




Interoffice Memorandum

FROM THE OFFICE OF THE
CITY MANAGER

TO: The Honorable Mayor and Members of the City Commission
FROM: Robert J. Bradshaw, City Manager 
RE: Department Activity Report
DATE: March 28, 2014

The information that follows is intended to keep the Commission abreast of the on-going activities, issues, programs and services within the City.

City Manager's Office

City Manager

- The City Manager held a Conference Agenda meeting on March 10, 2014.
- The City Manager and Deputy City Manager attended a Retirement Board Workshop on March 10, 2014.
- The Marketing Specialist attended the Fort Pierce Area Council meeting on March 10, 2014.
- The Deputy City Manager attended a meeting scheduled by the City Attorney regarding the Coral Square loan modification.
- The Deputy City Manager and Public Works Manager met with representatives from ConEdison to discuss the energy savings performance contract.
- The City Manager and Deputy City Manager met with a representative from Cypress Golf Management regarding maintenance and operations.
- The Deputy City Manager and Public Works Manager performed a site inspection of 505 North 7th Street.
- The Deputy City Manager met with the Program Analyst to discuss the forms for SHIP/CDBG mortgages and notes.
- The Deputy City Manager, Public Works Manager and DC Amandro met with Pastor Banks regarding night hoops and Percy Peek Gymnasium activity.
- The Deputy City Manager attended the CRA Advisory Committee meeting on March 12, 2014.
- The City Manager and Deputy City Manager met weekly with Mayor Hudson to discuss current City issues.
- The City Manager and Deputy City Manager met with Commissioner Alexander regarding current City issues.

City Manager's Office contd.

- The City Manager and Deputy City Manager met with Commissioner Perona regarding the agenda for the March 17, 2014 City Commission meeting.
- The Deputy City Manager attended a meeting regarding the document imaging system for the Police Dept.
- The Deputy City Manager held a Special FPRA meeting on March 17, 2014.
- The Deputy City Manager and Marketing Specialist attended the Lincoln Park Improvement Project Community Meeting on March 18, 2014.
- The City Manager attended the FPUA Board meeting on March 18, 2014.
- The Deputy City Manager attended a meeting regarding the potential resolution of a case.
- The Marketing Specialist attended the Treasure Coast League of Cities Membership Luncheon on March 19, 2014.
- The Deputy City Manager met with the Program Analyst to discuss the FPRA annual report.
- The members of the Economic Development Team, which now includes the Marketing Specialist, met with the Purchasing Manager to discuss the redevelopment of the King Plant site.
- The Deputy City Manager and Marina Manager met with Treasure Coast Boat Rentals to discuss their lease.
- The Marketing Specialist attended the St. Lucie County Chamber of Commerce Tourism Committee meeting on March 20, 2014.
- The Marketing Specialist met with Comm. Mowery and EDC Director Peter Tesch regarding potential economic development.
- The Deputy City Manager met with Chief Baldwin, DC Amandro and the Public Works Manager to discuss the utilization of Percy Peek Gymnasium.
- The Marketing Specialist attended Coffee with the Mayor on March 21, 2014.
- The City Manager and Deputy City Manager attended the TCRPC meeting on March 21, 2014.
- The City Manager, Deputy City Manager and Planning Manager met with Commissioner Becht to discuss annexation issues.
- The City Manager, Deputy City Manager and Grants Administrator met with representatives of United For Animals to discuss a potential donation.

City Clerk's Office

- Gave assistance and answered questions to the walk-in public on various aspects of Business Tax Receipts which included but not limited to:
New Applications: 26 Renewals: 0 Transfers: 2
- Gave assistance and answered questions to the walk-in contractors on various aspects of Contractor's Licensing which included but not limited to:
New Applications: 30 Renewals: 9
- Gave assistance and answered questions from the public who have contacted office by telephone.
- Gave assistance and answered questions received by the public via e-mail through the City's web-page.
- Assisted the public by researching and providing copies of various requested public records.
- Assisted the public, various departments, newspaper and other government entities by providing DVD copies of various commission meetings.
- Assisted public by processing and providing receipt for animal registrations payment.
- Assisted Code Compliance Manager by processing payment and providing receipt for check received from Holy Family Vet Hospital for animal registrations.
- On-going updating of contractors' records for current Liability Insurance, Workman Compensation Insurance, and State License information.
- Attended and recorded Board of Examiners of Contractors meeting on March 11, 2014.
- Input all necessary data into computer system to create account and issue competency card for contractors approved on March 11, 2014 by the Board of Examiners of Contractors.
- Prepared memo with attached attendance sheet to Finance Department for quarterly payment to the members of the Board of Examiners of Contractors.
- Preparation of legal advertisements, letters, resolutions, & ordinances for various departments for upcoming City Commission agenda items.
- Preparation of several Proclamations.
- Set up recording equipment 2nd floor conference room to record City Manager's Conference Agenda meeting on March 10, 2014.
- Attended, recorded and transcribed minutes of the City Manager's Conference Agenda meeting held on March 10, 2014.
- Attended, recorded and transcribed minutes of the Fort Pierce Redevelopment Meeting held on March 17, 2014.
- Attended, recorded and transcribed minutes of the Fort Pierce City Commission Meeting held on March 17, 2014.
- License/Permit Clerks contacting businesses and also working with Code Enforcement on Business Tax Receipts not renewed by September 30, 2013.

