



AGENDA

REGULAR MEETING OF THE CAPE CORAL CHARTER SCHOOL GOVERNING BOARD

Tuesday, February 9, 2021

5:30 PM

1. CALL TO ORDER

A. Chairman Michael Campbell

2. MOMENT OF SILENCE:

A. Chairman Michael Campbell

3. PLEDGE OF ALLEGIANCE:

A. Chairman Michael Campbell

4. ROLL CALL:

A. Michael Campbell (C) , Susan Mitchell (VC), John Gunter, Dist 1, Vanessa Meztger, Dr Guido Minaya, Tami Traiger, Suzanne Treichler, Parent Representatives: Jennifer Hoagland (OHS/SAC), Kristifer Jackson (OEN/OES)

5. APPROVAL OF MINUTES:

A. Approval of Minutes of the Regular Governing Board Meeting on Tuesday, December 8, 2020

6. APPROVAL OF AGENDA REGULAR MEETING:

A. Approval of the Agenda for the Regular Governing Board Meeting, February 9, 2021

7. PUBLIC COMMENT:

A. Public Comment is limited to three(3) minutes per individual; 45 minutes total comment time.

8. CONSENT AGENDA:

A. Approval of the City of Cape Coral Charter School Authority Budget Workshop #1, and Budget Workshop #2 Meeting Dates - MaryAnne Moniz, Business Manager

- B. Approval of the City of Cape Coral Charter School Authority General Personnel Recommendations including Administrative, Certified, Support, Substitute Staff and Out-of-Field Appointments for the Period of October 2020-January 2021 - Leisa Orcutt, Manager, Human Resources
- C. Approval and Adoption of Amended NEOLA Policies - 0100, 0124, 0147, 1130, 1210, 1242, 2371, 2460.01, 3120, 3130, 3220, 3242, 4130, 4162, 4242 - Jacquelin Collins, Superintendent Updates can be viewed at: www.capecharterschools.org
- D. Approval and Adoption of Amended NEOLA Policies - 5540, 6233, 6322, 6325, 6480, 6550, 6605, 6830, 7440.01, 8141, 8431, 8500, 9211 - Jacquelin Collins, Superintendent Updates can be viewed at: www.capecharterschools.org

9. SUPERINTENDENT REPORT:

- A. Superintendent Jacquelin Collins

10. CHAIRMAN REPORT:

- A. Chairman Michael Campbell

11. FOUNDATION REPORT:

- A. Gary Cerny, Foundation President

12. STAFF COMMENT:

- A. No Activity

13. UNFINISHED BUSINESS:

- A. Oasis Elementary North Portable Replacement Due Diligence Research Report and Presentation - Michael Herrera, P.E., Project Manager, GradyMinor & Associates, P.A.
- B. Oasis Elementary North Portables Replacement Summary and Report - MaryAnne Moniz, Business Manager
- C. Approval of Oasis Charter Schools' Elementary Start Time and Compensation Options - Superintendent Collins

14. NEW BUSINESS:

- A. Approval of Charter School Employee Job Title Change from Payroll Supervisor to "Payroll Specialist," and Modification of Job Description - Leisa Orcutt, Manager, Human Resources
- B. Request for Approval to Purchase Three, 2022 IC Conventional 77-passenger School Buses - Danielle Jensen, Interim Director of Operations

15. FINAL BOARD COMMENT AND DISCUSSION:

16. TIME AND DATE OF NEXT MEETING

- A. The Next Regular Governing Board Meeting will be held on

Tuesday, March 9, 2021 at 5:30p.m. in Cape Coral City Council
Chambers, 1015 Cultural Park Blvd., Cape Coral, FL 33990

17. ADJOURNMENT:

Members of the audience who address the Board/Commission/Committee shall step up to the speaker's lectern and give his/her full name, address and whom he/she represents. Proper decorum shall be maintained at all time. Any audience member who is boisterous or disruptive in any manner to the conduct of this meeting shall be asked to leave or be escorted from the meeting room.

In accordance with the Americans with Disabilities Act and S.S. 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact the Human Resources Department whose Office is located at Cape Coral City Hall, telephone 1-239-574-0530 for assistance; if hearing impaired, telephone the Florida Relay Service Numbers, 1-800-955-8771 (TDD) or 1-800-955-8700 (v) for assistance. In accordance with Florida Statute 286.0105: any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based.

Item Number: 1.A.
Meeting Date: 2/9/2021
Item Type: CALL TO ORDER

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Chairman Michael Campbell

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

Item Number: 2.A.
Meeting Date: 2/9/2021
Item Type: MOMENT OF SILENCE:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Chairman Michael Campbell

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

Item Number: 3.A.

Meeting
Date: 2/9/2021

Item Type: PLEDGE OF
ALLEGIANCE:

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:

Chairman Michael Campbell

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

Item Number:	4.A.
Meeting Date:	2/9/2021
Item Type:	ROLL CALL:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Michael Campbell (C) , Susan Mitchell (VC), John Gunter, Dist 1, Vanessa Meztger, Dr Guido Minaya, Tami Traiger, Suzanne Treichler, Parent Representatives: Jennifer Hoagland (OHS/SAC), Kristifer Jackson (OEN/OES)

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

Item Number: 5.A.

Meeting Date: 2/9/2021

Item Type: APPROVAL OF MINUTES:

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:

Approval of Minutes of the Regular Governing Board Meeting on Tuesday, December 8, 2020

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

ATTACHMENTS:

Description	Type
▫ GB MINUTES DEC 8 2020	Backup Material



GOVERNING BOARD MINUTES

City of Cape Coral Charter School Authority Governing Board Regular Meeting City Council Chambers Tuesday, December 8, 2020, at 5:30p.m.

1. Call to Order

A meeting of the City of Cape Coral Charter School Authority Governing Board of Lee County, Florida, met on Tuesday, December 8, 2020 at City Council Chambers, Cape Coral FL 33990. Chairman Michael Campbell called the meeting to order at 5:32p.m.

2. Moment of Silence

Chairman Campbell

3. Pledge of Allegiance to the Flag of the United States of America

Chairman Campbell

4. Board Member Roll Call

Michael Campbell, Susan Mitchell, John Gunter, Dist1., Vanessa Metzger, Tami Traiger, Suzanne Treichler, Parent Representatives: Jennifer Hoagland, OHS SAC, Kristifer Jackson, OEN/OES

Also Present:

Jacquelin Collins, Superintendent

MaryAnne Moniz, Business Manager

Dr Christina Britton, Principal, Oasis High

Melanie Klages, RN Oasis Charter Schools (V)

Donnie Hopper, Principal, Oasis Middle

Brianne Romano, Assistant Principal, Oasis Middle

Kevin Brown, Principal, Oasis Elementary North

MaryBeth Grecsek, Interim Principal, Oasis Elementary South

Danielle Jensen, Director of Procurement and Food Services

Leisa Orcutt, Director Human Resources

Heath Sterk, Educator, TAC, Oasis Middle School
Oasis Charter Schools Teachers and Staff
Cape Coral Residents
Dolores Menendez, City Attorney
Mark Moriarty, Assistant City Attorney, City of Cape Coral
Officer CCPD Detail

5. Approval of Previous Minutes

Motion made by Member Gunter, Second by Member Minaya to approve the Minutes of the Regular Governing Board meeting on November 10, 2020. *Unanimous*

6. Approval of Regular Meeting Agenda

Motion made by Gunter, Second by Minaya to *Request for Approval of an Amended Agenda, December 8, 2020 to include the withdrawal of Item 12B: "School Report - Dr. Christina Britton, Principapl Oasis High School"* and approve the balance of the Agenda for the Regular Governing Board Meeting on December 8, 2020. *Unanimous*

7. Public Comment

No Activity

8. Consent Agenda

Motion made by Member Minaya, Second by Member Metzger to approve the following item(s) *by Consent. Unanimous; Motion Passed*

- A. **APPROVED** Request for Approval and Adoption/Updates to the City of Cape Coral Charter School Authority NEOLA Policies 5112, 5500, 7540.03, 7540.03S, 8330, 8405, 8407, 8420, 8450 - Superintendent Collins
- B. **APPROVED** Request for Approval of the Oasis Charter Schools Instructional Calendar School Year 2021-2022 - Superintendent Collins
- C. **APPROVED** Request for Approval of the Purchase Waiver for the Oasis High School Scoreboard - Danielle Jensen, Director of Procurement

9. Superintendent Report

- Review of the Oasis Charter Schools COVID-19 Dashboard as of December 8, 2020.
- Discussion of the Recommendations for the Florida Safe Schools Assessment Tool (FSSAT)
- Summary Report of the Oasis Charter Schools Strategic Planning Workshops

10. Chairman Report

Chairman Campbell thanked fellow Board members for their participation in the Strategic Planning Workshops; he also supports the school's branding initiative. Campbell congratulated the charter schools on their virtual teaching programs and high teacher performance during COVID-19.

11. Foundation Report

Jennifer Hoagland, Foundation Treasurer

1. The Lighthouse Award Nominations deadline has been extended to January 4, 2021.
2. The Rally is scheduled for golf/awards/banquet only at this point; the Foundation has yet to determine how other entertainment factors will be offered.
3. Foundation Grants worth over \$4,000 have been award: STEM Challenge(OEN), ReadingHelp(OMS), Air Fryers(OHS), Laser Engraver (OMS-STEM), STEM Innovations (OES), Biography Bonanza (OMS), Transitioning Readers (OES), Science/STEM Labs Supplies(OES).

12. Staff Comment

Danielle Jensen, Director of Food Services thanked an anonymous \$500.00 holiday donation that was earmarked for outstanding student food service accounts at Oasis Elementary South.

13. Unfinished Business

APPROVED Request for Approval of the Oasis Charter Schools' "Spring 2021 -Educational Plan & Assurances" - Superintendent Collins. Motion made by Member Minaya, Second by Member Mitchell. *Unanimous* These plans can be viewed at: <https://www.capecharterschools.org>.

APPROVED Request for Approval to use the Discretionary Capital Appropriations that are within the Restricted Fund Balance to support Recommendations and Services regarding the replacement of the Oasis Elementary North Portables - Superintendent Collins. Motion made by Member Traiger, Second by Member Minaya. *Unanimous*

14. New Business

No Activity

15. Final Board Comment and Discussion

Member Campbell: It's been a tough year; thank you to everyone for all they have done to keep our students and parents engaged and calm during this unprecedented school year. He has heard nothing but good comments about the system and is very proud of the way we have handled things and keep the students/parents happy and wanting to return to school. Thanked Councilmember Gunter for his dedication and effort as a member of the CSA Governing Board. Happy Holidays!

Member Traiger Congratulated teachers and admin teams on making it through the first half of a COVID school year and creating the virtual learning plans that seem to be working and serving the students needs. COGNIA system accreditation is upcoming and she is looking forward to the process. Enjoy the break everyone and have a nice Christmas!

Member Minaya Extends a Happy Holiday Season to all. Complimented the Strategic Planning Workshop for bringing forward great ideas that can be implemented.

Member Mitchell Happy Holidays Hopefully, we will have a much better 2021!

Member Gunter, District 1 Thanked fellow governing board members for all their hard work. Gunter stressed the importance of the Strategic Planning Workshops and how they develop guidelines that allow businesses to move forward. He also praised the Oasis Charter schools and staff and announced the new Council liaison is Councilmember Dan Sheppard. Gunter agreed to continue to help the charter schools in any way, whether it is as a Councilmember or Oasis stakeholder.

Member Metzger Wishes everyone a Merry Christmas and Happy Hanukkah! Thanked teachers and staff for doing such a great job keeping the students learning and engaged.

Parent Representative Hoagland Merry Christmas and Happy New Year!

Parent Representative Jackson Merry Christmas and Happy New Year!

16. Time and Date of Next Regular Meeting

The next Regular Governing Board Meeting will be held on Tuesday, January 12, 2021 at 5:30 p.m. in City Council Chambers.

17. **Adjournment**

The Governing Board adjourned at 6:42p.m.

Respectfully Submitted,

Kathleen Paul-Evans

Charter School Authority Board Secretary

Secretary

Date of approval

Item Number:	6.A.
Meeting Date:	2/9/2021
Item Type:	APPROVAL OF AGENDA REGULAR MEETING:

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:

Approval of the Agenda for the Regular Governing Board Meeting, February 9, 2021

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

Item Number: 7.A.
Meeting Date: 2/9/2021
Item Type: PUBLIC COMMENT:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Public Comment is limited to three(3) minutes per individual; 45 minutes total comment time.

SUMMARY:

E-comment received 2/8/2021 regarding:

Item 13C. *"Approval of Oasis Charter Schools Elementary Start Time and Compensation Options - Jacquelin Collins, Superintendent "*

ADDITIONAL INFORMATION:

From: noreply@revize.com

Sent: Monday, February 8, 2021 2:03:53 PM (UTC+00:00) Monrovia, Reykjavik

To: Cape Coral Public Comment

Subject: [EXTERNAL] - Ecomments

Caution – This email originated from outside of our organization. Please do not open any attachments or click on any links from unknown sources or unexpected email.

Name = Anonymous

Email =

AgendaItem = Unpaid Work Time

Comments = The stipend of 1,000 dollars does not cover nearly what it should for our unpaid time.

This is not a matter of saying thank you, we appreciate you or we are going to be generous and give you a 1,000-dollar stipend. This is about there is a total of 90 hours of unpaid time (this is not including all the days we come in early for mandatory staff meetings on unscheduled time) and 1,000 dollars does not put a dent in what our full compensation should be. At the end of the day, this is our time that we work, an extra half hour that we could be with our loved ones, and we "educated professionals" most certainly should be fully compensated. I feel the hours of the school need to be changed, or that extra half hour is directly paid to us in our check. If we are valued then putting the right action into place would show us the words you speak hold truth. I believe it is time that you all step up, as our board members, and you find and fund the help our school and educators need.

Client IP = 76.101.9.146

RECOMMENDED ACTION:

A copy of this e-comment has been distributed to all Governing Board members.

ATTACHMENTS:

Description	Type
<input type="checkbox"/> e-comment feb 9 2021 - elem teach compensation	Backup Material

Name = Anonymous

Email =

AgendaItem = Unpaid Work Time

Comments = The stipend of 1,000 dollars does not cover nearly what it should for our unpaid time. This is not a matter of saying thank you, we appreciate you or we are going to be generous and give you a 1,000-dollar stipend. This is about there is a total of 90 hours of unpaid time (this is not including all the days we come in early for mandatory staff meetings on unscheduled time) and 1,000 dollars does not put a dent in what our full compensation should be. At the end of the day, this is our time that we work, an extra half hour that we could be with our loved ones, and we "educated professionals" most certainly should be fully compensated. I feel the hours of the school need to be changed, or that extra half hour is directly paid to us in our check. If we are valued then putting the right action into place would show us the words you speak hold truth. I believe it is time that you all step up, as our board members, and you find and fund the help our school and educators need.

Client IP = 76.101.9.146

Item Number: 8.A.
Meeting Date: 2/9/2021
Item Type: CONSENT AGENDA:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval of the City of Cape Coral Charter School Authority Budget Workshop #1, and Budget Workshop #2 Meeting Dates - MaryAnne Moniz, Business Manager

SUMMARY:

Budget Workshop #1: Thursday, April 15, 2021 at 8:30a.m - 12:00p.m. in the Green Room, Public Works Administration Building

Budget Workshop #2: Thursday, May 6, 2021 at 8:30a.m - 12:00p.m. in the Green Room, Public Works Administration Building

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

Item Number: 8.B.
Meeting Date: 2/9/2021
Item Type: CONSENT AGENDA:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval of the City of Cape Coral Charter School Authority General Personnel Recommendations including Administrative, Certified, Support, Substitute Staff and Out-of-Field Appointments for the Period of October 2020-January 2021 - Leisa Orcutt, Manager, Human Resources

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

ATTACHMENTS:

Description	Type
▫ TROOP MOVEMENTS OCT 2020-JAN 2021	Backup Material

TROOP MOVEMENTS 10.2020 - 1.2021

Name	Position	Date Rec'd
Byers, Maribel Marana	Demotion - from Para 1 to LT Substitute Teacher	10/7/2020
Soler, Cassie Ann	Rehire - Substitute Food Service Worker	10/5/2020
Kray, McKenna	Substitute Teacher - OEN	10/8/2020
Danga-Hoang, Katherine	Substitute Food Service Worker	10/9/2020
Medico, Jaclyn	Promotion - from Sub Teacher to Teacher - OEN	10/15/2020
Daniels, Tammy Lynn	Demotion - from Transp. Coord to Bus Driver	10/13/2020
Corbin, Tiffany	Social Worker	10/20/2020
Smith, Kimberly Renee	Promotion - from Bus Driver to Transportation Coordinator	10/21/2020
Bernal, Joseph J.	Substitute Bus Driver	10/22/2020
Lehman, Eda	Demotion - from FSW to Sub Food Service Worker	10/23/2020
Black, Kristie	Substitute Teacher - OES	10/26/2020
Wusterbarth, Troy D.	Paraprofessional I - OHS	10/29/2020
St. Hilaire, David	Bus Driver	11/4/2020
Pena, Ruth	Substitute Bus Driver	11/10/2020
Schafer, Susan	Art Teacher - OES	11/16/2020
Rosado, Israel	Promotion - from Sub Teacher to Clinic Assistant - OES	11/18/2020
Soler, Cassie Ann	Promotion - from Sub FSW to Food Service Worker - OES	11/19/2020
Johnson, Maria D.	Substitute Bus Driver	12/1/2020
Pena, Ruth	Promotion - from Sub Bus Driver to Bus Driver	12/2/2020
Hernandez, Jason	Maintenance Technician	12/7/2020
Cannon, Elizabeth	Assistant Principle - OHS	1/6/2021
Alvarino, Leissy	Promotion - from Sub FSW to Food Service Worker - OHS	1/7/2021
Soler, Cassie Ann	Demotion - FSW OES to Substitute Food Service Worker	1/7/2021
Wolter, Paula	Substitute Teacher	1/7/2021
Martinez Coca, Angel M.	Technical Support Specialist	1/8/2021
Pennington, Mark S.	Substitute Teacher (OES)	1/15/2021
Treich, Angela	Promotion - from Sub Teacher to Teacher - OES	1/19/2021
Richardson, Sarah	Rehire - Teacher - OMS	1/19/2021
Torres, Zollmar	Substitute Teacher (OES)	1/20/2021
Correnti, Carol Lynn	Receptionist - OHS	1/22/2021
Walls, Carrie	Food Service Worker - OES	1/22/2021
Rail, Ashley	Demotion - from Office Assistant to Substitute Teacher - OES Or	1/25/2021
Espinosa Cabrera, Yanei	Food Service Worker - OES	1/26/2021
Slider, Beatrice	Substitute Bus Driver	1/26/2021

TERMINATIONS 2021

Name	Position
Baldwin, W. Tod	OHS Assistant Principal
Graham Natalie	Teacher - OES
Moore, Jordan	Teacher - OES
Pierce, Megan	Teacher - OEN
Haymans, Sheila	Receptionist - OHS
Collins, Ill, Edward	Substitute Teacher
Miller, Christine	Substitute Teacher
Nielsen, Erika	Substitute Teacher

TERMINATIONS 10.2020 - 12.2020

Name	Position
Vanderheyden, Rae	Teacher - OES
Lanzone, Tiffany	Teacher - OEN
Rockwell, Paula	Teacher - OMS
Owens, Thomas	Bus Driver
O'Brien, Michael	Paraprofessional I - OHS
McAuley, Eric	Maintenance Tech - OEN
Rodriguez, Giovany	Clinic Assistant - OES
Searl, Geoffrey	Bus Driver
Milian Alvarino, Melissa	FSW - OHS
Rojas, Lesly	Substitute Teacher
Rockwell, Steven	Substitute Teacher
Miller, Christine	Substitute Teacher

JAN 28 2021

Item Number: 8.C.
Meeting Date: 2/9/2021
Item Type: CONSENT AGENDA:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval and Adoption of Amended NEOLA Policies - 0100, 0124, 0147, 1130, 1210, 1242, 2371, 2460.01, 3120, 3130, 3220, 3242, 4130, 4162, 4242 - Jacquelin Collins, Superintendent
Updates can be viewed at: www.capecharterschools.org

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

Item Number: 8.D.
Meeting Date: 2/9/2021
Item Type: CONSENT AGENDA:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval and Adoption of Amended NEOLA Policies - 5540, 6233, 6322, 6325, 6480, 6550, 6605, 6830, 7440.01, 8141, 8431, 8500, 9211 - Jacquelin Collins, Superintendent Updates can be viewed at: www.capecharterschools.org

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

Item Number:	9.A.
Meeting Date:	2/9/2021
Item Type:	SUPERINTENDENT REPORT:

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:
Superintendent Jacquelin Collins

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

Item Number: 10.A.
Meeting Date: 2/9/2021
Item Type: CHAIRMAN REPORT:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Chairman Michael Campbell

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

Item Number: 11.A.
Meeting Date: 2/9/2021
Item Type: FOUNDATION REPORT:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Gary Cerny, Foundation President

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

Item Number: 12.A.
Meeting Date: 2/9/2021
Item Type: STAFF COMMENT:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:
No Activity

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

Item Number: 13.A.
Meeting Date: 2/9/2021
Item Type: UNFINISHED BUSINESS:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Oasis Elementary North Portable Replacement Due Diligence Research Report and Presentation
- Michael Herrera, P.E., Project Manager, GradyMinor & Associates, P.A.

