special dietary items to last at least 7 days</i></li> <li><input type="checkbox"/> Water <i>1 gallon per person per day</i></li> <li><input type="checkbox"/> Non-electric can opener</li> <li><input type="checkbox"/> Paper plates, napkins, plastic cups, and utensils</li> </ul>	<b>Vehicle</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Keep your motor vehicle tanks filled with gasoline</li> </ul>
			<b>Phone Numbers</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Maintain a list of important phone numbers</li> </ul>
			<b>Find a full disaster supply kit checklist at <a href="http://FloridaDisaster.org/Kit">FloridaDisaster.org/Kit</a></b>

## Human Resources

- Open Positions** – The City of Punta Gorda offers a very generous benefit package to include medical, dental, vision, life insurance, and a defined contribution retirement plan with matching contributions [Employment Opportunities | City of Punta Gorda, FL \(punta-gorda.fl.us\)](http://Employment Opportunities | City of Punta Gorda, FL (punta-gorda.fl.us)) Currently hiring for the following professional position:
  - **Utility Engineer – Utilities.** A professional position responsible for Utilities Engineering and providing technical engineering services for City utilities construction and improvement projects.
  - **Senior Accountant – Finance** – A professional position responsible for applying the principles of accounting to analyze financial information and prepare financial reports by compiling information, preparing profit and loss statements, and utilizing appropriate accounting control procedures.
  - **Purchasing Agent I – Procurement** - A skilled paraprofessional position responsible for purchasing various commodities and services for the City in accordance with applicable federal, state, and local purchasing requirements.



- **Network Analyst – I.T.** – A highly skilled technical position that is responsible for designing and implementing information systems to support the enterprise infrastructure of an organization by ensuring that all systems are working at optimal levels and supporting the use of new technologies. This infrastructure includes core network, email, storage, wireless networks, communications, servers, public cloud, and virtual environments; and security for these systems.
- **Zoning Official – Urban Design** - A supervisory professional responsible for administering the City's codes as they relate to property zoning, design, and maintenance standards.
- **Permit Technician – Building** - An entry level clerical position responsible for accepting and processing applications for building permits, issuing permits, and collecting and accounting for payments and fees collected by the Building Division.
- **Sanitation Worker 1 – Public Works** - An entry level laborer position responsible for solid waste collection services to residents and businesses of Punta Gorda.

## Urban Design

### Upcoming Events

- Charlotte Harbor Event Center, 75 Taylor St. For additional information, visit [charlotteharborecc.com/events](http://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 [Community Events – Punta Gorda Chamber of Commerce](#)
- Charlotte County Chamber of Commerce events can be accessed at [Event Calendar | Charlotte County Chamber of Commerce, Inc.](#)
- 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 [Home - Punta Gorda Isles Civic Association, Inc. \(pgica.org\)](http://pgica.org)
- The Visual Arts Center events can be accessed at [Welcome to the Visual Arts Center of Punta Gorda, FL \(visualartcenter.org\)](http://visualartcenter.org)



### Lot Mowing Program

- The City has completed mowing the following areas on July 29.
  - PGI (Bal Harbor Boulevard, Deborah Drive, Ryan Boulevard, Suzi Street, and Casey Key Drive)
  - Colony Point (Colony Point Drive, West Marion Avenue, Socorro Drive, and Coronado Drive)

### Planning Corner

- **Signs** – With election season in full swing, Code Enforcement Officers will be enforcing the City's sign code. Signs are a distraction to drivers, cyclists, and pedestrians and pose a

threat to their safety by stealing their attention. The City would like to remind our residents and businesses that the sign code is **content-neutral** and is enforced by the following:

- Number of signs per parcel
- Sign size
- Sign location
- **Residential properties**: Signs may not be placed within ten feet of the edge of the roadway pavement. Signs shall not exceed four square feet in area per sign. Signs shall not exceed three feet in height. Signs shall be limited to four per parcel, this includes flags; except as otherwise permitted, one flag may be a maximum of 60 square feet in area.
- **Commercial properties**: Signs may not be placed within ten feet of the edge of the roadway pavement. Signs shall not exceed 32 square feet in area per sign. Signs shall not exceed six feet in height. Signs shall be limited to four signs per acre.
- **Safety Hazard** - No signs shall obstruct the vision or path of motorists, bicyclists, or pedestrians so as to create a safety hazard. Any sign found to create a safety hazard may be removed by the City, and if possible, relocated to a safe location.