City Clerk's Office contd.

- Revenue Recovery working with Code Enforcement personnel on new businesses within the city limits that have not applied for a Business Tax Receipt.
- Licensing/Permit Clerk working with Building Department Permit Specialist to contact business tax applicants to set up appointments for building inspections and other issues associated with a business tax application.
- Daily balancing process of cash receipts and submittal to Finance Department for bank deposit.
- On-going implementation of computerization of annexation records.
- On-going implementation of scanning City Commission Agenda Packets onto DVD's.
- On-going implementation of scanning City Commission Meeting minutes, ordinances, resolutions, and the Fort Pierce Redevelopment Meeting minutes into the Optiview system.
- Assisting MIS Department in correcting and adding unit numbers to existing address data base.
- Preparation and delivering to St Lucie County Courthouse recording division various paperwork to be recorded.
- Assisting Finance Department by signing and affixing the City Seal to necessary paperwork associated with release of liens.
- Assisting Planning Department personnel answering questions pertaining to business tax applications.
- Assisted Planning Department personnel by researching and providing copies of various ordinances, rezoning, conditional uses and annexations.
- Assisted Planning Department personnel by researching and providing the cost for legal advertising of various projects they are processing.
- Assisted City Attorney Office by doing research on various city issues.
- License Permit Specialist/Deputy City Clerk working on an on-going record retention projects.
- On-going implementation of updating various forms and having them accessible through the City of Fort Pierce website.
- License/Permit Clerk working on preparation of ordinance to increase business tax.
- License Permit Specialist/Deputy City Clerk prepared all necessary paperwork for title and registration for Police Department SWAT team tactical vehicle.
- License/Permit Clerk Joyce Kobbe attended the chapter meeting of the Florida Association of Business Tax Officials (FABTO) held on March 10, 2014 in Port St. Lucie.
- License Permit Specialist/Deputy City Clerk assisted Code Enforcement/Animal Control Manager by setting up recording equipment in the Code Enforcement/Animal Control Conference Room on March 26, 2014.

Administrative Services Department

- Procurement –
 1. Opened Bid No. 2014-014 ~ Elevator Maintenance March 20, 2014
 2. Conducted informal training with FPRA Staff on “How to request Formal Solicitations” .
 3. Processed purchase orders.
 4. Processing and/or completion of awards to vendors/contractors approved by Commission.
 5. Meetings:
 - a) Purchasing Manager chaired a Evaluation Committee meeting for
 - b) RFQ No. 2014-010~ King Power Plant Redevelopment.
 - c) Purchasing Manager chaired a Mandatory Pre-Bid Meeting for 31 St Street Sidewalk Improvement Bid No. 2014-013.
 - d) Director of Administrative Services along with the H.R Manager attended a workshop on Advancements in Human Resources Management held at Indian River College.
 - e) Director of Administrative Services held a Leadership meeting with the Manager of Public Works.
 - f) Director of Administrative Services attended a meeting with the Insurance Committee.

- Human Resources –
 1. Coordinated Pre-employment physicals and background checks.
 2. Conducted New Employee Orientations
 3. Completed several Public Records requests.
 4. Advertised Promotional/Employment Opportunities.
 5. Created several Personnel Action forms for employees.
 6. Distributed monthly Reports to each department such as Accrual Register, Time Sheets and payroll register to Police Department.
 7. Processed Purchase Orders and requisitions.
 8. Verified payroll.
 9. Processed March and April, 2014 employee annual evaluations.
 10. Completed Verification of Employment/Loss of Income forms.
 11. Accepted and logged-in applications for the following positions: Crime Scene Investigation (73 applications), Victim Assistant (43), Part-Time Switchboard (12) and Administrative Assistant (52)
 12. Distributed applications to Police Department for closed position
 13. Picked-up and distributed mail to each box in the mail room
 14. Assisted in interviews for the Planning Department
 15. Cleaned and organized Front Desk in Human Resources
 16. Handled complaints and concerns
 17. Reviewed and approved Personnel Actions Forms.