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

ATTACHMENTS:

	Description	Type
▣	GRADYMINOR DUE DILIGENCE REPORT 2021	Backup Material
▣	PORTABLES DUE DILIGENCE CITY COMMENTS 2021	Backup Material
▣	PORTABLES CONCEPTUAL SITE PLANS 1-4 FEB 2021	Backup Material

Due Diligence Research Report

for

Oasis Elementary North
(fka Christa McAuliffe Elementary School)

Parcel No. 17-44-23-C1-03934.0000
Section 17, Township 44S, Range 23E
City of Cape Coral, Florida

Client:

Vincent Cautero, AICP
City of Cape Coral Community Development Director
1015 Cultural Park Boulevard
Cape Coral, FL 33990

Consultant/Agent:



Grady Minor

3800 Via Del Rey
Bonita Springs, FL 34134

February 2021

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Purpose

Oasis Elementary North (fka Christa McAuliffe Charter Elementary School) is part of the City of Cape Coral Charter School System. The elementary school currently provides classes from Kindergarten to 5th Grade. There are 766 students with 60-70 faculty members excluding bus drivers. The school's Planned Development Project (PDP) was approved in 2005 and the school opened in 2006. Since the original approved PDP for the school, two amendments have been approved by the City of Cape Coral (City), one of which allowed the construction of four portable educational classroom buildings. The portable educational classroom buildings have been in use at the school for approximately 12 years and have an expected useful life of 15 years. The City desires to replace the four portable educational classroom buildings in 2022.

The City would prefer to replace the portable educational classroom buildings with the following options:

- One, 1-story, modular unit with 4 class rooms, 3,584 SF (56'x 64').
- Two, 1-story, modular unit with 4 class rooms each, total of 8 class rooms.
- Four individual portable classrooms, 837 SF each (36'x 23.25'), isolated layout
- Eight individual portable classrooms, compacted layout

The purpose of this report is to assist the City in determining options for the replacement of four (4) portable educational classroom buildings at Oasis Elementary North.

The information included in this report was based upon information provided by the City and additional research performed using that information. The fee information included in this report was accurate at the time the report was prepared and is subject to change.

Replacement Option 1 (Proposed 1 Permanent Modular Building with 4 classrooms)

1. **Landscaping**

As detailed in Resolution PDP 1-2010, a deviation was granted from the requirement that the entire property meet the current landscaping regulations to allow the project to develop with only the northwest corner of the project meeting the landscaping requirements. The proposed improvements will require a foundation landscaping plan along with a modified landscaping plan for any trees that will need to be relocated due to the proposed expansion.

2. **Environmental**

Previously disturbed parcels that are on a routine mowing program typically offer limited wildlife habitat with some notable exceptions such as burrowing owl and gopher tortoise habitats. A Burrowing Owl and Gopher Tortoise Affidavit will be required. In addition to the affidavit, an aerial map showing transects with the date, time and name of the person who walked the site showing any burrows found is required. The transect exhibit and a letter indicating what was or wasn't found is sufficient. Individuals without specific environmental training may be able to recognize burrow of the burrowing owl and gopher tortoise therefore, it is not required to have a biologist perform the survey.

3. **Parking**

Per Cape Coral Code of Ordinances, § 5.1 - Off-street parking and circulation facilities, the parking requirement for Elementary and middle schools is one space per 25 classroom seats. The addition of 4 classrooms would result in an additional 4 parking spaces. Per the permitted plan set SP 08-00900011, no additional parking spaces would be required as there is an excess of 161 parking spots that are currently existing.

4. **Water Management**

The existing surface water management system provides 7.33 acre-feet of dry and wet detention which currently exceeds the required 2.26 acre-feet per SFWMD Permit 36-05446-P-02, Application 060630-1. Stormwater runoff for the existing site is conveyed by a system of drainage inlets and culverts to interconnected dry detention areas located on the north and west side of the property with discharge to the existing Cape Coral roadside drainage system located at the northwest corner of the site.

Per the e-mail attached to this report from Brian Rose with the South Florida Water Management District, a minor modification to an existing environmental resource permit application would be required.

5. **FEMA**

The existing site is zoned AE (EL 7 Feet NAVD) per Fema Panel 12071C0245F eff. 8/28/2008. The proposed improvements would need to adhere to Flood Design Class 3 which will require the finished floor elevation to be at 8 Feet NAVD.

6. **ARCHITECTURAL**

Full elevations of each modular building will be required to be submitted for approval. The elevations must demonstrate compliance with the nonresidential design standards provided in the City of Cape Coral LUDR, Section 5.6.

7. **UTILITIES**

Sewer- Per the permitted plan set SP 08-00900011, a 6" PVC sewer service that was constructed to service the 4 portable buildings can be modified for sewer service to the proposed modular building. See attached Conceptual Site Layout 1, which is attached to this report, for proposed modifications.

Water- Per the permitted plan set SP 08-00900011, a 2" water sewer service that was constructed to service to the 4 portable buildings can be modified for potable water service to the proposed modular building. See attached Conceptual Site Layout 1 for proposed modifications.

Fire Sprinkler Service – The proposed modular building needs to be designed to meet Florida Administrative Code 69A-58.0082 "Fire safety in educational facilities. Relocatable Buildings."

Replacement Option 2 (Proposed 2 Permanent Modular Buildings with 8 classrooms)

1. **Landscaping**

As detailed in Resolution PDP 1-2010, a deviation was granted from the requirement that the entire property meet the current landscaping regulations to allow the project to develop with only the northwest corner of the project meeting the landscaping requirements. The proposed improvements will require a foundation landscaping plan along with a modified landscaping plan for any trees that will need to be relocated due to the proposed expansion.

2. **Environmental**

Previously disturbed parcels that are on a routine mowing program typically offer limited wildlife habitat with some notable exceptions such as burrowing owl and gopher tortoise habitats. A Burrowing Owl and Gopher Tortoise Affidavit will be required. In addition to the affidavit, an aerial map showing transects with the date, time and name of the person who walked the site showing any burrows found is required. The transect exhibit and a letter indicating what was or wasn't found is sufficient. Individuals without specific environmental training may be able to recognize burrow of the burrowing owl and gopher tortoise therefore, it is not required to have a biologist perform the survey.

3. **Parking**

Per Cape Coral Code of Ordinances, § 5.1 - Off-street parking and circulation facilities, the parking requirement for Elementary and middle schools is one space per 25 classroom seats. The addition of 8 classrooms would result in an additional 8 parking spaces. Per the permitted plan set SP 08-00900011, no additional parking spaces would be required as there is an excess of 161 parking spots that are currently existing.

4. **Water Management**

The existing surface water management system provides 7.33 acre-feet of dry and wet detention which currently exceeds the required 2.26 acre-feet per SFWMD Permit 36-05446-P-02, Application 060630-1. Stormwater runoff for the existing site is conveyed by a system of drainage inlets and culverts to interconnected dry detention areas located on the north and west side of the property with discharge to the existing Cape Coral roadside drainage system located at the northwest corner of the site.

Per the e-mail attached to this report from Brian Rose with the South Florida Water Management District, a minor modification to an existing environmental resource permit application would be required.

5. **FEMA**

The existing site is zoned AE (EL 7 Feet NAVD) per Fema Panel 12071C0245F eff. 8/28/2008. The proposed improvements would need to adhere to Flood Design Class 3 which will require the finished floor elevation to be at 8 Feet NAVD.

6. **ARCHITECTURAL**

Full elevations of each modular building will be required to be submitted for approval. The elevations must demonstrate compliance with the nonresidential design standards provided in the City of Cape Coral LUDR, Section 5.6.

7. **UTILITIES**

Sewer- Per the permitted plan set SP 08-00900011, a 6" PVC sewer service that was constructed to service the 4 portable buildings can be modified for sewer service to the proposed modular buildings. See attached Conceptual Site Layout 2, which is attached to this report, for proposed modifications.

Water- Per the permitted plan set SP 08-00900011, a 2" water sewer service that was constructed to service to the 4 portable buildings can be modified for potable water service to the proposed modular buildings. See attached Conceptual Site Layout 2 for proposed modifications.

Fire Sprinkler Service – The proposed modular buildings need to be designed to meet Florida Administrative Code 69A-58.0082 "Fire safety in educational facilities. Relocatable Buildings."

Replacement Option 3 **(Proposed 4 Portable Buildings with 4 classrooms)**

1. Landscaping

As detailed in Resolution PDP 1-2010, a deviation was granted from the requirement that the entire property meet the current landscaping regulations to allow the project to develop with only the northwest corner of the project meeting the landscaping requirements. The proposed improvements will require a foundation landscaping plan along with a modified landscaping plan for any trees that will need to be relocated due to the proposed expansion.

2. Environmental

Previously disturbed parcels that are on a routine mowing program typically offer limited wildlife habitat with some notable exceptions such as burrowing owl and gopher tortoise habitats. A Burrowing Owl and Gopher Tortoise Affidavit will be required. In addition to the affidavit, an aerial map showing transects with the date, time and name of the person who walked the site showing any burrows found is required. The transect exhibit and a letter indicating what was or wasn't found is sufficient. Individuals without specific environmental training may be able to recognize burrow of the burrowing owl and gopher tortoise therefore, it is not required to have a biologist perform the survey.

3. Parking

Per Cape Coral Code of Ordinances, § 5.1 - Off-street parking and circulation facilities, the parking requirement for Elementary and middle schools is one space per 25 classroom seats. The addition of 4 classrooms would result in an additional 4 parking spaces. Per the permitted plan set SP 08-00900011, no additional parking spaces would be required as there is an excess of 161 parking spots that are currently existing.

4. Water Management

The existing surface water management system provides 7.33 acre-feet of dry and wet detention which currently exceeds the required 2.26 acre-feet per SFWMD Permit 36-05446-P-02, Application 060630-1. Stormwater runoff for the existing site is conveyed by a system of drainage inlets and culverts to interconnected dry detention areas located on the north and west side of the property with discharge to the existing Cape Coral roadside drainage system located at the northwest corner of the site.

Per the e-mail attached to this report from Brian Rose with the South Florida Water Management District, a minor modification to an existing environmental resource permit application would be required.

5. FEMA

The existing site is zoned AE (EL 7 Feet NAVD) per Fema Panel 12071C0245F eff. 8/28/2008. The proposed improvements would need to adhere to Flood Design Class 3 which will require the finished floor elevation to be at 8 Feet NAVD.

6. ARCHITECTURAL

Full elevations of each modular building will be required to be submitted for approval. The elevations must demonstrate compliance with the nonresidential design standards provided in the City of Cape Coral LUDR, Section 5.6.

7. **UTILITIES**

Sewer- Per the permitted plan set SP 08-00900011, a 6” PVC sewer service that was constructed to service the 4 portable buildings can be utilized for sewer service to the proposed portable buildings. See attached Conceptual Site Layout 3, which is attached to this report.

Water- Per the permitted plan set SP 08-00900011, a 2” water sewer service that was constructed to service to the 4 portable buildings can be utilized for potable water service to the proposed portable buildings. See attached Conceptual Site Layout 3.

Fire Sprinkler Service – The proposed portable buildings need to be designed to meet Florida Administrative Code 69A-58.0082 “Fire safety in educational facilities. Relocatable Buildings.”

Replacement Option 4 **(Proposed 8 Portable Buildings with 8 classrooms)**

1. Landscaping

As detailed in Resolution PDP 1-2010, a deviation was granted from the requirement that the entire property meet the current landscaping regulations to allow the project to develop with only the northwest corner of the project meeting the landscaping requirements. The proposed improvements will require a foundation landscaping plan along with a modified landscaping plan for any trees that will need to be relocated due to the proposed expansion.

2. Environmental

Previously disturbed parcels that are on a routine mowing program typically offer limited wildlife habitat with some notable exceptions such as burrowing owl and gopher tortoise habitats. A Burrowing Owl and Gopher Tortoise Affidavit will be required. In addition to the affidavit, an aerial map showing transects with the date, time and name of the person who walked the site showing any burrows found is required. The transect exhibit and a letter indicating what was or wasn't found is sufficient. Individuals without specific environmental training may be able to recognize burrow of the burrowing owl and gopher tortoise therefore, it is not required to have a biologist perform the survey.

3. Parking

Per Cape Coral Code of Ordinances, § 5.1 - Off-street parking and circulation facilities, the parking requirement for Elementary and middle schools is one space per 25 classroom seats. The addition of 8 classrooms would result in an additional 8 parking spaces. Per the permitted plan set SP 08-00900011, no additional parking spaces would be required as there is an excess of 161 parking spots that are currently existing.

4. Water Management

The existing surface water management system provides 7.33 acre-feet of dry and wet detention which currently exceeds the required 2.26 acre-feet per SFWMD Permit 36-05446-P-02, Application 060630-1. Stormwater runoff for the existing site is conveyed by a system of drainage inlets and culverts to interconnected dry detention areas located on the north and west side of the property with discharge to the existing Cape Coral roadside drainage system located at the northwest corner of the site.

Per the e-mail attached to this report from Brian Rose with the South Florida Water Management District, a minor modification to an existing environmental resource permit application would be required.

5. FEMA

The existing site is zoned AE (EL 7 Feet NAVD) per Fema Panel 12071C0245F eff. 8/28/2008. The proposed improvements would need to adhere to Flood Design Class 3 which will require the finished floor elevation to be at 8 Feet NAVD.

6. ARCHITECTURAL

Full elevations of each modular building will be required to be submitted for approval. The elevations must demonstrate compliance with the nonresidential design standards provided in the City of Cape Coral LUDR, Section 5.6.

7. **UTILITIES**

Sewer- Per the permitted plan set SP 08-00900011, a 6" PVC sewer service that was constructed to service the 4 portable buildings can be modified for sewer service to the proposed modular buildings. See attached Conceptual Site Layout 4, which is attached to this report, for proposed modifications.

Water- Per the permitted plan set SP 08-00900011, a 2" water sewer service that was constructed to service to the 4 portable buildings can be modified for potable water service to the proposed modular buildings. See attached Conceptual Site Layout 4 for proposed modifications.

Fire Sprinkler Service – The proposed modular buildings need to be designed to meet Florida Administrative Code 69A-58.0082 "Fire safety in educational facilities. Relocatable Buildings."

Constructability

All four replacement options would require the existing 4 modular buildings to be removed prior to the start of construction. The construction site would need to be fenced off from the rest of the school due to the construction activities related to the expansion. As discussed at the coordination meeting with Charter School Staff on April 2, 2018, Oasis Elementary North will utilize the schools existing facilities and classrooms to accommodate the displaced students and staff during the construction of the expansion.

Permitting Requirements

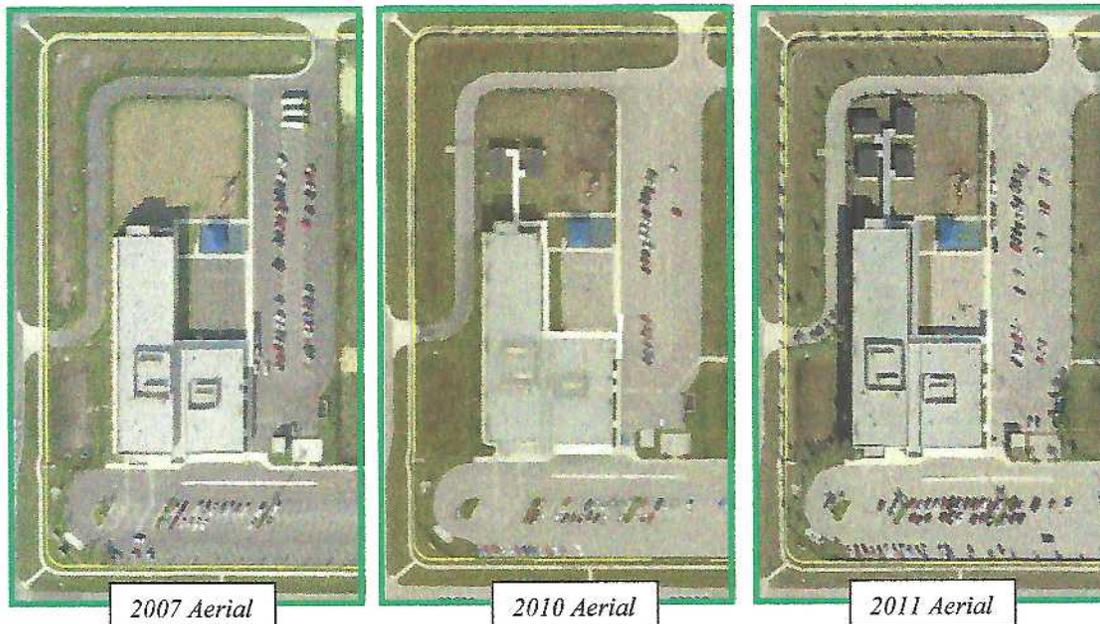
1. City of Cape Coral Site Application

The stamped approved construction site plans, signed and sealed on September 16, 2005, detailed the site improvements that were originally constructed for Oasis Elementary North (fka Christa McAuliffe) in 2006. The proposed construction plans included the required infrastructure and site improvements to support two buildings totaling 41,075 square feet.

The original site plan was amended in 2008 for the expansion of Oasis Elementary North (Christa McAuliffe) which included the necessary infrastructure and site improvements to support the construction of modular buildings on the northwest quadrant of the school.

The City of Cape Coral will require a SDP Amendment application for the proposed site improvements associated with the building expansion. The SDP Amendment application review and approval time-frame would likely be 5-7 months.

Below are aerials from the Lee County Property Appraiser website detailing the time-lapse of the improvements of the site in 2007, 2010 and 2011.



2. South Florida Water Management District (SFWMD):

The site has been previously permitted the SFWMD under the Environmental Resource Permit (ERP) No. 36-05446-P-02. Three previous applications have been submitted under this ERP which are detailed below.

- **Application #050728-6** was approved October 6, 2005 and was for the construction of a surface water management system to serve a combined charter school and recreational sports complex which was proposed to be constructed in two phases. The first phase would be the construction of the charter school building. The second phase of the project proposed the construction of a concession building and the remaining parking and surface water management system.
- **Application #060630-1** was approved August 29, 2006 and proposed to modify the original permit by enlarging the existing lake and configuration of the parking areas and athletic fields.
- **Application #080414-7** was approved June 4, 2008 and proposed to modify the original permit by improving the school site by adding four modular buildings.

The proposed improvements will require a minor modification to the existing ERP application. The review and approval time-frame for a minor modification will likely be 1-2 months after the initial submittal.

3. City of Cape Coral Zoning

The subject property is zoned RD, Residential Development. The existing school was authorized through the City's Planned Development Project (PDP) designation in 2005 and was subsequently amended in 2010 to permit the addition of the final two modular buildings to the campus. A maximum of 41,075 square feet of permanent building area is permitted in the approved PDP. The 2010 approval included a condition which required the removal of the modular buildings no later than four years from the date of the 2010 resolution of approval. In October 2019, the Planning and Zoning Commission Amended the PDP for the Elimination of a Condition set forth in Section III.A.1 to require all Modular Buildings to be removed from the site No Later than January 1, 2020.

Resolution PDP 5-2005 allowed up to 41,075 SF of building. This was amended in PDP 1 – 2010, to 44,435 SF. A 5% (2,222 SF) increase is allowed without the need to amend the PDP for a total of 46,657 SF. This results in 5,582 SF allowed under this project without the need to amend the PDP. Unfortunately, two modular units or eight portable classrooms exceed 5,582 SF and will require a PDP Amendment.

Application Fee Summary

City of Cape Coral Site Application =	\$625.00
SFWMD =	\$250.00
Building Permit Application Concept 1 =	\$9,680.00
Building Permit Application Concept 2 =	\$19,360.00
Building Permit Application Concept 3 =	\$11,420.00
Building Permit Application Concept 4 =	\$22,830.00

Impact Fee Review

As detailed in the comment letter provided by the City of Cape Coral from their informal review of the conceptual layouts, *“None of the proposed options would result in additional Utility Impact fees. However, when the North 2 UEP is completed, if you intend to install an irrigation meter an Impact fee will be collected based on the size of the requested meter... the minimum size meter for commercial irrigation is 1”*”

Also, per coordination with Tammy Whitaker, Permit Coordinator City of Cape Coral, there will not be a road, fire, police or school impact fee as the Cape Coral Charter School system follows the same rules as the Lee County Public School System.

Per the approved PDP, when irrigation services becomes available, the Charter School will be required to connect to the City’s irrigation system as prescribed by City Ordinance.