### **Public Works**

- **Canal Maintenance Production** – Maintenance crews manufactured 90 sea wall panels, and filled depressions at 30 residences and condominiums.
- **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. Utilizing plastic during a rain event 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 19 projects in Punta Gorda Isles under construction with 105 projects completed, and four projects under construction with 26 completed in Burnt Store Isles. [Hurricane Ian Related Seawall Failures | City of Punta Gorda, FL \(punta-gorda.fl.us\)](https://www.punta-gorda.fl.us/hurricane-ian-related-seawall-failures)
- **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 \(boat2puntagorda.org\)](http://PuntaGordaBoatersAlliance(boat2puntagorda.org)) click on the Dock Match button for information.

## Engineering

- **Swale Regrading** – The swale contractor has completed Don Quixote Dr., Brazilia Ct., Darin Dr., Padre Island Dr., Casey Key Dr. (SW), Ussepa Ct., Casey Key Dr. (SE) Turtle Dove Cir which have been finalized and turned over to the homeowner. The contractor will be watering the sod for the next 30 days weather permitting at Sea Horse Ct., Sea Fan Dr., and Grebe Dr. The contractor has begun to excavate Orange St., W. McKenzie St., Lemon St., and McGregor St. this week, and will be excavating approximately 12,000 SF. Once they have the grades established, new sod will be installed. The swale contractor has excavated approximately 73,000 SF this fiscal year.
- **City Hall Annex** – The contractor has begun the interior work on the third floor where the Urban Design, Code Enforcement, and Zoning offices were. The contractor has finished the IT department office and they have started to move back into their space. The Procurement, Billing, and Building departments will be moving to the third floor starting the first week of August, so the contractor can begin the full restoration on the second floor. Once all three departments move to the third floor of the annex, there will be signs for residents and contractors to use the elevator to conduct business there.
- **Laishley Splash Pad** – Construction continues at the Interactive Fountain area in Laishley Park. This work includes rehabilitation and upgrades to the splash pad/play area. The seating walls and columns are being painted. Play equipment is being installed.



Please use extra caution while driving or walking through the park due to construction personnel and equipment. To the highest extent possible the restroom facilities will remain open to the public. The access for the restrooms will be from the marina side of the building. There will be periodic temporary sidewalk closures immediately adjacent to the construction area as required for public safety. The construction area will be closed to the public at all times during this period. The enhanced fountain area is scheduled to reopen in late 2024. If you have any questions, please contact the Public Works Department at (941) 575-5050 during the hours of 8 a.m. – 4:30 p.m.

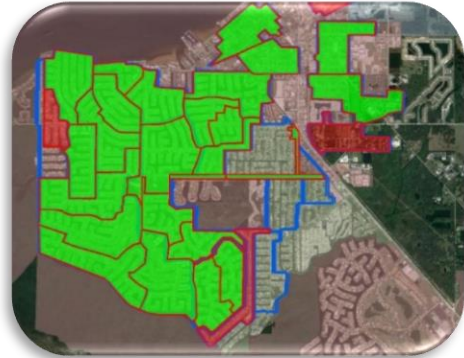
- **Fiber Optic Internet Network** - The fiber optic internet provider HyperFiber has been issued permits for a portion of the construction project to install a citywide fiber optic internet network within the city right of ways. This project will be under construction during the next several months as they install the network citywide. They are currently working in the areas highlighted in red below. The green areas are 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 several weeks. The blue areas are



where installation will take place as the project progresses. Construction is beginning in the northwestern portion of Burnt Store Isles.