- Risk Management –
 1. Collaborated with Florida Blue regarding upcoming Seminars/Workshops.
 2. Risk Management Committee Meeting April 9, 2014.
 3. Attended Harvest Food & Outreach Board Meeting.
 4. Accident and Injury Reviews.
 5. Audited, Closed, and Processed WC Claims.
 6. Processed Insurance Subrogation.
 7. Consulted with the City Carrier Regarding Liability Claims.
 8. Processed day to day Risk Management Duties.

Finance Department

- Met with Assistant City Attorney and Deputy City Manager regarding the potential resolution of a case.
- Prepared memorandum regarding Retirement Board's recommendation to the City Commission.
- Day to Day Operations

MIS Department

- Completed iPad training for each of the elected officials.
- iPad training will continue for several departments during the upcoming weeks.
- MIS Training room addition has been completed and employee training will now resume.
- GIS, Vantage Point and GEO Max installations and configurations are now complete and will move forward with on-site training.
- Website redesign Phase I has begun with delegated tasks given to the Website team
- QRepWeb installed and ironing out different problems with SunGard.
- Ongoing maintenance support for Marina Wi-Fi and camera system due influx of crime.
- Transferring data to new file servers for several departments.
- Upgrading out of lease copiers for several departments.
- Submitted work orders to State of Florida to enhance the router speed at City Hall and all remote sites. Completed the router installation for Indian Hills, River Walk Center, and Sunrise Theatre.
- Deploying AppAssure Imaging, Backup, and de-duplication Citywide.
- Working with Facility Maintenance crew on room upgrades.
- The installation of new equipment and relocation for Commission Broadcasting Room has now been completed.
- Working on new servers, racks and Intune software citywide.
- Working on citywide installation of AirWatch mobile device management (MDM) application.
- Exploring cloud based options for different applications.
- Processing new computer equipment for various departments.
- Working on a WorkOptiFlow pilot program with the Police Department.
- Upgrading Pervasive application for Marina Program.
- Working with vendor Group Business Software and the migration is seventy five percent complete to move Lotus Notes to the cloud.
- Working on Rights issue with NAS (on-going).
- Processing VOIP spread sheets for remaining remote sites (Marina and Sunrise Theatre) and gathering all information required including old numbers to be ported.
- Marina data room is currently being upgraded to handle a new data rack, servers. Transferring data to the new NAS device (on-going).
- Shelter Pro software roll out for Animal Control Officers to be loaded on City's application server.
- Major problems with email due to virus attacks to our system (on-going).
- Servers for Sunrise Theatre are being processed for distribution.
- Software integrations citywide (on-going).
- Working with AT&T and State of Florida on the fiber optic installation preparation for Public Works/Solid Waste (ongoing).
- Lotus Notes IQsuite e-mail spam, and archiving (ongoing).
- Updating MIS documentation and procedural policies (on-going).
- Received one hundred eleven (111) new work orders and completed one hundred eighty (180) work orders.

Planning Department

- Administrative/Meetings –
 1. All Staff members conducted 'Planner of the Day' duties on a rotating basis.
 2. Walk-ins/Call-ins.

- Comprehensive Planning, Long Range Planning –
 1. S 25th Street - Dollar General - ZAA/FLUMA - City Commission - Approved First Reading
 2. 4100 Glades Cut-Off Rd. - Diamond R Fertilizer - Zoning Map Amendment
 3. 1110 N 29th Street - Pine Creek Village Apartments - Transmittal

- Development Review –
 1. 1167 S US HWY 1 - Easement Abandonment - City Commission Approved
 2. 657 N Indian River Drive - Authorization of Similar Use/ Conditional Use - Planning Board Submittal
 3. 1998 N US Hwy 1 - Dunkin Donuts Variance

- GIS/Mapping –
 1. Web edits/uploads
 2. GIS coordination with MIS regarding GIS upgrade
 3. GIS new annexation agreements
 4. GIS old annexation issues
 5. GIS PASLC GIS review - subdivisions

- Historic Preservation –
 1. 901/915 S Indian River Drive - Old Fort Park - Lion's Club Donation & Improvements Plan - Historic Preservation Board Approved
 2. 211 Orange Ave, Exterior Alterations - Historic Preservation Board Approved
 3. 531 N 2nd Street, Additions - Historic Preservation Board Approved
 4. 716 Avenue D, Demolition - Historic Preservation Board Approved

Building Division

- 7131 Okeechobee Rd (West Star) – There has been no change in the status of this permit; we will continue to keep you informed of the progress of this project.