Cost Estimate

Oasis Elementary North Building Expansion Option 1 Conceptual Cost Estimate - 1 Proposed Modular Buildings

PROFESSIONAL SERVICES		ITEM DESCRIPTION	FEE RANGE	ASSUMED FEE	
1		PROFESSIONAL SURVEYING, ENVIRONMENTAL AND ENGINEERING	\$35,000 - \$50,000	\$ 50,000.00	
			Professional Services Total	\$ 50,000.00	
SITE IMPROVEMENTS					
ITEM NUMBER	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL
2	DEMOLITION	LS	1	\$ 25,000.00	\$ 25,000.00
3	6" SEWER SERVICE	LF	0	\$ 15.00	\$ -
4	SEWER CLEANOUT	EA	0	\$ 600.00	\$ -
5	2" WATER SERVICE	LF	0	\$ 10.00	\$ -
6	CAP 3 WATER & SEWER SERVICES	EA	6	\$ 250.00	\$ 1,500.00
7	JUNCTION BOX	EA	1	\$ 2,500.00	\$ 2,500.00
8	CATCH BASIN	EA	3	\$ 2,500.00	\$ 7,500.00
9	12" HDPE	LF	93	\$ 25.00	\$ 2,325.00
10	ROADWAY OPEN CUT	SY	35	\$ 20.00	\$ 700.00
11	PROPOSED SIDEWALK	SF	683	\$ 7.50	\$ 5,123.00
12	PROPOSED COVERED WALKWAY	LS	1	\$ 90,750.00	\$ 90,750.00
13	8" LIMEROCK BASE (BUILDING)	SY	398	\$ 15.00	\$ 5,974.00
14	IMPORTED FILL / EARTHWORK	CY	850	\$ 16.00	\$ 13,600.00
				Site Improvement Total	\$ 154,972.00
BUILDING CONSTRUCTION					
15	PROPOSED MODULAR BUILDING (INCLUDES EVERYTHING MINUS FURNITURE)			\$ 180.00	\$ 645,120.00
				Building Total	\$ 645,120.00
				Option 1 Total	\$ 850,092.00
				20% Contingency	\$ 170,019.00
				Application Fees	\$ 9,680.00
				Option 1 Grand Total	\$ 1,029,791.00

Oasis Elementary North Building Expansion Option 2 Conceptual Cost Estimate - 2 Proposed Modular Buildings

PROFESSIONAL SERVICES		FEE RANGE	ASSUMED FEE		
ITEM NUMBER	ITEM DESCRIPTION				
1	PROFESSIONAL SURVEYING, ENVIRONMENTAL AND ENGINEERING	\$35,000 - \$50,000	\$ 50,000.00		
2	PROFESSIONAL ZONING	\$12,000 - \$15,000	\$ 15,000.00		
Professional Services Total			\$ 65,000.00		
SITE IMPROVEMENTS					
ITEM NUMBER	ITEM DESCRIPTION	UNIT	QUANTITY		
			UNIT COST		
			TOTAL		
3	DEMOLITION	LS	1	\$ 25,000.00	\$ 25,000.00
4	6" SEWER SERVICE	LF	45	\$ 15.00	\$ 675.00
5	SEWER CLEANOUT	EA	30	\$ 600.00	\$ 18,000.00
6	2" WATER SERVICE	LF	40	\$ 10.00	\$ 400.00
7	CAP 3" WATER & SEWER SERVICES	EA	4	\$ 250.00	\$ 1,000.00
8	JUNCTION BOX	EA	1	\$ 2,500.00	\$ 2,500.00
9	CATCH BASIN	EA	3	\$ 2,500.00	\$ 7,500.00
10	12" HDPE	LF	170	\$ 25.00	\$ 4,250.00
11	ROADWAY OPEN CUT	SY	35	\$ 20.00	\$ 700.00
12	PROPOSED SIDEWALK	SF	1,500	\$ 7.50	\$ 11,250.00
13	PROPOSED COVERED WALKWAY	LS	1	\$ 123,000.00	\$ 123,000.00
14	8" LIMEROCK BASE (BUILDING)	SY	796	\$ 15.00	\$ 11,947.00
15	IMPORTED FILL / EARTHWORK	CY	1,465	\$ 16.00	\$ 23,440.00
Site Improvement Total			\$	\$ 229,662.00	
BUILDING CONSTRUCTION					
16	PROPOSED TWO (2) MODULAR BUILDINGS (INCLUDES EVERYTHING MINUS FURNITURE)	SF	7,168	\$ 180.00	\$ 1,290,240.00
Building Total			\$	\$ 1,290,240.00	
Option 2 Total			\$	\$ 1,584,902.00	
20% Contingency			\$	\$ 316,980.40	
Application Fees			\$	\$ 19,360.00	
Option 2 Grand Total			\$	\$ 1,921,242.40	

Oasis Elementary North Building Expansion
Option 3 Conceptual Cost Estimate - 4 Proposed Portable Buildings

PROFESSIONAL SERVICES		ITEM DESCRIPTION	FEE RANGE	ASSUMED FEE	
1		PROFESSIONAL SURVEYING, ENVIRONMENTAL AND ENGINEERING	\$35,000 - \$50,000	\$ 50,000.00	
			Professional Services Total	\$ 50,000.00	
SITE IMPROVEMENTS					
ITEM NUMBER	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL
2	DEMOLITION	LS	1	\$ 15,000.00	\$ 15,000.00
3	6" SEWER SERVICE	LF	0	\$ 15.00	\$ -
4	SEWER CLEANOUT	EA	0	\$ 600.00	\$ -
5	2" WATER SERVICE	LF	0	\$ 10.00	\$ -
6	CAP 3" WATER & SEWER SERVICES	EA	0	\$ 250.00	\$ -
7	JUNCTION BOX	EA	0	\$ 2,500.00	\$ -
8	CATCH BASIN	EA	0	\$ 2,500.00	\$ -
9	12" HDPE	LF	0	\$ 25.00	\$ -
10	ROADWAY OPEN CUT	SY	0	\$ 20.00	\$ -
11	PROPOSED SIDEWALK	SF	0	\$ 7.50	\$ -
12	PROPOSED COVERED WALKWAY	LS	1	\$ 22,500.00	\$ 22,500.00
13	8" LIMEROCK BASE (BUILDING)	SY	372	\$ 15.00	\$ 5,580.00
14	IMPORTED FILL / EARTHWORK	CY	560	\$ 16.00	\$ 8,960.00
			Site Improvement Total	\$ 52,040.00	
BUILDING CONSTRUCTION					
15	PROPOSED PORTABLE BUILDING (INCLUDES EVERYTHING MINUS FURNITURE)	LS	1	\$ 761,030.00	\$ 761,030.00
			Building Total	\$ 761,030.00	
				Option 3 Total	\$ 863,070.00
				20% Contingency	\$ 172,614.00
				Application Fees	\$ 11,420.00
				Option 3 Grand Total	\$ 1,047,104.00

Oasis Elementary North Building Expansion Option 4 Conceptual Cost Estimate - 8 Proposed Portable Buildings

PROFESSIONAL SERVICES		FEE RANGE	ASSUMED FEE
ITEM NUMBER	ITEM DESCRIPTION		
1	PROFESSIONAL SURVEYING, ENVIRONMENTAL AND ENGINEERING	\$35,000 - \$50,000	\$ 50,000.00
2	PROFESSIONAL ZONING	\$12,000 - \$15,000	\$ 15,000.00
Professional Services Total			\$ 65,000.00
SITE IMPROVEMENTS			
ITEM NUMBER	ITEM DESCRIPTION	UNIT	QUANTITY
3	DEMOLITION	LS	1
4	6" SEWER SERVICE	LF	282
5	SEWER CLEANOUT	EA	11
6	2" WATER SERVICE	LF	334
7	CAP 3" WATER & SEWER SERVICES	EA	0
8	JUNCTION BOX	EA	1
9	CATCH BASIN	EA	3
10	12" HDPE	LF	93
11	ROADWAY OPEN CUT	SY	35
12	PROPOSED SIDEWALK	SF	0
13	PROPOSED COVERED WALKWAY	LS	1
14	8" LIMEROCK BASE (BUILDING)	SY	2,039
15	IMPORTED FILL / EARTHWORK	CY	960
Site Improvement Total			\$ 199,640.00
BUILDING CONSTRUCTION			
16	PROPOSED PORTABLE BUILDING (INCLUDES EVERYTHING MINUS FURNITURE)	ls	1
Building Total			\$ 1,522,050.00
Option 4 Total			\$ 1,786,690.00
20% Contingency			\$ 357,338.00
Application Fees			\$ 22,830.00
Option 4 Grand Total			\$ 2,166,858.00

Existing Aerial



Crista McAuliffe Charter Elementary School
SCHOOL AERIAL



Informal Comments from City of Cape Coral



CITY OF CAPE CORAL
P.O. BOX 150027
CAPE CORAL, FL 33915-0027
PLANNING DIVISION (239) 574-0552
DEVELOPMENT SERVICES (239) 573-3167
www.capecoral.net

Project Review
Comment Sheet

PROJECT NO: ADVM18-0023
Applicant: Q. Grady Minor & Associates
Engineer: Q. Grady Minor & Associates
Project Name: Christa McAuliffe Charter School
Address: 2817 SW 3RD LN

PARCEL/TAX ID NO: 10575897
Date: 4/13/2018
Pages: 9

Any advisory comments provided by staff regarding an approval process or permit are conceptual only and subject to change based on detailed information provided with an application to the City of Cape Coral. Formal review may result in additional changes not noted prior to a formal application. The final design or project must comply with the Land Use and Development Regulations (LUDRs), Engineering Design Standards, City Code of Ordinances, Comprehensive Plan and other applicable laws and regulations.

1 PLAN TRACKING Date: 04/13/2018 Reviewed By: Heather Plummer Complete

CUSTOMER BILLING SERVICES Date: 04/06/2018 Reviewed By: Craig Trimmer Complete

If you have any questions, please call CBS @ 239-242-3851.

WTR = BCENW-BPAID

SWR = BCENS-BPAID

IRR = N2

SITE SPECIFIC COMMENTS:

The Site is currently served by a 2" Potable Meter and an 8" Protectus Meter.

None of the proposed options would result in additional Utility Impact fees. However, when the North 2 UEP is completed, if you intend to install an irrigation meter an Impact fee will be collected based on the size of the requested meter.

If you plan to use an irrigation system, please note: the minimum size meter for commercial irrigation is 1". Less than that will be an unmetered service, with billing based on the total parcel area.

GENERAL COMMENTS:

Please show pervious / impervious surface calculation on the site plan.

Please delineate on site plan the size and location of the existing utility service and any changes or additions required.

You can obtain a copy of the latest GIS information for the existing utilities by contacting the city's utility collection and distribution division.

In order to comply with FDEP requirements, and to maintain a safe drinking water supply for the residents of the city of cape coral, it is required that all commercial and multifamily properties have an FDEP approved backflow prevention assembly installed immediately downstream of the water meter on the customers' line at all dedicated service connections.

After construction, if the project complies with conditions set forth in the city code of ordinances, chapter 22 "Stormwater management utility", you may be eligible for an adjustment to the annual Stormwater fees. An application can be obtained from customer billing services.

Please provide a burrowing owl/gopher tortoise affidavit and an environmental survey.

Guidelines for Development Projects located on previously disturbed, routinely mowed properties:

Previously disturbed parcels that are on a routine mowing program typically offer limited wildlife habitat with some notable exceptions such as burrowing owl and gopher tortoise habitat. Individuals without specific environmental training may be able to recognize burrows of the burrowing owl and gopher tortoise. Therefore, the City will not require a professional wildlife survey for such properties, although it is encouraged. The developer or his/her agent is required to do a systematic walkover of the site and prepare a written report using the guidelines below. The individuals performing the species surveys should be equipped with measuring equipment and must be capable of plotting field locations onto a scaled drawing or aerial photograph.

If any protected species of plant or animal life are found on the site, a professionally prepared management plan may be required. City staff will conduct site checks to verify the findings of each survey. Any disturbance of habitat, such as the unpermitted destruction of any animal burrow, will be reported to the state and/or federal authorities and may delay the issuance of the development order until the matter is resolved.

Survey Guidelines:

Transects. The developer or agent shall conduct a thorough walkover of the project site. No surveys shall be made while driving a vehicle. Transects must be walked from property line to property line in a north/south direction with a spacing of no greater than fifty feet between transects until the entire property is covered. If vegetation or other features obscure the view, closer transects are necessary. As each transect proceeds, the surveyor must note the locations of any listed species and plot them on a scaled diagram or aerial of the site. All listed species observed should be documented whether it nests on the site or not.

Survey Report. The developer must submit a written survey report indicating the results of the walkover. The report must include the following information:

1. Legal description of the property (Unit, Block, Lots) with scaled diagram or aerial of the site. The diagram or aerial shall indicate the locations of the transects and the locations of species observed.
2. Name(s) of the surveyor(s) and business affiliation.
3. Procedures used to survey the site and the times and dates of the site survey.
4. General description of the property describing landscape type(s).
5. Narrative indicating species found on the site, with special notice given to listed species.
6. Description of any unique features found on the site.
7. General description of possible impacts of development on flora and fauna.
8. Proposed methods for mitigating the impacts of the development on flora and fauna.

FIRE**Date: 04/06/2018****Reviewed By: LORA K GREENWELL****Complete**

Phone #:239-242-3621

E-mail: lgreenwe@capecoral.net

Recommendations and/or Comments: All options:

City Ordinance 52-15, chapter 18 Section 18.3

Chapter 18, Fire Department Access and Water Supply, Section 18.3, Water Supplies and Fire Hydrants, Subsection 18.3.1 is hereby amended by creating Sub-subsections 18.3.1.2, 18.3.1.3, and 18.3.1.4, as follows:

1. 18.3.1.2 Adopt 2012 NFPA 1 or subsequent edition Annex E in total.

18.3.1.3 New structures not capable of delivering the required fire flow shall provide automatic sprinkler systems in accordance with NFPA 13, 13R or 13D, 2010 or subsequent editions as applicable.

Owners and developers shall make provisions to install water lines and fire hydrants to meet spacing and fire flow requirements. Where fire mains exist, but do not meet the fire flow requirements, alternative arrangements may be made, prior to construction, with the authority having jurisdiction. Due to the concern for

public safety, failure to meet the fire flow requirements or come to alternative agreement shall be grounds for refusal for the City to issue building permits.

2. Provide the required fire flow for the proposed building.

3. Flow test required to be submitted with site plans. For flow test requests, call the Cape Coral Fire Department, Division of Life Safety to order and request a test, 239-242-3264.

*****Provide a flow test of the nearest, within 250 feet, potable water hydrant. Show hydrant location and distance on plans. Flow test must be dated within 6 months of submittal.

*****Provide the fire flow calculations of the building per NFPA 1-18, based on the building type.

City Ordinance 52-15, Chapter 18.3, 18.3.4.1.2 The Fire Department Connection (F.D.C.) shall be located not less than forty (40) feet from buildings and in an area accessible to fire apparatus preferably on the street/ addressable side of the building.

NFPA 1-18.2.3.4.1.1, Fire department access roads shall have an unobstructed width of not less than 20 ft.

NFPA 1- 18.4.5.3 Buildings Other Than One- and Two-Family Dwellings.

18.4.5.3.1 The minimum fire flow and flow duration for buildings other than one- and two-family dwellings shall be as specified in Table 18.4.5.2.1.

NFPA 1-18.5.1 Fire Hydrant Locations and Distribution.

Fire hydrants shall be provided in accordance with Section 18.5 for all new buildings, or buildings relocated into the jurisdiction unless otherwise permitted by 18.5.1.1 or 18.5.1.2

NFPA 1- 18.5.1.6 Fire hydrants shall be located not more than 12 ft. (3.7 m) from the fire department access road.

NFPA 1- 18.5.3 Buildings Other than Detached One- and Two-Family Dwellings.

Fire hydrants shall be provided for buildings other than detached one- and two-family dwellings in accordance with both of the following:

1. The maximum distance to a fire hydrant from the closest point on the building shall not exceed 400 ft (76 m).
2. The maximum distance between fire hydrants shall not exceed 500 ft. (152 m).

NFPA 1- 18.5.4 Minimum Number of Fire Hydrants for Fire Flow.

18.5.4.1 The minimum number of fire hydrants needed to deliver the required fire flow for new buildings in accordance with Section 18.4 shall be determined in accordance with Section 18.5.4.

NFPA 1- 18.5.4.2 The aggregate fire flow capacity of all fire hydrants within 1000 ft. (305 m) of the building, measured in accordance with 18.5.1.4 and 18.5.1.5, shall be not less than the required fire flow determined in accordance with Section 18.4.

NFPA 1- 18.5.4.3 *The maximum fire flow capacity for which a fire hydrant shall be credited shall be as specified by Table 18.5.4.3. Capacities exceeding the values specified in Table 18.5.4.3 shall be permitted when local fire department operations have the ability to accommodate such values as determined by the fire department.

Table 18.5.4.3 Maximum Fire Hydrant Fire Flow Capacity

Distance to Buildinga		Maximum Capacityb	
(ft)	(m)	(gpm)	(L/min)
= 250	= 76	1500	5678
> 250 and = 500	>76 and = 152	1000	3785
> 500 and = 1000	> 152 and = 305	750	2839

NFPA 14-6.4.5.1, Fire department connections shall be visible and recognizable from the street or nearest point of fire department apparatus accessibility or on the street side of buildings.

NFPA 24- 5.2.1 Private Fire Service Mains. Pipe smaller than 6 in. (152.4 mm) in diameter shall not be installed as a private service main supplying hydrants.

NFPA 24- 7.2.3 *Hydrants shall be located not less than 40 ft (12 m) from the buildings to be protected.

For OPTION 1:
Fire Sprinkler service- minimum 4" fire line to new building sprinkler system.

For OPTION 2:
Fire Sprinkler service- minimum 4" fire line to new building sprinkler system.

For OPTION 3:
Follow FAC 69A-58.82, Relocatable Buildings.

HORTICULTURE Date: 04/10/2018 Reviewed By: Ron Mey Complete
Phone # 573-3190
E-Mail: rmey@capecoral.net

1. The proposed expansion will require the entire site to be brought into compliance with the City's landscaping regulations as specified in LUDR, Section 5.2. Refer to (LUDR, Section 5.2.3.A.3) Applicability.

PLANNING Date: 04/10/2018 Reviewed By: Mike Struve Complete
Phone 239.242.3255,
mstruve@capecoral.net

Background: Christa McAuliffe Charter School is located at 2817 SW 3rd Lane. The site has a Public Facilities Future Land Use Classification and Residential Development (RD) Zoning. This project was approved by PDP in 2005 (Resolution PDP 5-2005) and was amended in 2010 (Resolution PDP 1-2010) and 2014 (Resolution PDP 3-2014).

Three options are under consideration for expanding the school facility:

- Option #1 would add 10,162 sq. ft. to both the existing first and second floor of the building, increasing the building area by 20,162 sq. ft.
- Option #2 would add 5,302 sq. ft. to both the existing first and second floor of the building, increasing the building area by 10,604 sq. ft.
- Option #3 would add four new modular buildings to the site with a collective area of 3,584 sq. ft.

1. Please provide a legal description of the site along with a current certified survey (LUDR, Section 4.4.10.A). The vertical datum required for all submittals to the City of Cape Coral will remain the National Geodetic Vertical Datum (NGVD) of 1929.

2. Any of the above three options will require PDP and site plan approval.

3. Please provide a landscaping plan for staff review. Refer to LUDR, Section 4.4.10C.3.

4. If Option #3 is selected, please provide full elevations of each new modular building that demonstrates compliance with the nonresidential design standards provided in LUDR, Section 5.6. Architectural compliance is not required if either Option #1 or #2 is selected as the expansion to the existing building's gross floor area would be less than 50%.

5. The City's site plan review procedures, including site plan requirements, are outlined within LUDR, Section 4.4.

SITE DEVELOPMENT Date: 04/13/2018 Reviewed By: David Hyti Complete
dhyti@capecoral.net Phone #: (239) 573-3184

1. Please provide the design calculations for the stormwater system and SFWMD permit modification as may be required.

2. No exterior drainage, roadway or utility impacts are anticipated.

3. The approved PDP provides a deviation requiring only the NW corner of the property to comply with the current landscape code. Please provide a landscape plan for the NW corner of the property reflecting the proposed changes to the approved landscape plan.

4. Upon completion of the approved site improvements, and prior to receiving a certificate of completion for the site improvements and/or Certificate of Occupancy for any buildings, the engineer of record must submit a signed and sealed letter of substantial compliance along with signed and sealed record drawings of the final site improvements. The record drawings will be the complete set of the approved SDP drawings stamped record drawings, showing cross through and mark up of final as built information as obtained from the contractor, engineer's inspections, and/or survey. Record surveys are not acceptable. Similarly, a separate set of signed and sealed record drawings are required for the landscape improvements. Record drawings must be provided in PDF format. If the PDF record drawings are not signed and sealed then two full size paper copies, signed and sealed, shall be provided in addition to the PDF files.

5. Commercial signage, underground fire lines, fences and dumpster enclosures require separate permits in addition to the approval of the Site Development Plans and the site development permit.

You may contact the reviewer or Heather Plummer, in the Development Services Group, at hplummer@capecoral.net or at 239-573-3167 for additional information regarding the Site Development Plan review process. You can also obtain information and the SDP application on our web site at: http://www.capecoral.net/department/community_development/development_plans.php

BUILDING **Date: 04/03/2018** **Complete**

The following fees may be placed on new construction and addition building permits:

- ALS IMPACT
- POLICE IMPACT
- ROAD IMPACT
- FIRE IMPACT
- PARK IMPACT
- SCHOOL IMPACT
- SCHOOL ADMIN
- UTILITY FEES
- FIRE DEPT FEE (for plan review and inspections)
- BUILDING PERMIT FEE

*Fees may be estimated by using our online calculator:

Commercial -

http://www.capecoral.net/department/community_development/permitting/commercial_building_permits_calculator.php#.WgHzQ2eWyiM

Residential -

http://www.capecoral.net/department/community_development/permitting/residential_building_permits_calculator.php#.WgH1VWeWyiM

Application and submittal requirement may be found online -

http://www.capecoral.net/department/community_development/permitting/forms_and_applications.php#.WgNrLmeWyiM

Building permits are submitted in person to the building dept. A 15% deposit of the building permit fee is required at the time of submittal. Remaining fees are calculated after all reviews have been approved. The contractor will be notified when the permit is approved and ready for pick up. All fees due and any additional documents required will be provided with the approval notification.

*THIS ESTIMATE IS BASED ON INFORMATION PROVIDED BY THE APPLICANT, UTILIZING THE FEE STRUCTURE IN EFFECT AT THE TIME THE REQUEST FOR AN ESTIMATE IS RECEIVED. THIS ESTIMATE MAY NOT REPRESENT THE ACTUAL TOTAL FEES DUE TO MISINFORMATION PROVIDED BY THE APPLICANT, A CHANGE IN THE FEE STRUCTURE, OR OTHER CAUSE. **CIAC FEES ARE NOT INCLUDED IN THIS ESTIMATE AND MAY APPLY TO YOUR SITE. PLEASE CALL CUSTOMER SERVICE BILLING 239-574-7722 FOR AMOUNT. *

NOTES TO BE PROVIDED ON ALL SITE DEVELOPMENT PLANS

Below is a list of typically requested General Notes. **These are provided for the Engineers benefit.** It should be noted that some of these may not be applicable to all sites and/or some additional notes may be required/or removed.