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 Lori Haight at (501) 884-6340. Please use extra caution while driving through the project area due to construction personnel and equipment.



#### Right of Way

- Repairs have started on the drainage pipe on Tropicana Dr.
- Assisted Railroad in sidewalk repairs at Elizabeth St.
- Crews continue to mow and complete trim work along Olympia.
- City Contractor is on site trimming mangroves between Mary St., and McGregor St.
- Repaired down stop signs at Burn Stored Rd., and Acline Rd as well as Milus St., and Showalter St.

#### Sanitation

- **Tree Definition** – Trees are large living beings found in nature. They have a strong trunk and branches that extend upward. Their roots are buried in the soil providing them with support and nutrients. The City does NOT collect whole tree removals.



- **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 \(punta-gorda.fl.us\)](https://www.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.
- **Unacceptable Material** – Lot clearing debris, tree removal, wood, dirt or rocks, cement edging, mulch, sod, fruit, straw, and hay will not be collected by yard waste crews.
- **Vacant Lots** – Vacant lots are not eligible for trash or yard waste services. Please do not place any trash or yard waste on vacant lots. The debris will not be collected.
- **Due to the excessive afternoon heat** – The City of Punta Gorda Sanitation Division is temporarily adjusting the garbage and yard waste collection. Beginning on July 30 residents are asked to set their trash and yard waste containers curbside by 5 a.m. or the evening before the scheduled collection day. This allows staff to begin collecting the trash and yard waste one hour earlier than normal to avoid the afternoon heat. If you have any questions, please get in touch with the Public Works Department at (941) 575-5050 during the hours of 8 a.m. – 4:30.

## Police

- **Captain Jason Ciaschini Retires** - This week, the Police Department honored Captain Jason Ciaschini's 31-year law enforcement career with presentations from Chief Smith, City Manager Murray, and Mayor Matthews. During his sendoff, employees, family, and friends gathered for a cookout and fellowship. Captain Ciaschini served the City of Punta Gorda for 27 of his 31-year career. We will miss him, his professionalism, and his vast institutional knowledge, but we wish him the best in his future endeavors.



## **OPEN POSITIONS**

- **Police Officer Testing**—The Punta Gorda Police Department is currently accepting applications for the position of Police Officer. A virtual testing process will take place in Aug. Applications must be received by Aug., 16. The written exam will be completed online between Aug., 23 and Aug., 30, and virtual oral board exams will be conducted via Zoom on Sept., 12. The department is accepting applications from certified and non-certified candidates.





- **Public Safety Dispatcher Testing** — The police department continually conducts new hire testing to prepare for future openings. Currently, the department is accepting applications for the position of Public Safety Dispatcher. The exam will be held virtually between Aug., 16 and 23. Applications must be received by Aug., 9.



- **Internship Program** - The police department is currently accepting internship applications for the Spring Semester of 2025. 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 more information, please visit [Employment Opportunities | City of Punta Gorda, FL \(punta-gorda.fl.us\)](https://www.punta-gorda.fl.us) or contact our Employee Development Coordinator at (941) 575-5571 or by email at [employeedevelopment@pgorda.us](mailto:employeedevelopment@pgorda.us).**

## Fire

- **The Rotary Club of Punta Gorda** — Presented the Fire Department with a check for \$300 to purchase fire prevention and risk reduction materials to distribute to the public to enhance the many public presentations and school visits we attend. It is important to distribute educational and informative safety information that is age-appropriate for the audience you are presenting to. We are extremely thankful for their generosity.