- 4400 S. US Hwy 1 (Acura Dealership) – This permit has been issued.

- Community Garden Pavilion – This permit has been issued.

- 6120 Glades Cut off (SLC Recycling Center) – Project revisions have been submitted.

- 4000 S US HWY 1 (Muslim Friends of Florida) – Building permit is ready to be issued on project.

- 300 S 33rd Street (Greater Friendship Missionary) – This permit has been issued.

- 2000 Hartman Road (DaVita Bright Dialysis) – Plans and permit application have been submitted on project.

- 1301 N Lawnwood Cir (Medical Offices of Drs. Roberts & Dawkins) – Commercial addition has been given a Certificate of Occupancy.

Code Enforcement Division

- Hearings –
 1. Code Enforcement Board
 - a) 6 violation hearings
 - 1 pulled by staff to be closed and recited
 - 2 complied prior to hearing
 - 3 found in violation
 - b) 4 penalty reduction requests
 - 3 recommended to be approved and forwarded to the City Commission
 - 1 recommended to deny request and forwarded to the City Commission
 2. Special Magistrate Blandino
 - a) Special Animal Control Hearing at the request of Mr. Lesane.
 - b) Found Mr. Lesane's dog to be considered dangerous and imposed related restrictions as required by both state statute and city ordinance.
- Code Enforcement –
 1. Received 37 complaints
 2. Issued 9 written warnings
 3. Issued 2 citations
 4. Initiated 124 new cases: 57 general violations and 67 lot clearing violations
 5. Conducted 507 follow-up inspections
 6. Closed 175 cases
- Animal Control –
 1. Responded to 193 dispatched calls
 2. Conducted 180 self-initiated calls
 3. Conducted 72 follow-up investigations
 4. Issued 4 citations and 4 written warnings
 5. Completed 5 bite reports
 6. Completed 2 cruelty reports
- Income & Expenses –
 1. 81 lien / title searches have been researched and completed.
 2. Income for code violations continues to exceed our expectations at 157% of our budgeted income. Lot clearing income is just shy of 250% of our budgeted income.
 3. Animal control violations and registration income are slightly higher than our projected budgets at 67% and 76% respectively.
 4. All lien & fine case folders are being manually reviewed and updated to address past due accounts (on-going).
- Miscellaneous –
 1. Worked with Libby Woodruff, Deputy City Manager Mimms and City Manager Bradshaw on the submittal of the Florida Animal Friend grant.
 2. Attended the monthly TRC Meeting.
 3. Participated in the Lincoln Park Improvement Project meeting held at the Avenue D substation.
 4. Attended the annual Chamber of Commerce Young Floridian scholarship luncheon followed by interviewing the students selected to compete for the scholarship.
 5. Animal Control volunteered at the Creature Safe Place annual Chinese auction held on Saturday, March 15th.
 6. Addressed an animal cruelty case that resulted in a dog's death. The matter is being investigated by the FPPD.
 7. Initiated Code Enforcement's annual spring lot clearing sweep and put all lots out for bid. The goal is to have these lots cleared before Easter.