1. Contractor is required to follow all state and local building and development codes and standards. All work within the City Right-Of-Way shall be in accordance with City Engineering Design Standards and Florida Department of Transportation's Standards for Road and Bridge Construction. Federal ADA requirements will supersede all conflicts with state and local standards. All deviations from the City Engineering Design Standards shall be specifically addressed in writing for review and approval by the City Engineer prior to right-of-way final. All other errors, omissions or conflicts with the site plan or specifications shall be resolved in favor of The City Engineering Design Standards.
2. All work or materials which do not conform to the specification of the City of Cape Coral Engineering Design Standards or Florida Department of Transportation Standards Specifications for Road and Bridge Construction or any work performed without an inspection by a representative of the City Of Cape Coral Public Works Department is subject to removal and replacement at the contractor's expense.
3. All elevations are based on NGVD (1929).
4. The contractor is required to get all the necessary right-of-way permits and provide all necessary work zone controls and safety requirements for the project. Traffic controls are required for all work within the right-of-way. The City of Cape Coral has adopted the Manual of Uniform Traffic Control Devices for Streets and Highways and requires a Maintenance of Traffic Permit to ensure compliance with these standards. A traffic maintenance plan is required from the contractor and must be approved by the City Transportation Department prior to starting work in the right-of-way. For more information the contractor should reference City Engineering Design Standards Sheet G-4 and the current version of section 600 and section 700 of F.D.O.T. Standard Specifications. Contractor's failure to comply with these requirements could result in the city imposing a stop work order on the project.
5. Contractor to note that design elevations for the right-of-way shown, on the plans may differ from the city's master design plan. The city's survey department will set the grades for curb as per the city's curb and road widening master plan. The contractor should check with the city's Engineering Department to obtain right-of-way design information and latest changes if any.
6. The contractor shall ensure that with all road improvements, the existing asphalt road edge is cut back a minimum of 1 ft. for the entire length of the asphalt widening to be constructed and any of the existing thermoplastic striping remaining along the cut edge will be ground off. The sub-base and cut edge are to be tack coated prior to the installation of the new asphalt, and that all new striping shall be thermoplastic and placed along the curb per M.U.T.C.D. specifications.
7. Concrete forms are required on both sides of all replacement curbs as outlined on sheet F-3 of the City Engineering Design Standards. Inspections shall be requested and approved prior to placement of concrete and/or asphalt in the City of Cape Coral's right-of-way.
8. All broken and vertically misaligned sections of existing sidewalks and curb in the City or County right-of-way directly adjacent to this site that do not meet A.D.A. minimum requirements shall be replaced at the owner's expense.
9. Sidewalks passing through driveway aprons shall comply with latest version of the Federal A.D.A. See also F.D.O.T. index 515 pages 1-6 for more details.
10. Contractor shall install expansion joints at intervals of 100 ft. on center for all curb gutter and sidewalk installed in the right-of-way. Contraction joints are to be saw cut at 5' on center for sidewalks and 10' on center for curb. Expansion material is not to be placed between the back of the curb and the sidewalk or driveway apron. For additional details refer to F.D.O.T. indexes 300 and 310.

11. City requirements for materials test reports should be determined at the beginning of the project and should be available to the inspector at the time of required inspection. Contractor is responsible for all required testing of right-of-way improvements at the appropriate time during development to ensure compliance with minimum city design standards. Certified test reports are required for compaction of sub-grade and base course. In-place thickness of road base and asphalt for new road and/or alley construction is also required prior to an Engineering

Right-Of-Way Final. Delay in receiving an approved right-of-way final could result in delays in receiving the Certificate of Occupancy for the completed project. Testing of improvements in the right-of-way is required to ensure compliance with the minimums of the design cross sections.

12. Contractor is responsible for restoration of all city right-of-way disturbed or damaged during construction up and to the point that final approval is received from the city. Right-of-way, swale and other differences in grade including private property should be graded at a 4:1 slope. These areas shall be covered with hydro seed or sod. Sod only is to be placed along the edge of new or existing pavement and 10-feet in all directions around storm water inlets. This includes properties located across alleys improved as part of the project.

13. The contractor will be required to contact the Site Development and Review Division to coordinate the installation and inspections for rerouting of the city storm water system. After all of the new pipes and structure have been installed and approved by the city, the old pipes and any structures on the property must be removed. The contractor will be required to provide a surveyor to do the layout for installation of the new system.

14. The contractor shall provide erosion controls for the storm water system of the city right-of-way at the start of construction. Controls must be maintained until the right-of-way construction is complete and responsibility for the work is accepted by the city of Cape Coral. Should the contractor's storm water protective system not be installed or fail the contractor shall upon completion clear and clean the entire storm sewer system to the canal. Erosion controls methods are detailed on sheets M-1 to M-27 of the city of Cape Coral Engineering Design Standards. (See also Florida Storm water, Erosion and Sedimentation Control Inspection Manual for additional info.).

15. All city signs in or adjacent to the city right of way that must be relocated shall be coordinated with the city traffic department. Stop signs must be maintained during construction by relocating the existing sign if possible, use a temporary sign or a combination of both. Please get in touch with the traffic department for relocation of signs, approval of new signs, and required striping of adjacent right-of-way. All right-of-way striping and signs must comply with the latest version of the M.U.T.C.D. All private traffic signs and stop bars are to be located on private property behind the city right-of-way line. Temporary street signs may be placed within the right-of-way to identify street locations. Coordination with the City Traffic Department is required.

16. The site contractor will be responsible to ensure that all above ground public utility structures in the right-of-way will be relocated to the utility easement behind the right-of-way line. This would include all types such as power poles, telephone connection boxes, switch gear boxes and any structures used to supply or support a public service not supplied by the City of Cape Coral Utility. For all other utilities maintained by the city contact the City Utility Department.

17. All frames, covers, valve boxes and manholes shall be adjusted to finished grade upon completion of paving or related construction.

18. Construction of the type-4 curb inlet shall be per city details and specifications. See sheet C-3 and sheet C-9 of the Cape Coral Engineering Design Standards and F.D.O.T. Index 210 for additional information. The last structure in the system prior to a canal is required to have a two-foot bottom sump below the lowest pipe.

19. Round storm drains adjacent to inlets are sump wells that connect to underground retention systems that parallel the right-of-way and shall be attached to inlets as per details shown.

20. All work/materials that do not conform to local or state standards, or that are not properly inspected by a city representative are subject to removal, or replacement at the contractor's expense. All concrete within city R.O.W. must be 3000 P.S.I. minimum.

21. The City of Cape Coral will do construction lay out for location and elevation of storm water structures, curb and alley improvements as per the city's master plans.

22. All property survey monuments in the City of Cape Coral's right-of-way are to be in place and marked prior to requesting services for surveying lay out and/or inspections.

All property corners and survey monuments shall be preserved. If a property corner or monument is disturbed or destroyed during construction, the property corners or monuments shall be restored with like and kind of materials prior to engineering final.

23. All mail boxes in or adjacent to the right-of-way that must be relocated shall be coordinated with the City Traffic Department and the local post office for final placement. Mailboxes must be made available to the owner and postal delivery service during construction. Temporary relocation shall be coordinated with the local post office.

24. The City Engineering Department would advise that the Contractor notify Lee County D.O.T. Traffic Signal Maintenance Divisions prior to starting construction and have them check all traffic control leads and wiring loops to ensure that they are operational. Lee County Traffic Control Maintenance Dept. will provide assistance on moving of all traffic signal boxes.

25. A preconstruction meeting with the City of Cape Coral inspectors, the contractor and any subcontractors is required prior to commencing work in the City of Cape Coral's right-of-way.

26. The contractor shall restore all city rights-of-ways disturbed or damaged prior to a City Site Development Review final.

27. Alley right-of-way shall be barricaded at the start of construction, on both side property lines with a minimum of type III D.O.T. barricades and with signs stating, "Do Not Enter or Road Closed" on both barricades. Barricades shall remain in place until the City Site Development Review final inspection.

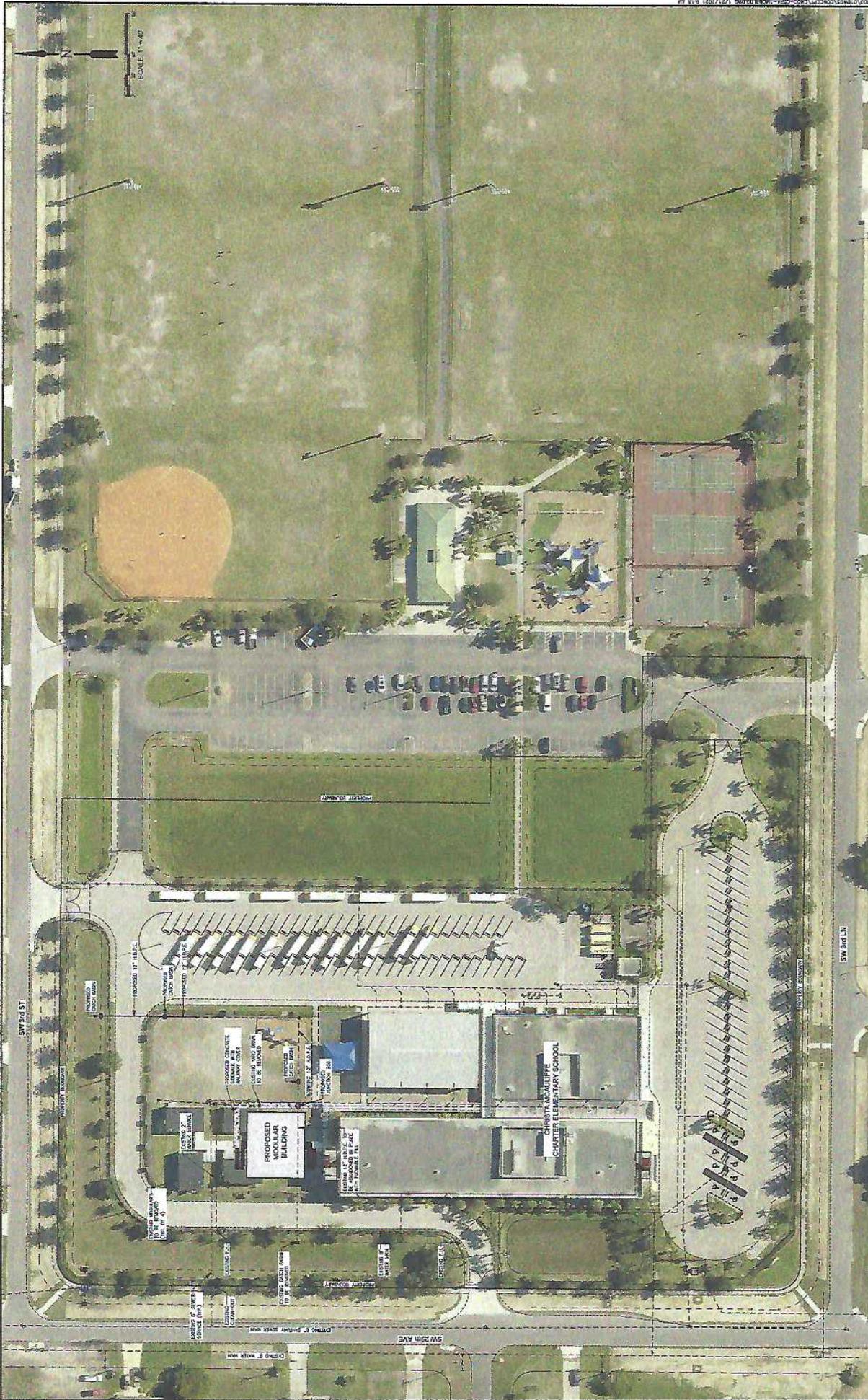
28. Any differences in grade between the alley pavement edge and private property shall be graded at a 4:1 slope.

Typical General Utility Notes

- The contractor or owner's representative will be responsible for obtaining an appropriate sized temporary jumper assembly with meter from the City of Cape Corals Utility Collection and Distribution Department at 574-0852 prior to receiving City water for construction and/or tying into any existing potable water main lines. A billing account must be set up through the City's Customer Billing Department prior to installation. A representative from the City of Cape Coral's Development Services at 242-3634 must be notified 48 hours in advance of installation and be present to witness and record the installation process. Account documentation must be submitted to the Site Development and Review inspector at the time of meter installation. After construction is complete and before the temporary jumper and meter is removed all potable water mains shall be flushed and pressure tested per AWWA section C-600 and disinfected per AWWA C-651.
- The contractor is responsible for notifying the City of Cape Coral's Utilities Collection/Distribution Division at 574-0852 a minimum of 7 days prior to any shut down or diversion of an existing water main. A 48-hour notice is required for a pressure test, hot tap, or tie in to existing utility main, and prior to beginning any utility construction. Also, the Contractor will distribute any interruption of services notices to all affected parties and the City will distribute all boil water and rescission notices.
- The contractor is prohibited from turning off any existing main line valves. These will be turned off by a representative of the City of Cape Coral's Utility Department at the contractors arranged time and date.

- All existing utility service connections that will not be utilized for this project shall be abandoned at the main or point agreed upon by the Utility Inspector, per City of Cape Coral Specifications. Water and Irrigation services must be abandoned at the main. Sewer laterals must be capped at the ROW with an approved locator installed. A visual inspection must be completed by a City of Cape Coral Utilities Inspector.
- The contractor will need to adjust the existing utilities affected by the newly proposed finished grade at their expense. These items include but not limited to; valve boxes, valve pads, valve stem extensions, service connections and accessories, backflow prevention devices, meter boxes, fire hydrants, manhole covers and/or adjustment rings. It is the contractors' responsibility to verify that adequate depths and clearances exist to make the system hydraulics work properly. Any changes to existing utilities must meet the City of Cape Coral specifications. Disinfection and re-sampling will be required when any existing potable water main or service is disturbed and is the responsibility of the contractor at his expense.
- All Fire Lines and Private Hydrants will require the installation of an approved DDCV assembly installed as close to the ROW as possible within the PUE. A fire hydrant responsibility agreement will be required for all private fire hydrants. All above ground assemblies, pipe, and fittings must be painted per City of Cape Coral Technical Specifications Protective Coatings Section 09800.
- Any work or materials which do not conform to the City of Cape Coral's specifications or any work performed without the knowledge of the City of Cape Coral Utility Inspectors or Representatives is subject to removal and replacement at the contractor's expense.
- The standard minimum cover for a water, irrigation or force main, which is not under pavement, is 30" below finished grade, or 42" below the edge of pavement. The minimum cover for water mains placed under pavement is 36". Please defer to the Utility Design Procedures Manual Section 4.1.5.
- The contractor shall provide all labor, materials, and equipment necessary to dewater trench and secure excavations. The contractor shall secure all necessary permits associated with the City of Cape Corals Utility Design Procedures Manual Technical Specifications section 02140. All dewatering shall comply with the regulations of the South Florida Water Management District and any agency with jurisdiction.
- The contractor shall locate and verify the size, location, and depth of all existing utilities on site. The locations of existing utilities are approximate and must be verified by the contractor. The contractor has sole responsibility to locate and protect underground utilities in the project area. The contractor shall have all utilities identified and marked prior to beginning construction.
- The contractor shall notify all utility companies in the area before beginning construction and be responsible for protection of on-site utilities including locates during construction. Any utilities that are disturbed or damaged by the contractor shall be immediately repaired or replaced by the contractor at his expense using City approved materials and must be reported to the City of Cape Coral Utilities Collection/ Distribution Department (574-0852). All repairs must be inspected by a City Utilities Inspector prior to backfill and restoration. If the contractor is unable to make the necessary repairs, the contractor will be held liable for costs associated with the repairs by city personnel.
- The contractor shall adjust (as required) pipeline alignments horizontally and/or vertically to avoid conflicts with actual field conditions as uncovered during construction. Horizontal and vertical separation shall conform to the City of Cape Coral Design Procedures Manual sections 1.5.1 and 1.5.2.
- The Contractor shall maintain a current and updated set of as-built drawings at all times and provide one copy to the engineer upon completion of construction. Acceptance of the completed utility system will not be given final approval by the Utilities Department until as-built plans have been submitted and approved by the Engineer of Record.

Conceptual Site Plan 1 with Modular Building Detail



GradyMinor
 Civil Engineers • Land Surveyors • Planners
 2000 Via Via Way • Fort Myers, Florida 34134
 Phone: 239.487.1144 • Fax: 239.487.1144 • www.GradyMinor.com

Charita McAutiffe Charter Elementary School
 CONCEPTUAL SITE PLAN 3
 MODULAR BUILDING (56 X64')
 (4 TOTAL CLASSROOM ADDITION)

DATE: 12/17/2024
 DRAWN BY: J. W. B. / J. W. B.
 CHECKED BY: J. W. B. / J. W. B.
 SCALE: 1" = 40'

Revision	Date	Description

LEGEND

SPECIFICATIONS

3,584 sq. ft.

Classroom Space

56' x 64'

With 4' removable tow hitch

4

Classrooms

8'

Ceiling

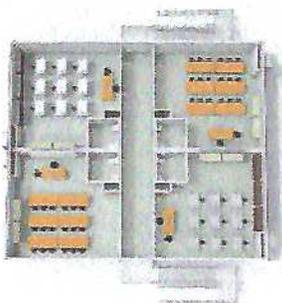
DESCRIPTION

With 4 modular classrooms, our 56' x 64' modular school building has a total of 3,584 square feet of teaching space

FEATURES

- EPDM Rubber Roof
- Smart panel wood exterior siding
- Low-E double-insulated glass windows
- Steel exterior doors with deadbolts & 10" x 10" vision window
- Central HVAC with programmable thermostats
- Acoustic or finished gypsum ceiling with fluorescent lighting
- Vinyl covered gypsum walls
- Commercial interior doors with steel jambs
- Commercial grade tile or carpet with base cove molding
- J-boxes & data closet
- ADA restrooms

All features noted are ModSpace standards. Specifications and floor plans may vary. All furniture shown is optional with the exception of built-ins as indicated in the individual specs. Wood, vinyl and metal exteriors, skirting and other custom features, options and finishes are available upon request.



Conceptual Site Plan 2 with Modular Building Details

SPECIFICATIONS

3,584 sq. ft.

Classroom Space

56' x 64'

With 4' removable tow hitch

4

Classrooms

8'

Ceiling

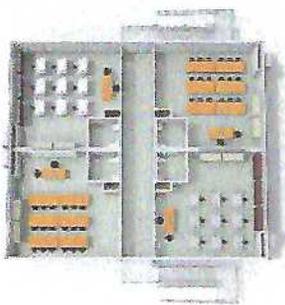
DESCRIPTION

With 4 modular classrooms, our 56' x 64' modular school building has a total of 3,584 square feet of teaching space.

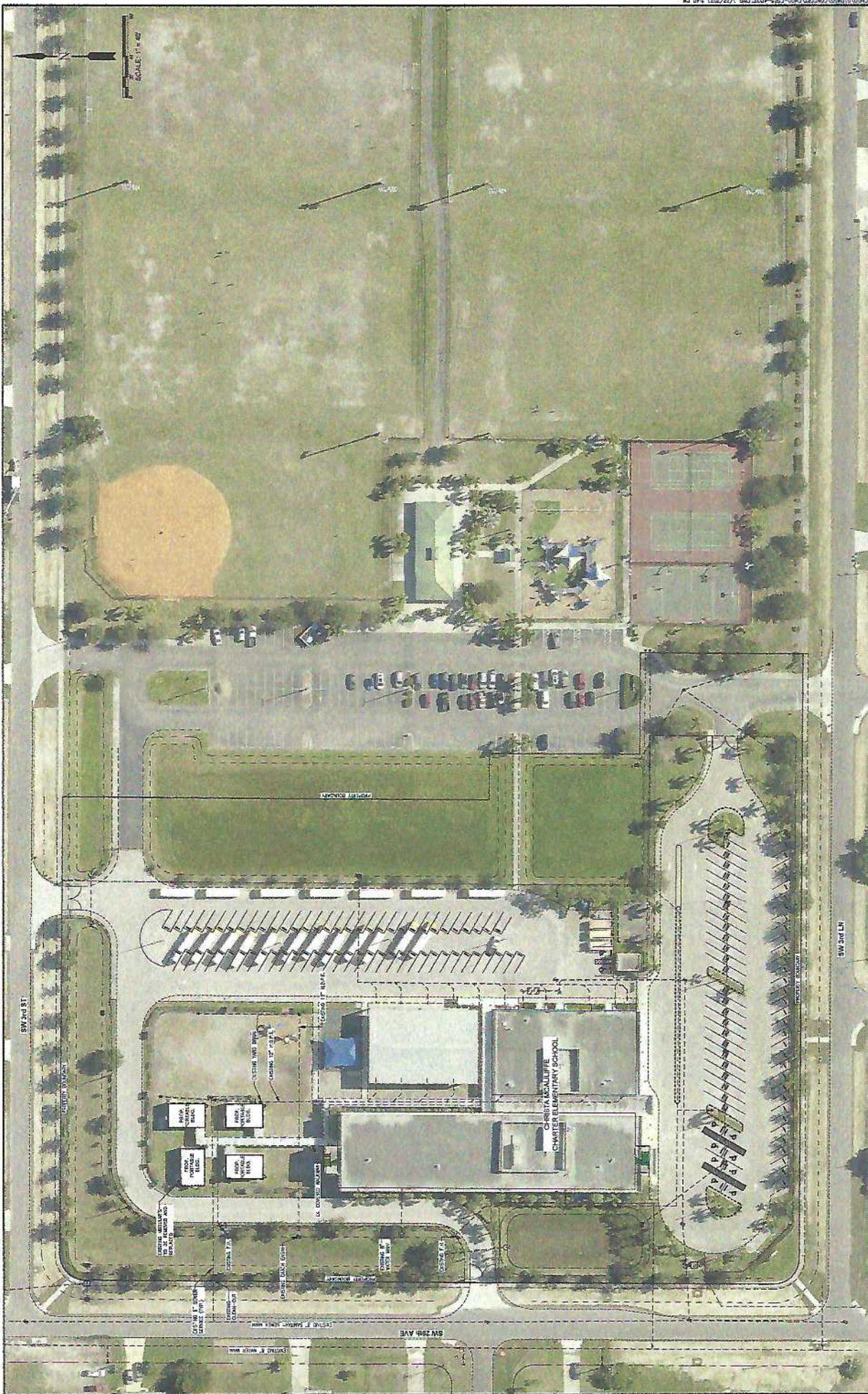
FEATURES

- EPDM Rubber Roof
- Smart panel wood exterior siding
- Low-E double-insulated glass windows
- Steel exterior doors with deadbolts & 10" x 10" vision window
- Central HVAC with programmable thermostats
- Acoustic or finished gypsum ceiling with fluorescent lighting
- Vinyl covered gypsum walls
- Commercial interior doors with steel jambs
- Commercial grade tile or carpet with base cove molding
- J-boxes & data closet
- ADA restrooms

All features noted are ModSpace standards. Specifications and floor plans may vary. All furniture shown is optional with the exception of built-ins as indicated in the individual specs. Wood, vinyl and metal exteriors, skirting and other custom features, options and finishes are available upon request.