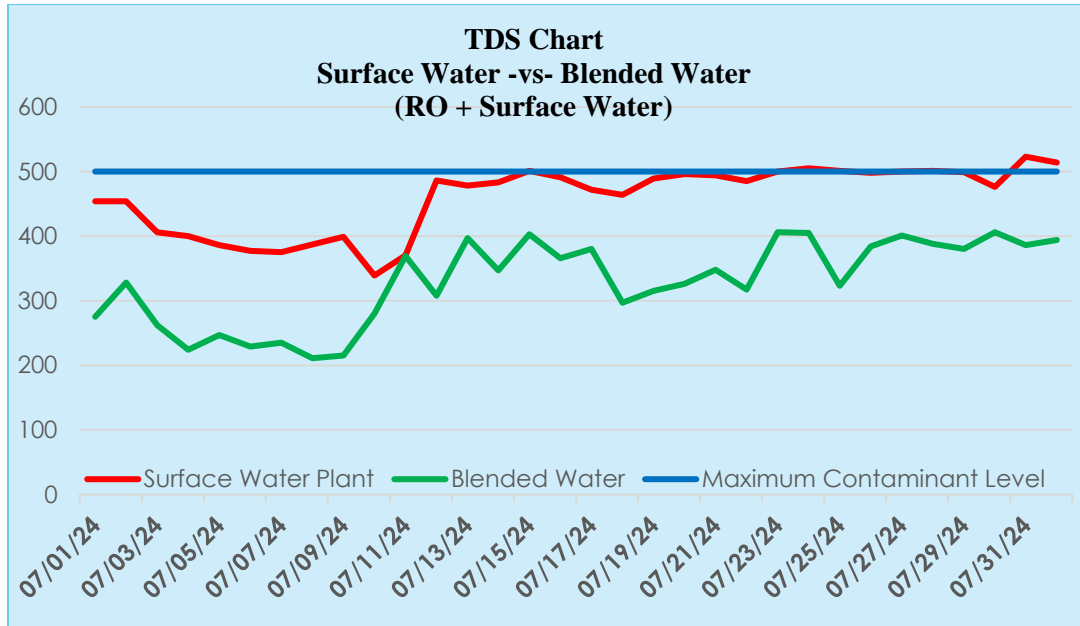


- **Emergency Vehicle Operations Class (EVOC)** — The fire department is also preparing for its upcoming Emergency Vehicle Operations Class (EVOC) that is set to start next week at South County Regional Park. The class will be led by our newest member of the Training Division Field Training Officer CW McLeod. It is meant to ensure that we are training on ways to operate our emergency vehicles safely and efficiently. We are also introducing a new module to this training using our newly acquired UTV emergency vehicle which was purchased on a generous grant from the Firehouse Subs Public Safety Foundation. Stay tuned next week for pictures from this exciting training module.



## Utilities

### R.O. + Surface Water



### 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** – 44.3 MG delivered to the distribution system during the last seven days with 6.33 MG daily average.
- **Peace River Manasota Regional Water Supply Authority Emergency Interconnect** – Receiving 1000 gallons per minute from the new Interconnect (Phase 1 Pipeline). Sending 1000 gallons per minute from the tank on 17 (Phase 1A Pipeline).
- Rainfall July 2023 – 4.29" July 2024 – 5.09" – Aug., 2023 – 9.01 – Aug., 2024 – 0.00
- Hardness is a measurement of calcium and magnesium ions naturally occurring in the raw water. Currently "hard" – Grains of Hardness 9–Total hardness 152 ppm
- T.D.S. Aug., 1 – Current 394 ppm. Low – 315 ppm, High 536 ppm, 14-year average 369 ppm.
- Reservoir Aug., 1 – Current 5.49', Record Low 4.98', Record High, 6.45' 58 Year Average 5.51'

### Lawn Watering

- **Phase I Water Shortage** – The Southwest Florida Water Management District's (District) Governing Board declared 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. The primary purpose for a Phase I water shortage is to alert the public that watering restrictions could be forthcoming. The order also requires local utilities to review and implement procedures for enforcing year-round water conservation measures and water shortage restrictions, including reporting enforcement activity to the District. A Phase I water shortage order does not change allowable watering schedules, however it does prohibit "wasteful and unnecessary" water use. [Water Restrictions | City of Punta Gorda, FL](#)