Engineering Department

- Development Reviews – Intake of ten (10) Building Permit, Site Plan, or Certificate of Occupancy reviews.
- Stormwater Division – Report being made to FDEP quantifying amount of nutrient removal that was accomplished in the reporting period of February 2013 to February 2014. Report to include street sweeping records and volumes, catch basin cleaning volumes and removal from any stormwater project that was put into service.
- Traffic Control – City continues maintenance of all signals. Staff has started a refurbishment program on City maintained signals to rewiring the existing signal mast arms; the existing wiring is degrading rapidly due to heat and age causing significant issues with traffic signal reliability. Staff is creating a cost estimate
- City Marina Reconstruction - Phase I – Islands – Staff continues working with LMAC to resolve potential contractual issues and perceived monetary claims. LMAC has started parking lot and landscape restoration, LMAC hopes to complete the Pavement restoration by April 14, 2014. Staff has started to work on Phase I project closeout documentation.
- City Marina Reconstruction – Phase II – Docks – Construction contract is Commission approved, Purchase order and Notice to Proceed have been issued. Staff has scheduled Phase II construction kick off meeting for April 1, 2014. Estimated completion of Phase II is April 2015.
- S. 21st Street / Havana Avenue - Sidewalk Project – Project currently under design. Funding has been approved by FDOT for FY 2015. 90% plan review comments have been submitted to the consultant.
- 31st Street Sidewalks from Okeechobee Road to Tennessee Avenue – Bid opening scheduled for April 2, 2014.
- 5th Street Reconstruction from Orange Avenue to Boston Avenue – Construction underway. Final completion is scheduled for April 2014.
- Heathcote Stormwater Improvements – Pre-construction meeting scheduled for March 19, 2014. Gopher tortoise relocation currently underway. Traps need to be set and monitored until April 19th. Contractor scheduled to begin immediately following the trapping period. City and County coordinating connectivity of the proposed fitness trail with other existing and future amenities.
- Veterans Memorial Park – Phase I of the construction is being funded with SLC Grant CDBG Disaster funds. The low bidder's, McTeague Construction, contract is on the 4-15-14 SLC agenda for award. Proposed improvements for this phase include ADA upgrades such as bathroom expansion and a rear patio expansion. Phase II is currently in the design and permitting phase and is expected to go out to bid once we are in receipt of the FDEP 319 Grant.
- Melody Lane Fishing Pier – Under design.
- H.D. King Power Plant Clean-up – Cardno scheduled to begin remediation work on April 1, 2014. RLF funds agreement being submitted to the TCRPC board on March 28, 2014. Upon approval by the TCRPC the loan documents will be presented to the FPRA board at their quarterly meeting in April.
- Park Trail Subdivision – Drainage improvements are underway. Completion expected in May.

Public Works Department

- Energy Efficiency & Conservation – A kickoff meeting is scheduled for the first week of April. Look for frequent updates on this project.
- Single Stream Recycling – All of the Big Belly Compactors have been placed and are being utilized. Staff is anxiously awaiting the arrival of the recycling receptacles obtained through a grant. Once the containers arrive we will be able to provide recycling options at all City Parks.
- Phase II Window Retrofit Project – The River Walk windows and doors are complete and look fantastic. Installation is complete at the PWD compound and work has begun at the Police Department.

Police Department

- Percy Peak Gymnasium – Chief Baldwin met with Deputy City Manager Mimms and Public Works Director Mike Reals to discuss a youth basketball program proposed by Pastor Banks for the Percy Peak Gymnasium. We hope to advance this program as a partnership with PAL.
- Pastors' Meeting – Chief Baldwin met with Lincoln Park pastors on March 26, to discuss ongoing efforts to address violence in our community. The pastors are planning to hold additional events in the community with dates to be announced shortly.
- Retirement Board Meeting / Workshop – Chief Baldwin attended a retirement board meeting and workshop to discuss proposed changes to our employee retirement system. Chief Baldwin previously distributed a memorandum to the city manager and elected officials on this issue.
- Staffing – The department currently has 9 vacancies for police officers and 2 vacancies for civilian positions.