Conceptual Site Plan 3 with Portable Building Details



LEGEND

Revision	Date	Description
05		

Prepared By: GMY
 Date: 05/20/2014
 Checked By: GMY
 Date: 05/20/2014
 Drawn By: GMY
 Date: 05/20/2014
 Scale: 1" = 40'

GradyMinor
 Civil Engineers • Land Surveyors • Planners
 1001 W. 1st St., Suite 101 • Fort Myers, FL 33901
 Phone: 239.937.1111 • www.GradyMinor.com

Christa McAuliffe Charter Elementary School
 CONCEPTUAL SITE PLAN 6
 4-PORTABLE BUILDINGS

City of Fort Myers, Florida
 Fort Myers, FL 33901



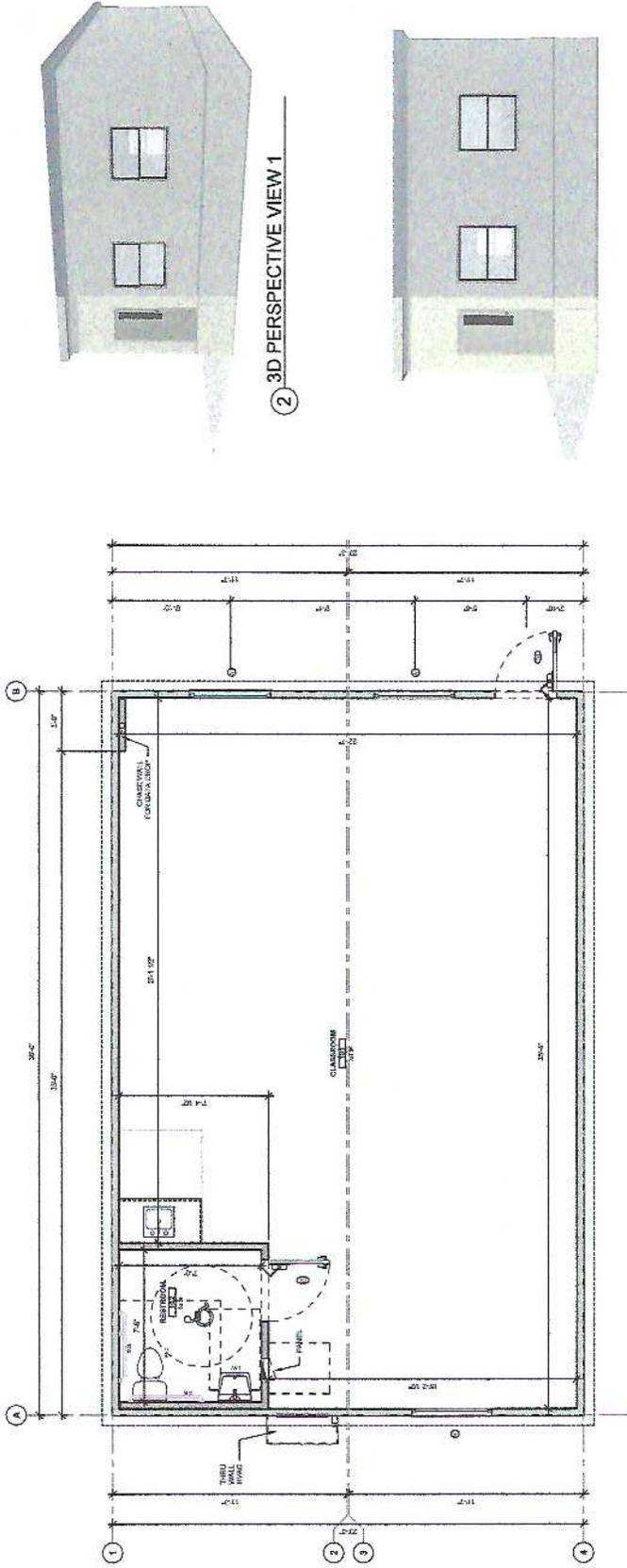
FIRST BAPTIST CHURCH OF ALVA
WILLIAMS SCOTSMAN, INC.

ISSUE DATE DESCRIPTION

PROJ # W120201141
DRAWN BY CHM
DATE 1/13/2020
PROJECT # 110000000
JOB NAME
SCALE 1/8" = 1'-0"
APPR. DATE

FLOOR PLAN -
ELEVATIONS

A-101



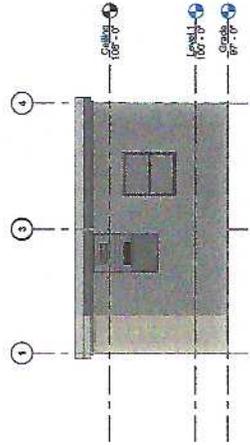
STATISTICS (LEGEND (NET))

ITEM	QTY	UNIT
TOTAL FLOOR AREA	821.57	SQ. FT.
TOTAL EXTERIOR AREA	877.57	SQ. FT.
PERIMETER	182	LINEAL FEET

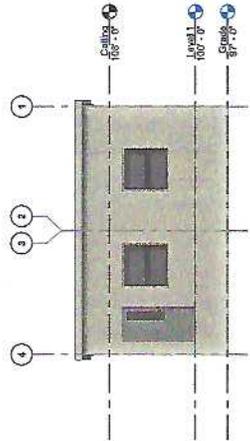
1 Level 1 Floor Plan
3/8" = 1'-0"

2 3D PERSPECTIVE VIEW 1

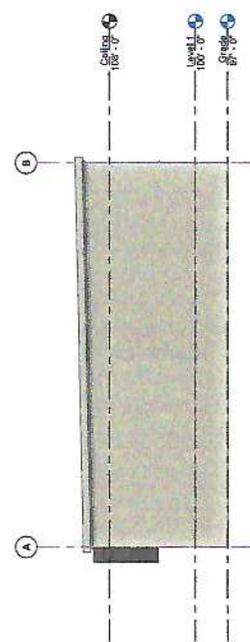
3 3D PERSPECTIVE VIEW 2



6 WEST
3/16" = 1'-0"



5 EAST
3/16" = 1'-0"



4 SOUTH
3/16" = 1'-0"

PRELIMINARY DRAWING NOT FOR CONSTRUCTION

Conceptual Site Plan 4 with Portable Building Details

WILLSCOT

WILLIAMS SCOTTSMAN INC.
11111
Baltimore, MD 21231
410.531.6900
www.willscot.com



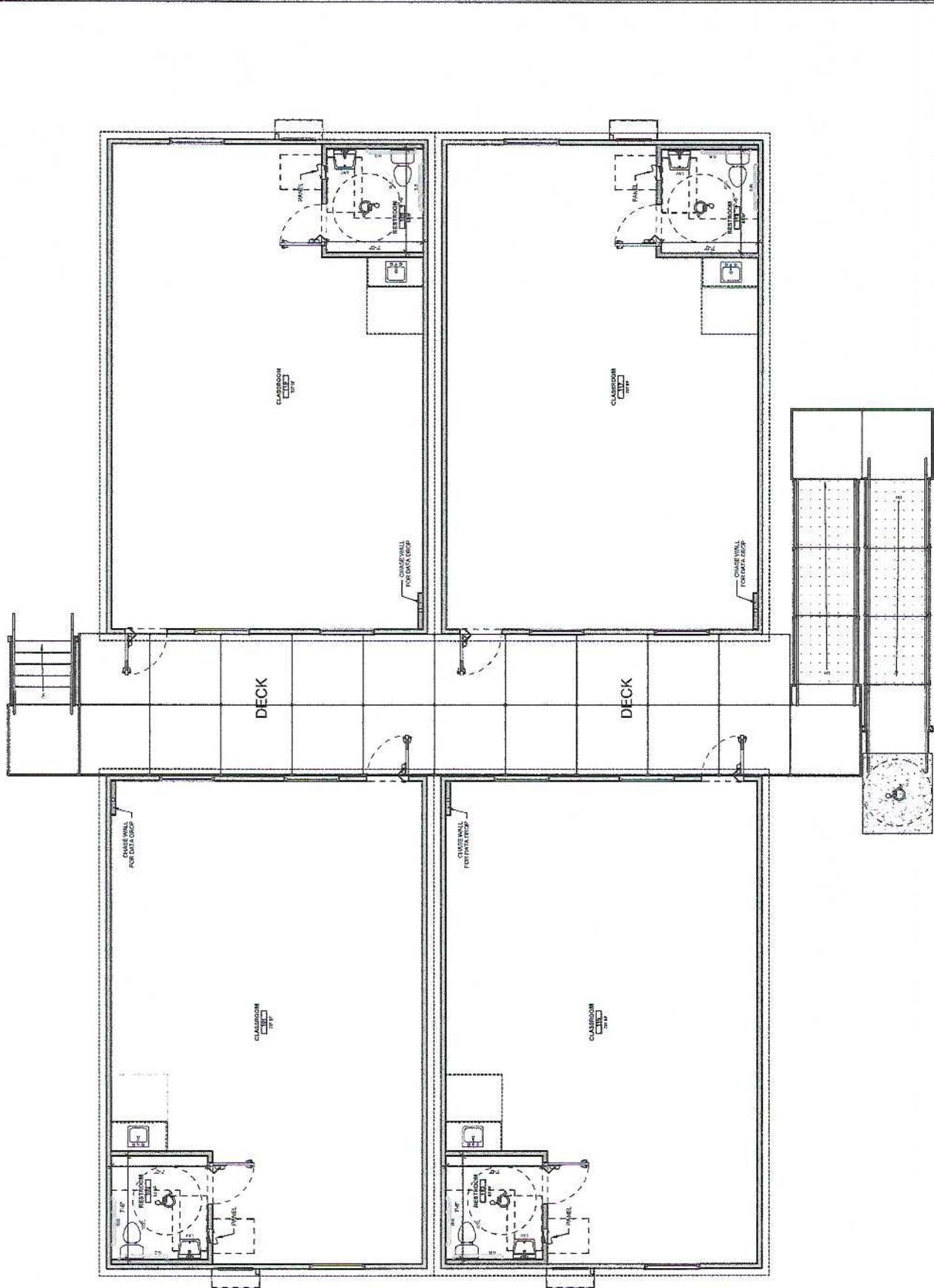
WILLIAMS SCOTTSMAN, INC.
FIRST BAPTIST CHURCH OF ALVA

ISSUE DATE DESCRIPTION

FILE # WSS2024114
DRAWN BY
DATE 11/20/2024
PROJECT # JOE LUNZ
DRAWN BY
APPR. DATE

SITE

A-101



PRELIMINARY DRAWING NOT FOR CONSTRUCTION

WILLSCOT

WILLIAMS SCOTSMAN INC.
1100
Baltimore, MD 21201
410.931.8000
www.willscot.com



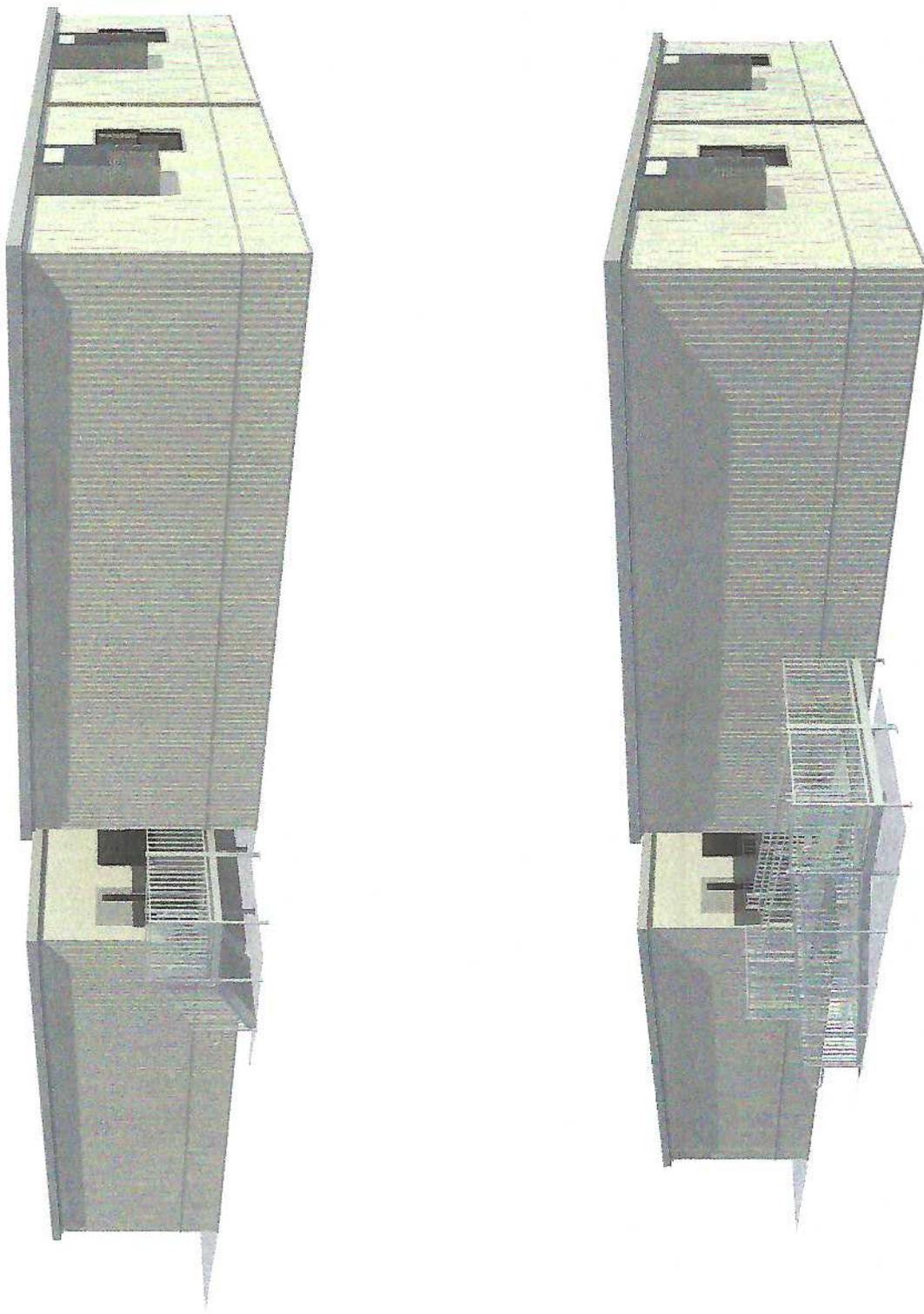
FIRST BAPTIST CHURCH OF ALVA
WILLIAMS SCOTSMAN, INC.

NO. DATE DESCRIPTION

FILE # WSC23-111
DRAWN BY: JCM
DATE: 07/20/23
CHECKED BY: JCM
PROJECT #
NO. DATE DESCRIPTION

EXTERIOR ELEVATIONS

A-201



PRELIMINARY DRAWING NOT FOR CONSTRUCTION

Item Number: 13.B.
Meeting Date: 2/9/2021
Item Type: UNFINISHED BUSINESS:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Oasis Elementary North Portables Replacement Summary and Report - MaryAnne Moniz,
Business Manager

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Portables Replacement Report - Moniz 2/21	Backup Material



Oasis Elementary North
Portable Replacement Report
February 1, 2021

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	b. Population Growth Summary	

I. Overview

Oasis Elementary North (OEN), previously known as Christa McAuliffe Elementary Charter School, was opened in August of 2006. OEN was the second of the City of Cape Coral Charter Schools to be built. The site consists of 8.49 acres of developed property and is located at the intersection of SW 29th Avenue and SW 3rd Street, adjacent to Jim Jeffers Community Park; more specifically, 2817 SW 3rd Lane, Cape Coral, FL. The school parcel is currently zoned Residential District (RD) and has a Future Land Use designation of Public Facilities (PF).

The initial Planned Development Project (PDP) 5-2005 approved the construction of a 41,075 square foot charter elementary school to accommodate 600 students. Two modular buildings consisting of 1,680 square feet were placed on the site in 2008. The two modular buildings did not require an amendment to the PDP since the square footage was within approved limits.

Resolution PDP 5-2005 was amended by Resolution PDP 1-2010 to allow for the placement of two additional modular buildings for a total of four modular buildings consisting of 3,360 square feet for a total of 44,435 square feet exceeding the allowable square footage. The amendment also provided that the number of allowable students to increase from 600 to 704, and that the modular buildings be removed no later than four years from the date of adoption, being April 7, 2014.

The school's original intent was to lease the modular units for five years and then expand with brick and mortar. However, due to the economic downturn, the funding associated with the anticipated expansion was not available and the portables remained in place. In December of 2012, the Charter School Authority's Governance and original Administration approved the purchase of the portables in which it is believed that they were not aware of the previous condition on time limitations.

According to the manufacturer of the modular buildings, Scott Williamson, the units have a 15-20 year life expectancy providing the units are properly maintained. In March 2014, Resolution PDP 3-2014 was submitted by the Charter School Authority seeking an extension for the portables to remain on-site until they reached their full life expectancy so that the schools could begin formulating a future plan for the portables. The PDP was amended and approved with the understanding that the modular buildings are to be removed by January 1, 2020 and that all provisions and conditions contained in Resolution PDP 5-2005 and Resolution 1-2010 remain in full force and effect for the life of the development, except as otherwise stated in the Development Order.

On January 16, 2018, an agreement between the Cape Coral Charter School Authority and Grady Minor was entered into for a staffing and cost proposal to provide the following:

1. Provide options for the replacement of the portable classroom building(s) (brick and mortar or portable) with pros and cons for all options.
2. Prepare a preliminary site plan of the replacement building(s).
3. Prepare a preliminary opinion of probable construction costs to remove the portable classrooms and construct the replacement building(s).
4. Review the Charter School's approved Planned Development Project (PDP) ordinance to assure the proposed site plan development work and construction complies with the ordinance.
5. Provide an updated opinion of probable construction costs for the agreed upon replacement building(s) concept.
6. Provide a preliminary opinion of probable costs for the design (Architectural and Engineering) of the decided upon replacement building(s) inclusive of the cost required for any amendments to the PDP, site plan preparation, building construction plans and permit applications.

Grady Minor presented their Due Diligence Research Report to the Governing Board on two separate occasions. In addition, Superintendent Collins and Principal Brown presented their recommendations at the September 11, 2018 Governing Board Meeting. At that time, the Governing Board requested additional information to include:

- A Population Growth Study
- A Full Capacity Timeline
- Return on Investment/Debt Schedules

This report was prepared by the Charter School Business Manager to provide such information and guidance to the Governing Board so that a final determination could be made regarding the portables. In addition, once a decision was made, a recommendation would be brought forth to City Council for review and approval to begin the project.

Since the initial report was presented, it was determined that the timing and funding of the project was once again not feasible. In turn, on May 17, 2019, the Cape Coral Charter School Authority requested another amendment to eliminate the following language from Resolution PDP 3-2014:

"The condition set forth in Section III.G.1. of Resolution PDP 1-2010 that required all modular buildings to be removed within 4 years from the date of approval of Resolution PDP 1-2010 is amended to provide that all modular buildings are to be removed by January 1, 2020."

Removing this condition from the prior PDP allowed the modular buildings to remain on the property permanently until funding was available.

During this time, House Bill 7069 was adopted at the 2017 legislative session and signed into law by Governor Scott that specified both district schools and charter schools were eligible for the revenue generated from the discretionary 1.5 milage authorized by state law. The bill also provided that charter school capital outlay funding would consist of both revenue from the discretionary millage and state funds when funds are appropriated.

On January 31, 2018, charter school capital outlay funds were distributed as required by Section 1013.62(3)c., Florida Statutes and the Charter School Authority schools received \$1,697,980. On February 8, 2018, the School District of Lee County notified the schools of litigation challenging the bill. More specifically, it noted that if the lawsuit was successful, districts could recover the distributed funds by withholding this amount from FEFP distributions.

At the City of Cape Coral's recommendation, these funds were placed in Restricted Fund Balance where they would remain until litigation was concluded. On April 7, 2020, the Supreme Court of Florida declined jurisdiction, and the petition was denied and no motion for rehearing.

On October 15, 2020, the Charter School Authority's Superintendent notified the School District of its intent to use the monies consistent with the law's purpose unless an objection was received by November 1, 2020. With no objections, the Charter School Authority's Governing Board has approved the use of these funds for commitment to the replacement of the portables.

Therefore, all information in this report has been updated for the Charter School Authority Governing Board's consideration.

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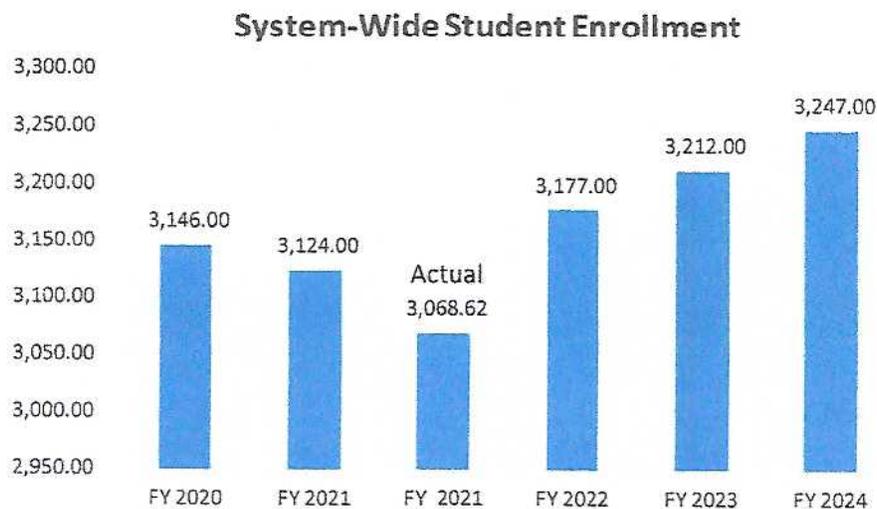
II. Enrollment

The majority of our school funding is based on the number of students enrolled; therefore, it is important to maximize the number of students enrolled in our system while adhering to class size limitations imposed by the State of Florida.