Lawn Watering Schedule/Times – Lawn watering is limited to twice per week (if needed) by property address. Before 10 a.m. or after 4 p.m. Hand watering and micro-irrigation of plants (other than lawns) can be done on any day and at any time using a shut-off nozzle on their hose, so water isn't wasted. For more irrigation and water saving tips, please visit the District's website at [WaterMatters.org/Water101](http://WaterMatters.org/Water101). [Water Restrictions | City of Punta Gorda, FL](#)

<b>Lawn Watering Schedule Table</b>		
<b>Addresses</b>	<b>Current Watering Day</b>	<b>May Also Water</b>
<b>Ending in 0 and 1</b>	<b>Monday</b>	<b>Thursday</b>
<b>Ending in 2 and 3</b>	<b>Tuesday</b>	<b>Friday</b>
<b>Ending in 4 and 5</b>	<b>Wednesday</b>	<b>Saturday</b>
<b>Ending in 6 and 7</b>	<b>Thursday</b>	<b>Sunday</b>
<b>Ending in 8 and 9</b>	<b>Friday</b>	<b>Tuesday</b>
<b>Addresses that end with a letter instead of a number will water on:</b>	<b>Friday</b>	<b>Tuesday</b>

**City Clerk**

- **2024 Election Cycle** -The seats for Districts 1, 2, and 4 are scheduled for election this year. A general election will take place on Nov., 5, as two candidates qualified for each district. Qualified candidates are listed on the [City's website](#).
  - Did you know your signature can change over the years? Ensure the Charlotte County Supervisor of Elections has an up-to-date record of your signature on file for the upcoming election. Stop by their office at 226 Taylor Street, Punta Gorda, Florida, 33982, to update yours during regular business hours.
  - In order to vote by mail, you must have a valid request on file with the Supervisor of Elections Office. Requests for vote-by-mail ballots can be made in person, by calling (941)833-5400, or by visiting the [Supervisor of Elections website](#).
- **Business Tax Receipt Renewals** – City business tax receipts must be renewed for Fiscal Year 2024/2025 prior to Sept., 30, or else a late fee will be assessed. The first renewal notices were emailed to the address on file with the City Clerk's Office on July 8. The second renewal notices will be emailed on Aug., 5. If you have not received an emailed renewal reminder, please call the City Clerk's Office at (941)575-3369 or email [businesstax@cityofpuntagordafl.com](mailto:businesstax@cityofpuntagordafl.com) to update your email address.

**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 [City of Punta Gorda, FL: Board Application \(granicus.com\)](http://City of Punta Gorda, FL: Board Application (granicus.com))

- **Building Board** (one consumer advocate, one contractor, and one alternate) – Meets the fourth Tues., at 9 a.m. in Council Chambers. Seven-member board with two alternate members. Three-year terms – maximum of three terms OR partial term plus two more terms. Reviews enforcement of all codes related to construction standards and acts as condemnation board in matters of violation of minimum standards. Hears alleged complaints against contractors.

- **Code Enforcement Board** (one alternate) – Meets the fourth Wed., at 9 a.m. in 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.
- **Donation Review Committee** (one historic non-profit representative) – Meets at 10 a.m. in City Council Chambers on the fourth Thurs., of Jan., April, July and Oct., or needed, immediately following the meeting of the Historic Preservation Advisory Board. Charged with review of all non-monetary gift donation proposals/letters of intent received by the City, in accordance with the review process and established criteria identified in the Non-Monetary Donation Policy. Makes recommendations to the City Council for the acceptance or rejection of non-monetary gift donations.
- **Historic Preservation Advisory Board** (one alternate) – Meets the fourth Thurs., 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 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 regular) – Meets the fourth Mon., 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.
- **Utility Advisory Board** – (two regular) Meets the fourth Mon., at 9 a.m. in City Council Chambers. Seven-member board. Three-year terms – maximum of three terms. Makes recommendations to City Council with regard 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:
  - Economy Dock, Seawall and Dredge Co, 3221 White Ibis Court, Unit D3