Urban Redevelopment Department

- Grants Administrator –
 1. Completed and Submitted the following grant applications:
 - a) Florida Inland Navigation District (FIND) - Complete construction of public fishing pier on Melody Lane
 - b) Children's Services Council of St. Lucie County - 3rd Annual City Marina At-Risk Youth Fishing Clinic
 - c) Florida Animal Friend - City's Pet Sterilization Voucher Program
 2. Meetings:
 - a) Gail Kavanagh - Florida Inland Navigation District
 - b) Joel Dramis - World Changers
 - c) Pat Alton - Hometown News
 - d) Walt Hines, Stacy Givens - Updates/Redesign for FPAT Website
 - e) Legal Department - Commercial Facade Grant Contracts and Florida Humanities Council Grant Contract (2 meetings)
 - f) Cynthia Roberts, Banner Works of Florida - Design of FPAT Banners
 - g) Susan Perry, City Mgmt - United For Animals (4 meetings)
 3. Other:
 - a) Received Grant Award from Dr. Pepper/Snapple/ Keep America Beautiful - 20 decorative recycle containers for City parks
 - b) Coordinated and Provided Oversight and all Meeting Materials for Lincoln Park Improvement Project Community Meeting
 - c) Provided oversight for the setup and creation of Commercial Facade Grantee folders, spreadsheets, appointments, reporting forms, etc.
 - d) Highwaymen Trail Project Phase II - researched and gathered info for website, trail signs; collaborated with sign manufacturer for small sign design, etc.
 - e) Created advertisements for FPAT and CWC meetings
 - f) Wrote and mailed letters to all CWC members to reschedule meetings to quarterly
 - g) Assisted Mr. Caesar Ricks and his daughter with contacting neighbor property owners to try to sell his old home site
 - h) Created FPAT overview PowerPoint presentation for April 7 City Commission meeting
 - i) Addressed issue with Land and Water Conservation Fund grant award for Jetty Park
- Program Analyst –
 1. FEMA
 - a) Marina Project
 - monitoring time extension
 - monitoring funding requests
 - preparing quarterly report
 - meetings with project manager Ed Seissiger regarding time extension and reimbursements
 2. Windows Expansion Project
 - a) Created and filed quarterly report
 - b) Preparing pay applications
 3. Enterprise Zone - Answering emails and phone calls pertaining to tax credits
 4. SHIP
 - a) Requested RFPs from Purchasing for two addresses
 - b) Meeting with Steve McCain, Nick Mimms, and Johnna Morris regarding deferred loans
 5. NSP - Communications with Housing Authority regarding Orange Avenue Property
 6. FPRA - Meeting with Deputy City Manager regarding annual report

Marina

- Oversee daily operations for City Marina and Fisherman's Wharf Marina.
- Working with seasonal dockage and events (see weekly email "Marina Happenings" newsletter for updates).
- Marina Island Construction estimated completion unknown.
- Consulting on Marina Project.
- Commission approved the rights to negotiate with Bellingham Marine for the new dock system at the City Marina. City Attorney and Engineering Dept. working out contract language.
- Attended fourth meeting of Waterway Steering committee for Martin and St. Lucie Counties.
- Dredging time frame of Moore's Creek is undetermined. Awaiting Engineering Dept. for date certain.
- Upgrading camera security system throughout marina facility.
- Working with St. Lucie County Tourism Department on the contract for 3 web cams. Contract in City Attorney's office.
- Working with City staff on installing a Seacoast National Bank ATM machine at City Marina. Contract in City Attorney's office. Awaiting Seacoast review of the contract.

Golf Course

- Met with Master Officer Paul Pearson to finalize plans to start the 1st Tee Program at Indian Hills on April 7, 2014.
- Met with Assistant Golf Professionals to finalize new golf rates for April, 2014.
- Met with Superintendent for update on on-going projects on the golf course.

River Walk Center

Park Permits	2725.00
Garden Center	450.00
Programming	1053.58
River Walk Center	1184.83
Maravilla Center	343.68
Special Events	2585.00
<hr/> Total	<hr/> \$8,342.09

Sunrise Theatre

- Over the past weeks, the following performances and activities were presented in the Sunrise & Black Box Theatre: Fort Pierce Jazz and Blues Society and the Sunrise Theatre co-presented Tuesday Night Jazz Jam evenings on March 4 and 11; Comedy Corner Improv on Saturday, February 8; On The Verge Concert Series presented Charlie Worsham March 7; GDG Productions presented Anna Nicotra on March 16 at 3pm; The Margo Rey Band performed three shows on March 15 - 16. Performances on the Sunrise Theatre main stage included Kyman Entertainment's Jay & The Americans and Brooklyn Bridge on March 7; Eddie Money on March 9; Celtic Fire on March 13; Three sold-out performances of Ron White on March 15 & 16.
- On March 14, John Wilkes met with the Florida American Planning Association. In addition to giving a tour he also talked about the restoration of the Sunrise and subsequent economic impact the Sunrise has had on downtown Fort Pierce.
- Assistance continues with future rental events and co-presentations with various community groups including, but not limited to: BlueBird Educational Productions Robert Navarro on March 21; Family Meals, Inc. McCartney Mania on March 28; Richard Nader's Doo Wop & Rock n Roll on March 29.
- Programming and contract negotiations for the upcoming 2014/15 are in full swing. Marketing and show sponsorship packages are being put together to solicit for the coming season's shows. Event commitments for the 2013/14 Season continue.
- Budget projections and adjustments for this and next year's fiscal year continue to be reviewed and implemented.