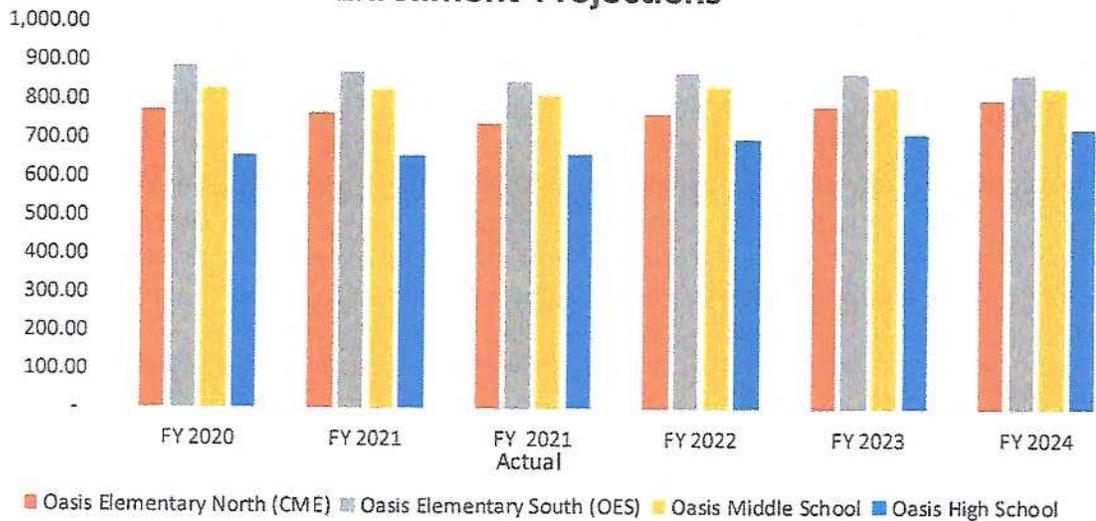
It should be noted that the Voluntary Pre-Kindergarten Programs (VPK) were discontinued in FY 2018-19 in which both elementary schools increased enrollment by 20 students. In addition, our schools are experiencing a slight decline due to Covid-19 in the current year; however, anticipate returning to adopted enrollment numbers as things progress.

School	FY 2020 Actual	FY 2021 Adopted	FY 2021 Actual	FY 2022 Proposed	FY 2023 Proposed	FY 2024 Proposed
Oasis Elementary North (CME)	771.00	766.00	743.26	766.00	786.00	806.00
Oasis Elementary South (OES)	888.00	871.00	847.08	871.00	871.00	871.00
Oasis Middle School	829.00	829.00	814.93	840.00	840.00	840.00
Oasis High School	658.00	658.00	663.35	700.00	715.00	730.00
Total:	3,146.00	3,124.00	3,068.62	3,177.00	3,212.00	3,247.00

While there has been no formal capacity study performed for Oasis Elementary North, staff feels current enrollment should not exceed 745 as the building stands today. This is based on student to teacher ratios as well as limited space. If an expansion is to occur, enrollment increases should be viewed by each construction option to analyze the financial impact associated.



FY 2020-24 Enrollment Projections



Below is a table estimating the timeline for Oasis Elementary North to reach full enrollment capacity based on Replacement Option 2, proposing 2 permanent modular buildings with 8 classrooms. Of the 8 modular classrooms, 4 classrooms will be used for the current students, 2 new classrooms will be filled with 20 students each in FY 2023 and FY 2024 while the remaining 2 classes will be utilized for art, music and drama programs with expectations that these classrooms will be filled.

School Year	Actuals Enrollment	+/- Change
FY 2014	685.89	
FY 2015	719.73	
FY 2016	721.00	
FY 2017	742.00	
FY 2018	757.00	
FY 2019	743.00	
FY 2020	771.00	
FY 2021	743.26	
FY 2022	766.00	
FY 2023	786.00	20.00
FY 2024	806.00	20.00
FY 2025	826.00	20.00
FY 2026	846.00	20.00
Total:		80.00

FY 2021 was adjusted based on the State's Informational Model; Adopted at 766

III. Waiting Lists

The following table comprises each elementary school's waiting list for the FY 2021-22 and FY 2022-2023 school years. Often our system is able to accommodate student needs by offering available seating as they become available within our schools.

If student growth is to occur for our schools, a marketing plan must be implemented to include radio and television advertisement campaigns. It is evident that we cannot just rely on population growth.

It must be noted that as we move forward, waiting lists will change with grade level shifts.

Waiting Lists for 2021-2022

Grade	FY 2021 North	FY 2022 North	Sub-Total North	FY 2021 South	FY 2022 South	Sub-Total South	Total by Grade
Kindergarten	2	0	2	0	30	30	32
1st	0	10	10	24	4	28	38
2nd	12	6	18	26	24	50	68
3rd	14	2	16	15	26	41	57
4th	19	3	22	24	15	39	61
5th	12	3	15	9	24	33	48
Totals:	59	24	83	98	123	221	304

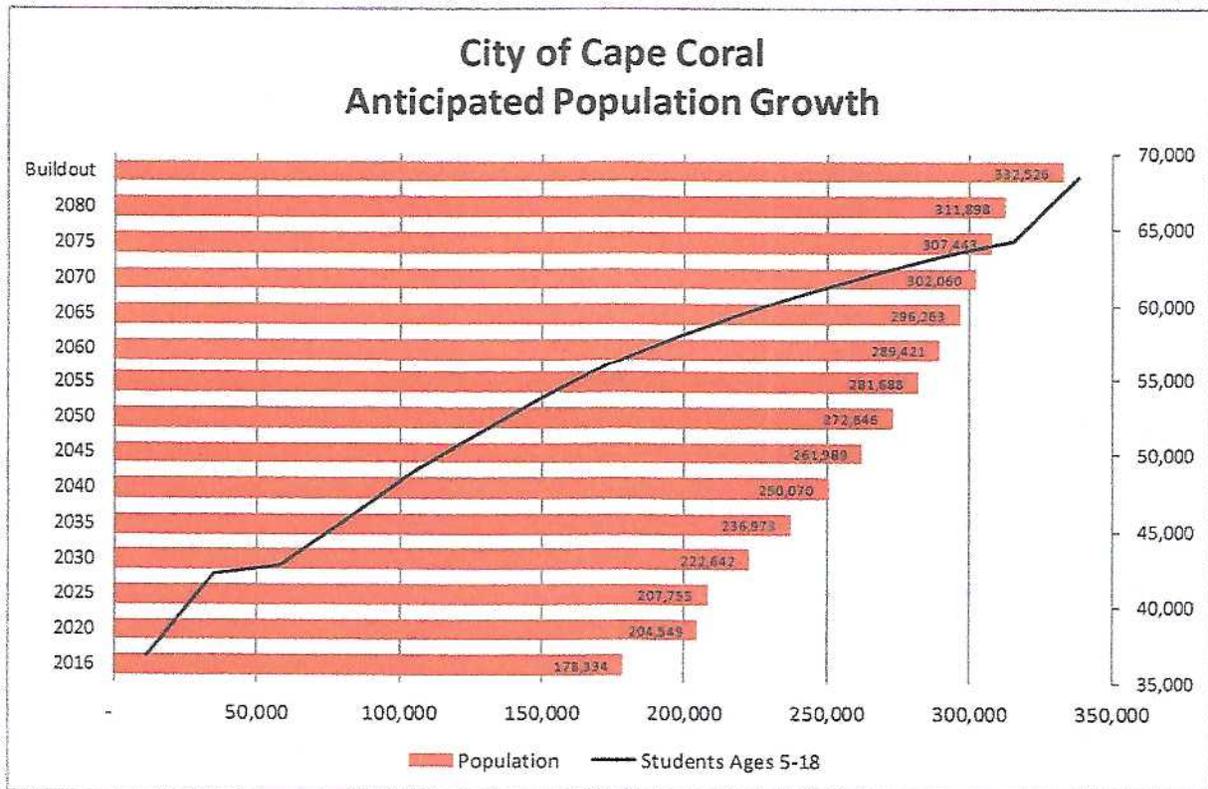
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IV. Population Growth

Cape Coral, Florida continues to be one of the fastest growing cities in the State of Florida. According to the latest U.S. Census Bureau estimates there is year-round population of an estimated 204,549 in 2021. This is an increase of 50,244 from 154,305 in 2010 or an increase of 32.56% over a 11-year span. It should be noted that persons between 5 years of age and 18 years remain consistent at 20.6% of total population or 37,773.19 in 2017.

In addition, the City of Cape Coral’s Planning Division provided estimated growth rates in Cape Coral from 2016-2080. The data used in their analysis came from Metro Forecasting Models data. The chart below demonstrates population growth every 5-years beginning in 2016 until the City reaches its build-out. It should be noted that a 12% vacancy rate was used, as well as, an assumption that the average home comprises 2.5 people.

While total population growth was analyzed, it was identified that the largest growth is expected to be within the Northeast side of Cape Coral in the Gator Circle area. With that said, transportation of students will need to be considered.



According to the October 2018 Student Enrollment Report from Lee County there is a total elementary student population (K-5) of 12,989 in Cape Coral, FL. At the time of this report, Oasis Elementary North services 745 students or 5.74% of K-5 student population and is ranked 10 of the 18 schools with the most student population. Pre-kindergarten has been excluded from these numbers.

Rank	School	K-5 Students	% of K-5 Population
1	Gulf Elementary	1,092	8.41%
2	Diplomat Elementary	984	7.58%
3	Skyline Elementary	967	7.44%
4	Pelican Elementary	928	7.14%
5	Caloosa Elementary	909	7.00%
6	Oasis Elementary South	855	6.58%
7	Hancock Creek Elementary	848	6.53%
8	Tropic Isles Elementary	846	6.51%
9	Trafalgar Elementary	772	5.94%
10	Oasis Elementary North	745	5.74%
11	Patriot Elementary	709	5.46%
12	Hector A Cafferata Jr. Elementary	677	5.21%
13	Cape Elementary	672	5.17%
14	N. Fort Myers Academy	550	4.23%
15	Littleton Elementary	534	4.11%
16	Global Academy	422	3.25%
17	J Colin English Elementary	359	2.76%
18	Unity Charter Cape Coral	120	0.92%
	Total Elementary Schools:	12,989	100.00%

V. Expansion Options and Cost Estimates

While a total of 4 options are presented by Grady Minor, it is Administration's recommendation that Options 1 and 2 be considered for replacement. The basis of this is that the modular buildings have a life expectancy of 25-30 years where the portables are approximately 15.

Grady Minor provided a cost estimate for each replacement option below:

Option	Description	Cost
1	One Permanent Modular Building with 4 Classrooms	\$1,029,791
2	Two Permanent Modular Buildings with 8 Classrooms	\$1,921,242
3	Four Portable Building Replacements	\$1,047,104
4	Eight Portable Building Replacements	\$2,166,858

All costs above include a 20% contingency factor for each option provided.

Financial Impact

In order to understand the financial impacts relating to the portables, the following must be considered:

- Committed funds of \$1,697,980 will be appropriated to fund this project
- Additional funds above the \$1,697,980 will come from Fund Balance
- Additional revenues associated with FEFP is anticipated for up to 80 students

Cost Estimates

The following pages provide further detail and a breakdown of cost estimates for each option considered.

Base Assumptions

The following base assumptions were used in calculating revenue estimations:

Average FEFP Funding per FTE at Oasis Elementary North at 02/21: \$7,485.77

FEFP reflects an average increase of \$100 each year conservatively

Start-up Costs

The following tables demonstrate those expenditures that were taken into consideration for startup costs as well as estimated fixed costs. These include Personnel, Operating, Capital Outlay on an annual basis.

Personnel costs include a three percent increase year to year as well as any additional staff. Operating costs were calculated using start-up costs as well as fixed costs including anticipated increases to building insurance, textbooks, software, etc. Currently, we do not expect to incur any Debt to complete this projection.

Initial Start-Up Costs

Description	2 Classrooms Plus	
	1 Special Year 1	1 Classroom Year 2-4
Student Chairs	\$ 4,000	\$ 1,500
Chromebooks	6,000	6,000
Meraki Access Points	1,200	-
Student Desks	2,500	2,500
Document Cams	750	250
Promethean Boards	11,250	3,750
Textbooks	5,500	5,500
Teacher Desks	4,500	1,500
Teacher Chairs	500	250
Teacher Computers	2,400	800
Student Tables (Specials)	12,000	-
Software	3,000	3,000
Classroom Supplies	1,500	500
Printers	750	250
Shelving, Cabinets, Boards	6,750	2,250
Classroom Tables	500	500
Telephones & Data Drops	1,700	-
	\$ 64,800	\$ 28,550
Contingency 20%	12,960	5,710
Total:	\$ 77,760	\$ 34,260

Contingency of 20% has been added to estimated costs.

Fixed Costs Over 5-Years

Description	Year 1 FY 2023	Year 2 FY 2024	Year 3 FY 2025	Year 4 FY 2026	Year 5 FY 2027
Salaries (adding 1 teacher years 1-4)	\$ 67,078	\$ 134,156	\$ 205,259	\$ 272,337	\$ 280,507
Insurance	5,000	5,125	5,253	5,411	5,546
Electric	18,000	18,450	18,911	19,384	19,869
Water	4,775	4,894	5,016	5,141	5,270
Telephone/Internet	6,100	6,253	6,409	6,569	6,733
Textbooks	-	-	-	6,000	6,000
Software	-	-	3,000	3,100	3,200
Classroom Supplies	-	-	2,000	2,200	2,500
	\$ 100,953	\$ 168,878	\$ 245,849	\$ 320,142	\$ 329,625
Contingency 20%	20,191	33,776	49,170	64,028	65,925
Total:	\$ 121,144	\$ 202,653	\$ 295,018	\$ 384,171	\$ 395,550

Option 1 – One Story Modular Unit with 4 Classrooms

Cost: \$1,029,791

A cost of itemized services and improvements can be found in the Cost Estimate section of Grady Minor’s Due Diligence Research Report.

Option 1 - One Story Modular Unit with 4 Classrooms

Current Portable Population	80
Additional Students	0
FEFP Funding per FTE	\$ 7,485.77

Revenues	Year 1	Year 2	Year 3	Year 4	Year 5
No additional revenue	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -

Expenditures	Year 1	Year 2	Year 3	Year 4	Year 5
Payroll	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	-
Capital	-	-	-	-	-
Total Expenditures:	\$ -	\$ -	\$ -	\$ -	\$ -

Notes:

- No additional revenue is anticipated as there is no increase to existing enrollment
- Operating costs would already be incorporated as an existing expense with minimal costs.

Option 2 - Two Permanent Modular Buildings with 4 Classrooms Each for a total of 8 Classrooms

Cost: \$1,921,242

A cost of itemized services and improvements can be found in the Cost Estimate section of Grady Minor's Due Diligence Research Report found in the Appendices Section of this document.

Option 2 - Two, 1 Story Modular Units with 4 Classrooms, for Total of 8 Classrooms

Current Portable Population	80	100	120	140	160
Additional Students	20	20	20	20	0
FEFP Funding per FTE	\$ 7,586	\$ 7,686	\$ 7,786	\$ 7,886	\$ 7,986

FEFP Revenues	Year 1	Year 2	Year 3	Year 4	Year 5
Added Enrollment	\$ 151,715	\$ 153,715	\$ 155,715	\$ 157,715	\$ -
Current Enrollment	\$ 606,862	\$ 768,577	\$ 934,292	\$ 1,104,008	\$ 1,277,723
	<u>\$ 758,577</u>	<u>\$ 922,292</u>	<u>\$ 1,090,008</u>	<u>\$ 1,261,723</u>	<u>\$ 1,277,723</u>

Expenditures	Year 1	Year 2	Year 3	Year 4	Year 5
Payroll	\$ 67,078	\$ 134,156	\$ 205,259	\$ 272,337	\$ 280,507
Operating	131,826	102,757	124,019	146,094	115,043
Capital	-	-	-	-	-
Total Expenditures:	<u>\$ 198,904</u>	<u>\$ 236,913</u>	<u>\$ 329,278</u>	<u>\$ 418,431</u>	<u>\$ 395,550</u>

Notes:

Payroll costs include 1 new teacher in Years 1-4 for a total of 4 with a 3% increase year-to-year.
 Operating costs include all start-up and fixed costs in Years 1-4. Year 5 no start up costs.

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VI. Conclusion

Funding Options

As previously approved, Committed Funds in the amount of \$1,697,980 will be appropriated toward this projection. Additional funding would be need to be approved for the use of Fund Balance.

Items for Consideration

- Time – time must be considered if project is to go out to bid.
- Students in Portables – existing students in the portables will need to be relocated to existing school facilities during the construction of the expansion in all options.
- Transportation - As noted above, if student population is to grow a major factor that must be considered is the additional need and cost of student transportation.
- Food Services – Will the existing cafeteria accommodate the increased number of students? With the addition of increased students, food costs will increase.
- Personnel – Will any additional personnel be needed with the increased number of students such as cafeteria help or office staff?
- Media Center – existing space be limited and may not accommodate the increased number of students.
- Custodial – With the addition of 8 classrooms, increased custodial staff may be necessary.
- Student Schedules – with additional students, classroom schedules may need to be revised.
- Amendment of School Charter due to increased student capacity.

Associated Risks

There are several inherent risks associated with the portable replacement at Oasis Elementary North. These include:

- A potential decrease in FEFP due to economic conditions
- No guarantee with revenue associated with the Public Education Capital Outlay Program (PECO)
- No guarantee with revenue associated with FEFP increase year-to-year
- Maintaining existing and future enrollment levels
- Construction delays that would cause the building/modular not to be completed by the start of school year
- State Legislative changes that may impact class sizes, academic requirements, etc.

Recommendation

It is Administration's recommendation that the Governing Board approve the replacement of Oasis Elementary North's portables with Option 2, consisting of 2 permanent modular buildings with 8 classrooms. This would accommodate the existing level of student population, build on arts, music, and drama programs, and foster future growth of our system.

Following the Governing Board's recommendation, staff will work with the City of Cape Coral and Grady Minor to begin presenting the proposal to City Council.

Appendices

- a. Enrollment by School in Cape Coral (aka West Zone)
- b. Population Growth Summary

a. Enrollment by School in Cape Coral

STUDENT ENROLLMENT & ETHNIC COMPOSITION BY SCHOOL AND GRADE
WEST ZONE

SCHOOL YEAR: 18-19

----- NUM.	SCHOOL NAME	TOT ENRL	F/R ENRL	LUNCH %TOT	MINORITY ENRL	%TOT
0571	CALOOSA ELEMENTARY	965	445	46	566	59
	PK	56	34	61	37	66
	KG	141	62	44	84	60
	01	141	76	54	81	57
	02	135	59	44	75	56
	03	171	67	39	99	58
	04	168	75	45	108	64
	05	153	72	47	82	54
0131	CAPE ELEMENTARY	673	256	38	275	41
	PK	1	1	100	0	0
	KG	112	51	46	54	48
	01	111	41	37	39	35
	02	98	33	34	41	42
	03	94	34	36	30	32
	04	110	39	35	44	40
	05	147	57	39	67	46
0771	DIPLOMAT ELEMENTARY	984	402	41	511	52
	KG	152	67	44	74	49
	01	149	65	44	90	60
	02	168	76	45	87	52
	03	182	74	41	92	51
	04	175	67	38	90	51
	05	158	53	34	78	49
0672	GULF ELEMENTARY	1103	356	32	434	39
	PK	11	5	45	4	36
	KG	173	61	35	52	30
	01	165	50	30	62	38
	02	168	59	35	72	43
	03	210	73	35	92	44
	04	191	57	30	77	40
	05	185	51	28	75	41
0801	HANCOCK CREEK ELEMENTARY	860	468	54	353	41
	PK	12	8	67	10	83
	KG	129	82	64	63	49
	01	140	79	56	61	44
	02	138	76	55	54	39
	03	150	78	52	54	36
	04	139	68	49	52	37
	05	152	77	51	59	39

STUDENT ENROLLMENT & ETHNIC COMPOSITION BY SCHOOL AND GRADE
WEST ZONE

SCHOOL YEAR: 18-19

----- NUM.	SCHOOL NAME	TOT ENRL	F/R ENRL	LUNCH %TOT	MINORITY ENRL	%TOT
0712	HECTOR A CAFFERATA JR ELE	677	365	54	451	67
	KG	94	56	60	70	74
	01	101	51	50	71	70
	02	111	58	52	70	63
	03	132	71	54	89	67
	04	100	56	56	65	65
	05	139	73	53	86	62
0261	J COLIN ENGLISH ELEM	440	330	75	236	54
	PK	81	76	94	45	56
	KG	73	55	75	37	51
	01	72	48	67	34	47
	02	47	30	64	26	55
	03	59	42	71	38	64
	04	42	32	76	22	52
	05	66	47	71	34	52
0791	LITTLETON ELEM	550	335	61	271	49
	PK	16	11	69	11	69
	KG	92	65	71	49	53
	01	91	58	64	37	41
	02	91	49	54	39	43
	03	84	42	50	39	46
	04	69	48	70	36	52
	05	107	62	58	60	56
0601	N FT MYERS ACAD	550	237	43	249	45
	KG	73	33	45	36	49
	01	77	36	47	32	42
	02	93	39	42	42	45
	03	88	44	50	45	51
	04	98	40	41	39	40
	05	121	45	37	55	45
0461	PATRIOT ELEMENTARY	728	346	48	360	49
	PK	19	12	63	13	68
	KG	110	46	42	58	53
	01	110	60	55	46	42
	02	120	56	47	66	55
	03	140	69	49	59	42
	04	106	50	47	64	60
	05	123	53	43	54	44

STUDENT ENROLLMENT & ETHNIC COMPOSITION BY SCHOOL AND GRADE
WEST ZONE

SCHOOL YEAR: 18-19

----- NUM.	SCHOOL NAME	TOT ENRL	F/R ENRL	LUNCH &TOT	MINORITY ENRL	&TOT
0641	PELICAN ELEMENTARY	969	410	42	441	46
	PK	41	15	37	13	32
	KG	146	66	45	63	43
	01	149	54	36	77	52
	02	146	64	44	62	42
	03	169	79	47	82	49
	04	141	64	45	62	44
	05	177	68	38	82	46
0751	SKYLINE ELEMENTARY	1021	494	48	509	50
	PK	54	32	59	35	65
	KG	160	77	48	79	49
	01	159	69	43	77	48
	02	148	78	53	75	51
	03	170	87	51	94	55
	04	147	63	43	63	43
	05	183	88	48	86	47
0762	TRAFALGAR ELEMENTARY	793	218	27	333	42
	PK	21	12	57	10	48
	KG	113	31	27	50	44
	01	117	36	31	50	43
	02	121	25	21	50	41
	03	128	35	27	51	40
	04	141	37	26	59	42
	05	152	42	28	63	41
0391	TROPIC ISLES ELEMENTARY	907	535	59	469	52
	PK	61	45	74	33	54
	KG	129	79	61	71	55
	01	131	85	65	67	51
	02	112	70	63	63	56
	03	152	84	55	86	57
	04	153	87	57	79	52
	05	169	85	50	70	41
*TOTAL	ELEMENTARY/WEST ZONE	11220	5197	46	5458	49
	PK	373	251	67	211	57
	KG	1697	831	49	840	49
	01	1713	808	47	824	48
	02	1696	772	46	822	48
	03	1929	879	46	950	49
	04	1780	783	44	860	48

STUDENT ENROLLMENT & ETHNIC COMPOSITION BY SCHOOL AND GRADE
 WEST ZONE

SCHOOL YEAR: 18-19

----- NUM.	SCHOOL NAME	TOT ENRL	F/R ENRL	LUNCH %TOT	MINORITY ENRL	%TOT
*TOTAL	ELEMENTARY/WEST ZONE					
05		2032	873	43	951	47
0572	CALOOSA MIDDLE	871	439	50	469	54
	06	296	147	50	172	58
	07	264	138	52	129	49
	08	311	154	50	168	54
0133	CHALLENGER MIDDLE	1089	427	39	558	51
	06	366	152	42	182	50
	07	347	141	41	195	56
	08	376	134	36	181	48
0772	DIPLOMAT MIDDLE	863	378	44	428	50
	06	291	137	47	140	48
	07	277	123	44	122	44
	08	295	118	40	166	56
0671	GULF MIDDLE	806	246	31	353	44
	06	260	71	27	107	41
	07	264	80	30	116	44
	08	282	95	34	130	46
0722	MARINER MIDDLE	1012	424	42	480	47
	06	355	152	43	167	47
	07	299	130	43	142	47
	08	358	142	40	171	48
0601	N FT MYERS ACAD	569	242	43	242	43
	06	185	81	44	74	40
	07	186	74	40	85	46
	08	198	87	44	83	42
0761	TRAFALGAR MIDDLE	916	248	27	393	43
	06	312	88	28	135	43
	07	291	74	25	127	44
	08	313	86	27	131	42
*TOTAL	MIDDLE/WEST ZONE					
06		6126	2404	39	2923	48
		2065	828	40	977	47

STUDENT ENROLLMENT & ETHNIC COMPOSITION BY SCHOOL AND GRADE
 WEST ZONE

SCHOOL YEAR: 18-19

----- NUM.	SCHOOL NAME	TOT. ENRL	F/R ENRL	LUNCH %TOT	MINORITY ENRL	%TOT
*TOTAL MIDDLE/WEST ZONE						
	07	1928	760	39	916	48
	08	2133	816	38	1030	48
0621	CAPE CORAL HIGH	1607	474	29	809	50
	09	438	143	33	221	50
	10	414	135	33	215	52
	11	379	98	26	198	52
	12	376	98	26	175	47
0861	IDA S. BAKER HIGH	1801	527	29	837	46
	09	434	127	29	196	45
	10	457	145	32	226	49
	11	462	128	28	212	46
	12	448	127	28	203	45
0491	ISLAND COAST HIGH SCHOOL	1687	717	43	847	50
	09	441	208	47	215	49
	10	420	186	44	216	51
	11	438	172	39	204	47
	12	388	151	39	212	55
0721	MARINER HIGH	1557	562	36	735	47
	09	388	172	44	190	49
	10	406	147	36	183	45
	11	391	125	32	179	46
	12	372	118	32	183	49
0311	NORTH FORT MYERS HIGH	1874	533	28	594	32
	09	438	133	30	141	32
	10	517	158	31	173	33
	11	465	134	29	133	29
	12	454	108	24	147	32
*TOTAL HIGH/WEST ZONE						
	09	8526	2813	33	3822	45
	10	2139	783	37	963	45
	11	2214	771	35	1013	46
	12	2135	657	31	926	43
		2038	602	30	920	45
*TOTALS FOR WEST ZONE						
	PK	25872	10414	40	12203	47
	KG	373	251	67	211	57
		1697	831	49	840	49

STUDENT ENROLLMENT & ETHNIC COMPOSITION BY SCHOOL AND GRADE
CHRTR/VIRTL

SCHOOL YEAR: 18-19

----- NUM.	SCHOOL NAME	TOT ENRL	F/R ENRL	LUNCH %TOT	MINORITY ENRL	%TOT
4221	ACCELERATION MDL CHARTER	59	43	73	40	68
	06	3	3	100	2	67
	07	14	10	71	11	79
	08	42	30	71	27	64
4305	ATHENIAN ACADEMY	12	9	75	4	33
	KG	7	5	71	3	43
	01	4	3	75	1	25
	02	1	1	100	0	0
4102	BONITA SPRINGS CHARTER	1297	558	43	618	48
	KG	124	40	32	56	45
	01	140	76	54	62	44
	02	150	70	47	82	55
	03	141	58	41	56	40
	04	137	54	39	65	47
	05	163	67	41	77	47
	06	156	76	49	78	50
	07	152	63	41	76	50
	08	134	54	40	66	49
4111	CAPE CORAL CHARTER	634	367	58	470	74
	PK	53	20	38	39	74
	KG	79	53	67	59	75
	01	53	36	68	37	70
	02	78	44	56	59	76
	03	87	55	63	57	66
	04	66	45	68	52	79
	05	59	33	56	47	80
	06	60	31	52	43	72
	07	56	30	54	44	79
	08	43	20	47	33	77
4151	CHRISTA MCAULIFFE ELEM	785	227	29	271	35
	PK	40	7	18	12	30
	KG	120	42	35	43	36
	01	122	37	30	47	39
	02	121	23	19	35	29
	03	125	46	37	49	39
	04	143	48	34	54	38
	05	114	24	21	31	27

STUDENT ENROLLMENT & ETHNIC COMPOSITION BY SCHOOL AND GRADE
CHRTR/VIRTL

SCHOOL YEAR: 18-19

----- NUM.	SCHOOL NAME	TOT ENRL	F/R ENRL	LUNCH %TOT	MINORITY ENRL	%TOT
4261	GATEWAY CHARTER INTERMED					
	07	212	83	39	138	65
	08	221	99	45	154	70
4304	HARLEM HEIGHTS CHARTER	79	76	96	78	99
	KG	17	16	94	17	100
	01	24	24	100	24	100
	02	20	20	100	19	95
	03	18	16	89	18	100
4274	ISLAND PARK CHARTER HS	336	4	1	206	61
	09	4	1	25	2	50
	10	27	1	4	21	78
	11	57	0	0	29	51
	12	248	2	1	154	62
7004	LEE CO VIRT SCHOOL FRANCH	283	21	7	75	27
	06	22	0	0	5	23
	07	29	6	21	13	45
	08	44	3	7	8	18
	09	36	0	0	11	31
	10	36	4	11	13	36
	11	61	4	7	15	25
	12	55	4	7	10	18
7023	LEE CO VIRTUAL INSTRUCC	45	8	18	25	56
	KG	5	0	0	1	20
	01	3	0	0	2	67
	02	10	4	40	8	80
	03	5	0	0	3	60
	04	9	3	33	3	33
	05	13	1	8	8	62
4242	NORTH NICHOLAS HIGH	243	5	2	108	44
	10	9	1	11	3	33
	11	43	2	5	20	47
	12	191	2	1	85	45
4303	NORTHERN PALMS CHARTER HS	133	64	48	41	31
	09	1	1	100	1	100
	10	6	4	67	2	33

STUDENT ENROLLMENT & ETHNIC COMPOSITION BY SCHOOL AND GRADE
CHRTR/VIRTL

SCHOOL YEAR: 18-19

----- NUM.	SCHOOL NAME	TOT ENRL	F/R ENRL	LUNCH %TOT	MINORITY ENRL	%TOT
4303	NORTHERN PALMS CHARTER HS					
	11	33	17	52	4	12
	12	93	42	45	34	37
4281	OAK CREEK CHARTER BONITA	488	420	86	364	75
	KG	50	43	86	36	72
	01	68	59	87	54	79
	02	40	32	80	34	85
	03	57	48	84	39	68
	04	54	49	91	43	80
	05	51	47	92	43	84
	06	55	52	95	41	75
	07	64	51	80	41	64
	08	49	39	80	33	67
4181	OASIS CHARTER HIGH SCHOOL	702	180	26	189	27
	09	176	53	30	51	29
	10	180	43	24	48	27
	11	153	36	24	41	27
	12	193	48	25	49	25
4143	OASIS ELEMENTARY	895	225	25	268	30
	PK	40	6	15	14	35
	KG	141	35	25	37	26
	01	140	36	26	48	34
	02	141	30	21	37	26
	03	143	35	24	47	33
	04	145	30	21	41	28
	05	145	53	37	44	30
4171	OASIS MIDDLE	837	242	29	288	34
	06	298	81	27	106	36
	07	258	78	30	85	33
	08	281	83	30	97	35
4223	PALM ACRES CHARTER HS	258	125	48	204	79
	09	3	2	67	3	100
	10	17	10	59	11	65
	11	40	25	63	32	80
	12	198	88	44	158	80

b. Population Growth Study

Growth in Cape Coral 2016-2040

Executive Summary

This white paper discusses the estimated growth rates in Cape Coral from 2016-2030 and 2016-2040 and the location of the area experiencing the highest growth rates. Data used in this analysis comes from Metro Forecasting Models data obtained earlier this year.

The analysis reviewed two separate timeframes, a short-term timeframe of 14 years, and a medium timeframe of 25 years. Areas in Cape Coral are divided into Traffic Analysis Zones (TAZ's). There are 429 TAZ's in Cape Coral; of these 35 were removed due to a lack of residential land use being present in those areas. Therefore, 394 TAZ's were analyzed in this report.

Those areas selected as experiencing the highest growth rates fulfilled two criteria; growth of no less than 100 dwelling units within the timeframe, and a minimum development rate of 40% within the area. These criteria were used to separate small absolute changes with large growth rates (an area experiencing growth from 10 to 20 units represents 100% growth), and to ensure that the areas selected would be densely developed enough to warrant centralized utility provision.

2016-2030

The top 7 highest growing TAZ's were identified included the following areas:

Zone Cluster	Zone	TOTAL UNITS DEVELOPED 2016 Units, Pop at FY, Percent Developed			Est. TOTAL UNITS DEVELOPED 2030 Units, Pop at FY, Percent Developed			Estimated Change 2016-2030	
		Total Units	Total Pop	Pct Dev at FY	Total Units	Total Pop	Pct Dev at FY	Units	% Chg
C3	TAZ 2618 cc	462	1016	49.62%	931	2055	100.00%	469	101.52%
N5	TAZ 2503	202	444	23.68%	357	789	41.85%	155	76.73%
N1	TAZ 2501	273	601	25.02%	476	1050	43.63%	203	74.36%
N5	TAZ 3294	160	352	28.47%	270	596	48.04%	110	68.75%
N3	TAZ 2924	248	546	28.80%	417	921	48.43%	169	68.15%
N4	TAZ 2494	257	568	28.37%	433	957	47.79%	176	68.48%
N2	TAZ 2827		0	0.00%	337	745	100.00%	337	

Of these areas, TAZ 2618cc refers to the northern phases of the Sandoval development in SW Cape Coral. TAZ's 2503 and 3294 are located in northeastern Cape Coral, off Gator Circle. TAZ 2501 is centered on the Diplomat school complex, just west of Del Prado Boulevard North and north of Diplomat Parkway. Just

south of the Coral Oaks Golf Course, south of Van Buren Parkway is TAZ 2924, while TAZ 2494 is the area located at the southeast corner of Kismet Parkway and Santa Barbara Boulevard. TAZ 2827 is the Stonewater development.

Overall, the majority of the high growth areas is in NE Cape Coral. Utilities are present in TAZ's 2503 and 2827, while utilities are anticipated to be available to TAZ 2501 by 2021. It is likely that utilities will be available to other areas beyond 2021, but construction plans have not been developed beyond 2021.

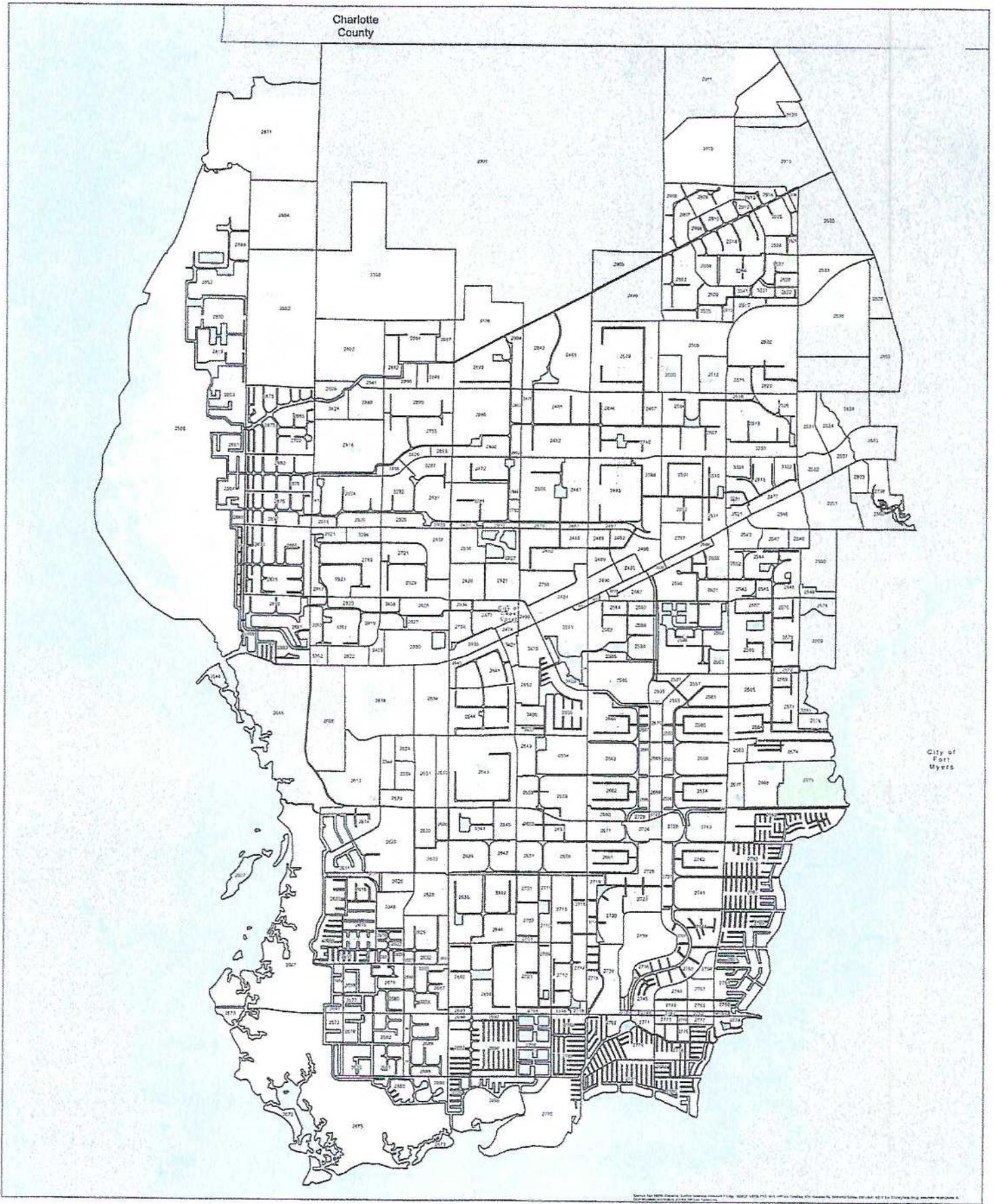
2016-2040

The top 7 highest growing TAZ's were identified included the following areas:

Zone Cluster	Zone	TOTAL UNITS DEVELOPED 2016 Units, Pop at FY, Percent Developed			TOTAL UNITS DEVELOPED Units, Pop at FY, Percent Developed			Estimated Change 2016- 2040	
		Total Units	Total Pop	Pct Dev at FY	Total Units	Total Pop	Pct Dev at FY	Units	% Chg
N3	TAZ 2859	108	238	14.92%	308	682	42.54%	200	185.19%
N3	TAZ 2863	95	209	15.01%	270	598	42.65%	175	184.21%
N5	TAZ 2536 cc	217	477	18.67%	578	1275	49.74%	361	166.36%
N3	TAZ 2873	100	220	19.19%	261	578	50.10%	161	161.00%
N3	TAZ 2815	97	213	19.13%	253	560	49.90%	156	160.82%
N3	TAZ 2886	105	231	19.92%	270	598	51.23%	165	157.14%
N3	TAZ 2872	69	152	20.18%	177	392	51.75%	108	156.52%

Almost all of these TAZ's are located in the Northwest quadrant of Cape Coral. TAZ's 2859 and 2863 are west of Old Burnt Store Road, north of Gulfstream Parkway, and represent the last area of gulf-access properties to develop. TAZ 2536 represents the Entrada development. The remaining 4 TAZ's on this list are located in NW Cape Coral, west of Burnt Store, and north of Yucatan Parkway, near gulf-access canals. By 2040, the City anticipates completing their utility construction programs, with maybe some exceptions in the far NW.

City of Cape Coral, Florida



Charlotte County

City of Fort Myers

Legend
[Symbol] Parcel Boundary - Top Layer
[Symbol] City Boundary
[Symbol] Other Contour Lines



Map produced for Metro Forecasting Models, LLC
Date: 3/30/2016

0 1.25 2.5 5 Miles

Item Number: 13.C.
Meeting Date: 2/9/2021
Item Type: UNFINISHED BUSINESS:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval of Oasis Charter Schools' Elementary Start Time and Compensation Options -
Superintendent Collins

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

ATTACHMENTS:

	Description	Type
▫	ELEMENTARY TEACHER COMPENSATION FEB 2021	Backup Material



To: City of Cape Coral Charter School Authority

From: Jacquelin Collins, Superintendent

Date: January 27, 2021

Subject: Elementary School Start Time Compensation Options

The Oasis elementary schools' charters, developed in 2005 and 2006, adopted a school day of 7 hours as opposed to the traditional 6.25-hour day found in Lee County. This longer day would allow students to have additional in time to complete subject area assignments/projects within the confines of the school day so that homework could be eliminated. This enabled families to enjoy time after school at their leisure and would allow students to participate after school activities without the hinderance of additional homework. The system has found that this extended school day helps to contribute to the "A" school grade and above average achievement scores. Additionally, a longer day for students also requires teachers to work an extended day as additional coverage is needed to supervise students of such young ages.

A committee was organized to develop proposals to compensate our elementary teachers for the additional time worked. Compensation for this purpose, is determined to mean receiving an appropriate benefit for services rather than full financial compensation which has been determined at this time to be unsustainable for the system. The new compensation plan will be implemented in the 2021-2022 school year. The cost to the system is approximately

The estimated cost to the system for full financial compensation to 99 elementary teachers is **\$371,805.18** yearly.

Option 1:

Elementary teachers accrue 2 additional days of leave per year (12 days vs 10 days).

Impact/Cost: Increase of \$21,936.87 per year for both schools for additional substitute coverage. We do not budget for additional liability costs associated with leave time.

Option 2:

Provide an additional add pay for elementary teachers. This ad-pay will cover supervision time not instructional time as the additional minutes at the beginning and the end of the day is supervisory in nature, required, and non-instructional 7:45 – 8:15 am and 3:15 – 3:45 pm (OEN) 8:00 – 8:30 and 3:20 – 4:00 pm (OES).

Impact/Cost: \$1000 per year/per teacher x 99 teachers = \$116,909,10.

Impact/Cost: :\$500 per year/per teacher x 99 teachers = \$58,454.55

Option 3:

Change start times at OES and OEN by 30 minutes. OEN start time would be 8:45 am (from 8:15am) and OES new start time would be 9:00 am (from 8:30 am). OMS and OHS start times would remain the same (7:40 am) and (7:00 am) respectively. End times of all four schools would remain the same.

Impact/Cost: Sixteen bus routes would be affected (201 bus stop times would have to be adjusted) affecting 627 students.

Bus driver workday would be extended by ½ hour of overtime for an increase to payroll budget of \$56,648.89 for first year and would continue to increase as wages increase.

Mid-day field trips and athletic field trips would be negatively affected. Buses must be ready to perform afternoon routes by 1:30 which would shorten field trip time to maximum 3-hour window. This would be an additional cost to students for trips to use outside transportation sources.

Additional costs to fleet while in holding pattern (additional wear and tear/fuel costs for bridging the 30-minute gap while idling off campus waiting for next route to begin) of \$33,730.

Mid-day fleet inspections and preventative maintenance updates would be difficult to maintain if mid-day window was shortened (Currently 8:30 – 12:30 vs. 9:30 – 12:30 window) . Currently we have significant difficulty transporting to and from fleet for these needs in the extended window to meet 30day inspection deadline.

Parent impact is problematic as it would disrupt current work schedules. More students would potentially need morning supervision services (meaning not necessarily participating in Before and After Care, rather, students would be dropped off 30 minutes early and would need to be supervised by staff).

Total financial impact to system: \$90,380.89. Total financial impact to parents is unknown at this time.

Option 4:

Change start times of OEN and OES by 15 minutes This would push the start time for OEN from 8:15 – to 8:30 and OES from 8:30 to 8:45am.

Impact/Cost: 5 bus routes to be changed at OES (61 stops and 189 students) and 5 bus routes to be changed at OEN (66 stops and 253 students). Not all bus routes would need to be adjusted.

Bus driver workday would be extended by 15 minutes of overtime for an increase to payroll budget of \$28,324.44 for first year and would continue to increase as wages increase.

Mid-day field trips and athletic field trips would be negatively affected. Buses must be ready to perform afternoon routes by 1:30 which would shorten field trip time to maximum 3-hour window. This would be an additional cost to students for trips to use outside transportation sources.

Additional costs to fleet while in holding pattern (additional wear and tear/fuel costs for bridging the 15-minute gap while idling off campus waiting for next route to begin) of \$25,297.50.

Mid-day fleet inspections and preventative maintenance updates would be difficult to maintain if mid-day window was shortened (Currently 8:30 – 12:30 vs. 9:15 – 12:30 window) . Currently we have significant difficulty transporting to and from fleet for these needs in the extended window to meet 30 day inspection deadline.

Parent impact is problematic as it would disrupt current work schedules. More students would potentially need morning supervision services (meaning not necessarily participating in Before and After Care, rather, students would be dropped off 30 minutes early and would need to be supervised by staff).

Total financial impact to system: \$53,621.90. Total financial impact to parents is unknown at this time.

Options with no cost to System:

- Allow elementary teachers to leave after class is dismissed if there are no duties assigned for the day (3:15 for OEN and 3:30 for OES). Duty schedules will be rotated at all grade levels (2021-2022 school year) so that all teachers will have the opportunity to leave early when not on duty.
- Expand lunch times from 25 minutes to 30 minutes (already in place at both schools).
- Allow teacher to take off professional duty days (4 per year) if no additional PD is scheduled and/or report cards are finished and printed by required due date.

Item Number: 14.A.
Meeting Date: 2/9/2021
Item Type: NEW BUSINESS:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval of Charter School Employee Job Title Change from Payroll Supervisor to "Payroll Specialist," and Modification of Job Description - Leisa Orcutt, Manager, Human Resources

SUMMARY:

- (1) Charter School Employee Job Title change from Payroll Supervisor to "Payroll Specialist."
- (2) Modification of Job Description Duties and Responsibilities
- (3) The salary range does not change.

ADDITIONAL INFORMATION:

RECOMMENDED ACTION:

ATTACHMENTS:

	Description	Type
▢	PAYROLL SPECIALIST JOB DESCRIPTION FEB 2021	Backup Material



CHARTER SCHOOL PAYROLL SPECIALIST

Class
Code:CHS162000

BARGAINING UNIT: NON-BARGAINING
EMPLOYEE

CITY OF CAPE CORAL
Established Date: March 16, 2010
Revision Date: February 2, 2021

SALARY RANGE

\$15.44 - \$24.16 Hourly
\$32,115.20 - \$50,252.80 Annually

GENERAL STATEMENT OF JOB:

Under the general direction of the Superintendent, provides administrative support ranging in difficulty from routine to complex. This position works with the City of Cape Coral's payroll, human resources, and finance departments when necessary. Office support functions performed at this level are moderate to complex in nature, requiring incumbent to coordinate specific tasks, and maintain a high degree of accuracy in processing information. Position exercises considerable discretion due to the sensitive and confidential nature of information processed at this level.

Individual(s) assigned to this classification must report to work per their assigned schedule.

SPECIFIC DUTIES AND RESPONSIBILITIES:

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this position. Incumbents may be requested to perform job-related tasks other than those specifically presented in this description.

- Provides data input to the payroll system by compiling time sheets for the entire school system.
- Prepares bi-weekly payroll file to the city payroll department that identifies hours worked, leave time accumulated, and what facility staff worked at for the school system.
- Performs data entry, sorts and files additions, deletions, and modifications to payroll file.
- Establishes and maintains division accounts filing system. Files and retrieve various records, files, forms, and other related departmental documents as directed.
- Creates and maintains payroll related spreadsheets and word processing documents.
- Compiles data for assimilation into various reports and records, and assists in preparing division and department budget.
- Assesses adequacy of processes to identify process improvements, Develops and recommends any changes and procedures to improve the effectiveness and efficiency of payroll systems and to enhance compliance requirements.
- Provides public assistance via telephone, in person, and/or by mail.

- Acts as a liaison between supervisor and outside agencies, gathering and relaying information.

ADDITIONAL JOB FUNCTIONS

- Performs other related duties as required.

MINIMUM QUALIFICATIONS:

- High school diploma or GED required; Associate degree in Business Management preferred.
- 3 years' experience in payroll processing and reporting.
- Must possess a valid state driver's license and obtain a valid Florida driver's license within 30 days.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Has general knowledge of financial management and accepted accounting principles and procedures.
- Has considerable knowledge of report and record maintenance principles and techniques.
- Has considerable knowledge of filing practices and methods.
- Has thorough knowledge of business English, the application of such to a variety of formats and styles and editing principles and techniques.
- Is skilled in numerical data entry tasks.
- Is skilled in processing numbers and figures with a high degree of accuracy.
- Is able to establish and maintain effective working relationships and communications with supervisor, support staff, and other departments position interacts with.
- Is able to organize and review work for efficient results and accuracy.
- Is able to handle diverse tasks while maintaining an attention to detail for the purpose of ensuring accuracy in task performance.

MINIMUM STANDARDS REQUIRED:

The physical requirements of this position.		
Physical Requirement	Description	Percent of Time
Balancing	Maintaining body equilibrium to prevent falling and walking, standing, or crouching on narrow, slippery, or erratically moving surfaces. This factor is important if the amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.	10%
Climbing	Ascending or descending ladders, stairs, scaffolding, ramps, poles, and the like, using feet and legs and/or hands and arms. Body agility is emphasized. This factor is important if the amount and kind of climbing required exceeds that required for ordinary locomotion.	10%
Crawling	Moving about on hands and knees or hands and feet.	10%
Crouching	Bending the body downward and forward by bending leg and spine.	10%
Feeling	Perceiving attributes of objects, such as size, shape, temperature, or texture by touching with skin, particularly that of fingertips.	30%
Finger Dexterity	Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand as in handling.	80%
Grasping	Applying pressure to an object with the fingers and palm.	30%

Hearing	Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discriminations in sound.	100%
Kneeling	Bending legs at knee to come to a rest on knee or knees.	10%
Lifting	Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. This factor is important if it occurs to a considerable degree and requires substantial use of upper extremities and back muscles.	10%
Pulling	Using upper extremities to exert force to draw, haul or tug objects in a sustained motion.	10%
Pushing	Using upper extremities to press against something with steady force to thrust forward, downward, or outward.	10%
Reaching	Extending hand(s) and arm(s) in any direction.	30%
Repetitive Motion	Substantial movements (motions) of the wrists, hands, and/or fingers.	90%
Seeing	The ability to perceive the nature of objects by the eye.	100%
Sitting	Particularly for sustained periods of time.	70%
Standing	Particularly for sustained periods of time.	10%
Stooping	Bending body downward and forward by bending spine at the waist. This factor is important if it occurs to a considerable degree and requires full motion of the lower extremities and back muscles.	10%
Talking	Expressing or exchanging ideas by means of the spoken word. Those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.	90%
Walking	Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.	20%

Every job duty in a job description need not always be specifically described, and any omission does not preclude the required performance of all duties that are job related.



Charter School Payroll Supervisor

Class Code:
CHS162000

CITY OF CAPE CORAL
Established Date: Mar. 16, 2010
Revision Date: Jul 10, 2013 February 2, 2021

SALARY RANGE

\$15.44 – 24.16 Hourly

~~\$1,235.20 – \$1,932.80 Biweekly~~

~~\$2,676.27 – \$4,187.73 Monthly~~

\$32,115.20 - \$50,252.80 Annually

GENERAL STATEMENT OF JOB:

Under general ~~supervision~~ direction of the Superintendent, provides administrative support ranging in difficulty from routine to complex. This position works with the City of Cape Coral's payroll, human resources, and finance departments when necessary. Office support functions performed at this level are moderate to complex in nature, requiring incumbent to coordinate several specific tasks, and maintain a high degree of accuracy in processing information. Position exercises considerable discretion due to the sensitive and confidential nature of information processed at this level. ~~Performs relate work as required.~~

Individual(s) assigned to this classification must report to work per their assigned schedule.

SPECIFIC DUTIES AND RESPONSIBILITIES:

Provides data input to the payroll system by compiling time sheets for the entire school system. Prepares by bi-weekly file to the city payroll department that identifies hours worked, leave time accumulated, and what facility staff worked at for the school system.

~~Process the new hire and status change paperwork complying with the labor laws and the Jessica Lunsford act for the hiring of staff and of substitute teachers, working closely with the city human resource department ensuring that all paperwork is completed and approved prior to the employee start date. Duties include, but are not limited to, run school background checks, move applicants through the applicant tracking software currently in use, make new hire files, assist with filing, make onboarding packets, schedule pre-employment and new hire onboarding appointments.~~

Establishes and maintains division accounts filing system. Files and retrieves various records, files, forms, reports, and other related departmental documents as directed.

~~Assists with purchase orders, check requests, transfers memos and requisitions for the division when needed.~~

Complies data for assimilation into various reports and records and assists in preparing division and department budget.

Provides public assistance via telephone, in person, and/or by mail.

Acts as liaison between supervisor and outside agencies, gathering and relaying information.

ADDITIONAL JOB FUNCTIONS

Performs related work as required

~~May be required to operate a motor vehicle in performance of assigned tasks.~~

MINIMUM QUALIFICATIONS:

High school diploma or GED required; ~~with additional course work in computers, accounting, and/or business preferred;~~ Associate degree in Business Management; supplemented by minimum three (3) years ~~related work experience, i.e., accounts payable, bookkeeping, experience in payroll processing and reporting.~~ -Must possess a valid state driver's license and obtain a valid Florida driver's license within 30 days.

KNOWLEDGE, SKILLS, AND ABILITIES:

Has general knowledge of financial management and accepted accounting principles and procedures.

Has considerable knowledge of report and record maintenance principles and techniques.

Has considerable knowledge of filing principles and methods.

Has thorough knowledge of business English, the application of such to a variety of formats and styles, and editing principles and techniques.

~~Has general knowledge of effective supervisory principle and techniques.~~

Is skilled in numerical data entry tasks.

Is skilled in processing numbers and figures with a high degree of accuracy.

Is able to establish and maintain effective working relationships and communications with supervisor support staff and other departments position interacts with.

Is able to organize and review work for efficient results and accuracy.

Is able to handle diverse tasks while maintaining an attention to detail for the purpose of ensuring accuracy in task performance.

MINIMUM STANDARDS REQUIRED:

~~Physical Requirements: Tasks are essentially sedentary, with some unassisted lifting, carrying, pushing and/or pulling of lightweight objects up to 20 pounds. Tasks may require prolonged periods of visual concentration.~~

~~Data Conception: Requires the ability to compare and/or judge the readily observable, functional, structural or composite characteristics (whether similar to or divergent from obvious standards) of documentation, accounting, and applications.~~

~~Interpersonal Communication: Requires the ability of speaking and/or signaling people to~~

convey or exchange information. Includes giving and receiving instructions, assignments or directions.

Language Ability: Requires the ability to read a variety of materials relevant to municipal policy, procedure, and ordinance. Requires the ability to communicate with numerous individuals from a broad array of backgrounds.

Intelligence: Requires the ability to apply principles of rational systems; to solve practical problems and deal with a variety of concrete variables in situations where standardization exists.

Verbal Aptitude: Requires the ability to record and deliver information, to explain procedures, to issue and follow oral and written instructions. Must be able to communicate effectively and efficiently in standard English.

Numerical Aptitude: Requires the ability to add, subtract, multiply and divide; calculate decimals and percentages.

Form/spatial aptitude: Requires the ability to inspect items for proper length, width and shape.

Motor coordination: Requires the ability to coordinate hands and eyes in utilizing modern office equipment.

Manual Dexterity: Must have minimal levels of eye/hand/foot coordination.

Color Discrimination: Requires the ability to differentiate between colors or shades of color.

Interpersonal Temperament: Requires the ability to deal with people beyond giving and receiving instructions. Includes considerable public contact, and potential confrontational situations.

Physical Communication: Requires the ability to talk and/or hear: (Talking: expressing or exchanging information by means of spoken words. Hearing: perceiving nature of sounds by ear).

Environmental requirements: Tasks are generally performed without exposure to adverse environmental conditions.

Item Number: 14.B.
Meeting Date: 2/9/2021
Item Type: NEW BUSINESS:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Request for Approval to Purchase Three, 2022 IC Conventional 77-passenger School Buses - Danielle Jensen, Interim Director of Operations

SUMMARY:

City Fleet and the Charter School transportation department has identified the need to add three additional school buses to the existing fleet based on increasing demands in student busing which includes athletics and field trips. Three, 2022 IC Conventional 77-passenger school buses with a five-camera system can be ordered from SunState International Trucks, LLC's with a lead time of 150 days.

ADDITIONAL INFORMATION:

The Charter School, along with City Fleet, is recommending the purchase of three, 2022 IC Conventional 77- passenger school buses with the addition of the five-camera system at a delivered cost of \$331,431. The Charter School can utilize of the Florida Department of Education ITB 2020-16 for Type A, Type C, and Type D School Buses and Optional Equipment. Due to the long timeframe to build buses, transportation would like to order the buses now to ensure they are delivered by the start of the next school year. To do this, the Charter School must issue the purchase order in February to reserve the buses. The amount to cover this purchase will be utilized from Fiscal Year 2021 Reserves and funding will be pulled out of the 2022 budget.

RECOMMENDED ACTION:

In summary, the recommendation is to utilize and use the pricing provided based on the Florida Department of Education ITB 2020-16 for Type A, Type C, and Type D School Buses and Optional Equipment to purchase three, 2022 IC Conventional 77-passenger buses.

The Governing Board must approve the purchase since the buses are over \$100,000.

The Governing Board will also need to approve that \$331,431 be taken from Reserves to cover the cost of the project.

ATTACHMENTS:

Description	Type
☐ SUNSTATE CONTRACT FEB 2021	Backup Material
☐ SUNSTATE BUS QUOTE FEB 2021	Backup Material

ATTACHMENT 6

**Contract for Type A, Type C and Type D School Buses
and Optional Equipment**

THIS CONTRACT FOR TYPE A, TYPE C AND TYPE D SCHOOL BUSES AND OPTIONAL EQUIPMENT, BID NO: ITB 2020-16, by and between the department, 325 West Gaines, Suite 834, Tallahassee, Florida 32399-0400, and

Sun State Internatioanl Trucks, LLC the contractor, a for-profit corporation registered in Florida, each referred to herein as "Party," and collectively referred to as the "Parties,"

WITNESSETH:

WHEREAS, the Department desires to provide eligible users, defined herein, with various Type A, Type C and Type D School Buses and Optional Equipment (defined herein as "Vehicles"), through the use of a state term contract pursuant to rule 60A-1.001, F.A.C.; and section 1006.27, F.S., and

WHEREAS, the Department solicited responses to an Invitation to Bid No. ITB 2020-16 (ITB) to prospective contractors of said Vehicles; and

WHEREAS, the contractor responded to the ITB and desires to provide said Vehicles; and, unto each other;

NOW THEREFORE, in consideration of the premises, terms and conditions set forth herein, the Parties execute this contract so same becomes binding and enforceable by and through the Parties and their assigns, and agree heretofore.

SCOPE OF WORK

The intent of these specifications is to set forth and convey to prospective bidders the general type, character, performance and quality of the Vehicles desired by the Department and school districts. The contractor is authorized to provide Vehicles to any and all eligible users in the State of Florida. The Parties agree that the laws and rules that apply to this contract shall be for those applicable to contracts in excess of Category Two, or \$35,000, as defined in chapter 287.017, F.S.

Pursuant to Section 7.10 of Bid No: ITB 2020-16, the following documents are hereby incorporated by reference:

- Department contract
- Any addenda to Bid No: ITB 2020-16
- ITB No: 2020-16
- Award Letter
- Contractor's response

IN WITNESS WHEREOF, the Parties hereto have caused this contract For Type A, Type C and Type D School Buses and Optional Equipment, Bid No: ITB 2020-16, to be executed on the dates shown below their respective signatures.

DEPARTMENT

Signature

Print Name:

Title:

Date:

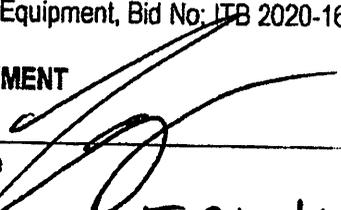
CONTRACTOR

Signature

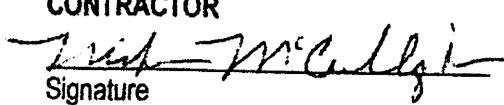
Print name:

Title: Executive Operations Manager

Date:



J. Alan Kelly
Chief of Staff
12/16/19



Mike McCullough

12/2/19

Sun State International Trucks, LLC

Margaret Holland
Account Manager
South Florida
813-503-7418

6020 Adamo Drive
Tampa, FL 33619

Quoted To: Cape Coral Charter School Authority Phone: (239) 574-0756 (x 4756)
Address: 3519 Oasis Blvd. Fax:
Cape Coral Florida, 33914 Email: kphillips@capecoral.net

Quote #: 2021-01
Quote Date 1/5/2021

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Quote For: 2022 IC Type C 77 Passenger w/MCC AC 5 Camera System

Item #	Description	Qty	Unit Price	Discount	Price
Bid Reference #	Pricing Per FL DOE Bid # 2020-16	1	\$ -	\$ -	\$ -
Base Bus 2021	77 Passenger Type C School Bus (STD - Cummins ISB 250hp/660LbFt & Allison, PTS2500, 6spd)	1	89,775.00	-	89,775.00
C29pas to C77Lpas	[C1A]Front Tow Hooks	1	65.00	-	65.00
C29pas to C77Lpas	[C1B] Rear Tow Hooks	1	61.00	-	61.00
C65-77p	[C4]100 Gallon Fuel Tank	1	488.00	-	488.00
C67-77L	[C10] Air Ride Rear Suspension	1	571.00	-	571.00
STD	[C13] Auto Headlamp System- Std	1	-	-	-
STD	[B3] Vandal Box w/Key	1	-	-	-
Option	[B5B] PA w/Radio	1	343.00	-	343.00
STD	[B12] Full Perf Ceiling Panels	1	-	-	-
Option	[B13] Bus Lockup System	1	266.00	-	266.00
STD	[B15] Stainless Steel Mirror System 9with non-corrosive brackets & fasteners)	1	-	-	-
Option	[B18] Underseat Rear Heater	1	406.00	-	406.00
Additional Options	Tag and Title Processing	1	200.00	-	200.00
Additional Options	Route Changer Sign	1	75.00	-	75.00
Additional Options	12v Aux Power Outlet	1	24.00	-	24.00
Additional Options	Mud Flaps - Front	1	54.00	-	54.00
Additional Options	Mud Flaps - Rear	1	54.00	-	54.00
Delivery	Delivery to Region 4	1	1,025.00	-	1,025.00
AC - 47P - 77L	MCC , AC -1323W1W1133-21, 135,000 BTU, 120 Amp (2xTM-21)	1	12,221.00	-	12,221.00
Seon, TH6H1T0	Trooper TH DVR 6 HD channels, audio, security front cover with lock set, mounting bracket, power harness, 1TB	1	1,752.00	-	1,752.00
Seon, WT1D20520	Trooper TL, TL-HD & TH and NH16 wiring bundle, diagnostic indicator/alarm button cable, five signal input, GPS	1	252.00	-	252.00
Seon, HD3QxxA20	HD Camera, Dome, internal, audio, IR TDN, 20' harness — to use with TH6 DVR - 2.8mm or 3.6mm	3	390.00	-	1,170.00
Seon, CHQ-MP6A3	CHQ mounting post, 6 inch, 30 degree angle	1	85.00	-	85.00
Seon, HD3QxxA50	HD Camera, Dome, internal, audio, IR TDN, 50' harness — to use with TH6 DVR - 2.8mm or 3.6mm	2	420.00	-	840.00
STD	Auto Trans Warranty, Allison 7yr- Std	1	-	-	-
STD - Deisel Only	Engine Exhaust Brake- Std	1	-	-	-
STD	Tailpipe Through Bumper - Std	1	-	-	-
STD	ESC Electronic Stability Control	1	-	-	-
Additional Option	Wingman Advanced Collision Mitigation	1	750.00	-	750.00

Quote Subtotal \$ 110,477.00

Special Instructions: _____

Tax Rate	0.00%
Sales Tax	-
Other	-

Make all Purchase Orders out to Sun State International Trucks, LLC.

555 Deposit 0.00

Date: _____ PO# _____ Signature: _____

TOTAL \$ 110,477.00

Item Number:	16.A.
Meeting Date:	2/9/2021
Item Type:	TIME AND DATE OF NEXT MEETING

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:

The Next Regular Governing Board Meeting will be held on Tuesday, March 9, 2021 at 5:30p.m. in Cape Coral City Council Chambers, 1015 Cultural Park Blvd., Cape Coral, FL 33990

SUMMARY:

ADDITIONAL INFORMATION:

RECOMMENDED ACTION: